



## MINUTES OF THE EXTRAORDINARY MEETING OF KEMPSEY SHIRE COUNCIL

Monday 4th April 2005 commencing at 8.08am.

### **PRESENT:**

Councillors J A C Hayes, (Mayor and Chairman), J H Howell, E A Green, J C Gribbin, R H McWilliam, D F Saul, B R Sowter and E R Walker.

General Manager, A V Burgess; Director Shire Services, K J Finnie; Director Sustainable Services, R B Pitt; Director Corporate Services, G B Snape, Manager Organisational Effectiveness; J C Clegg, Manager Finance; A P Curtin, Minute Taker; Ken Woods and Donna Pearson.



### **APOLOGY:**

2005. 192 **RESOLVED:**

*Moved: Cl. McWilliam  
Seconded: Cl. Green*

**That the apology submitted by Councillor Hunt for non-attendance at the meeting be accepted and leave of absence granted.**



### **CONSIDERATION OF CONFIDENTIAL REPORT**

2005. 193 **RESOLVED:**

*Moved: Cl. Sowter  
Seconded: Cl. Howell*

**That the confidential report be considered in the confidential section of the meeting.**



### **ADOPTION OF AGENDA ORDER OF BUSINESS**

2005. 194 **RESOLVED:**

*Moved: Cl. Howell  
Seconded: Cl. Green*

That the Agenda Order of Business be adopted with the addition of Mayoral Minute Supplementary Report.



## SUSPENSION OF STANDING ORDERS

2005. 182 RESOLVED:

*Moved: Cl. McWilliam  
Seconded: Cl. Green*

That Standing Orders be suspended to allow workshop on budget considerations.

## DIRECTOR SHIRE SERVICES REPORT

<b>DSS1</b>	<b>PROVISION OF A FORTNIGHTLY GARBAGE COLLECTION</b>
<b>FILE: 491 WJL</b>	<b>{ Folio No. 293831 }</b>

### SUMMARY:

Reporting on investigations into a fortnightly garbage collection.



Investigations into bench marking with other New South Wales council's identified that there are very few that currently offer a fortnightly garbage service.

Of those contacted, Shell Harbour provided the best information into the provision of a service.

Shell Harbour replaced the old style 55L metal garbage tins with 240L MGB's. Due to the increased capacity of the bins, the service was offered on a fortnightly basis to all properties (rural, urban and coastal). The increased size was accepted well by the community, however issues of increased odour and the control of vermin become an issue with many residents. To combat the problem, Council provided free odour control units for the bins and an education campaign highlighting the need for improved composting and wrapping of putrescible waste by residents. These combined efforts seemed to address the concerns.

An enterprising business has also begun offering deodorisation of bins for the price of \$2. Council also advertises this service on behalf of the operator.

Due to the number of complaints, Shell Harbour Council have now reinstated a weekly garbage service to residents at an increased cost. At present the costs are:

- 240L Fortnightly Service - \$145
- 240L Weekly Service - \$211
- 120L Fortnightly Service - \$135
- 120L Weekly Service - \$166

Note that these charges include the provision of fortnightly recycling using a 240L and also 13 bulk waste pickups from kerbside.

Estimates from Shell Harbour council indicate that 78% of properties have retained the fortnightly garbage option, with many of those who initially complaining of the changed service not taking up the offer of a weekly service at an additional cost.

From personal experience working for local government in Victoria, where the weekly garbage service in the rural area was replaced with a fortnightly collection, the issue of vermin and smell was of major concern to residents and made up the bulk of complaints. Even with a good education campaign, many residents felt that Council was decreasing the services it offered rather than looking at it as a program to assist in waste minimisation. A major problem with the change to a fortnightly service is that an increase in non-placement of bins occurred, with residents being confused about which week to put the bin out. This led to properties retaining waste for up to 3 weeks, adding to the problem of increased vermin, smell and aesthetic condition of the bin.

Charges for the waste service were:

- Weekly service 120L MGB - \$166 including fortnightly recycling
- Fortnightly Service 240 MGB - \$199.10 including fortnightly recycling

During the initial change to the service, Council arranged for a dedicated staff member and vehicle to collect all missed services and services that had been put out by mistake (wrong week).

Waste minimisation is not driven by reducing the frequency of service, but by the reduction in size of the receptacle and improved recycling and diversion techniques. These are achieved through increased and improved community education and separation of materials at the source.

At this point, to introduce a change to frequency, without providing viable alternatives for recycling and waste separation would increase community complaint and be viewed as yet another

reduction in services provided by council and a decrease in value for the rates that are levied.

**REPORT IMPLICATIONS:**

- ***Environmental***

*There are no environmental implications from this report.*

- ***Social***

*There is expected to be a backlash from any perceived reduction in service.*

- ***Economic (Financial)***

*There seems to be no cost saving associated with reducing collection frequency, the staff and fleet are still required and associated management costs remain.*

- ***Policy or Statutory***

***Nil***

- ***Director's Review***

*As per the report.*

**Director Shire Services Recommendation:**

**That the information be noted.**

.....  
K J Finnie  
DIRECTOR SHIRE SERVICES

## **GENERAL MANAGER'S REPORT**

<b>GM1</b>	<b>SERVICE PROVISION REVIEW</b>
<b>FILE: 153</b>	<b>AVB (NRN) {Folio No. 293833}</b>

### **SUMMARY:**

To provide information on services to enable Councillors to workshop in preparation for the 2005 / 06 Budget.



Council considered Service Provision Review options at an Extraordinary Meeting held on 23rd March 2005. A copy of that report is attached. [Appendix A](#)

Council resolved:

**That the 05/06 Draft Budget be amended to eliminate the following;**

- |                                |              |
|--------------------------------|--------------|
| 1. Cycle-ways Kemp St          | 65,000       |
| 2. South Kempsey Park graffiti | 3,000        |
| 3. Goolawah reserve marketing  | <u>3,000</u> |

**and that the sum of the balance of the remaining items be reduced by 50% overall.**

**Further that the General Manager be requested to provide such amended list to Councillors prior to the April Council Meeting.**

In accordance with the above resolution, I make the following suggestions for reduced expenditure;

Kemp Street Cycleway	50,000
South Kempsey Part Graffiti Removal	3,000
Goolawah Reserve Marketing	3,000
Defer Trial Bay Bridge 12 months	60,000
Baths Capital	45,000
Community Building Maintenance Capital	
- paint Boatman's Cottage No.1	10,000
- new roof on Pilot Station	15,500
Emergency Risk Management Study	40,000
Crescent Head Tip Site Upgrade	20,000
Park Upgrade Hat Head	19,500
Fence West Kempsey Cemetery (Finance over two years)	25,000
Cemetery Maintenance	30,000
DCP SWR	15,000
Kempsey Strategic Direction MasterPlan	100,000
MasterPlan Review SWR	10,000
Economic Development Projects	40,000
Additional Town Planner	60,360
PC Upgrades	40,000
High Speed Scanner	15,000
Airport Maintenance (Decommission Airport)	23,000
Fleet	75,000

—————  
\$699,360

This is \$44,510 more than 50% to allow Councillors some latitude when considering the cuts.

**REPORT IMPLICATIONS**

- *Environmental*

*Environmental programs are proposed to be undertaken during the 2005 / 06 year.*

- *Social*

*Social programs will be included in the budget to be funded.*

- *Economic*

*The budget will provide for the finance required for the 2005 / 06 year and how that finance is to be raised.*

- *Policy or Statutory*

*Nil*

- *General Manager's Comment*

*Nil*

**General Manager's Recommendation:**

For Council's determination.

.....  
A V Burgess - General Manager



At this stage 9.47a.m the Workshop adjourned for Morning Tea and upon resumption at 10.12a.m all present at the adjournment were in attendance and the workshop on budget considerations continued.



2005. 195 **RESOLVED:**

*Moved: Cl. Howell  
Seconded: Cl. Green*

That Council move back into Open Council.

2005. 196 **RESOLVED:**

*Moved: Cl. Green  
Seconded: Cl. Howell*

That the Director Shire Services provide a report on;

- a. the cost of provision of current domestic waste services plus a fortnightly recycling
- b. the cost of provision of a fortnightly domestic waste service and fortnightly kerbside recycling service
- c. and that the report be provided as part of the budget preparations

**MOVED:**

*Moved: Cl. Howell  
Seconded: Cl. Green*

- a. That the Director Shire Services report on the consequences of reducing the allocation for sporting field operating expenses to \$250,000 for the 05 / 06 budget year
- b. That Council approach the Department of Education to help support funding to maintain sporting fields utilised for school sports
- c. That the Director Shire Services look at alternative means of reducing costs in sporting fields

**An Amendment was MOVED:**

*Moved: Cl. Sowter  
Seconded: Cl. Walker*

- a. That the Director Shire Services report on the consequences of reducing the allocation for sporting field operating expenses for the 05 / 06 budget year
- b. That the Director Shire Services look at alternative means of reducing costs in sporting fields

**2005. 197** The AMENDMENT was PUT to the MEETING and was CARRIED, became the MOTION and was CARRIED.

**2005.197A RESOLVED:**

*Moved: Cl. Sowter  
Seconded: Cl. Green*

That the following expenditures be deleted from the Draft Budget document;

Kemp Street Cycleway	50,000
South Kempsey Part Graffiti Removal	3,000
Goolawah Reserve Marketing	3,000
Defer Trial Bay Bridge 12 months	60,000
Baths Capital	45,000
Community Building Maintenance Capital	
- paint Boatman's Cottage No.1	10,000
- new roof on Pilot Station	15,500
Emergency Risk Management Study	13,333

Crescent Head Tip Site Upgrade	20,000
Park Upgrade Hat Head	19,500
Fence West Kempsey Cemetery (Finance over two years)	25,000
DCP SWR	15,000
Kempsey Strategic Direction MasterPlan	100,000
MasterPlan Review SWR	10,000
Economic Development Projects	40,000
PC Upgrades	40,000
High Speed Scanner	15,000
Fleet	75,000
	<hr/>
	<b>\$559,333</b>

2005. 198 RESOLVED:

*Moved: Cl. Howell  
Seconded: Cl. McWilliam*

That the Budget Meetings be held on 26th and 27th April 2005, commencing at 9.00am.

## MAYOR'S SUPPLEMENTAY REPORT

MM1	NEW ENGLAND ALLIANCE
SUPP.	FILE: * JACH

### SUMMARY:

To outline the importance of holding a workshop to discuss the New England Alliance.



"That Kempsey Shire Council hosts a workshop for members of the Mid North Coast Group of Councils to discuss the New England Alliance."

### REPORT IMPLICATIONS:

- *Environmental*

*Nil*

- *Social*

*Nil*

- *Economic (Financial)*

*Nil*

- *Policy or Statutory*

*Nil*

**Mayoral Recommendation:**

**That Kempsey Shire Council hosts a workshop for members of the Mid North Coast Group of Councils to discuss the New England Alliance.**

.....  
**J A C Hayes**  
**MAYOR**

2005. 199 **RESOLVED:**

*Moved: Cl. Howell*  
*Seconded: Cl. McWilliam*

- A. **That Kempsey Shire Council hosts a workshop for members of the Mid North Coast Group of Councils to discuss the New England Alliance.**
- B. **That provision for \$100,000 in the 2005 / 06 budget be allocated to establish a strategic alliance with councils on the Mid North Coast.**



**QUESTIONS WITHOUT NOTICE**

**Councillor J H Howell**

- 1. Is the RTA currently looking into reducing the noise of heavy vehicles on roads.

**Response:** The Director Shire Services will report back.

- 2. Could Council request that the RTA reduce the time delay on the traffic lights in Belgrave and Smith Street.

**Response:** The Director Shire Services advised that the delay was not extensive and is adjusted by the RTA according to the traffic at the appropriate time.

- 3. What is happening with the long grass in Lord Street.

**Response:** The Director Shire Services advised that the RTA have denied responsibility and Council will address the matter.

- 4. The condition of Seals Road is extremely poor.

**Response:** The Director Shire Services advised this road is listed for cyclic maintenance and would be inspected.

5. What is the situation with Lifestyle Cabins – did they put staff off?

**Response:** The Director Corporate Services advised that they are back in business now and the Economic Development Centre will keep in touch.

#### **Councillor E A Green**

1. Would it be worthwhile to have a memorandum of understanding with residents and surrounding neighbours to maintain parks and public areas?

**Response:** The Director Shire Services advised that this practice had been tried in the past and enthusiasm dwindles.

2. Could Council provide a list of all consultants used by Council and indicate the degree of their effectiveness and what would the cost be of additional staff if employed to do the work of the consultants?

**Response:** The General Manager will report back.

3. Could Council be provided with a review of expenditure; the use of stationery ie. Copying for Council agenda as we seem to use a lot of paper?

**Response:** The Director Corporate Services would provide the information requested.

#### **Councillor J C Gribbin**

1. Will funding for the Mayor's Christmas party be withdrawn?

**Response:** No decision was made on this matter at the Budget Workshops.

2. Could I have a copy of the December 2005 Financial Warrant?

**Response:**

3. Why is Council still using rental cars and who were they for;

January 2005 - Budget Rental Cars \$5,040  
December 2004 - Budget Rental Cars \$4,837

**Response:** The Director Corporate Services would report back.

4. Why has Council spent \$2,598 with Port Macquarie Mailing Services and why hasn't a Kempsey based company been sourced for this service?

**Response:** The Director Corporate Services would provide the reply.

5. Does the General Manager and the Mayor have Council credit cards?

**Response:** Yes

6. Where are the costs shown for these cards?

**Response:** The General Manager advised that these costs will be provided in the Financial Warrant.

#### **Councillor R McWilliam**

1. Can the Director Shire Services correspond with Harcore Developments and request that they tidy up the block of land in Mitchell Street, South West Rocks?

**Response:** The Director Shire Services advised he would report back.

2. Can the General Manager advise on Kempsey District Silver Band's enquiry into using the old SES building in Tozer Street?

**Response:** The General Manager advised that the matter would be referred to the Community Services Section.

#### **Councillor D Saul**

1. Could Council please dispose of the rubbish recently uncovered by Council's slasher in Belmore Street Smithtown.

**Response:** The Director Shire Services would investigate.

#### **Councillor B R Sowter**

1. What's happening with Old Aerodrome and Aldavilla Road – it's in a shocking condition. Could it be resheeted?

**Response:** The Director Shire Services advised it has been listed for cyclic maintenance but at this stage he was unaware of what stage it was up to.

#### **Councillor E Walker**

1. Could the driveway of 1912 Willi Willi Road be investigated as water is washing it away?

**Response:** The matter had been reported to the Manager of Works.

**Councillor J H Bowell**

6. Could Council's street sweeper clean the gutter of Lord Street at the approach to Kempsey traffic bridge when it is doing the CBD?

**Response:** The Director Shire Services advised that it is unsafe, as the street sweeper travels slowly and it is on a blind corner.

**Councillor D Saul**

2. What's happening with the coral trees on Plummer's Lane?

**Response:** Councillor Sowter advised that the trees haven't been lopped because of the requirements for traffic control to be put in place while the work is being carried out.



**MOTION FOR COMMITTEE**

2005. 200 **RESOLVED:**

*Moved: Cl. Sowter  
Seconded: Cl. Saul*

**That Council form itself into the Committee of the Whole, and at this stage the meeting be closed to the public to permit discussion of the confidential business items listed for the reasons as stated in the Agenda.**



**DIRECTOR CORPORATE SERVICES  
CONFIDENTIAL REPORT**

<b>DCS1</b>	<b>REVIEW OF TRADE WASTE COLLECTION SERVICES</b>
<b>FILE: *</b>	<b>GBS</b>

**SUMMARY:**

Reporting on the options for the future provision of Council's Trade Waste Service.

**REASON FOR PRESENTATION OF REPORT ON A CONFIDENTIAL BASIS**

This report is submitted on a confidential basis as the report contains

- a) commercial information of a confidential nature that would, if disclosed, confer commercial advantage on a competitor of the Council (Sec. 10A(d)(ii)).
- b) personnel matters concerning particular individuals (Sec. 10A 2(a)).



**2005. 201 RECOMMENDED:**

*Moved: Cl. Howell  
Seconded: Cl. Saul*

1. That Council approve of the replacement of the current rear loading vehicles with a single front lift vehicle at an estimated cost of \$400,000 to be funded?
2. That the current Trade Waste bins be retrofitted with appropriate side channels at an estimated cost of \$25,000 to be funded from the Trade Waste Services budget.
3. That proposed Trade Waste Service charges for 2005 / 06 incorporate flexible arrangements, which are equitable to both the customer and Council.
4. That Council actively market the Trade Waste Service.

Councillor Sowter recorded his vote against the foregoing Resolution.



**REPORT OF THE MEETING OF THE COMMITTEE OF THE WHOLE**

Upon resumption of Open Council, the following Report of the Committee of the Whole was submitted by the General Manager.



**ADOPTION OF REPORT OF THE COMMITTEE OF THE WHOLE**

**2005. 202 RESOLVED:**

*Moved: Cl. Howell  
Seconded: Cl. Green*

**That the foregoing recommendations of the Committee of the Whole, as reported by the General Manager, be adopted.**



**CONCLUSION:**

**There being no further business, the Meeting terminated at 1.20p.m.**

