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Our ref: R90/0240-02.fl Out-22314

10 February 2014

Mr Glenn Wilcox
General Manager
Blayney Shire Council
PO Box 62
BLAYNEY NSW 2799

Dear Mr Wilcox

Approval of Legal Assistance Canterbury City Council

The former Associations' Joint Committee considered a report and resolved to approve an application for legal assistance by Canterbury City Council (the Council).

The matter concerns a land locked piece of land that was purchased by a private owner with no legal access to a public road. The land was previously owned by the RTA, who informed Council of their intention to sell the land to the adjoining owners. In 2006 the land was subject to an LEP that rezoned the land as residential and included a provision requiring the land have suitable road access before any approval could be given.

The RTA proceeded to sell the property on the open market without consulting Council. The new owner contacted Council and sought an easement to the public road over land zoned as Open Space and classified as Community land. Council informed the owner that it did not have the power to do this. The owner then made an application to the Supreme Court of NSW to impose an easement over the Council land, which was granted.

Council has argued that, if allowed to stand, the decision will lower the bar for people seeking easements over community land and that the decision could have major adverse implications for other councils in terms of undermining their attempts to protect public recreation land from alienation for private purposes.

The former Associations' Joint Committee approved the application for legal assistance as it complied with the provisions of the Legal Assistance Policy.

A letter seeking your support by way of voluntary contribution will be forwarded to you in the near future.

Please do not hesitate to contact me on 02 9242 4125 if you have any questions on this matter.

Yours sincerely

Frank Loveridge
Legal Officer

BLAYNEY SHIRE COUNCIL	11 FEB 2014	Doc. No.	Verified:	Disp. GA39:	Sent.
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Tax Invoice

Invoice Number 68479
 Date 04/02/14

Invoice to:
 Blayney Shire Council
 Po Box 62
 BLAYNEY NSW 2799

Customer Code **Customer Reference**
 ZZBLAY

Item Code	Item Description	Invoice Quantity	Per	Price	GST	Amount
LEGA	Legal Assistance Canterbury City Council for legal costs incurred in an appeal to the Supreme Court of NSW for easement over community land (please refer attached letter)	1		186.54	18.65	205.19

Attn: General Manager

Terms: 30 Days Invoice Date

Total Includes GST of
18.65

Total
205.19

Payment to: Local Government NSW BSB: 062005 Account No. 00090198



AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION

5 February 2014

Blayney Shire Council
PO Box 62
BLAYNEY NSW 2799

To the Mayor, Councillors and CEO

2014 National General Assembly of Local Government – Call for Motions

The 2014 National General Assembly of Local Government (NGA), which will be held at the National Convention Centre in Canberra on 15 - 18 June, is an opportunity for local government to identify and discuss issues which it believes should be addressed by the new Federal Government. Every council has the opportunity to raise relevant issues for debate at the Assembly and I invite your council to participate in the 2014 NGA by submitting a motion for consideration.

As the major event on the annual local government events calendar, the NGA typically attracts more than 800 mayors, councillors and senior officers from councils across Australia. The NGA is your opportunity to contribute to the development of national local government policy and receive updates on the major policy issues facing local government nationally.

The Australian Local Government Association (ALGA) Board is calling for motions for the 2014 NGA under the theme of 'Getting Down to Business'. This theme reflects the renewed focus across all levels of government on the roles and responsibilities of the public sector and the challenged of meeting our communities' needs.

To be eligible for inclusion in the NGA Business Papers motions must follow the principles:

1. Fall under the NGA theme
2. Be relevant to the work of local government nationally; and
3. Complement or build on the policies of state and territory local government associations.

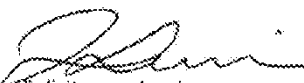
To assist councils in preparing motions, a Discussion Paper has been prepared and is enclosed with this letter. It is also available on the ALGA website at www.alga.asn.au.

Motions should be submitted electronically via the online form on the website www.alga.asn.au and should be received by ALGA no later than 17 April 2014.

Any administrative inquiries can be directed to Josh Thompson, ALGA's Director of National Events on 02 6122 9400 or josh.thompson@alga.asn.au.

I would encourage you to make sure the views of your Council and your community are represented at the 2014 NGA.

Yours sincerely


Mayor Felicity-ann Lewis
President

BLAYNEY SHIRE
COUNCIL

11 FEB 2014

Doc. No.

Verified:

Disp.
GA39:

Sent.

Call for Motions Guidelines and Background Information

The theme for this year's National General Assembly of Local Government (NGA) is *'Getting down to Business'*. The NGA theme reflects current issues being debated nationally and priority issues facing local government.

The NGA is your opportunity to contribute to the development of national local government policy and currently the ALGA Board is calling for motions for the 2014 NGA.

To assist Councils in preparing motions, a Discussion Paper has been prepared and is available at www.alga.asn.au.

To be eligible for inclusion in the NGA Business Papers motions must follow the following principles:

1. Fall under the NGA theme;
2. Be relevant to the work of local government nationally; and
3. Complement or build on the policy objectives of state and territory associations.

Motions submitted will be reviewed by the National General Assembly Committee as well as by State and Territory Local Government Associations to determine their eligibility for inclusion in the NGA Business Papers. When reviewing motions, the Committee considers the importance and relevance of the issue to local government. Please note that motions should not be prescriptive in directing how the matter should be pursued. Any motion deemed to be primarily concerned with local or state issues will be referred to the relevant state/territory local government association, and will not be included in the Business Papers.

Through the review process, minor edits may be made to motions to ensure they can be included in the Business Papers. These edits will change the motion to call for action, for example to 'call on the Australian Government' to do something, to ensure relevance to local government nationally by removing state specific references, or to ensure the wording is consistent with current conventions such as referring to the Australian Government instead of the Federal Government.

To assist in facilitating efficient and effective debate, motions that cover similar matters will appear grouped together in the Business Papers and the matter will be debated only once with the lead or strategic motion being that which is debated.

Motions that are agreed to at the National General Assembly become Resolutions. These Resolutions are then considered by the ALGA Board when setting national local government policy, when the Board is making representations to the Federal Government at Ministerial Councils, during meetings and in ALGA publications. The ALGA Board is not bound by any Resolution passed at the NGA.

Motions are to be submitted online at www.alga.asn.au and should be received by **ALGA no later than 17 April 2014**.

The following information will be required when you submit a motion using the online form.

Motion

- Text of the Motion

National Objective

- Why is this a national issue and why should this be debated at the NGA?
- Maximum 100 words

Summary of Key Arguments

- Background information
- Supporting arguments
- Maximum of 300 words (additional information should be provided as speaking notes to the council representative who will move the motion at the NGA)

Declaration

You will need to declare that the motion has been endorsed by your Council.

For further information please contact Josh Thompson, Director National Events, on (02) 6122 9400 or josh.thompson@alga.asn.au

**National General Assembly of Local
Government
15 - 18 June 2014**

Call for Motions

**'Getting Down to Business'
Discussion Paper**

Purpose

The National General Assembly of Local Government is an important opportunity for you and your council to influence the national policy agenda.

Your council is invited to submit notices of motion/s that can be debated on the floor of the National General Assembly (NGA) that can assist councils nationally to meet the needs of local communities across the country.

To assist you and your council to identify motions that address the theme of the NGA the ALGA Secretariat has prepared this short discussion paper. You are encouraged to read all of the sections of the Paper, but are not expected to respond to every question contained in them. Your motion/s can address one or all of the issues identified in the discussion paper.

To be eligible for inclusion in the NGA Business Papers, motions must follow the following principles:

1. Be relevant to the work of local government nationally;
2. Complement or build on the policy objectives of your state and territory local government association; and
3. proposes a clear action and outcome.

The Process

Motions should be lodged electronically using the online form available on the National General Assembly Website at: www.alga.asn.au. All motions require among other things: a contact officer; a clear national objective; a summary of the key arguments in support of the motion, and endorsement of your council. Motions should be received by ALGA no later than Friday 17 April 2014, electronically in the prescribed format.

All motion submitted will be reviewed by the National General Assembly Committee as well as by State and Territory Local Government Associations to determine their eligibility for inclusion in the NGA Business Papers. When reviewing motions, the Committee considers the importance and relevance of the issue to local government. Please note that motions should not be prescriptive in directing how the matter should be pursued. Any motion deemed to be primarily concerned with local or state issues will be referred to the relevant state/territory local government association, and will not be included in the Business Papers.

For more information, please contact the 2014 Director National Events, Josh Thompson, on (02) 6122 9400.

Preamble

The 2014 NGA is being held against a backdrop of several key developments. Each of them could profoundly redefine the operation of Australia's system of government. These include

- the establishment, by the Commonwealth Government, of a National Commission of Audit;
- a promise within two years of coming to office to develop a White Paper on the Reform of the Federation;
- a commitment by all jurisdictions including the Australian Local Government Association (ALGA) through the Council of Australian Governments (COAG), to reduce duplication between governments; and
- a promise to develop a White Paper on Taxation within two years of coming to office.

Each of these are significant undertakings in their own right, but taken together, they could substantially help reshape the operation of the Australia federated system of government.

It is imperative that local government is an active participant in these processes and that we take every opportunity to influence the outcomes of these White Paper processes. The 2014 NGA is a great opportunity to commence this discussion.

The theme of the 2014 National General Assembly is 'Getting Down to Business'. It is a theme that invites NGA delegates, councils and interested stakeholders to reflect on the roles and responsibilities of local government, its funding and relative place in the Federation. It's a theme that enables local government to define for itself:

- what business local government is in;
- the resources we need to do it; and
- what we should expect from the Commonwealth and what we should expect from state and territory governments. In short how local government should fit in the Federation.

It's a theme that enable your council to engage with other councils from across the country to inform the national debate, and ALGA, on the issues contained in these important national processes, in particular the Government's White papers.

National Fiscal Settings

On 14 September 2013 the Federal Coalition was elected to Government. In coming to office the Government foreshadowed a deterioration in the federal budget position since the 2013 Pre-Election Economic and Fiscal Outlook (PEFO) and the need for a review of the current split of roles and responsibilities between levels of government. In December 2013 the Government's budget position was confirmed with the release of the 2013 - 14 Mid-Year Economic and Fiscal Outlook (MYEFO) which reported budget deficits totalling \$123 billion across the forward estimates. Further it suggests that '... Without policy change and taking no remedial action, deficits would be projected in each and every year to 2023-24'.

While the Commonwealth expressed concern about the sustainability of its budget position, in particular revenues, state, territories and local government have similar concerns. State and territory governments regularly report financial constraints and the limitation of, and distribution of, the Goods and Services Tax (GST), the inadequate intergovernmental

financial transfers to meet growing demand for their services and conditions placed upon national reforms, such as school and hospital funding.

Further, local government itself, that has well documented financial sustainability challenges included in a number of independent reports including the PricewaterhouseCoopers, National Financial Sustainability Study of Local Government commissioned by ALGA in 2006. The latter report highlighting the financial challenges councils face in particular in meeting the infrastructure backlog and underspend.

As a consequence, coupled with Australia's highly centralised taxation collection system, all state and territory governments and local government have sought changes to intergovernmental financial transfers from the Commonwealth, as well as options for increasing own source revenues.

QUESTIONS?

Are there things that the could be done to assist local government to expand own-source revenues?

Are there specific initiatives the Commonwealth can implement that improve the financial sustainability of local government?

Are there things that the Commonwealth could do to assist local government nationally to improve its efficiency and effectiveness?

The Commonwealth National Commission of Audit

In addressing the Commonwealth's challenges, the Government foreshadowed the establishment of a National Commission of Audit which would in broad terms, examine the details of what the Commonwealth Government does and whether it could be done better and more cost effectively.

The National Commission of Audit was established in October 2013 and required to complete its work in two Phases. The report on the first Phase being due to the Prime Minister, Treasurer and Minister for Finance by the end of January 2014.¹¹ This Phase was among other matters to "... assess the current split of roles and responsibilities between and within the Commonwealth government and State and Territory governments, including areas of duplication. In relation to activities performed by the Commonwealth, the Commission is asked to identify:

- whether there remains a compelling case for the activity to continue to be undertaken; and if so,
- whether there is a strong case for continued direct involvement of government, or whether the activity could be undertaken more efficiently by the private sector, the not-for-profit sector, the States, or local government.

¹¹ This Report is not available publicly.

This second dot point is particular relevant for the NGA with the direct reference to local government but it does not address the resourcing issues involved if the Commonwealth decided to transfer a specific role or a responsibility to the other potential service providers.

A full copy of the National Commission of Audit Terms of Reference is included as Attachment 1.

At the time of writing it is expected that the Commission will have completed or almost completed its Phase 1 Report to the Government. Unfortunately, the Commission's Phase 1 Report will not be a public document and therefore we cannot provide any specific information on the outcomes of the Commissions' deliberations. The Phase 2 Report focuses on the internal managerial matters and Commonwealth controls of its own financial expenditure. Both Phase 1 and 2 will presumably be directly relevant to the Federal Budget which will be brought down in May 2014 prior to the NGA.

The Budget therefore will be the first opportunity for the Government to flag to the Australian people how it proposes to address financial sustainability challenges in the short to medium term. However, more importantly for the longer term, the Government has committed to develop a White Paper on the Reform of the Federation and a separate White Paper on Taxation. The Government has set itself 2 years to complete these tasks and has indicated that it will take the outcome of these important processes to the next election.

The 1996 National Commission of Audit

As previously mentioned, the current Commission of Audit reports are not public documents and therefore this paper cannot provide insight into the Audit's content. However, for illustrative purposes it may be instructive to highlight the approach taken by the National Commission of Audit conducted for the Government led by the Prime Minister the Hon. John Howard Government in 1996. In particular, to highlight the findings of this Commission in relation to local government and regional development matters. The 1996 commission's report was essentially based on a strict interpretation of constitutional authority of the Commonwealth and its responsibilities. In doing so, it should be noted that the 1996 Audit Commission Report was an independent report and was not Government policy. Indeed several aspects of the 1996 Report were considered by the Government and rejected, including the view that the Commonwealth did not have a role in regional development.

The 1996 National Commission of Audit was asked to examine a wide range of matters which are substantially similar to of the current Audit. That Commission was Chaired by Professor Bob Officer and in relation to regional development, urban management and local government found: '... Current (1996) arrangements for regional development and urban management involve overlap with State and local government responsibilities. There is no clear rationale or constitutional basis for Commonwealth involvement. Further, whatever the objectives behind Commonwealth involvement in these areas, they are not being achieved under current arrangements.'

The Commission recommended that these programs (the Regional Development Program, Better Cities Program and Urban Flood Mitigation Program) be abolished, and while there were changes made, the Commonwealth Government continued to be involved in regional development and subsequently introduced a number of initiatives including the Sustainable Regions Program in 2001.

In relation to local government financial assistance grants, the 1996 Commission recommended that these payments be integrated into revised State payments. This was also rejected, albeit that the FAGs were to be included in the original Good and Services Tax proposal, but were subsequently excluded in the final negotiated agreement between the Howard Government and the Democrats to pass the legislation. The system of FAGs continued and the current Government has given an undertaking to maintain the current system of FAGs and other direct funding to local government such as Roads to Recovery (R2R) and the new Bridge Renewal Program.

The 1996 Commission of Audit highlights a particular view of how the Federation and the Commonwealth should work. It took the view that the Commonwealth should only deal with national matters and the states and local government should deal with everything else. It also took the view that local government is a state responsibility and while accepting the legitimacy of providing FAGs, implied they should be integrated into revised state payments. While the continued recognition of the need for FAGs by the Commonwealth is welcome, it begs the question as to what support, in particular through untied grants, should local governments expect from state and territory governments?

QUESTIONS?

In thinking about the 1996 Commission of Audit are there any specific proposals your council has on Commonwealth - local government relations?

Should state and territory Governments do more to support councils including through providing direct untied funding to local government? If so what relationship would this have to Commonwealth provided FAGs?

Are the specific state and territory services that are Commonwealth or state responsibilities, that councils undertake that should be undertaken by the private sector or other levels of government on equity grounds? e.g. market failure?

Note: It should be noted that the NGA should deal with national issues and that motions related to specific state matters must be addressed through state and territory local government associations. NGA Motions should focus on funding for the system of local government in Australia, and therefore apply to all states and territories.

Regulation Reform

Over recent decades governments at all levels have acknowledge the importance microeconomic reform, including regulatory reform. The purpose of regulatory reform is to enhance Australia's productivity and competitiveness, raising potential growth rates, living standards, and better enable Australia to deal with difficult international economic circumstances.

At the December 2013 COAG meeting, first ministers, including the President of ALGA agreed unnecessary regulation is holding back Australia's economic prosperity and development. Cutting excessive red tape and improving the efficiency and effectiveness of regulation are important parts of the productivity story.

By way of example, the COAG Communiqué highlights the following: In '... running a cafe that serves alcohol and provides outdoor dining illustrates Australia's current problems with regulation. For example, it can require the operator to navigate around 21 local, 29 State and 25 Commonwealth regulations, or sets of regulations — 75 hoops to jump through. All governments acknowledged this is not good enough, and that collective action is needed to remove the excessive burden currently placed on small business'.

In coming to office the Government has set itself a target of reducing the red tape which impacts on business, individuals and the community by at least \$1 billion per year, and that this would complement existing State deregulation activity. COAG agreed to work together on reducing red tape in four areas — manufacturing, higher education, early childhood and 'end-to-end' regulation of small businesses, with each State to target specific small business sectors.

In July 2012 the Productivity Commission Reported on its study *'Performance Benchmarking of Australian Business Regulation, Role of Local Government as Regulator'*. The report notes that local laws, quasi-regulatory instruments, rules, as well as delays, information requirements, restrictions on approvals, fees and penalties can be imposed costs on business and/or be anti-competitive. However, it suggests that 'implementing and enforcing state and territory laws, rather than local laws, dominates local governments' regulatory work.

In regard to support from states to local governments it identifies the following gaps:

- insufficient consideration of local governments' capacity to administer and enforce regulation before a new regulatory role is delegated to them ;
- limited guidance and training on how to administer and enforce regulations; and
- no clear indication and ranking of state regulatory priorities.

QUESTIONS?

Are there areas of unnecessary areas of unnecessary regulation that impose costs on manufacturing, business and residents that can be reformed?

What support do councils need to implement and enforce regulation, often on behalf of states and territory government?

Are there areas of regulation which local government are involved that could be streamlined and how?

What Business is Local Government in?

Local government is a pragmatic and hands-on level of government. Its focus is the provision of selected services, infrastructure, planning and coordination at the local level. In short local government is the level of government that responds to local needs, challenges and opportunities. The roles and responsibilities of local government are assigned to it through respective state and territory legislation and in all jurisdictions the relevant Local Government Acts are broadly consistent with the power of general competence, in general

terms the legislation require local government to provide for the good governance of the 'district'. In practice however, local governments roles and responsibilities are broadly confined to property services and specific policy choices to meet local community needs. They are sometime specified by statute, e.g. environmental health, constrained by access to resources, community expectations, the capacity to pay, and roles and function of the private sector and other levels of government. In simple terms councils cannot be held responsible for everything that occurs at the local level.

States and territory governments, for example, are responsible for a range of services and infrastructure at the local, regional and state level, including schools, hospitals and policing. Increasingly, over time, the Commonwealth has assumed policy, planning and funding responsibility for a range of activities including income and welfare support and selected national infrastructure such as the Auslink road network, major projects identified through Infrastructure Australia and the National Broadband Network, which have profound impacts on local communities.

While this complex stratification, and mix of roles, responsibilities and services, including those provided by the private sector contributed significantly to Australia having one of the highest standards of living in the world. It begs the question of whether there should be greater clarity in the roles and responsibilities of governments, and who should do what in the Federation. Indeed, the current system is frequently criticised as perpetuating duplication, inefficiency, cost and blame shifting between levels of government and policy and service delivery gaps. Moreover, all levels of governments face financial sustainability challenges which significantly impact on their capacity to deliver government services and infrastructure.

Examination of ABS General Government Expenses (2011 - 12) shows that local government spends around \$30.5 billion. Almost half of total local government expenditure i.e. 46 per cent is on 'Transport and Communications (primarily local roads) and 22 per cent of on 'Housing and Community Amenity, which includes waste services and in some states water and sewerage. The next highest area of expenditure is on General Public Services (which includes legislative and executive affairs and government superannuation benefits) at 18 per cent. This is followed by Recreation and Culture spending, which includes public halls and civic centres, swimming pools and beaches, national parks and wildlife, cultural institutions, etc, which is at 15 per cent.

While national averages are informative, broadly indicating the areas of local government activity state difference is also interesting. For example while the national average of spending on Transport and Communications is 24 percent, expenditure ranges from 34 per cent of total local government expenditure in Queensland and 28 per cent in Tasmania, down to 9 per cent in the Northern Territory.

Expenditure on Housing and Community Amenity nationally is 22 per cent but in NSW councils spend around 27 per cent of total expenditure in this area while in Western Australia it is 16 per cent.

Expenditure on Recreation and Culture nationally is 15 per cent of total expenditure but in Western Australia's local government expenditure it runs as high as 24 per cent and in South Australia around 22 per cent.

While this variation reflect different responsibilities, policy choices and priorities in respective states and territories, it makes defining the role of local government difficult in the

context of a review of the roles and responsibilities of each level of government. It is also sometimes criticised as causing duplication and inefficiency.

QUESTIONS?

What should the core business of local government be?

How should the Commonwealth support that role?

Are the specific services including state and territory or / and Commonwealth responsibilities, that councils undertake that should be undertaken by the private sector or other levels of government on equity grounds? e.g. market failure?

Are there services that local government is providing that could be provided by the private sector?

Regulation Reduction

The Coalition will streamline COAG meeting agendas and focus on concrete outcomes that will contribute to a Coalition government meeting the annual \$1 billion red and green tape reduction target.

We intend to make deregulation and red tape reduction a standing agenda item at COAG meetings.

Within two years of a change of government, working with the states, the Coalition will produce a White Paper on Reform of the Federation, and the responsibilities of different governments, to ensure that, as far as possible, the states are sovereign in their own sphere. The objective will be to reduce and end, as far as possible, the waste, duplication and second guessing between different levels of government that has resulted, for instance, in the Commonwealth employing 6,000 health bureaucrats even though it doesn't run a single hospital.

National Commission of Audit Terms of Reference

CONTEXT

- It is almost 20 years since there has been a thorough review of the scope, efficiency and functions of the Commonwealth government. During this time the size of the Commonwealth government has expanded significantly, as has the remit of some of its activities.

- It is also essential that the Commonwealth government live within its means and begin to pay down debt.

- It is therefore timely that there should be another full-scale review of the activities of the Commonwealth government to:

- ensure taxpayers are receiving value-for-money from each dollar spent;

- eliminate wasteful spending;

- identify areas of unnecessary duplication between the activities of the Commonwealth and other levels of government;

- identify areas or programs where Commonwealth involvement is inappropriate, no longer needed, or blurs lines of accountability; and

- improve the overall efficiency and effectiveness with which government services and policy advice are delivered.

- Accordingly, the Commission of Audit ('the Commission') has a broad remit to examine the scope for efficiency and productivity improvements across all areas of Commonwealth expenditure, and to make recommendations to achieve savings sufficient to deliver a surplus of 1 per cent of GDP prior to 2023-24.

- In carrying out its work, the Commission may wish to invite submissions, consult key stakeholders and seek information from persons or bodies, where this will assist its deliberations.

- The Commission should also be guided in its work by the principles that:

- government should have respect for taxpayers in the care with which it spends every dollar of revenue;

- government should do for people what they cannot do, or cannot do efficiently, for themselves, but no more; and

- government should live within its means.

SCOPE

Phase 1

Scope of government

- The Commission is asked to assess the current split of roles and responsibilities between and within the Commonwealth government and State and Territory governments, including areas of duplication.

- In relation to activities performed by the Commonwealth, the Commission is asked to identify:
 - whether there remains a compelling case for the activity to continue to be undertaken; and
 - if so, whether there is a strong case for continued direct involvement of government, or whether the activity could be undertaken more efficiently by the private sector, the not-for-profit sector, the States, or local government.
- The Commission may consider and comment upon the current architecture of Commonwealth-State relations. The Commission's views on this issue will help to inform the Government's forthcoming White Paper on the Reform of the Federation.

Efficiency and effectiveness of government expenditure

- The Commission is asked to report on efficiencies and savings to improve the effectiveness of, and value-for-money from, all Commonwealth expenditure across the forward estimates and in the medium term, including:
 - options for greater efficiencies in the Australian Government, such as:
 - : increasing contestability of services;
 - : adoption of new technologies in service delivery and within government;
 - : consolidation of agencies and boards;
 - : rationalising the service delivery footprint to ensure better, more productive and efficient services for stakeholders;
 - : flattening organisational structures and streamlining lines of responsibility and accountability;
 - : consolidating government support functions into a single agency; and
 - : privatisation of Commonwealth assets.
 - potential improvements to productivity, service quality, and value for money across the public sector, including better delivery of services to the regions; and
 - anything that is reasonably necessary or desirable to improve the efficiency and effectiveness of government generally.
- The Commission is asked to review and report on:
 - options to manage expenditure growth, including through reviewing existing policy settings, programs and discretionary spending (such as grants);
 - savings and appropriate price signals – such as the use of co-payments, user-charging or incentive payments – where such signals will help to ensure optimal targeting of programs and expenditure (including to those most in need), while addressing the rising cost of social and other spending;
 - mechanisms that allow for the periodic evaluation of the effectiveness of all areas of expenditure in meeting their announced objectives; and

other savings or matters that the Commission considers should be brought to the Government's attention.

State of the Commonwealth's finances and medium-term risks to the integrity of the budget position

- The Commission is asked to assess the financial position of the Commonwealth, including the state of the balance sheet, including all assets and liabilities, and Commonwealth risk expenditures.
- The Commission is asked to review and report on the long-term sustainability of the budget position, identifying key policy areas where trends in expenses and revenue pose risks to the structural integrity of the budget.
- Where possible, the Commission should identify options to address any such budget risks in the medium to long term, including by introducing appropriate incentives to encourage self-provision of services by individuals over time.

Adequacy of existing budget controls and disciplines

- The Commission is asked to assess the adequacy of current budgetary practices and rules (including specified timeframes and targets) in promoting efficient and effective government, disciplined expenditure, long-term fiscal sustainability and budget transparency.

Phase 2

Commonwealth infrastructure

- The Commission is asked to review and report on the extent, condition and adequacy of Commonwealth sector infrastructure and, if found to be deficient, factors that may have contributed to the current situation and possible remedies.

Public sector performance and accountability

- The Commission is asked to;
 - identify options for continuous assessment of programs, agencies and performance;
 - identify options for strengthening Commonwealth budgeting arrangements by:
 - : increasing independent and credible scrutiny;
 - : examining the role of the Parliamentary Budget Office, the Australian National Audit Office and the Intergenerational Report; and
 - : reviewing the way risk expenditures are accounted for.
 - report on a methodology for developing and implementing financial performance targets for Commonwealth departments and agencies (having regard to international experience and Australian best-practice, including by government business enterprises);
 - review and report on the effectiveness of existing performance metrics and options for greater transparency and accountability through improved public reporting;
 - identify options for a clearer delineation of responsibilities for policy and service delivery; and

– identify other savings or matters that the Commission considers should be brought to the Government's attention.

Reporting

- The Commission will report to the Prime Minister, Treasurer and Minister for Finance with:
 - the first phase due by the end of January 2014; and
 - the second phase due by no later than the end of March 2014.

GENERAL GOVERNMENT EXPENSES BY PURPOSE, Local

	NSW	Vic	Qld	SA	WA	Tas	NT	ACT	Total
	2011–	2011–	2011–	2011–	2011–	2011–	2011–	2011–	2011–
	12	12	12	12	12	12	12	12	12
	\$m	\$m	\$m	\$m	\$m	\$m	\$m	\$m	\$m
General public services	1 680	1 044	1 953	130	400	111	144	–	1044
Public order and safety	311	169	124	33	117	7	19	–779	169
Education	72	79	7	–	4	–	5	–	166
Health	81	120	50	50	57	10	5	–	374
Social security and welfare	361	884	69	115	142	30	25	–	1 626
Housing and community amenities	2 590	1 433	1 681	434	498	136	99	–	6 872
Recreation and culture	1 321	1 184	837	392	727	104	57	–	4 622
Fuel and energy	–	–	10	13	–	–	1	–	25
Agriculture, forestry and fishing	–	3	15	12	1	–	–	–	31
Mining, manufacturing and construction	214	–	91	35	32	–	–	–	373
Transport and communications	1 871	1 266	2 740	416	783	182	41	–	7 297
Other economic affairs	313	356	187	58	111	30	38	–	1 093
Public debt transactions	227	52	277	40	32	4	1	–	633
Other	546	209	135	93	188	23	22	–	1 215
Total	9 588	6 796	8 176	1 821	3 092	639	457	–	30 569

– nil or rounded to zero (including null cells)

Cat 5512.0 Government Finance Strategic, Australia 2011 - 12



Blayney Shire Council

Policy Register

Policy No 10A

Policy Title	Community Centre – Conditions of Hire or Use
Document/File No	C7-2
Officer Responsible	Director Corporate Services
Last Review Date	12/11/2012

Objectives

To Outline the Conditions of Hire or Use of Community Centre.

Policy Statement

Blayney Shire Council



Community Centre – Conditions of Hire or Use

Policy

Community Centre – Conditions of Hire

1. Where the Community Centre is hired to conduct a disco, the hirer be:-
 - a. Requested to prohibit patrons from leaving the premises after admission;
 - b. Provide adequate responsible supervision;
 - c. Required to notify the local police of the function.
2. Hirers to be responsible for the cleaning of all loose rubbish after a function, including bottles, cans litter and decorations.
3. Hirers to be responsible for the cleaning of liquid spills, where a bar is established
4. If all loose rubbish is not removed or spills cleaned, an assessment be made of the time, by the cleaner and that the additional time to clean up will be an additional cost to be charged to the hirer.
5. The hirer is advised that Council holds them responsible for the function:
 - a. the maintenance of reasonable order in the Community Centre and its environs.
 - b. That the level of noise at the function should not cause a public nuisance or be at such level to impair the health of patrons
 - c. Should unsatisfactory circumstances to reported of the function, Council may exercise its right to refuse further hiring.
6. That the time when evening functions should cease and the Community Centre be cleared of patrons by 1.00am, noting that hirers may make specific application for an extension of the cessation time.
7. If the hirer is wishing to supply alcohol at the function, a liquor license will be required to accompany the hirer's application to Council.
8. On application to Council, a copy of the hirer's public liability insurance is required.
9. The Community Centre be available for hire to markets & itinerant traders for sale of merchandise as a commercial sales activity on application and approval of the General Manager.

10. The fee for the hire of the Community Centre by the Blue Light Disco organisation be set annually or the cost of cleaning, that is in excess of that amount.
11. On application to Council, the General Manager the delegated authority vary the fees and charges as per the Management Plan, relating to the hire of Community Centre.

End of Policy

	Date	Minute
Adopted:	12/08/1996 17/01/2000	703/8 & 18
Last Reviewed:	09/07/2007	07/145
	12/11/2012	1211/014
Next Review:	14/11/2016	

BLAYNEY SHIRE COMMUNITY CENTRE

CONDITIONS OF HIRE

These conditions of hire must be read by any person or person(s) hiring these premises for a private function, or acting on behalf of any organisation, company, or legal entity, hiring these premises. The person making application is considered to have read these conditions of hire and is responsible for verification of any or all conditions contained in this agreement as to their understanding and performance requirement.

Definitions

In this agreement:

“BSC” means Blayney Shire BSC

“BSCC” means Blayney Shire Community Centre

“Manager” means the Manager of the BSCC appointed by BSC, or in his/her absence the Assistant Manager on duty.

Bookings: Bookings are accepted by written notification to the hirer by the Manager on the ‘Acceptance of Application’ form after completion of the Application Form.

Cancellations: Cancellations will only be accepted if more than 7 days (for meetings) and 30 days (Weddings, Concerts, Stage Shows or Balls) notice is given prior to the date of the event. Cancellations made after this time incur the cancellation fee.

Holding Deposits / Cancellation Fee: A 20% deposit is due and payable upon the acceptance of a booking with the balance and any other deposit to be paid seven days prior to the event.

Security / Cleaning Deposit: A cleaning deposit may be required in certain circumstances and at the discretion of BSC. See attached events requiring a security and / or a cleaning deposit and amount payable.

Payment: The hirer will pay to BSC the relevant amounts specified in the Schedule of Fees & Charges. If any payment due in advance is not made or honoured, BSC shall be at liberty to cancel the booking.

Retention of Monies: Until the hirer has paid to BSC all sums payable under this agreement or otherwise due and payable by the hirer to BSC (‘the monies due’), BSC may retain and apply any monies paid to BSC (or anybody on behalf of BSC) by way of advance seat booking charges or otherwise together with any interest earned thereon in reduction of the monies due.

Expulsion for breach and termination of function: The hirer occupies the premises as a licensee and BSC reserves the right to expel person(s) or terminate the function due to any breach of the conditions of hire and/or misconduct by patrons, hirers and event crew.

Attendance of hirer: The hirer or a responsible representative made known to the Manager must be present in the premises for the duration of the period of hire.

Provision and Sale of Alcohol: is at the discretion of the hirer. At least 28 days’ notice is required and an application must be made by the hirer to the Independent Liquor and Gaming Authority (website: www.olgr.nsw.gov.au/liquor_ILGA.asp) for the appropriate licence for the event. The sale of alcoholic beverages is permitted on the premises from a designated bar area if an appropriate Liquor Licence is obtained. This includes instances where alcohol is included in the ticket price. A copy of the certification shall be furnished to Council prior to the event.

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A delegated attendee/ dedicated staff member with RSA certification is responsible for the service of alcohol. The supply and/or consumption of alcohol in Council's venues to minors is prohibited and may result in police action.

Use of Premises: The premises shall only be used for the performances or functions referred to in the Application Form unless previously approved by BSC.

Security: BSC has the right to determine the level of security services required for the event. These security services shall be provided at the hirer's expense and must be provided by registered and approved security personnel. Examples of events requiring security include hire for bands, entertainment or other activities where alcohol is sold to the public.

Additional conditions for 16 – 25 year old birthday bookings: Hirer shall lodge details of event on the 'my nite' website. This website has been created by the NSW Police. Please follow the link: <https://www.mynite.com.au> Allow 72 hours for lodgement to be processed electronically. Security must be arranged for all 16-25 year old parties. Security engaged must hold a master security license and be on site half hour prior to guest arrival and half hour after the completion of the event. A ratio of minimum 1 security per 50 guests is required. The hirer must provide Council with proof of payment of the engaged security 14 days prior to the event.

Supervision of Children: Without limiting the hirer's obligation to supervise patrons and event crew, the hirer must ensure that all children under the age of 16 have adequate adult supervision at all times whilst in the premises for their own safety and to ensure that they do not damage or interfere with the proper running of BSCC.

Noise: The hirer is to cease the playing or broadcasting of music no later than **12.00 midnight** and comply with the Noise Control Act and Regulations. Noise emanating from the premises is to be kept at a level that would give no cause for complaint from residents of the area and must conform to the requirements of the Noise Control Act.

Hirer's responsibility for patrons and event crew: The hirer is responsible for the orderly conduct and safety of all patrons and event crew on the premises during the hirer's period of occupation.

Right of Entry: Authorised employees of the BSC, security staff and any member of the NSW Police Service or Fire Brigade in the exercise or discharge of their duties may enter the premises at any time during the period of the hirer's occupation.

Callouts: There will be a fee at cost plus 10% for callouts where the hirer's activities result in fire or security systems being activated during the function.

Smoking: BSCC is a smoke free environment. Smoking is not permitted within the premises and, without limiting the remedies available for breach of this agreement any person found smoking will be removed from the premises by the hirer.

Moveable Walls: All changes to the moveable walls is to be carried out by BSC staff. Once the walls are in place there is a locking mechanism engaged. Any damage to the walls will be the responsibility of the hirer and all repairs will be charged to the hirer.

Emergency Exits: All emergency exits doorways, passage ways and loading docks must be left clear at all times and exit signs left visible.

Hirer's Risk: The hirer uses and occupies the premises at the risk of the hirer and this agreement hereby releases and indemnifies to the full extent permitted by law BSC and its officers, servants, agents and contractors in respect of all actions and claims of any kind resulting from:-

1. Any accident, loss, theft, damage or injury to any persons or property occurring in the premises during the hirers period of occupation.
2. Any loss or damage suffered by any person arising out of the exercise by BSC of any right, power or discretion under this Agreement.

Public Liability Insurance:

Many events held at the BSCC will require Public Liability Insurance. If insurance is required, incorporated bodies, sporting clubs/associations, commercial groups or commercial type bookings/contractors must provide a certificate of currency of their current public and products liability policy. The certificate in respect of the function/activity, for public and products liability of not less than \$10,000,000 must be provided to Council. The certificate must be endorsed by the insurer noting Blayney Shire Council for its Respective Rights and Interests.

Other hirers may wish to purchase Council's Public Liability Policy cover for casual hirers of Council premises; however, the event must be non-commercial and not for profit or hirers using Council's premises for a total of 10 days or more over a 12 month period. Please note this policy has an excess.

For more information and to determine if your event requires Public Liability insurance go to Council's website: www.blayney.nsw.gov.au or contact Council.

Insurance: BSC confirms that it holds appropriate policies of insurance for public liability, building, contents and fire risk over BSCC. The hirer shall not do or permit anything to be done in the premises which would render these insurances void or voidable.

If the hirer's proposed use of the premises causes or is likely to cause an increase in the premium payable on these insurances, then the hirer shall pay such increases in premium 7 days before the period of hire

OR

the hirer shall obtain in its own name and in the name of BSC appropriate insurance cover, evidence of which shall be provided to the Manager not less than 7 days before the period of hire

Indemnity: The hirer/contractor shall at all times indemnify and keep indemnified the Council against all claims, actions, proceedings and demands made by or on behalf of any person entering upon the facility for the purpose or in connection with the hirer/contractor business, activities in relation to the hirer/contractor, or at the invitation of the hirer/contractor, whether such are in respect of personal injuries or damage to property and howsoever arising whether due to negligence or any act or omission to the Council, its servants or agents or otherwise and the signed application/agreement for hire/contractor shall be deemed to be sufficient acknowledgement by the agreement to so indemnify the Council.

Activities outside the Community Centre: In the event that a Hirer wishes to conduct activities outside of the Community Centre on the grounds, footpath or car park, a separate application to Council shall be furnished detailing activities proposed. An Event Management Application Form shall also be required to outline how risks such as site management, clean-up, traffic management and associated activities will be coordinated.

Waste avoidance / recycling / disposal:

Avoidance / Reuse

Hall hirers are asked to avoid the following types of packaging when using Council halls:

Polystyrene and plastic (e.g. Bags, cups, plates, cutlery) and replace with reusable or compostable materials e.g. reusable or cardboard plates/cups, wooden or corn-starch cutlery.

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Recycling

Hirers are asked to utilise the **YELLOW** wheelie bins for recyclable items such as glass bottles and jars; aluminium and steel cans; plastic bottles or other items with the recycling triangle indicator.

General Waste Disposal

After avoiding, reusing recycling, please dispose of remaining garbage in the receptacles (red lids) provided. Any excess waste that cannot fit into garbage bins should be removed from the premises by the hall hirer (e.g. plastic wrapping).

Advertising: The placement of advertising banners or signs on Council's premises must be approved by the Booking Officer and placed only on those areas specifically set aside for this purpose. At no time are users to erect advertising signs on trees, footpaths, or external walls or structures, footpath. Any breach of this condition will result in the hirer's deposits being forfeited.

Decorations, alterations and repair of damage:

Decorations: Decorations may only be fixed to the approved hooks provided in the premises. No tape, blue tac, pins or other fixings are to be attached to painted surfaces. All decorations must be removed by the day and time specified in the Acceptance of Application otherwise the cost of removal and any repair will be added to the hire charge.

Alterations: The hirer will not make any alterations or additions to the structure, fittings, decorations or furnishings of the centre unless previously approved by BSC.

Repair of damage: All damage must be reported to BSC immediately. The hirer shall be liable for all damage and shall pay the cost of repair of any damage caused to the premises which occurs during the period of the hirer's occupation of the premises.

Fireproofing: All scenery, curtains or properties used in conjunction with any performance or function must be fireproofed by the hirer to the satisfaction of BSC before being brought into the premises.

Suspended Objects: Suspension of objects from any ceilings in the premises is not permitted unless previously approved by BSC.

Firearms and dangerous substances: No pyrotechnics, firearms or inflammable liquids shall be brought into the premises unless previously approved by BSC as being necessary for the performance or function.

Other prohibited items: The use of confetti, rose petals, rice and metallic sprinkles is not permitted within the venue or surrounding grounds. Animals will not be permitted in the venue with the exception of guide and hearing assistance dogs. Chewing gum is not permitted in the venue at any time.

Protection of floors: Hirers shall carry out such directions as may be issued by the Manager for the protection of floors used for dancing from stain or other damage. Where the Centre is to be used for the purpose of flower shows, or other exhibitions of a like nature, the floor shall be protected by floor covering or other suitable material if so directed by the Manager.

Additional Electrical Fittings and Equipment: Additional electrical fittings or equipment shall not be brought into the premises unless previously approved by BSC and the hirer shall pay all costs associated with such fittings or equipment including the cost for any necessary additional staff required.

Removal of hirers' property at conclusion of hire: All scenery, curtains, properties, goods and effects of the hirer must be removed from the premises by the day and time stated in the Acceptance of Application. Any such goods of the hirer left in the premises contrary this subclause may be held by BSC at the hirer's expense pending sale by BSC. BSC shall not be responsible for any loss or damage thereto and may dispose of the proceeds of sale as BSC deems fit. BSC shall not be the Bailee of the hirer. BSC agrees to provide the hirer with seven days notice of any intended sale.

Copyright: The hirer shall not infringe or breach or permit or suffer to be infringed or breached any copyright, performing right or any other protected right in connection with any performance or function conducted in the premises. The hirer hereby indemnifies BSC against any claim for breach of copyright. Hirers conducting events have responsibility to ensure appropriate APRA licencing for playing of copyright music and PPCA licencing for playing recorded music or music videos publicly. More information can be sourced from respective websites: www.apra-amos.com.au and www.pcca.com.au

Engagement and employment of persons: All persons engaged or employed by the hirer in connection with this agreement shall be engaged or employed on terms in compliance with the provisions of all relevant industrial agreements, awards and determinations and all such persons shall comply with this agreement.

Revocation of Agreement: If at any time in the opinion of BSC:

1. there has been a breach or default of any condition by the hirer; or
2. there is a likelihood that damage may be caused to the premises if the hirer exercises the rights granted by this agreement; or
3. the performance or use to be conducted including but without limitation advertising or promotion thereof is or is likely to be of a scandalous, libellous, obscene or objectionable character as determined by BSC;

then BSC may cancel the hire by giving notice in writing and forfeit any payment already made without prejudice to any right or remedy of BSC for any breach by the hirer of this Agreement.

Notwithstanding anything in these conditions, the hiring of the Centre shall be subject to cancellation by the Council (with or without notice) in the event of any National Emergency, Council Function or any other matter necessitating such cancellation, and the decision as to the necessity for such cancellation and as to the returning or otherwise of the deposit paid by the hirer following upon any such cancellation, shall be entirely at the discretion of the Council.

Liability: The Council shall not be responsible for or incur any liability in respect of any loss occasioned to the hirer through accident of any kind or failure of the electric plant or other facilities or any other case.

Special Conditions: Council may, depending on the nature of the use, impose special terms and conditions of hiring.

Waiver of Conditions: None of the provisions of this Agreement shall be taken either at law or in equity to have been varied, waived, discharged or released by BSC unless expressly consented to in writing.

Impossibility of performance of the Hirer Agreement due to prescribed events: In the event of BSC or the hirer being unable for any period to perform and discharge their contractual obligations arising out of this Agreement due to fire, flooding, services (water, electricity or telecommunications) provision outside BSC control, strike, civil disturbance, war or act of God then the parties shall be relieved of their respective obligations accruing and occurring during such period, provided that the time for performances of this Agreement shall not be extended as a result thereof except by the written agreement of both parties.



Blayney Shire Council

Policy Register

Policy No 5E

Policy Title Pensioner and Hardship Assistance Policy

Document/File No

Officer Responsible Manager Financial Services

Last Review Date 10/03/2014

Objectives

To provide a framework for responding to applications from owners/ratepayers and customers experiencing genuine hardship with the payment of their rates, annual charges and fees.

Policy Statement

Blayney Shire Council



Pensioner and Hardship Assistance Policy

Policy Statement

1. Council recognises that ratepayers may experience hardship in some circumstances in paying rates, annual charges, and fees. The Local Government Act 1993 provides for the following assistance to ratepayers and customers:
 - Periodical payment arrangements for overdue rates and charges [S. 564];
 - Writing off or reducing interest accrued on rates or charges [S. 564 & 567];
 - Waiving, reducing or deferring the payment of the increase in the amount of rate payable because of hardship resulting from general revaluation of land in the Local Government Area [S. 601];
 - Waiving, or reducing rates, charges and interest of eligible pensioners. [S. 575, 582]
 - Waiving or reducing Council fees when the inability to pay is due to hardship [S. 610E]
2. Council will consider each application for assistance on its merits. A ratepayer may be eligible for consideration for Hardship Assistance in the payment of overdue rates, annual charges, interest, and fees, where:
 - the person is unable to pay due rates, charges fees or accrued interest when due and payable for reasons beyond the person's control; or
 - payment when due would cause the person hardship.
3. In determining eligibility Council requires the request to be made in writing to the General Manager, providing reasonable proof of financial hardship. Council may also request details of assets, income and living expenses, and such other information required to make a valid assessment. It may also be requested that the ratepayer attend an interview to assist Council in the understanding of the issues causing hardship.
4. The criteria for assessment will be, but is not limited to, the following:
 - the amount of any rate increase when compared to the average rate increase for the rate category,
 - income from all sources,
 - living expenses,
 - reason for financial hardship,
 - length of occupancy.

Assistance to Eligible Pensioners

1. Council will provide a rebate of rates to eligible pensioners who are granted a mandatory pensioner concession under Section 575 of the Local Government Act 1993.
2. Council will provide assistance to eligible pensioners who are experiencing financial difficulties, by offering alternative payment arrangements and reasonable extension to payment timetables. All payment arrangements must pay the balance owing within a reasonable time frame, not exceeding two years from the date of the arrangement being made, and should

include future rates and charges which will be levied during the arrangement period.

3. Under section 577 of the NSW Local Government Act 1993, in order to avoid hardship, Council may extend the pensioner concession to ratepayers who jointly occupy a dwelling and are jointly liable for rates and charges with an eligible pensioner, if it considers proper to do so.

Backdating of Pensioner Rebates

1. Backdating of pensioner rebate claims pursuant to Section 579 of the NSW Local Government Act 1993 is limited to one (1) previous rating year only, or part thereof.
2. Backdating is only to occur where adequate substantiation can be provided to satisfy the essential criteria of the granting of a rates and charges pensioner concession.
3. Claims made beyond one (1) previous rating year must be requested in writing and referred to Council.

Hardship Assistance by Periodical Payment Arrangements

1. Council may enter into a formal agreement with a ratepayer eligible for alternative periodical payment arrangements for due and payable rates, and charges. Council or the ratepayer may initiate a proposal for a periodical payment agreement. In accordance with section 568 of "the Act", payments will be applied towards the payment of rates and charges in the order in which they became due. Council will provide information on the amounts due and payable on relevant notices.
2. Council may also write off or reduce the accrued interest and costs on rates and charges if the person complies with the periodical agreement (section 542(2)). If the ratepayer fails to make the periodical payment in accordance with the agreement, the payment plan may be cancelled. Full payment of the amount outstanding will be due immediately.

Hardship Assistance by Writing off Accrued Interest and Costs

Council applies interest rates to the maximum allowable under section 566 of "the Act". However Council may write off accrued interest and costs on rates or charges payable by a person under Section 567 of "the Act" and the Local Government (General) Regulation 2005 where:

- the person was unable to pay the rates or charges when they became due for reasons beyond the person's control, or
- the person is unable to pay accrued interest for reasons beyond the person's control, or
- payment of the accrued interest would cause the person hardship.

Hardship Assistance Due to Certain Valuation Changes

Under Section 601 of “the Act”, any ratepayer who incurs a rate increase following a newvaluation of land values may apply to Council for rate relief, if the new rate payable causes theratepayer to suffer substantial hardship. [Section 601 (1)]

Council will encourage aggrieved ratepayers to make an appropriate application under the appeal provisions of the NSW Valuation of Land Act 1916. Council may provide assistance, by offering alternative payment arrangements and reasonable extension to payment timetables. All payment arrangements must pay the balance owing within a reasonable time frame, not exceeding two years from the date of the arrangement being made, and should include future rates and charges which will be levied during the arrangement period.

Hardship Assistance Due to Impact of Special Rate Variations

Any ratepayer who incurs a rate increase resulting from the implementation of a special rates variation can apply to Council for rate relief if the increase in the amount of rates payable would cause them substantial hardship.

Writing off of Rates, Charges and Interest

In the cases where Council determines to write off rates, charges or interest, the General Manager shall write off debts to the maximum amount allowable under Council delegation register. Any amount above that may only be approved by a Council resolution.

Privacy and Confidentiality

Council Officers will conduct themselves with courtesy and respect when dealing with ratepayers and shall maintain the privacy and confidentiality of all ratepayers’ personal circumstances.

End of Policy

Adopted:	14/11/2011	1111/014
Last Reviewed:	14/11/2011	1111/014
	12/11/2012	1211/014
	10/03/2014	
Next Review:	14/11/2016	



Blayney Shire Council

Policy Register

Policy No 2J

Policy Title	Unreasonable and Unreasonably Persistent Customer Policy
Officer Responsible	Director Corporate Services
Last Review Date	10/03/2014

Objective

1. To ensure all Blayney Shire Council customers are treated fairly and reasonably whilst ensuring Council resources are used efficiently and effectively when dealing with customers.
2. To protect staff from customer abuse, stress and unreasonable behaviour.

Blayney Shire Council



Unreasonable and Unreasonably Persistent Customer Policy

1. Policy Statement

Council is committed to putting the customer at the heart of everything we do

Blayney Shire Council is committed to:

- Ensuring that all customers are treated fairly and reasonably.
- Providing guidance, education and training as appropriate for staff and Councillors in dealing with customers.
- Ensuring that Council resources are used efficiently and effectively when dealing with customers.
- That unreasonable requests, persistent behaviour and harassment is reduced.

2. Scope

This policy applies to all dealings with customers by Blayney Shire Council staff and elected members, and in particular those difficult customers who:

- Cannot be satisfied;
- Make unreasonable demands;
- Constantly raise the same issue with different staff; and/or
- Are rude, abusive or aggressive.

This policy is not intended to prevent customers from raising legitimate and important concerns, enquiries or requests, or from pursuing them. However, Blayney Shire Council has a duty to ensure that it provides value for money services for all its residents and local communities. An unreasonable or unreasonably persistent customer can take up a disproportionate amount of time that can hinder the other work of staff. The Council must therefore ensure that it uses its resources wisely and limits the amount of time spent on queries that it considers unreasonable or unreasonably persistent.

Staff working for Council have a right to undertake their work free from all types of discrimination, abuse and harassment. As part of Council's commitment to promoting equality of opportunity and diversity, and to challenging discrimination, Council has a duty to protect the safety and welfare of its staff. We therefore shall not tolerate what we consider to be unacceptable behaviour by unreasonable or unreasonably persistent customers.

We would not normally limit the contact that our customers may have with the Council. However, in accordance with this policy, we may decide to do so if customers behave unreasonably, are unreasonably persistent, if staff experience unacceptable behaviour, staff feel threatened or are harassed both within and outside the workplace.

3. Definitions

For the purposes of this policy unreasonable or unreasonably persistent customers are defined as being those which, because of the frequency or nature of their contact, hinder the Council's consideration of complaints,

enquiries or requests. Officers may recognise one or more of the following indicators as characteristic of unreasonable or unreasonably persistent customers. They make complaints, requests, concerns or enquiries that:

- clearly do not have any serious purpose or value
- are obviously vexatious in nature
- are designed solely to cause disruption or annoyance
- have the effect of harassing the Council or its staff or can otherwise fairly be characterised as obsessive or unreasonable
- take up an unreasonable amount of Officer time and hinder the other work of the Council.

Unacceptable behaviour can include:

- abusive, offensive or threatening behaviour
- behaviour which amounts to bullying or harassment

The following customer actions/behaviours can cause this policy to be invoked:

- unwillingness to comply with Council procedures
- insisting on issues or requests being dealt with in ways which are incompatible with Council procedures or with good practice
- making unreasonable demands of Officers or setting unreasonable timescales for response
- making unreasonable requests in relation to who should deal with their complaint, enquiry or request, or how it should be dealt with
- repeatedly being unwilling to accept documented evidence
- insisting that no response has been received or that the response is unacceptable
- sending a high volume of letters, emails and/or phone calls (sometimes to multiple recipients)
- continuing to add new, or making trivial, complaints, requests or enquiries
- repeatedly complaining or making repeat requests about similar issues after they have already been dealt with
- making many complaints, requests or enquiries about different issues in succession
- refusing to specify the grounds of a complaint, despite offers of assistance with this from Council's staff
- making groundless complaints about the staff dealing with the complaint or request, and seeking to have the staff replaced
- refusing to accept that issues or requests are not within the remit of a procedure despite having been provided with information about the procedures scope; for instance if the customer has been advised that a complaint or request is within the remit of another authority, yet refusing to accept this
- changing the basis of a complaint or request as it proceeds and/or denying statements made at an earlier stage
- introducing trivial or irrelevant new information which the customer expects to be taken into account, or raising large numbers of detailed but unimportant questions and insisting they are all fully answered

- electronically recording meetings and conversations without the prior knowledge and consent of the other persons involved
- adopting a 'scattergun' approach; pursuing complaints or requests with the Council and, at the same time, with a Members of Parliament/ a Councillor/legal services/local police/solicitors/ the Ombudsman
- submitting repeat complaints or requests, with minor variations, after the processes have been completed
- refusing to accept a decision

4. Dealing with matters under this policy

Matters under this policy will be dealt through the Unreasonable and Unreasonably Persistent Customer procedure.

5. General

In all of the situations referred to in this policy, adequate documentary records must be made and maintained on the appropriate Council file.

Where the General Manager determines to limit a customer's access to Council in any of the ways specified in this policy, the General Manager will advise Councillors as soon as possible of the relevant circumstances and the action taken and forward such advice, where appropriate, to the ICAC, Department of Local Government and the NSW Ombudsman for information.

6. References

Unreasonable and Unreasonably Persistent Customer Procedures

2C Complaints Management Policy

Local Government Act 1993

Government Information (Public Access) Act 2009

Department of Local Government

NSW Ombudsman Publications:

- 'Better Service & Communication Guidelines for Local Government'
- 'Managing Unreasonable Complainant Conduct Practice Manual'

End of Policy

Adopted:		
Last Reviewed:		
Next Reviewed:		



Blayney Shire Council

Procedures & Guidelines Register

Reference No 2J

Title	Unreasonable and Unreasonably Persistent Customer Procedure
Officer Responsible	Director Corporate Services
Last Review Date	10/03/2014

Objective

1. To ensure all Blayney Shire Council customers are treated fairly and reasonably whilst ensuring Council resources are used efficiently and effectively when dealing with customers.
2. To protect staff from customer abuse, stress and unreasonable behaviour.

Blayney Shire Council

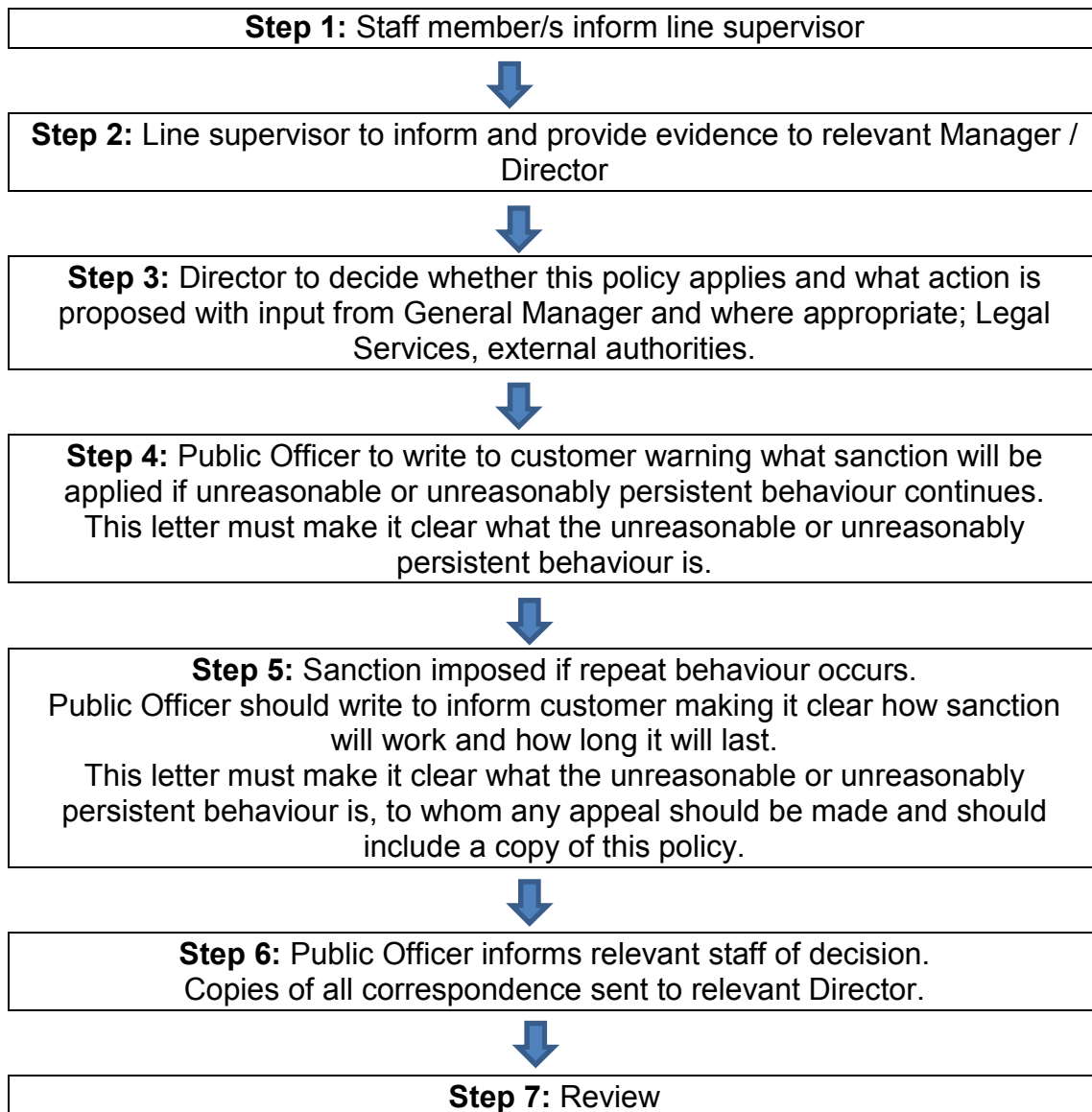


Unreasonable and Unreasonably Persistent Customer Procedure

1. Procedure

1.1 The Process

If any member of staff experiences one, or a number of, the examples given in the definitions section then they may be dealing with an unreasonable or unreasonably persistent customer. In this instance they are advised to follow the process below:



1.2 Deciding Whether the Procedure Applies

No action under this policy should be taken until the customer has received a written warning. This warning should advise what action and sanction the Council proposes to take if the unreasonable or unreasonably persistent behaviour continues. This offers the customer the opportunity to amend their behaviour prior to any sanction being imposed. The warning letter must make it clear what the unreasonable or unreasonably persistent behaviour is and should quote dates and times of its occurrence.

It is important to remember that an unreasonable or unreasonably persistent customer may have a valid complaint, concern or request. Before deciding whether the policy should be applied the Council should always be satisfied that:

- the matter has been discussed with the relevant complaints manager
- the complaint, enquiry or request has been dealt with properly
- any decision reached is the right one
- communications with the customer have been adequate
- the customer is not providing any significant new information that might affect the Council's view

Once satisfied Council should then consider whether further action is necessary prior to taking the decision to designate the customer as unreasonable or unreasonably persistent. Examples might be:

- If no meeting has taken place between the customer and Officer(s) consider offering the appropriate meeting. Sometimes such meetings can dispel misunderstandings and move matters towards a resolution.
- If more than one team or directorates are being contacted by an unreasonably persistent customer, consider arranging a meeting to agree to a cross-directorate approach; and designating a key officer to co-ordinate the Council's response(s)
- If the customer has special needs, an advocate might be helpful to both parties so consider offering to help the customer find an independent one.
- Before applying any restrictions, give the customer a warning that if their actions continue the Council may decide to treat them as an unreasonably persistent customer, and explain why.

1.3 What Action to Take

The precise nature of the action that the Council takes must be appropriate and proportionate to the nature and frequency of the customers' contacts with the Council at that time. The Council could choose one or a mix of the following possible options:

- Placing time limits on telephone conversations and personal contacts
- Restricting the number of telephone calls that will be taken (for example, one call on one specified morning/afternoon of any week)
- Limiting the customer to one medium of contact (telephone, letter, email, etc.) and/or requiring the customer to communicate only with one member of staff

- Requiring any face to face contact to take place in the presence of a witness
- Refusing to register and process further complaints or request about the same matter
- Restrict the customer's contact and/or access to Council offices (to be reviewed after a period of time)

Behaviour considered to be harassment, aggressive or threaten staff safety and welfare may lead to police involvement or legal action. In such cases, where there is a need or justification for protecting staff, the Council may not need to give the customer prior warning of this action.

If the Council decides to designate a customer unreasonable or unreasonably persistent, then the Council will communicate to the customer, in accordance with their needs, in the following ways:

- sending a copy of this policy
- explaining why they are applying the policy to the customer
- detailing what it means for their future contact with the Council and how long any restrictions will last
- explain how the customer may challenge this if they disagree with the course of action, by means of an appeal to a more senior named manager
- the relevant Director will then inform appropriate staff and managers that this action has been taken.

The customer can challenge the action taken by appealing to The General Manager. In relation to complaints, if the customer has exhausted the Council's complaints procedure, then they can request an independent investigation via the Local Government Ombudsman.

6. References

2J Unreasonable and Unreasonably Persistent Customer Policy

2C Complaints Management Policy

Local Government Act 1993

Government Information (Public Access) Act 2009

Department of Local Government

NSW Ombudsman Publications:

- 'Better Service & Communication Guidelines for Local Government'
- 'Managing Unreasonable Complainant Conduct Practice Manual'

	Date	Resp. Officer
Created:	10/03/2014	DCS
Lasted Reviewed:	10/03/2014	DCS
Next Reviewed:	13/03/2017	

*Golden Memories
Museum*



BLAYNEY SHIRE
COUNCIL

03 FEB 2014

Doc. No.

Verified:

Disp.
GA39:

Sent.

Millthorpe & District
Historical Society Inc
Park Street (PO Box 27)
Millthorpe NSW 2798
Email: millthorpemuseum@gmail.com

The Director Corporate Services
Anton Franze
Blayney Shire Council
91 Adelaide Street
BLAYNEY NSW 2799

30 January 2014

Dear Anton,

RE: Request for Interest Free Loan

Reference is made to your correspondence dated 28 January 2014 regarding the above matter.

We would like to confirm that the Golden Memories Museum is seeking an interest free loan of \$20,000 as well as a donation of \$20,000 making a total of \$40,000 requested from the council for our building project.

In 2004 Blayney Shire Council gave us \$20,000 as well as provided an interest free loan of \$20,000 for the extension on our Museum of Rural Technology building. In December 2014 this loan will be fully repaid. Therefore we are requesting the same arrangement for our new Trevor Pascoe Pavilion.

At the request of Mayor Ferguson we have enclosed a Brief History of the growth of the museum since its opening in 1965. Could this please be circulated to the relevant people?

Yours sincerely,

Peter Whiley
President GMM



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A Brief History of Millthorpe Museum **By Peter Whiley (President 2014)**

How it Began - 1964

The Millthorpe & District Historical Society was formed at a special meeting of the Millthorpe Progress Association called with the express purpose of forming that society on **Friday 8 May 1964**, with 22 foundation members.

David Nicholas, secretary of the Progress Association, was seeking something to revitalise the town after the closure of the flour mill. In talks with Fred Warburton, who had just returned from a trip to New Zealand where he had visited a museum at Arrowtown, he thought a museum may be a good thing to establish in Millthorpe. At the same time David was made aware of the late Arch Beddie's engineering shop in Blayney which had closed down some time previously but was now being vandalised. It contained many early engineering drawings, books and magazines that needed to be preserved.

The Society initially leased the building next to the Post Office, previously used as Hockey's Chemist, and the CWA Rooms and the first meeting was held there on 10 July 1964. First office bearers were President Charlie Kingham, Secretary David Nicholas and Treasurer James Purser. They adopted the motto "Linking The Past With The Future".

The search commenced for a suitable site to establish a Museum. Architects were engaged to draw up plans for a museum complex to include an exhibition hall, meeting room, kitchen etc. and costs came back at approximately \$39,000.

The idea of a Museum was still gaining popularity in September 1964 despite some opposition and at times quite vitriolic opposition from some people but by December 1964 the membership had reached 36.

The Museum Opens - 1965

The Methodists who owned the old Good Templars Hall decided to sell it. After some consideration by members it was decided that with quite a deal of work it could be made into a fine museum. It was on the main road and a reasonably solid building with historical significance thereby meeting the criteria for a museum. The Millthorpe & District Historical Society took possession of the Good Templars Hall on **24 May 1965** at a cost of 750 pounds. With working bees held every weekend over the next 6 months it was officially opened by Mr Charles Cutler MLA Deputy Premier on **20 November 1965**. The funds to purchase the building were raised by thoroughly canvassing the whole area and raising 10 year debentures for \$50. All the exhibits in the museum were donated and as the collection continued to grow more exhibition areas were required.

Golden Memories Museum



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The Pioneer's Gallery - 1970

With the closure of the Convent School on 30 November 1969 it came up for sale in 1970. The Historical Society purchased this building and converted it into the Pioneers Gallery, exhibiting among other things the original portraits of many of the early pioneers of the district who had arrived here from various parts of the world in the 1850s to establish homes and farms in the district. Again most of the funds were raised by debentures.

The Blacksmiths Shop -1977

This was built from donated material and volunteer labour mainly by Joe Van Der Stock. The bellows and forge were donated by Fred Warburton while Viv Kable donated many of the blacksmith tools. The Blacksmith's Shop operates on a regular basis for school groups or bus tours and other important days. It consistently proves to be one of the main attractions in the museum when the forge is operating.

The Exhibition Building - 1979

In 1979 the first of the machinery sheds was erected helped along with a grant from the Cultural Department of N.S.W. Government for a Conservation Grant of \$3,500. Much of the machinery that was housed in this shed came from "The Museum of Agricultural Progress and Rural Technology Collection", a collection of some 40 historic farm machines gathered from around NSW that were exhibited at the Australian National Field Days at Orange in 1968 and put into storage at the Orange Agricultural College. This collection of machines along with some others was taken to Sydney and exhibited at The Royal Easter Show in Sydney in March 1970 in conjunction with the Cook Bicentenary Celebrations which the Queen attended. She was most impressed with this historical collection.

Also in 1979 the old school verandah on the Convent building was closed in at each end, the kitchen being set up in one end and a meeting room (now a store room) at the other. A hole was made in the wall for the main entrance doors, all with the volunteer labour done by Joe Van Der Stock.

Verandah on the Pioneers Gallery – 1980

This was removed from Bryant's Shop before the shops were demolished to make way for the Retirement Village. All work was carried out with volunteer labour at no cost to the museum. It is used for many of the catering functions carried out by the Catering Committee. The Wishing Well and Flag Pole were also erected in 1980 by Joe Van Der Stock.

The Bluestone Craft Cottage - 1982

This was again built with voluntary labour by Joe Vander Stock and Gerald Luckie. The bluestone was originally some of the curb and guttering around Millthorpe and removed by Blayney Shire and taken to Blayney. It was returned to Millthorpe on the insistence of Cr. Jean Adams, one of our members, to build the Craft Cottage. It

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displays for sale various craft objects made by members. The meeting room on the verandah of the convent school very soon became too small for meetings so with some rearranging of the display each time, the Craft Cottage became the meeting room.

Spring Grove Pavilion - 1990

This building was officially opened by Garry West N.S.W Minister for Tourism on 6 March 1990 and among many other things houses the very unique Clayton & Shuttleworth traction engine with interpretative signage and accompanying audio-visual displays.

Museum of Rural Technology. (M.R.T.) – 1995-6

This building was a major step forward for the museum. The history of the building goes back to 1923, when a galvanised iron timber framed building was dismantled and moved from Cobar and re-erected here to be used as the Methodist Hall. In its time it was used for many types of functions such as birthday parties, wedding receptions, school concerts and by the Millthorpe Gymnasium Club. It became a little worse for wear and the Methodists sold it to finance a new hall beside the church. The Davis Bros. bought it and used it as a truck shed and potato packing depot. It proved to be too small so they added a skillion on the eastern side and later a skillion on the western side. This served them for many years but when the potato industry in Millthorpe declined they decided to sell it. By this time the original Methodist Hall in the middle had collapsed.

After numerous meetings members decided to buy it even though it happened to be on two titles. Kelvin Smith and Robin Oates canvassed the area on more than one occasion raising funds to pay for the building. After considerable negotiations and work the Museum of Rural Technology was opened by Francis Wheelhouse on 18 November 1996

New Skillion to M.R.T - 2005

The skillion addition to the western side of the M.R.T. was added with the generous assistance in funding from Cadia Valley Mining Operations, Blayney Shire Council and others.

Cadia Corner – 2009

The museum was in need of a larger meeting room and theatre so it was decided, with some opposition, to build this in the corner of the M.R.T. Construction was done by Peter Whiley with the help of the machinery committee. Kelvin Smith again organised the donations for material and with the contributions by Westruss, Pat Tilston, Taubmans Paints, Westiol, Cadia and Glen Coyte the entire project was completed at no cost to the museum. Cadia Corner is now used extensively as a meeting room and when the museum is open displays a very good video of the whole operation of the Cadia Mine donated by Cadia Valley Operations. Cadia Corner was officially opened by Nedra Burns from Cadia Valley Operations on 7 November 2009.

*Golden Memories
Museum*



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Master Plan - 2012

Heritage architect, Sue McGregor was engaged to draw up a Master Plan for future additions to the museum. The cost of \$7000 was assisted by a grant from Museums & Galleries NSW. The plan includes a new shed, covered connecting concrete walkways around the museum complex and the upgrade of the verandah on the Pioneers Gallery.

Projects commenced in 2013

Plans are underway for a **Mill Walk** with all the names that can be traced, of employees of the Great Western Milling Company Millthorpe, to be engraved on pavers, to form a path to the entry to the M.R.T. in recognition of the part the mill played in the development of Millthorpe when it was established in 1884.

The Verandah at the front of the M.R.T. was built by the Machinery Committee, with all materials being donated by Ed Wilson, Ian Berryman, Gordon Pinkerton and Coleman's Earthmoving.

Management Structure

The general day to day operation of the museum up until the 1980s was the responsibility of a management committee, consisting of the President, Vice President, Secretary, Treasurer and two or three museum members. As the museum grew several sub committees became necessary, initially the machinery committee and the catering committee. By 2013 the number of committees had grown to ten each responsible for a range of varying tasks.

Catering Committee - accepts all bookings for various functions, organising the catering for Breakfast, Morning or Afternoon Teas, Lunches, Birthday Parties, for coach groups, Family Gatherings, Funeral Wakes, and any other occasion that requires food. This is provided either on site or at other venues.

Craft Cottage Committee - responsible for all sales and displays in the craft cottage.

Photographic Committee - responsible for copying and cataloguing 1000s of photographs in the museum collection. People from all over Australia are able to get copies of the photographs or their relatives they may be trying to trace.

Hen's Shed or Ladies Group - takes on all the cleaning jobs inside the museum as well as some gardening.

Archives Committee - responsible for cataloguing the hundreds of family histories and information on families, town organisations, church groups, sporting teams etc. which the museum holds.

Accessions Committee - assesses all donations for their suitability for acquisition by the museum and the relevant area of display

Oral History Committee - responsible for recording an oral history of people associated in any way with Millthorpe and any organisation in the town.

Computer and Website Committee - maintains the computer hardware and programmes and is currently building the Museum website.

Education Committee - organises various programmes for visiting school groups, utilising many hands on activities to engage the students.

Maintenance and Projects Committee - sets up the machinery displays, maintains all the working machines, grease and oil where necessary, keep belts and chains tight, work on getting more machines operating with an electric motor drive, carry out all maintenance jobs around the site, painting, grass cutting pruning etc.

The Museum Quarterly Newsletter '**Memory Bank**' was reinstated after a lapse of some years, with John Willing taking on the task as editor.

Each committee member spends hundreds and quite often thousands of volunteer hours each year with the various tasks in their respective committees and the museum is certainly thankful for this time spent in improving the museum as a whole.

The Trevor Pascoe Pavilion - 2014

Plans are under way to build another shed, to be known as *The Trevor Pascoe Pavilion*. Trevor was president of the Society for 22 years until his untimely death in 2012. He oversaw many of the improvements to the museum and spent thousands of hours filing information and family histories in the archives.

After many discussions with Council, they suggested we employ a professional planner to oversee the D.A., liaise with council, and other things relating to the building of the new shed. We contracted Anthony Daintith for this task, at a cost of over \$9,000.

It is proposed that the new shed is to put on a special display of Australian Invention that changed agricultural practices the world over. We have in the museum collection some twelve of these machines, displayed in various sections of the museum. If they were to be brought together into one display it should make a very impressive display.

Some of these inventions would include:

STRIPPER 1843 to the 1930's

John Wrathall Bull in South Australia's Mount Baker

John Ridley also designed a similar cart in Hindmarsh 200 km to the east.

STRIPPER HARVESTER 1884 to the 1930's

James Morrow an Irish Engineer built one of the first Stripper Harvesters in 1883.
Hugh Victor McKay built his first prototype Stripper Harvester in 1884 at Drummartin in Victoria.

HEADER 1914 to present day

Headlie Shipard Taylor is said to be the father of the modern Header, the machine that did more than any other to revolutionise grain harvesting.

ADJUSTABLE TOOTH COMB

Frederick May of May Bros & Co of Gawler South Australia patented the Adjustable Tooth Comb in 1892. It was universally adopted by harvesting machinery manufacturers around the world.

STUMP JUMP PLOUGH

Richard Bowyer Smith in 1876 a special plough was invented by agricultural machinery apprentice and later developed and perfected by his brother, **Clarence Herbert Smith**.

MECHANICAL SHEARING MACHINES

In 1877 **Fred Wolseley** invented and developed the first satisfactory mechanical method using a power source away from the shearer's hand.

ROTARY HOE 1920

Arthur 'Cliff' Howard was born in Crookwell N.S.W. The Howard Rotavator are being sold world-wide.

G-WELL BAG LOADER

This was originally known as the Bowd Loader, invented by **Cliff Bowd** of Canowindra in 1938. Cliff was born in Millthorpe in 1892, grandson of original pioneers Edward & Esther Bowd.

ROTARY SEED SOWERS

James Hazel Adamson applied for a patent on his Rotary Seed Sower on 8th May 1880. **Alexander Williamson Dobbie**, objected to the granting of this patent, on the grounds that it was very similar to his Rotary Seeder he invented, and was granted a patent for it on 4th January 1877. The dispute was settled in court on 14th September 1880, heard before Mr G. E. De Mole Esq. Commissioner of Patents, in South Australia. James Hazel Adamson was granted a patent.

WATER CART

John Furphy invented the first iron water cart about 1879.

VICTA LAWN MOWER

The Victa lawn mower was invented in 1952, in Concord a suburb of Sydney, Australia, by **Mervyn Victor Richardson**.



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January 2014

The Trevor Pascoe Pavilion

Golden Memories Museum Millthorpe has undertaken an exciting new project in memory of our esteemed past president, Trevor Pascoe, in the form of a new exhibition pavilion.

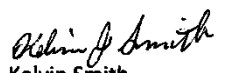
This project was first mooted a number of years ago and Trevor was eager to see that the need and desire for a new space for our ever growing collections was done with due consideration to the integrity of our beautiful site. To that end Trevor initiated and achieved a Master Plan for our complex that was completed just before his untimely death in July 2012. Thus it is a project close to the hearts of our membership that this new exhibition building be constructed as soon as possible as a tribute to the tireless efforts Trevor made over the decades of involvement he had with our museum.

To date we have been successful in obtaining a Community Partnerships grant from the state government to commence the project which we envisage will be completed in stages. We have also been fortunate to obtain a significant donation from Cadia Valley Operations. These initial donations and other museum funds have allowed us to commence Stage 1 of the project. Approximately we have spent \$22,000 which has included a comprehensive site plan, surveying, town planning and council applications. Once D.A. approval has been received then the footings and slab will be laid.

Current Museum funds will enable us to erect the pavilion to lock up stage. However, as you would understand this is a very big project that will require ongoing funds for it to be fully realised. Other expenditures would include items such as; covered walkways, internal fittings, office layouts, disabled footpath access and further weather protection for outside machinery.

To that end we are seeking sponsorships, both one off donations and ongoing support. We are sure that you already know how important the museum is to the community. Our large collection is a resource that needs to be preserved and maintained. It is also a significant educational resource for our immediate and surrounding areas with over 500 students visiting the museum in the last 12 months. To continue with this important role we really need community support to assist us in providing the best possible place for the collection.

Please contact the museum for further details about how to make a tax deductible donation.


Kelvin Smith
Project Manager
millthorpemuseum@gmail.com
P.O. Box 27 Millthorpe NSW 2798

BLAYNEY SHIRE
COUNCIL
19 FEB 2014
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GA39:

Trevor Pascoe Pavillion - Golden Memories Millthorpe Museum

Town Planning and Plans	\$ 22,000.00
Connstruction of Pavillion Shed	\$ 110,000.00
Pavillion Verandah	\$ 10,000.00
Storeroom	\$ 12,000.00
Engine Shed	\$ 11,000.00
Fire Wall	\$ 7,000.00
Subtotal	\$ 172,000.00
GST	\$ 17,200.00
TOTAL for Pavillion	\$ 189,200.00
Pea Viner Shed	\$ 22,950.00
Awnings for Spring Grove and Pioneers Gallery buildings	\$ 12,500.00
Exhibition floor	\$ 10,000.00
Exhibition cladding	\$ 7,880.00
Office and internal walls	\$ 8,000.00
Disabled paths	\$ 9,000.00
Plumbing	\$ 15,000.00
Electricity	\$ 7,000.00
Extras	\$ 10,000.00
Subtotal	\$ 102,330.00
GST	\$ 10,233.00
TOTAL for Additional Costs	\$ 112,563.00
Entire Project Subtotal	\$ 274,330.00
Entire Project GST	\$ 27,433.00
Entire Project Total	\$ 301,763.00

