

# ***Blayney Shire Council***



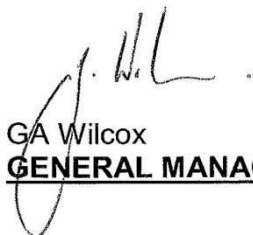
2 May 2014

Dear Councillor,

Your attendance is requested at an Ordinary Council Meeting of the Blayney Shire Council to be held in the Chambers, Blayney Shire Community Centre on Monday, 12 May 2014 at 6.00 pm for consideration of the following business -

- (1) Acknowledgement of Country
- (2) Recording of Meeting Statement
- (3) Apologies for non-attendance
- (4) Confirmation of Minutes - Ordinary Council Meeting held on 14.04.14
- (5) Matters arising from Minutes
- (6) Disclosures of Interest
- (7) Public Forum
  - (a) David Hempel – Strategic Business Plan for Sewerage Services
  - (b) Craig Bratby – Companion Animal Act
- (8) Mayoral Minute
- (9) Notices of Motion
- (10) Reports of Staff
  - (a) General Manager
  - (b) Corporate Services
  - (c) Infrastructure Services
  - (d) Planning and Environmental Services
- (11) Delegates Reports
- (12) Committee Reports
- (13) Closed Meeting

Yours faithfully



GA Wilcox  
**GENERAL MANAGER**

## **Meeting Calendar**

### **May**

Time	Date	Meeting	Location
5.00 pm	8 May 2014	Cemetery Forum Committee	Community Centre
6.30 pm	8 May 2014	Access Advisory Committee	Community Centre
6.00 pm	12 May 2014	Ordinary Council Meeting	Community Centre
5.30 pm	15 May 2014	Sports Council	Community Centre
4.00 pm	20 May 2014	Local Emergency Management Committee	Community Centre
10.00 am	24 May 2014	Lachlan Regional Transport Committee	Dubbo
10.00 am	29 May 2014	Centroc Board	Parliament House

### **June**

Time	Date	Meeting	Location
4.00 pm	2 June 2014	Chifley LAC Community Safety Precinct Meeting	Lithgow
10.30 am	11 June 2014	Central Tablelands Water	Molong
6.00 pm	12 June 2014	Towns and Villages Committee	Community Centre
6.00 pm	16 June 2014	Ordinary Council Meeting	Community Centre
10.00 am	20 June 2014	Traffic Committee Meeting	Community Centre

### **July**

Time	Date	Meeting	Location
5.00 pm	10 July 2014	Economic Development Committee	Community Centre
6.00 pm	14 July 2014	Ordinary Council Meeting	Community Centre
10.00 am	31 July 2014	GMAC	Orange

**INDEX OF REPORTS OF THE BLAYNEY SHIRE COUNCIL MEETING**  
**HELD ON MONDAY 12 MAY 2014**

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**CORPORATE SERVICES REPORTS**  
**PRESENTED TO THE BLAYNEY SHIRE COUNCIL**  
**MEETING HELD ON MONDAY, 12 MAY 2014**



**01) REPORT OF COUNCIL INVESTMENTS AS AT 30 APRIL 2014**  
(Manager Financial Services)

**RECOMMENDED:**

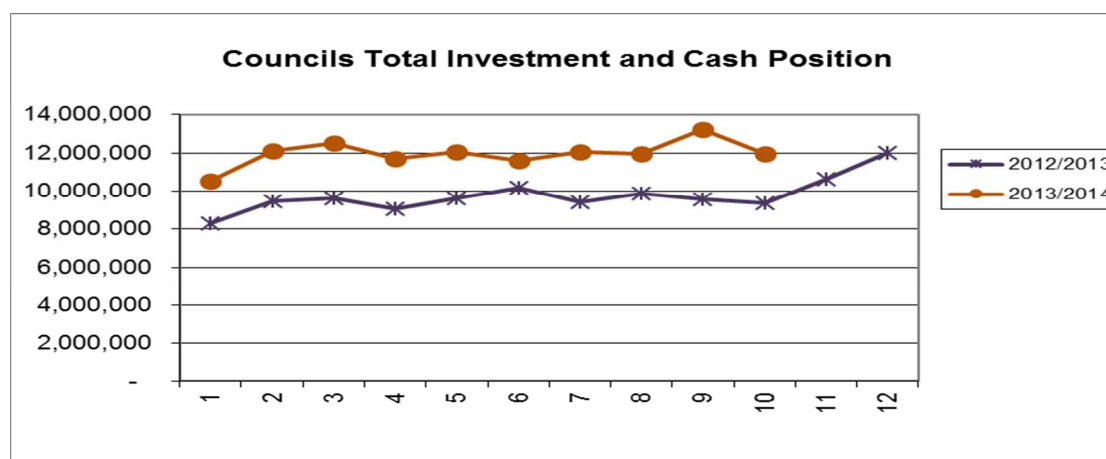
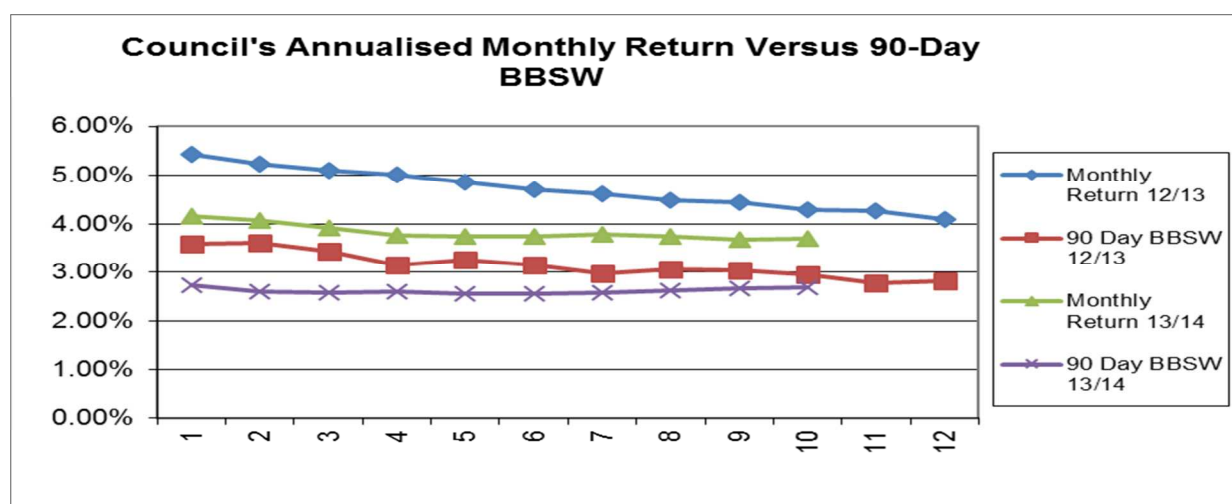
1. That the report indicating Council's investment position as at 30 April 2014 be received and noted.
2. That the certification of the Responsible Accounting Officer be noted and the report be adopted.

**REPORT**

This report provides details of Council's Investment Portfolio as at 30 April 2014.

Council's total investment and cash position as at 30 April 2014 is \$11,976,978.53. Investments earned interest of \$38,993.94 for the month of April 2014.

Council's monthly net return annualised for April of 3.69% outperformed the 90 day Bank Bill Swap Rate of 2.69%.



**REGISTER OF INVESTMENTS AND CASH AS AT 30 APRIL 2014**

<b>Institution</b>	<b>Maturity</b>	<b>Amount \$</b>	<b>Monthly Net Return Annualised</b>
<b><u>Term Deposits</u></b>			
NAB	9/09/2014	500,000.00	3.82%
Bankstown City Credit Union	10/06/2014	500,000.00	3.70%
Bank of Sydney	22/07/2014	500,000.00	3.90%
ME Bank	26/08/2014	500,000.00	3.60%
Bank of Queensland	12/08/2014	500,000.00	3.65%
Railways Credit Union	17/06/2014	500,000.00	3.61%
Westpac Bank	22/07/2014	500,000.00	3.63%
Gateway Credit Union	10/06/2014	500,000.00	3.61%
B & E Ltd	9/09/2014	500,000.00	3.50%
ING	4/11/2014	500,000.00	3.64%
Peoples Choice Credit Union	27/05/2014	500,000.00	3.56%
Bendigo & Adelaide Bank	15/07/2014	500,000.00	3.35%
Wide Bay Australia Ltd	9/07/2014	500,000.00	3.80%
Goldfields Money Ltd	11/06/2014	500,000.00	4.20%
AMP Bank Limited	3/07/2014	500,000.00	4.00%
Beyond Bank Australia	21/05/2014	500,000.00	3.58%
Investec Bank	26/08/2014	500,000.00	3.86%
Macquarie Bank	2/09/2014	500,000.00	3.50%
Australian Defence Credit Union	5/08/2014	500,000.00	3.55%
Maitland Mutual	13/05/2014	500,000.00	3.65%
Rural Bank	2/09/2014	500,000.00	3.70%
Mystate Financial Credit Union	2/09/2014	500,000.00	3.70%
<b>Total</b>		<b>11,000,000.00</b>	<b>3.69%</b>
<b>Total Investments</b>		<b>11,000,000.00</b>	<b>3.69%</b>
Benchmark: BBSW 90 Day Index			2.69%
Commonwealth Bank - At Call Account		333,725.52	
Commonwealth Bank Balance - General		643,253.01	
<b>TOTAL INVESTMENTS &amp; CASH</b>		<b>11,976,978.53</b>	

<b>Summary of Investment Movements - April</b>		
<b>Financial Institution</b>	<b>Invst/(Recall) Amount \$</b>	<b>Commentary</b>
<b><u>Term Deposits</u></b>		
Police Credit Union	(501,673.29)	Term Deposit Matured 29/04/2014

<b><u>RESTRICTED CASH, CASH EQUIVALENTS &amp; INVESTMENTS</u></b>	
	<b>\$ 000's</b>
External Restrictions - Sewer	2,821
External Restrictions - Other	2,023
	<b>4,844</b>
Internal Cash Restrictions	5,301
Available Working Capital	1,832
	<b>7,133</b>
<b>TOTAL CASH &amp; INVESTMENTS</b>	<b>11,977</b>
* Cash & cash equivalents represent balance as at 1 July 2013	

**CERTIFICATION – RESPONSIBLE ACCOUNTING OFFICER**

I, Chris Hodge, certify that the investments listed in this report have been made in accordance with Section 625 of the Local Government Act 1993, the Local Government (General) Regulation 2005 and Council Policy.

**BUDGET IMPLICATIONS**

A good investment strategy optimises Council's return on investments.

**POLICY IMPLICATIONS**

Nil effect.

**IP&R LINK**

DP6.3.2 Maintain a stable and secure financial structure for Council.

**Attachments**

Nil



**02) QUARTERLY PERFORMANCE REPORT - MARCH 2014**  
(Director Corporate Services)

**RECOMMENDED:**

1. That the Quarterly Review of Council's 2013/2014 Operational Plan including quarterly budget review as at 31 March 2014 be noted.
2. That the adjustments to votes of income and expenditure and restricted cash (reserves) be adopted.

**REPORT**

Under S.404(5) of the Local Government Act Council is required to report on progress of its Delivery Program including the Operational Plan. The Operational Plan identifies the specific actions to be completed in 2013/2014 under each of the four year objectives expressed in the delivery program. It comprises actions with performance measures and budget required to achieve these.

The Division of Local Government issued new Quarterly Budget Review Statement Guidelines in 2010 as part of the new Integrated Planning and Reporting (IP&R) framework. The guidelines are mandatory for all Council's from 1 July 2011 and provide a list of minimum quarterly reporting requirements for Council.

The purpose of the quarterly review of the Operational Plan performance measures is to inform Councillors of Council's progress to achieve the specific actions planned. In addition, this report allows members of the community to form their own assessment of Council's performance.

The purpose of the quarterly budget review is to act as a barometer of Council's financial health during the year and disclose Council's overall financial health position. It is also a means to ensure council meets its objectives, targets and outcomes as set out in its operational plan.

Following this report is the update of those performance targets set out in the 2013/2014 Operational Plan and the detailed review of Council's 2013/2014 Budget Review covering the March 2014 quarter.

**BUDGET IMPLICATIONS**

The variations contained within this report maintain a balanced budget as at 31 March 2014, for the 2013/2014 financial year.

**POLICY IMPLICATIONS**

Nil.

**IP&R LINK**

DP 6.3.2 – Maintain a stable and secure financial structure for Council.

**Attachments**

- 1 March 2014 Quarterly Budget Review 21 Pages
- 2 March 2014 Operational Plan Status Report 25 Pages

**03) SALE OF LAND FOR UNPAID RATES - WRITE OFF OF IRRECOVERABLE DEBTS**  
(Manager Financial Services)

**RECOMMENDED:**

1. That Council approve the write-off of irrecoverable rates and charges in the amount of \$23,702.61 for the following debtors:

A341113:	888 Moorilda Road, Moorilda	\$2,958.26
A343945:	Nyes Gate Road, Millthorpe	\$1,038.83
A344006:	3145 Midwestern Highway, Blayney	\$ 946.95
A322876:	1a Bourke Street, Newbridge	\$9,114.47
A323490:	24A Trunkey Street, Newbridge	\$6,949.24
A323115:	15 Campbell Street, Newbridge	\$2,694.86

**REPORT**

As previously reported to Council, an Auction was held for the Sale of Land for Unpaid Rates on Friday 14 February 2014 pursuant to Local Government Act section 713. The auction for the sale of 10 parcels of land was held in the Blayney Shire Community Centre and the distribution of proceeds has been finalised.

The auction undertaken saw Council recoup \$19,384.40 in unpaid rates and \$9,091.88 in costs of sales. However, Council did not recover costs incurred with the sale in the amount of \$12,918.46 and rates in the amount of \$23,702.61.

Under Section 377(1) of the Local Government Act 1993 (NSW) pursuant to Clauses 131(1) and 131(2) of the Local Government (General) Regulation 2005 (NSW) allows Council to set a limit upon which the General Manager may exercise his discretion writing off monies owing to Council. On 10 December 2012, Council delegated to the General Manager the authority to write off monies due to Council up to a limit of \$1,000 per rates debtor. Accordingly, Council approval is sought for the write off of the rates & charges debtors as tabled below.

Lot No.	Ref.	Property	Amount for Write-off (\$)
Lot 1	A341113	888 Moorilda Road, Moorilda (Lot 10 DP 112647)	2,958.26
Lot 4	A343945	Nyes Gate Road, Millthorpe (Lot 4 DP 900114)	1,038.83
Lot 5	A344006	3145 Midwestern Highway, Blayney (Lot 8 DP 525642)	946.95
Lot 8	A322876	1a Bourke Street, Newbridge (Lot B DP 379260)	9,114.47
Lot 9	A323490	24A Trunkey Street, Newbridge (Lot E DP 383876)	6,949.24
Lot 10	A323115	15 Campbell Street, Newbridge (Lot 6 DP 798289)	2,694.86

The approval by Council of this report will see the finalization of this process. Council will in the meantime seek to sell the unsold blocks. A Council authorisation to write off a bad debt does not stop Council reinstating a debt if future circumstances change and the debt can be collected.

A schedule of the Sale of Land for Unpaid Rates attribution of funds summary is attached for information.

### **BUDGET IMPLICATIONS**

Council has a provision for doubtful debt. This amount is within the provision.

Council has applied all money received from the sale of each property towards sales expenses in the first instance and then to the payment of rates and charges of that property. Where the sale proceeds are more than the rates and charges owing, the balance of the funds will be paid to persons having estates or interests in the land immediately before the sale. Should Council be unable to contact the persons having estates or interests in the land, Council is required to send all unclaimed monies to the Office of State Revenue.

### **POLICY CONSIDERATIONS**

No effect.

### **IP&R LINK**

DP 6.3.2 Maintain a stable and secure financial structure for Council.

### **Attachments**

- |   |  |
|---|--|
| 1 | 2014 Sale of Land for Unpaid Rates - Funds Attribution Summary |
|---|--|

1 Page
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**04) SALE OF LAND AT LOT 18 STABBACK STREET, MILLTHORPE**  
(Director Corporate Services)

**RECOMMENDED:**

1. That Council note the report on sale of Lot 18 DP1148965 Stabback Street, Millthorpe; and
2. That Council endorse execution of relevant contracts and associated documentation by the Mayor and General Manager under Council seal.

**REPORT**

Council at its meeting held 8 March 2010 resolved to enter into a voluntary planning agreement (VPA) pertaining to DA79/2005 Five Lot Subdivision – 1279 Millthorpe Road, Millthorpe with the applicant, Mr. C. Heap.

As part of this VPA arrangement Council had purchased land at Lot 18 Stabback Street, Millthorpe (Lot 18 DP1148965) with a view to selling it to the developer as follows:

***0912/047 RESOLVED:***

- 1. That Council delegate authority to the General Manager to acquire Block 18, in Stabback Street Millthorpe, for the sale price of \$95,000, for the purpose of facilitating suitable future development of Village zoned land, as detailed in this report.*
- 2. That the Council Seal be affixed to all necessary documents as required to facilitate the purchase of the land.*

A deed of option to purchase the land from Council was executed with Mr. Heap in April 2010, with a further extension agreed upon in April 2013, and is due for settlement on 28 May 2014 for an agreed sum of \$123,805.96.

Council approval is sought for the endorsement of the execution of relevant documentation and contracts associated with this sale as previous Council recommendations have not disclosed this.

**BUDGET IMPLICATIONS**

Nett proceeds from such land sales are held as restricted cash available for future land development purposes.

**POLICY IMPLICATIONS**

Nil effect.

**IP&R LINK**

DP 1.1.2 - Promote sustainable development and protection of our natural resources through the planning system.

**Attachments**

Nil

**05) AMENDMENT TO DELEGATIONS REGISTER**  
(Director Corporate Services)

**RECOMMENDED:**

1. That the proposed amendments to Council's Register of Delegations, as detailed within this report, be adopted.

**REPORT**

A complete review of the Register of Delegations was undertaken and adopted by Council at the December 2012 Council meeting.

A recent review undertaken identified some amendments including changes to job titles and delegations assisting in the seamless operation of Council and effective provision of service.

The following outline provides an overview of amendments to Council's current Register of Delegations.

Amendment 1:

**5R – Signature of Department Correspondence**

Sign standard correspondence in relation to day to day operations of the officers' department with the exception of:-

- correspondence to any Federal or State Minister or Member of Parliament
- correspondence or memo advice to Councillors
- contracts and lease documents
- letters of appointment for new employees
- letters to employees regarding disciplinary matters and grievances responses to complaints

Delegation to General Manager and sub-delegation to be included as determined by the General Manager.

Justification: Delegation was inadvertently removed and is required for day to day operation of Council.

Amendment 2:

Update to position titles in Delegations Register.

Justification: To update register with current position titles.

**BUDGET IMPLICATIONS**

Nil effect.

**POLICY IMPLICATIONS**

The Local Government Act (1993) Chapter 12 Part 3 outlines requirements pertaining to delegation of authority.

**IP&R LINK**

DP 6.3.1 - Provide a framework for the efficient and effective administration of Council

**Attachments**

Nil

**06)                    ADOPTION OF UNREASONABLE AND UNREASONABLY  
PERSISTENT CUSTOMER POLICY**  
(Director Corporate Services)

**RECOMMENDED:**

1. That the submission on the Unreasonable and Unreasonably Persistent Customer policy be noted.
2. That the Unreasonable and Unreasonably Persistent Customer policy be adopted and included in Council's policy register.

**REPORT**

Council at its meeting held 10 March 2014 resolved to place the Unreasonable and Unreasonably Persistent Customer policy on public exhibition.

The Unreasonable and Unreasonably Persistent Customer policy seeks 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 and protect staff from customer abuse, stress and unreasonable behaviour.

At the close of the exhibition period Council had received one submission. The submission received has been noted however no amendment to the policy has been effected.

A copy of the Procedure was also placed on public display.

A copy of the submission and Unreasonable and Unreasonably Persistent Customer Policy has been provided as an attachment to this business paper.

**BUDGET IMPLICATIONS**

Nil effect.

**POLICY IMPLICATIONS**

As outlined above.

**IP&R LINK**

DP 6.3.1 – Provide a framework for the efficient and effective administration of Council.

**Attachments**

<b>1</b>	Unreasonable and Unreasonably Persistent Customer Policy	<b>5</b> Pages
<b>2</b>	Unreasonable and Unreasonably Persistent Customer Procedure	
<b>3</b>	Submission - P and K Menzies	<b>3</b> Pages



**07) CENTRAL WEST LIBRARIES 2014/15 CONTRIBUTION**  
(Director Corporate Services)

**RECOMMENDED:**

1. That Council approve the increased contribution for 2014/15 nett of the Local Special Priority grant; and
2. That Council meet with representatives from Central West Libraries to discuss the future of library services in Blayney Shire.

**REPORT**

At the meeting of the Central West Libraries Committee held 28 March 2014 consideration of Central West Libraries 2014/15 Management Plan occurred.

This document articulates the proposed budget for 2014/15 and contributions by the member Councils, Orange, Forbes, Cowra, Cabonne and Blayney.

Council's estimated contribution sought for the 2014/15 year is \$119,745 as compared to \$96,047 for the 2013/14 year and represents an increase of \$23,698 or 24.67% more.

At the meeting it was advised that Councils could choose to apply the Local Special Priority (LSP) grant to assist to defray costs, however Councils were cautioned as this is only a temporary fix and this funding is not guaranteed year to year. The LSP grant for Blayney equates to \$5,690 and reduces Council's contribution increase to \$18,008 or 18.75%.

A resolution was passed in 2012 stating that increases to contributions be limited to the extent of the rate peg. Based on the 2.3% rate peg Council's contribution would have been indexed by \$2,209.

Council has finalised its Operational Plan including the 2014/15 Financial Plan and is currently on public display. Council's Long Term Financial Plan was adopted by Council in February 2014. No provision has been made for any increase beyond the rate peg in 2014/15 or future years.

The CWL committee resolved as follows:

*That the information provided dated 21 March 2014 on the Draft Management Plan 2014- 2015 be acknowledged by the Committee.*

*That the Committee recommend to each Member Council the contribution adopted for inclusion in the Central West Libraries Operational Plan and to provide information projecting a 10 year scenario.*

*That member Councils request a review of expenditure, overheads, administration costs and levels of service.*

*That the Central West Libraries Budget Meeting be brought forward to be held in the first week of February 2015.*

*That all member Councils review their requirements for Service Level Agreement.*

Accordingly, Council approval is sought for provision for an additional contribution to sustain the existing library operation for 2014/15 year and consideration of library services into the future. Should Council choose not to contribute the increased contribution it will need to elect what service reductions it would desire.

A copy of the minutes of the Central West Libraries Committee is attached in the Information section of the Business paper.

### **BUDGET IMPLICATIONS**

Nil effect.

### **POLICY IMPLICATIONS**

The Local Government Act (1993) Chapter 12 Part 3 outlines requirements pertaining to delegation of authority.

### **IP&R LINK**

DP 2.3.4 – Provide library services in Blayney Shire.

### **Attachments**

- 1 Financial Summary of Blayney Library 2014/15 Contribution 1 Page

**08)                    NSW LIBRARY FUNDING**  
(Director Corporate Services)

**RECOMMENDED:**

1. That Council provide support to the campaign mounted by the NSW Public Library Associations for increased State funding to local government for public libraries by:
  - a. Making representation to the local State Member in relation to the need for additional funding from the NSW State Government for the provision of public library services;
  - b. Writing to the Hon. Troy Grant, Minister for the Arts, calling upon the Government to implement the Reforming Public Library Funding submission of the Library Council of NSW in 2012 for the reform of the funding system for NSW public libraries;
  - c. Taking a lead role in activating the campaign locally.

**REPORT**

*(This report was provided by the NSW Public Library Association of NSW.)*

The NSW public library funding situation is an historic issue that has been ignored by successive NSW governments. The funding level has now reached a crisis point. The key issues are:

- NSW receives the lowest per-capita funding for public libraries from the State Government of all states in Australia;
- State Government expenditure on public libraries has decreased as a proportion of total public library expenditure from 23% in 1980 to 7% in 2013.
- NSW Local Government councils are currently paying 93% of the costs to operate public libraries in NSW (which are governed by state legislation);
- The current NSW Public Library Funding Strategy includes three components:
  - Per capita subsidy (legislated at \$1.85 per NSW resident) - \$13,503,243 in 2012-13,
  - Disability & Geographic Adjustment (DGA) - includes a component of population-based payments and a proportion of payments based on five disability factors developed by the NSW Local Government Grants Commission (pre-school children; people over 65; people from a NESB; population distribution; isolation ) - \$6,551,966;
  - Library Development Grants - \$549,996 (this amount has reduced from \$3.3m in 2005-06)
- The NSW Public Library Funding Strategy is not indexed to population growth or the consumer price index (CPI). This means that:

- Funds have been taken from the Library Development Grant pool over a number of years to meet the increased per capita subsidy costs (and the per-capita component of the Disability and Geographic Adjustment fund) as the NSW population increases each year. If the government had not provided an “additional” \$2m to maintain the Country Public Libraries fund contribution in 2013-14, there would be no funding left for Library Development Grants; and
- If the current funding situation is not addressed urgently, NSW councils will suffer a reduction in their Disability and Geographic Adjustment payments to meet the increase in legislated per-capita subsidy costs for additional NSW population.

### Action to date

During the 2011 election campaign, the current NSW State Government made a pre-election commitment to undertake a comprehensive review of the quantum and allocation of funding for NSW public libraries. To date there has been no significant action by the government to meet this commitment.

In the absence of any government action the Library Council of NSW used the government's pre-election commitment as a trigger to convene a committee of representatives from the Public Libraries NSW Association (representing regional and rural councils and libraries), the NSW Metropolitan Public Libraries Association (representing metropolitan councils and libraries), and the State Library of NSW, to develop an evidence-based submission about public library funding.

The Library Council of NSW then provided a submission to the State Government called *Reforming Public Library Funding* in October 2012. The evidence-based submission recommended a fairer, simplified and more transparent method for the distribution of funds. The following principles for a new approach were recommended:

- Establish a base level of funding for councils with populations below 20,000 people (a safety net for small councils);
- Grant a modest increase in per capita allocations for all councils to recognise cost movements since 1994;
- Address disadvantage transparently through the application of appropriate disability factors;
- Phase out anomalies in current allocations due to former council amalgamations;
- Ensure sustainability by providing that no council receives less recurrent funding than 2012/13; and
- Build and maintain infrastructure via a substantial capital fund, entitled the *Building Library Infrastructure Program*.

The Library Council recommended that recurrent public library funding to councils be adjusted from the current \$26.5M to \$30M per annum from 2013/14 and indexed from the following year. This would be allocated as follows: 68% (\$20.4M in 2013/14) to councils by population with a base level of funding for councils with fewer than 20,000 residents, 17% (\$5.1M) to councils by NSW Local Government Grants Commission (LGGC) disability

factors to explicitly address disadvantage and 15% (\$4.5M) applied to Statewide Programs.

In addition, a *Building Library Infrastructure Program* of \$30M per annum for building and maintaining infrastructure was recommended to replace the now defunct provision of grants from operating funds. This program would enable councils to renew library buildings, systems, collections and equipment in regional, urban and growth areas. It was proposed that this be phased in, rising to \$30M over the 4 years from 2013/14 and indexed thereafter. Many NSW councils wrote to the NSW Minister for the Arts during 2012, urging the State Government to adopt *the Reforming Public Library Funding* strategy. Despite a high level of expectation that the State Government would fulfil its pre-election undertaking to review and increase its funding allocation to NSW public libraries, this did not eventuate in the 2013 state budget.

### **Campaign**

The NSW Public Library Associations (NSWPLA), representing country and metropolitan libraries, are now co-ordinating a targeted campaign to bring the situation to the attention of politicians and funding decision makers to address the problem.

Local Government NSW (LGNSW) and the Australian Library and Information Association (ALIA) are assisting NSWPLA in this campaign and information will be provided to councils and public libraries on an ongoing basis from these bodies throughout the campaign. In addition, local supporters of public libraries including Friends of the Library groups and library users will be engaged in the campaign to lobby State Members.

Given that 44% of the state's population are library users, it is anticipated that there will be strong support for the campaign in the community. Research also highlights the high value placed on public libraries by users and non-users alike. There will be high level media engagement and local and national champions of public libraries will be advocating for funding reform.

### **Conclusion**

There is currently a high degree of uncertainty as to the level of ongoing funding for public libraries in NSW from the State Government. The intent of the NSW Library Act in 1939 was for equal funding from state and local governments to provide library services. Since that time local government has increasingly carried the funding burden and the situation has deteriorated significantly over the past few decades. Without urgent action from local government and NSW Public Library Associations, this situation will continue and local councils will once again be forced to pick up the funding shortfall.

### **BUDGET IMPLICATIONS**

Nil effect.

### **POLICY IMPLICATIONS**

As outlined above.

### **IP&R LINK**

DP 2.3.4 Provide library services in the Blayney Shire.

DP 6.3.2 Maintain a stable and secure financial structure for Council.

**Attachments**

Nil

**INFRASTRUCTURE SERVICES REPORTS**  
**PRESENTED TO THE BLAYNEY SHIRE COUNCIL**  
**MEETING HELD ON MONDAY, 12 MAY 2014**



**09) TBL SEWERAGE BENCHMARKING REPORT**  
(Director Infrastructure Services)

**RECOMMENDED:**

1. That the summary of the results of the 2012/13 Blayney Shire Council Triple Bottom Line (TBL) Performance Report as published by the NSW Office of Water be noted.

**REPORT**

In line with the National Water Initiative, the NSW Government developed the Best Practice Management of Water Supply and Sewerage Guidelines. These guidelines are the key driver in the NSW Government's reform agenda for planning and management and for continuing performance improvement by Local Water Utilities (LWUs).

The guidelines require LWUs to undertake annual performance monitoring in accordance with the National Water Initiative, with the aim of improving the quality and efficiency of services to all NSW residents.

This report provides an annual update on the performance of Council's Sewerage business and is provided for noting.

**Background Information**

**Best Practice Compliance**

Council's compliance level with the NSW Best Practice Management Guidelines Requirements is 100%.

Key achievements in the 2012/13 reporting period were:

- the successful application for funding under the Australian Governments CEEP 2 program to install variable speed drives to the STP, that is currently being delivered.
- the commencement of a routine program for smoke testing inspections of the sewer mains as recommended in the Strategic Business Plan.

Council has received its Triple Bottom Line (TBL) Performance Report for the 2012/13 period.

<b>Characteristics</b>		
Indicator	Result	Comments
Properties served per km of main	26	A property density below approx. 30 significantly increases the cost per property of providing services. Blayney number is low due to the spatial separation of Millthorpe and Blayney and low urban density within these two catchments. Increased urban density or infill development may help improve this indicator. Statewide median 39.
Renewals	0.0% of CRC <sup>1</sup>	Council's maintenance and renewals expenditures



Expenditure	Ranking <sup>2</sup> 3 (4)	are low. Expenditure as programmed in Asset Management Plan would provide for improved result. Quality of data and resourcing levels limit capacity to improve this factor. Statewide median 0.4%.
Employees per 1,000 properties	1.0 Ranking 1 (1)	Recommend consideration of additional staff member. Statewide median 1.5 for similar sized utilities.
<b>Social – Charges</b>		
Typical residential bill (TRB) 12/13 (\$)	479 Ranking 3 (3)	Satisfactory. The TRB is in accordance with Council's Strategic Business Plan for Sewer. Statewide median \$600.
Typical Developer Charges 13/14 (\$ per ET <sup>3</sup> )	3,270 Ranking 1 (3)	Very Good Developer Charges currently under review. Statewide median \$4,700 per ET.
Non-residential sewer usage charge (c/kl)	115 Ranking 3 (4)	Satisfactory. Review of charge required to be comparable to operating cost per kL. Statewide median 135 c/kl
<b>Social – Health</b>		
Urban population with reticulated sewerage service (%)	70 Ranking 5 (5)	Statewide median 96.2%
<b>Social – Levels of Service</b>		
Odour complaints / 1,000 properties	0 Ranking 1 (1)	Very Good Statewide median 0.7
Service Complaints / 1,000 properties	12 Ranking 2 (3)	Satisfactory Statewide median 6
Average sewerage interruption (mins)	60 Ranking 1 (1)	Very Good Statewide median 100
Total days lost (%)	0 Ranking 1 (1)	Very Good Statewide median 1.3
<b>Environmental</b>		
Volume of sewage collected per property (kL)	154 Ranking 1 (1)	Very Good Statewide median 230
Effluent Recycled (%)	100% Ranking 1 (1)	Very Good Statewide median 9%
Net greenhouse gas emissions (t CO <sub>2</sub> /1000 properties)	150	Very Good Variable speed drive (VSD) project currently under construction will reduce CO <sub>2</sub> emissions at treatment plant. Statewide median 370
Compliance with BOD and SS in license (%)	100% Ranking 1 (1)	Very Good
Sewer main	32 Ranking	Satisfactory

breaks & chokes / 100km of main	3 (3)	Renewals expenditure as programmed in Asset Management Plan is expected to provide for improved result. Statewide median 38
Sewer overflows to the environment / 100km of main	1 Ranking 4 (2)	Telemetry failure resulted in minimal overflow to environment. Telemetry upgrade project currently under construction is expected to provide improved and more stable notifications. Statewide median 15
<b>Economic</b>		
Non-residential % of sewage collected	10 Ranking 3 (4)	Statewide median 19
Non-residential revenue (%)	9 Ranking 5 (5)	Considered in line with the non-residential % of sewage collected. Anticipate will increase may require review with view to increasing.
Economic real rate of return (ERRR) (%)	-0.3 Ranking 3 (4)	Reflects the rate of return generated by operating activities (exc. Interest and grants). An ERRR > 0% is required for full cost recovery. Increase in charges based upon Strategic Business Plan and Developer Servicing Plans currently under review are expected to address this. Statewide median 1.0%
Return on assets (%)	0.2 Ranking 3 (4)	An ROA > 0% is required for full cost recovery. Statewide median 0.7%
Loan payment (\$) per property	58 Ranking 1 (2)	Good Statewide median \$90
Operating Cost (OMA) / property (\$)	363 Ranking 4 (3)	Affected by spatial separation of Millthorpe and Blayney. Increased urban density or infill development may help improve this indicator. Statewide median \$430
Management cost / property (\$)	114 Ranking 4 (3)	Increased urban density or infill development may help improve this indicator. Statewide median is \$155
Treatment cost / property (\$)	171 Ranking 4 (4)	Affected by economies of scale Variable speed drive (VSD) project currently under construction will help support reduced energy costs at treatment plant. Statewide median \$138
Pumping cost / property (\$)	52 Ranking 4 (3)	Good Statewide median \$80
Sewer main cost / property (\$)	25 Ranking 2 (1)	Good Statewide median \$50
Notes: <ol style="list-style-type: none"> <li>1. CRC – Current replacement cost of system assets.</li> <li>2. Ranking – The ranking relative to similar size Local Water Utilities (LWU's) with 200 to 1,500 connected properties is shown first, followed by the ranking relative to all LWU's within brackets.</li> <li>3. ET – Equivalent Tenements</li> </ol>		

**BUDGET IMPLICATIONS**

This is Page No. 22 of the Business Paper of the Ordinary Council Meeting of Blayney Shire Council held on 12 May 2014

Nil

**POLICY IMPLICATIONS**

Nil

**IP&R REFERENCES**

DP 4.2.2 – Ensure Sewerage treatment Plants are able to meet needs of the  
Blayney Shire.

DP 4.2.3 – Provide an effective and safe Sewerage Collection Network for  
Blayney Shire.

**Attachments**

Nil

10) **BRIDGE NAMING - NEWBRIDGE ROAD**  
(Infrastructure Manager)

**RECOMMENDED:**

1. That Council does not name the bridge and that signs be erected indicating the Belubula River at both bridges.

**REPORT**

Prior to completing the Newbridge Road Bridge in April 2013, Council was approached about 'naming' the bridge. The name suggested was 'The Stan Caldwell Bridge'. Stan Caldwell was the Lyndhurst Shire (now Blayney Shire) Engineer from 1947 to 1977, and it was suggested that he was instrumental in Council achieving the A.R. Bluett Memorial Award.

The original timber bridge was built in 1886 and was listed in the "*Bridge Book – Blayney Road District*" at the time as Belubula River Bridge – Bridge Number 1. The same document listed the bridge immediately to the east, also over the Belubula River as Belubula River Bridge – Bridge Number 2.

Council could also consider not naming either Bridge and signposting the waterway – 'Belubula River'.

**BUDGET IMPLICATIONS**

Nil.

**POLICY IMPLICATIONS**

Nil.

**IP&R LINK**

DP 4.1.1 – Manage local road network to agreed service levels.

**Attachments**

Nil

**PLANNING AND ENVIRONMENTAL SERVICES REPORTS**  
**PRESENTED TO THE BLAYNEY SHIRE COUNCIL**  
**MEETING HELD ON MONDAY, 12 MAY 2014**



11) **LOCAL HERITAGE ASSISTANCE FUND 2013-2014**  
(Senior Town Planner)

**RECOMMENDED:**

1. That the information be received.

**REPORT**

Blayney Shire Council, in conjunction with the Office of Environment & Heritage (NSW Heritage Office), has continued to offer the Local Heritage Assistance Fund.

The Blayney Local Heritage Assistance Fund was set up in 1995. Prior to this, projects in the Blayney Local Government Area (LGA) received funding via the NSW Heritage Assistance Program, run by the then NSW Dept of Planning.

The aim of the program is to assist and encourage positive conservation work on places and buildings of heritage significance within the Blayney Shire Local Government Area.

Funding provides grants on a \$ for \$ basis, and has been up to the value of \$1,000.00 per project, with other projects as nominated on occasion by Council's Heritage Advisor for additional funding.

During the past financial year, Council has received and processed nine (9) applications seeking funding to assist positive work on places and buildings of heritage significance within the Blayney LGA, and issued grants accordingly.

Please refer to the attached schedule which outlines a summary of the grants issued during this period.

Council is about to issue an expression of interest for the 2014-2015 LHAF.

**BUDGET IMPLICATIONS**

The 2013-2014 Management Plan allocated funding for the Local Heritage Assistance Fund expenditure.

**POLICY IMPLICATIONS**

Nil.

**IP&R LINK**

DP 3.3.1 – Pursue recognition of heritage items in LEP 2012.

**Attachments**

- 1 Local Heritage Assistance Fund Schedule of Works 2013-2014 1 Page

**COMMITTEE REPORTS**  
**PRESENTED TO THE BLAYNEY SHIRE COUNCIL**  
**MEETING HELD ON MONDAY, 12 MAY 2014**



12) **MINUTES OF THE BLAYNEY TRAFFIC COMMITTEE**  
**MEETING HELD ON 11 APRIL 2014**  
(Infrastructure Manager)

**RECOMMENDED:**

1. That the recommendations of the Blayney Traffic Committee meeting held on 11 April 2014 be adopted.

**REPORT**

The minutes of the Blayney Traffic Committee meeting held on Friday 11 April 2014 are attached and Councillors attention is drawn to the following items:

- 'No Stopping' Signage at Post Office in Mandurama
- Farm Lane Loading / Unloading Issues

**Attachments**

- 1 Traffic Committee Minutes 11/04/2014 2 Pages



13) **MINUTES OF THE BLAYNEY SHIRE ECONOMIC  
DEVELOPMENT COMMITTEE MEETING HELD 10 APRIL  
2014**

(Director Corporate Services)

**RECOMMENDED:**

1. That the recommendations of the Blayney Shire Economic Development Committee meeting held on 10 April 2014 be received and noted.

**REPORT**

A meeting of the Blayney Shire Economic Development Committee meeting was held on Thursday 10 April 2014. The minutes are attached for the notation by Council.

**Attachments**

- 1 Economic Development Committee Minutes 10/04/2014 2 Pages