MINUTES OF THE BLAYNEY SHIRE COUNCIL ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS, ON 14 OCTOBER 2013, COMMENCING AT 6.06 PM

Present: Crs S Ferguson (Mayor), G Braddon OAM, A Ewin, D Kingham, S Oates, K Radburn and D Somervaille.

> General Manager (Mr G Wilcox), Director Corporate Services (Mr A Franze), Director Infrastructure Services (Mr G Baker), Director Planning & Environmental Services (Mr L Rodwell) and Executive Assistant (Mrs A McKellar).

CONFIRMATION OF MINUTES

1310/001 RESOLVED:

That the Minutes of the Ordinary Council Meeting held on 9 September 2013, being minute numbers 1309/001 to 1309/032 be confirmed. (Radburn/Oates)

<u>APOLOGIES</u>

1310/002 **RESOLVED**:

That apologies, tendered on behalf of Cr Braddon, be accepted. (Somervaille/Kingham)

DISCLOSURES OF INTEREST

The General Manager reported the following Disclosure of Interest forms had been submitted:

Councillor /Staff	Interest	ltem	Pg	Report	Reason
Ferguson	General	11	23	Sale of Industrial Lane – 112 Marshalls Lane, Blayney	Related to applicant
Ferguson	Pecuniary	16	36	Modification to DA 230/2012 – Storage Sheds at 142 Adelaide Street, Blayney	Contractor to the Applicant

PUBLIC FORUM

Mr David Hoadley, Canobolas Zone Rural Fire Service, gave an update to Council on the Canobolas Zone Rural Fire Service activities.

ADJOURNMENT

1310/003 That the meeting to be adjourned at 6.20 pm for Council to inspect the new fire tankers purchased for the Blayney Rural Fire Service region.(Ferguson/Ewin)

RESUMPTION OF MEETING

1310/004 That the meeting resume at 6.27 pm (Ferguson/Oates)

Mrs V Hempel addressed Council in relation to DA 230/2012

Mr D Hempel addressed Council in relation to DA 230/2012

MAYORAL MINUTE

ADJOURNMENT

- **1310/005** 1. That Council adopt the following three special rate variation models as contained in its Long Term Financial plan and following a review of the Western Research institutes publication being;
 - a. Reduced Services Model 3.3% being the proposed rate cap each year (current situation) for all rating categories.
 - Reviewed WRI Model Residential/business/mining and non-farm and Rural 10.0% per annum over 4 years (cumulative)
 - c. Maintained Services Model -15% per annum over 6 years (cumulative) for all rating categories, and
 - d. That Council publish on its web site the Western Institutes Report of 10th October 2013. (Ferguson/Kingham)

NOTICES OF MOTION

NEVILLE COTTAGE, LOT 2, SECT 1 DP 37459, 9 MACQUARIE STREET NEVILLE

1310/006 RESOLVED:

That Council undertake an amendment to the Blayney LEP2012 to remove the house listed as Schedule 5 – Environmental Heritage – Neville, Cottage, 9 Macquarie Street, Lot 2, Section 1, DP37459, Local, 1327 and owned by Mr R Newman. (Radburn/Oates)

DEBT RECOVERY POLICY

1310/007 **RESOLVED**:

That Council undertake a review of the Rates and Debtors Recovery Procedure(5D) and Pensioner and Hardship Assistance policy (5E) including the period of non payments of rates, to be extended from two period of non payment to three period and that the review include a procedure for the notification to ratepayers of non payment, and that a written process of agreement be developed that allows ratepayers under financial difficulty to sign an agreement to pay off the outstanding debts prior to legal action to recover the debt being undertaken. (Kingham/Radburn)

CORPORATE SERVICES REPORTS

Mr John O'Malley, Auditor, addressed Council in relation to the 2012/2013 Financial Statements

2012/2013 FINANCIAL STATEMENTS

1310/008	RESOLVED:
	 That Council adopt the 2012/2013 Financial Statements and accept the Auditor's Report, as submitted by Intentus Chartered Accountants.
	2. That the 2012/2013 transfers to and from Council's internally restricted cash be adopted. (Oates/Somervaille)
	REPORT OF COUNCIL INVESTMENTS AS AT 30
	SEPTEMBER 2013
1310/009	RESOLVED:
	 That the report indicating Council's investment position as at 30 September 2013 be received and noted. That the certification of the Responsible Accounting Officer be noted and the report be adopted. (Radburn/Kingham)
	SALE OF LAND FOR UNPAID RATES AND CHARGES -
	CHANGE OF AUCTION DATE
1310/010	RESOLVED:
	 That the auction date for the sale of land for unpaid rates be changed to Friday 14 February 2014 commencing at 10:00 am at the Blayney Shire Community Centre. That Council advertise all land in accordance with the Local
	2 I hat Council advertise all land in accordance with the Local

2. That Council advertise all land in accordance with the Local Government Act, 1993. (Radburn/Somervaille)

COUNCIL CHRISTMAS SHUTDOWN

1310/011 RESOLVED:

1. That Council approve the Christmas Shutdown and notification is prepared for media outlets and Council's electronic media. (Kingham/Ewin)

REPORT ON CODE OF CONDUCT COMPLAINTS FOR PERIOD 1 JULY 2012 TO 30 SEPTEMBER 2013

1310/012 RESOLVED:

 That the report on Code of Conduct complaints for the period 1 July 2012 to 30 September 2013 be received and noting that no complaints have been lodged. (Ewin/Somervaille)

DRAFT PROCUREMENT OF GOODS AND SERVICES POLICY

1310/013 **RESOLVED**:

 That the draft Procurement of Goods and Services Policy be placed on public exhibition for a period of at least 28 days. (Oates/Ewin)

APPOINTMENT OF INDEPENDENT EXTERNAL MEMBER TO AUDIT COMMITTEE

1310/014 RESOLVED:

1. That Council approve the appointment of Mr Phillip Burgett FCA as the independent external member on the Blayney Shire Audit Committee. (Radburn/Ewin)

DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

1310/015

RESOLVED:

- 1. That the "Disclosures by Councillors and Designated
 - Persons" returns as tabled be received. (Kingham/Ewin)

Cr Ferguson declared a General Interest and left the Chambers. Cr Ewin assumed the Chair.

SALE OF INDUSTRIAL LAND - 112 MARSHALLS LANE RESOLVED:

- 1310/016 RESOLVED:
 - That Council accept the offer from Midwestern Engineering Pty Ltd for sale part lots 5 and 6 (12,500 square metres) on Lot 22 DP1056047 (112 Marshalls Lane) for the amount of \$78,000; and
 - 2. That Council endorse execution of relevant contracts and associated documentation by the Mayor and General Manager under Council seal. (Radburn/Oates)

Cr Scott Ferguson returned to the meeting and resumed the Chair, the time being 07:25 PM

INFRASTRUCTURE SERVICES REPORTS

1310/017

- KING GEORGE OVAL HIRE FEES RESOLVED:
- 1. That Council adopt the proposed fees for inclusion into the 2013-2014 Operational Plan Fees and Charges;
- That the fees be exhibited for public comment for 28 days in accordance with Section 610F of the Local Government Act. (Kingham/Somervaille)

NSW GRAIN HARVEST MANAGEMENT SCHEME

1310/018

RESOLVED:

- 1. That Council
 - a. provide in principle support for a trial of the Grain Harvest Management Scheme 2013/14.
 - b. recommend the scheme include incentives for operators to implement on-board mass management systems.

(Kingham/Ewin)

PLANNING AND ENVIRONMENTAL SERVICES REPORTS

1310/019 NETWASTE 2013 HOUSEHOLD CHEMICAL CLEANOUT RESOLVED:

1. That the report be received for information. (Oates/Ewin)

PLANNING PROPOSAL TO AMEND NOS 1 AND 11 BEAUFORT STREET, BLAYNEY FROM COMMUNITY TO OPERATIONAL LAND

1310/020

RESOLVED:

- 1. That Council pursuant to Section 59 of the *Environmental Planning and Assessment Act 1979*, forward the Planning Proposal to the Department of Planning and Infrastructure, for the Minister to make a Local Environmental Plan:
 - a. To reclassify Lot 19, DP 244853 1 Beaufort Street, Blayney and Lot 7, DP 236443 – 11 Beaufort Street, Blayney (subject sites) from 'Community' to 'Operational' land for residential purposes under Blayney Local Environmental Plan 2012. (Radburn/Somervaille)

The **DIVISION** was taken and the names of the Councillors voting FOR and AGAINST were as follows:

FOR

AGAINST

Councillor Ewin Councillor Oates Councillor Kingham Councillor Somervaille Councillor Ferguson Councillor Radburn Total (6)

Total (0)

Cr Ferguson declared a Pecuniary Interest and left the Chambers. Cr Ewin took the Chair.

MODIFICATION TO DEVELOPMENT APPLICATION NO.230/2012 - STORAGE SHEDS AT 142 ADELAIDE STREET, BLAYNEY

1310/021

- **RESOLVED**:
- 1. That Council take the opportunity to amend errors within the original development consent, relating to repetition of conditions and clarification, as outlined in the following report.
- 2. That Council consent to the modification to DA230/2012, subject to the following conditions.

SCHEDULE A CONDITIONS ISSUED WITH DEVELOPMENT APPLICATION NO.230/2012

1. Development is to take place in accordance with the Development Application 230/2012, documentation submitted

with the application and subject to the conditions below, to ensure the development is consistent with Council's consent. Note: Any alterations to the approved development application plans must be clearly identified WITH THE APPLICATION FOR A CONSTRUCTION CERTIFICATE. The Principal Certifying Authority (PCA) for the project may request an application for modification of this consent or a new application in the event that changes to the approved plans are subsequently made.

STATUTORY

REASON: To comply with legislative statutory requirements.

- 2. Prior to the use of the building, an Occupation Certificate is to be obtained and, where Council is not the PCA, a copy is to be submitted to Council.
- 3. Provide a clearly visible sign to the site stating:
 - a. Unauthorised entry is prohibited;
 - b. Builders name and licence number, or owner builders permit number;
 - c. Street number or lot number;
 - d. Contact telephone number/after-hours number;
 - e. Identification of Principal Certifying Authority.
- 4. There shall be no burning of waste material, felled trees or other material on the site.
- 5. The building shall be constructed and maintained in accordance with the requirements of the Building Code of Australia.

ENVIRONMENTAL

REASON: To comply with Council's statutory requirements.

6. Prior to the commencement of works, the applicant shall install and maintain adequate sediment and soil erosion controls in accordance with WBC Engineering Guidelines which are available from Council's website www.blayney.nsw.gov.au.

DRAINAGE

REASON: To comply with Council's requirements to ensure the site/buildings are adequately protect from storm water.

- 7. All drainage and plumbing work is to be carried out in accordance with the current Plumbing and Drainage Code of Practice.
- 8. All plumbing and drainage work shall be carried out by a licensed plumber and drainer.
- 9. A Works As Executed Plan, drawn to the scale of 1 in 200, of drainage is to be submitted to Council at the time of inspection.
- 10. All roofed and paved areas are to be drained and the water from those areas and from any other drainage must be conveyed to the proposed gutter drainage system along the unnamed Council owned laneway.

Storm water disposal drains shall be connected to all roof

gutter down pipes within fourteen (14) days of installation of the down pipes and/or the construction of hard standing areas, as may be appropriate, to discharge roof water to the approved method of disposal.

Where kerb and gutter is constructed, an approved PVC or galvanised steel kerb adapter (either roll over kerb adaptor or upright kerb adaptor) shall be installed in the kerb.

Note 1: Two copies of a plan showing the location of the storm water disposal system are to be submitted to Council before occupation.

Note 2: 'Pump-out' storm water drainage systems are not acceptable.

11. The ground surrounding the building shall be graded and drained to ensure that all surface and seepage water is diverted clear of buildings on the site and clear of adjoining properties. Permanent surface or subsoil drains or a combination of both shall be provided to all excavated areas, hard standing areas and depressions. The invert of such drains shall be a minimum of 200 mm below the finished floor level and shall have a minimum grade of 1:100 to the approved storm water disposal location. This work shall be carried out within fourteen (14) days of the installation of roof gutter down pipes.

AMENITY

REASON: To limit the impact of the development on adjoining and nearby residents and to comply with Council's policies on development.

12. Roads and Maritime Services require:

- a. Advertising signage must be permissible under the current zoning of the subject land.
- b. Advertising signage is not to flash, move or be objectionable glaring or luminous.
- c. Advertising signage is not to be replicate and regulatory signage or give direction to traffic.

13. The hours of operation are to be limited to:

- Monday to Friday 7am to 9pm
- Saturday 7am to 9pm
- Sunday 7am to 9pm
- 14. That noise generating construction activities are to be restricted to the hours of:
 - Monday to FridaySaturday7am to 6pm8am to 5pm
 - Sunday and Public Holidays
- 15. A Fire Safety Schedule specifying the proposed fire safety measures to be implemented in the building is to be submitted with the Construction Certificate application, in accordance with Part 9 clause 168 of the Environmental Planning and Assessment Regulation 2000.

Nil

16. <u>Any</u> signage associated with the development shall <u>not</u> be illuminated.

ENGINEERING

REASON: To ensure the proper design and construction of an adequate access for the proposal.

- 17. The applicant is to submit three (3) copies to Council of engineering plans, specifications and calculations in relation to Conditions 18, 20, 25, 27, 28, 29, 30, 32, and 35. Further, the works are to comply with *WBC Guidelines for Engineering Works* prior to issue of the Construction Certificate.
- 18. The construction and sealing of the road, to a width of 5m, with barrier kerbing and guttering on both sides of the Unnamed Lane from the intersection of Ogilvy Street to the northern boundary of the subject land. These works are to include kerb returns into Ogilvy Street, and the provision of street drainage where necessary. All works are to comply with the WBC Guidelines for Engineering Works and be completed prior to the issue of an Interim or Final Occupation Certificate.
- 19. The applicant is to arrange an inspection of the development works by Council's Engineering Department at the following stages of the development. This condition applies notwithstanding any private certification of the engineering works.

	COLUMN 1	COLUMN 2
A	Road Construction	 Following site regarding, and prior to installation of footway services; Excavation and trimming of subgrade; After compaction of base, and prior to sealing; Establishment of line and level for kerb and gutter placement; Subsoil Drainage; Road pavement surfacing; Pavement test results (compaction, strength).
В	Drainage	 After laying of pipes and prior to backfill; Pits after rendering openings and installation of step irons.
С	Water	 After laying of mains and prior to backfill; After laying of services and prior to backfill; Pressure testing.
D	Sewerage	 After laying of pipes and prior to backfill; Main – air pressure testing; Manhole – water test for infiltration, exfiltration.

- 20. A 6 metre wide reinforced concrete vehicular crossing over the footway adjacent to the proposed ingress/egress point including splays measuring 500 mm to the street and 1000 mm perpendicular to the street and along both sides of the crossing, is to be designed and constructed in accordance with WBC Guidelines for Engineering Works.
- 21. The new entrance and exit are to have adequate clearance from the top surface of the footway crossings as constructed to the underside of any overhead electricity or telephone wires, to the satisfaction of Essential Energy and/or relevant telecommunications authority respectively. Written evidence of compliance with the Authorities' requirements is to be provided to Council.
- 22. The developer is to make a payment to Council for the provision of a stop sign. The amount applicable will be dependent upon the date on which payment is made and will be as per Council's adopted fees and charges for the financial year in which payment is made.
- 23. The developer is to lodge a bond with Council equal to 5% of the total civil construction costs at practical completion to be held by Council for a minimum period of twelve (12) months.
 The bond must be lodged with Council before an Occupation Certificate can be issued by the PCA.
- 24. The payment of \$10.00 per lineal metre for the inspection of the road during construction being a total of \$800.00. The amount applicable will be dependent upon the date on which payment is made and will be as per Council's fees and charges for the financial year in which payment is made.
- 25. The developer is to submit a Soil and Water Management Plan for the site in accordance with *WBC Guidelines for Engineering Work*. No building, engineering, or excavation work, or topsoil stripping or vegetation removal, is to be carried out in relation to this development until such time as a compliance certificate pursuant to Section 109C of the Environmental Planning and Assessment Act 1979, as amended has been issued by Council or an accredited certifying authority certifying that the plan is in accordance with Council's *WBC Guidelines for Engineering Works*. Upon certification, the measures in the Soil and Water Management Plan are to be implemented during the course of the development.
- 26. The developer is to relocate, if necessary, at the developer's cost any utility services.
- 27. The building footings shall be piered and beamed to below the sewer main invert level. The design shall be carried out by a structural engineer.
- 28. The existing sewer main shall be replaced with a ductile iron cement lined material between the two manholes either side of the development. All works are to comply with the WBC *Guidelines for Engineering Works* and be completed

prior to the issue of an Interim or Final Occupation Certificate.

- 29. All road drainage is to be conveyed to a legal point of discharge in accordance with *WBC Guidelines for Engineering Works.*
- 30. All earthworks, filling, building, driveways or other works, are to be designed and constructed (including Stormwater drainage if necessary) so that at no time will any ponding of stormwater occur on adjoin land as a result of this development.
- 31. Prior to the issue of an Interim or Final Occupation Certificate, the applicant is to submit an electronic copy of the works as executed for the works required by conditions 18, 27 & 28 in AutoCAD 2013 format. Further the works are to comply with *WBC Guidelines for Engineering Works.*
- 32. The paving (in concrete) and permanent line marking or all vehicular manoeuvring and parking areas, in accordance with WBC Guidelines for Engineering Works. Note: If other hard standing, dust free and weather proof surfaces are proposed instead of concrete, written approval is to be obtained from Council that the proposed alternative is acceptable.
- 33. The applicant is to obtain a Compliance Certificate pursuant to Section 109C of the Environmental Planning and Assessment Act 1979, as amended, from Council, certifying that the engineering work required have been constructed in accordance with the approved plans and WBC Guidelines for Engineering Works notwithstanding PCA. Note: Council is the Certifying Authority in relation to engineering works. Fees will be payable in accordance with

engineering works. Fees will be payable in accordance win Council's Revenue Policy.

34. The applicant is to obtain a Construction Certificate pursuant to Section 109C of the Environmental Planning and Assessment Act 1979, as amended, from Council, including certification that the proposed civil works are in accordance with WBC Guidelines for Engineering Works, prior to any works commencing, notwithstanding PCA. Note 1: No building, engineering or excavation work is to be carried out in relation to this development until the necessary construction certificate or certificates have been obtained. Note 2: YOU MUST NOT COMMENCE WORK UNTIL YOU

HAVE RECEIVED THE CONSTRUCTION CERTIFICATE, even if you made an application for a construction certificate at the same time as you lodged with development application.

35. The footway crossings, driveways, loading and unloading areas, manoeuvring areas and parking areas, are to be designed/redesigned so that a single unit truck 12.5 metres in length and a passenger vehicle with trailer attached may perform a left turn into the site, turn around, and exit the site in a forward direction. **A plan drawn to scale showing all**

parking and manoeuvring areas is to be submitted to Council for approval prior to issue of the Construction Certificate.

Note: All vehicle turning movements are to be based on the Austroads design vehicle.

HERITAGE

REASON: To comply with statutory requirements and conserve heritage significance

- 36. The developer is to have regard for the heritage recommendations, as follows:
 - a. The storage units are to be constructed in neutral tones, compatible with surrounding development, particularly the heritage premises at 41 Ogilvy Street. **The choice of colours should be provide to Council prior to the issue of the Construction Certificate.**
 - b. The developer is to undertake landscaping along the southern and eastern boundaries of the site to screen the building from adjoining properties, particularly from the heritage premises at 41 Ogilvy Street. Such landscaping should be in place prior to the issue of the Construction Certificate, and maintained for the life of the development.
 - c. Detail of signage content is to be provided to Council prior to the issue of the Construction Certificate. Colour scheme for the signage should be in neutral tones, to not detract from the streetscape in the Heritage Conservation Area along Adelaide Street.
- 37. Condition Nos 15, 17, 21, 24, 35 and 36 are to be satisfied prior to the issue of a Construction Certificate.

ADVICE AND NOTES

Protective Guard Rail

In accordance with the Anti Discrimination Board letter of 1 October 2013, the applicant is requested to provide a design for, and construct a suitable engineer barrier for the length of the road that adjoins the dwellings at 43 and 45 Ogilvy Street, Blayney.

Inspection Schedule

The Water Authority is required to ensure all work is carried out in accordance with the consent, Building Code of Australia (BCA), and relevant standards, which is done during inspections at nominated stages of the work. The "Inspection Schedule" lists the mandatory inspections that must be carried out by Blayney Shire Council during construction of the work.

As the water authority, Council must undertake inspections of the various stages of construction as follows:

a. Internal and External sanitary drainage.

- b. Hot and Cold water prior to internal lining.
- c. Final for water once all water using fixtures are installed.

Notice of Commencement of Building Works

The attached form needs to be completed and faxed or mailed to Council at least two (2) days before any works commences on the site. (Radburn/Oates)

The **DIVISION** was taken and the names of the Councillors voting FOR and AGAINST were as follows:

FOR

AGAINST

Councillor Ewin Councillor Oates Councillor Kingham Councillor Somervaille Councillor Radburn **Total (5)**

Total (2)

Councillor Ferguson returned to the meeting, the time being 07:39 PM

COLLECTION AND RECYLING OF E WASTE FOR COUNCILS IN THE NETWASTE REGION

1310/022 RESOLVED:

- 1. That Council note this report.
- 2. That Council sign the Agreement once circulated appointing E Waste as the exclusive service provider for E Waste collection and recycling.
- 3. That Council agree to meet the requirements of the arrangement. (Oates/Radburn)

Councillor David Kingham left the meeting, the time being 7.38 pm

COMMITTEE REPORTS

MINUTES OF THE CENTRAL WEST LIBRARIES COMMITTEE MEETING HELD ON 26 JULY 2013

1310/023 RESOLVED:

 That the minutes of the Central West Libraries Committee meeting held on 26 July 2013 be received and noted. (Somervaille/Ewin)

MINUTES OF THE UPPER MACQUARIE COUNTY COUNCIL MEETING HELD ON 2 AUGUST 2013 RESOLVED:

1310/024

 That the minutes of the Upper Macquarie Country Council meeting held on 2 August 2013 be received and noted. (Somervaille/Ewin)

MINUTES OF THE BLAYNEY SHIRE SPORTS COUNCIL MEETING HELD ON 12 SEPTEMBER 2013

1310/025 RESOLVED:

 That the recommendations of the Blayney Shire Sports Council meeting held on 12 September 2013 be adopted. (Radburn/Somervaille)

MINUTES OF THE BLAYNEY SHIRE TOWNS AND VILLAGES COMMITTEE MEETING HELD ON 12 SEPTEMBER 2013 RESOLVED:

1310/026 RES

- 1. That the recommendations of the Blayney Shire Towns and Villages Committee meeting held on 12 September 2013 be adopted.
- That Council investigate a way forward to resolve the administrative issues associated with halls, managed by the Community, under Council control and that individual Village communities be invited to take control of facilities through an appropriate mechanism (lease or otherwise).
 (Oates/Ewin)

Cr Kingham returned to the Chamber at 7.41 pm

MINUTES OF THE BLAYNEY SHIRE AUDIT COMMITTEE MEETING - 29 AUGUST 2013

1310/027 RESOLVED:

 That the Minutes of the Blayney Shire Audit Committee held on 29 August 2013 be received and noted. (Somervaille/Ewin)

CLOSED MEETING

1310/028 RESOLVED:

That the meeting now be closed to the public in accordance with Section 10A of the Local Government Act, 1993 for consideration of the following matters: (Ewin/Oates)

CONSULTANT EXPENDITURE FOR 2012/13

This matter is considered to be confidential under Section 10A(2) (di) of the Local Government Act, as it deals with commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it.

1310/029 RESOLVED:

1. That Council note expenditure on consultants for the 2012/13 financial period. (Kingham/Radburn)

1310/030 RESOLVED:

That as consideration of the matters referred to in the closed meeting has been concluded, the meeting now be opened to the public. (Ewin/Kingham) There being no further business, the meeting concluded at 7.55 pm

The Minute Numbers 1310/001 to 1310/031 were confirmed on 11 November 2013 and are a full and accurate record of proceedings of the Ordinary Meeting held on 14 October 2013.

Cr S Ferguson MAYOR Mr GA Wilcox GENERAL MANAGER