

# Blayney Shire Council



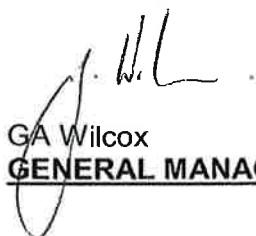
1 November 2013

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, 11 November 2013 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 14.10.13
- (5) Matters arising from Minutes
- (6) Disclosures of Interest
- (7) Public Forum
  - (a) Debbie Schache from Rotary Club of Bathurst Daybreak and B2B Committee
- (8) Mayoral Minute
- (9) Notices of Motion
- (10) Reports of Staff
  - (a) General Manager
  - (b) Corporate Services
  - (c) Engineering Services
  - (d) Environmental Services
- (11) Delegates Reports
- (12) Committee Reports
- (13) Questions from Councillors
- (14) Closed Meeting

Yours faithfully



GA Wilcox  
**GENERAL MANAGER**



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**HELD ON MONDAY 11 NOVEMBER 2013**

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## PUBLIC FORUM SPEAKER'S REQUEST FORM

Please complete, sign and present this form to the General Manager's Office  
prior to **12 NOON** on 1<sup>st</sup> Monday of the month.

NAME: JACQUELINE CROMPTON TELEPHONE: 0425 203 832

ADDRESS: PO Box 267 EDGECLEIFF NSW 2027

REPRESENTING: NBN CO. and ERICSSON  
(Self/Name of Organisation/Other Party)

SUBJECT FOR DISCUSSION: DA 47 / 2013 ON BEHALF  
OF APPLICANT

### SUMMARY OF GUIDELINES FOR SPEAKERS IN PUBLIC FORUM

1. A person can address Council for a maximum period of five (5) minutes.
2. Members of the public may address Council on any issue, however, should there be an agenda item, there must be a direct link between the member of the public wishing to address Council and the substance of the agenda item.
3. Public Forum cannot be used to request reports from the Mayor, Councillors or staff, nor used to address matters in the Minutes of an earlier meeting or other matters already dealt with at the meeting.
4. Persons speaking in Public Forum may, with the permission of the Chair, use appropriate materials or documents to support their position, but may not table documents to be actioned.
5. Any person making use of the Public Forum is required to observe the same standards required of a Councillor. Specifically, the person shall:
  - a. obey the directions of the Chairperson, and
  - b. not use any behaviour or language inconsistent with good order and decorum, and
  - c. not make personal reflections or impute improper motives to Councillors and/or staff.
6. The duration of the Public Forum in its entirety, must not exceed 15 minutes in total.
7. Should there be more than one person wishing to address Council on an issue, then those persons are to nominate one person to represent the group (Note: Only applies on those occasions where the total group time would exceed 15 minutes).

In signing this request I acknowledge and agree to abide by the Council Code of Meeting Practice relating to Public Access and recognise that I am speaking in a public forum and that Council meetings are minuted.

MB for JC  
SIGNATURE OF SPEAKER

Office Use Only		
Received by:	Date:	Time:

For Enquiries - Phone 6368 2104 OR Forms may be faxed to: 6368 9640

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**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 Somerville.

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)

**1310/002 APOLOGIES RESOLVED:**  
That apologies, tendered on behalf of Cr Braddon, be accepted. (Somerville/Kingham)

**DISCLOSURES OF INTEREST**

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

<b>Councillor /Staff</b>	<b>Interest</b>	<b>Item</b>	<b>Pg</b>	<b>Report</b>	<b>Reason</b>
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.

**1310/003 ADJOURNMENT**  
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)

**1310/004 RESUMPTION OF MEETING**  
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.
    - b. 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 10<sup>th</sup> 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:**

1. 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/Somerville)

**REPORT OF COUNCIL INVESTMENTS AS AT 30 SEPTEMBER 2013**

1310/009

**RESOLVED:**

1. That the report indicating Council's investment position as at 30 September 2013 be received and noted.
2. 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:**

1. 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.
2. That Council advertise all land in accordance with the Local Government Act, 1993. (Radburn/Somerville)

**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:**

1. 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/Somerville)

**DRAFT PROCUREMENT OF GOODS AND SERVICES POLICY**

1310/013

**RESOLVED:**

1. 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**

1310/016

**RESOLVED:**

1. 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****KING GEORGE OVAL HIRE FEES**

1310/017

**RESOLVED:**

1. That Council adopt the proposed fees for inclusion into the 2013-2014 Operational Plan Fees and Charges;
2. 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)

- 1310/020**      **PLANNING PROPOSAL TO AMEND NOS 1 AND 11**  
**BEAUFORT STREET, BLAYNEY FROM COMMUNITY TO**  
**OPERATIONAL LAND**  
**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**

Councillor Ewin  
 Councillor Oates  
 Councillor Kingham  
 Councillor Somervaille  
 Councillor Ferguson  
 Councillor Radburn

**Total (6)**

**AGAINST**

**Total (0)**

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

- 1310/021**      **MODIFICATION TO DEVELOPMENT APPLICATION**  
**NO.230/2012 - STORAGE SHEDS AT 142 ADELAIDE**  
**STREET, BLAYNEY**  
**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](http://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 Friday 7am to 6pm
- Saturday 8am to 5pm
- Sunday and Public Holidays Nil

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.

16. Any signage associated with the development shall not 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	<ul style="list-style-type: none"> <li>• Following site regarding, and prior to installation of footway services;</li> <li>• Excavation and trimming of subgrade;</li> <li>• After compaction of base, and prior to sealing;</li> <li>• Establishment of line and level for kerb and gutter placement;</li> <li>• Subsoil Drainage;</li> <li>• Road pavement surfacing;</li> <li>• Pavement test results (compaction, strength).</li> </ul>
B	Drainage	<ul style="list-style-type: none"> <li>• After laying of pipes and prior to backfill;</li> <li>• Pits after rendering openings and installation of step irons.</li> </ul>
C	Water	<ul style="list-style-type: none"> <li>• After laying of mains and prior to backfill;</li> <li>• After laying of services and prior to backfill;</li> <li>• Pressure testing.</li> </ul>
D	Sewerage	<ul style="list-style-type: none"> <li>• After laying of pipes and prior to backfill;</li> <li>• Main – air pressure testing;</li> <li>• Manhole – water test for infiltration, exfiltration.</li> </ul>

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 pierced 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 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**

Councillor Ewin  
Councillor Oates  
Councillor Kingham  
Councillor Somerville  
Councillor Radburn

**Total (5)**

#### **AGAINST**

**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:**

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

#### **MINUTES OF THE UPPER MACQUARIE COUNTY COUNCIL MEETING HELD ON 2 AUGUST 2013**

**1310/024**

#### **RESOLVED:**

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

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

1310/025

**RESOLVED:**

1. 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**

1310/026

**RESOLVED:**

1. That the recommendations of the Blayney Shire Towns and Villages Committee meeting held on 12 September 2013 be adopted.
2. 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:**

1. 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**



**GENERAL MANAGER'S REPORTS**  
**PRESENTED TO THE BLAYNEY SHIRE COUNCIL**  
**MEETING HELD ON MONDAY, 11 NOVEMBER 2013**



**01)            SPECIAL RATE VARIATION**  
(General Manager)

**RECOMMENDED:**

1.        That Council adopt a Special Rate Variation, and
2.        That Council prepare and submit an application to IPART to seek the recommended Special Rate Variation, and
3.        That Council provide advice to the community as to this decision through local media and council newsletters

**REPORT**

Over the last 18 months Blayney Shire Councillors and the staff have been undertaking a detailed review of the future direction of Council and the level of services required, to ensure that the Shire roads, bridges, buildings, parks and ovals and community service levels are maintained at a high level. Council's review has recently been confirmed by the community survey that was undertaken where the respondents identified that roads, bridges, and recreational facilities are a high priority to this community.

Council has undertaken a detailed review of its assets and has inspected the bridges, the roads, footpaths and buildings to identify unfunded maintenance works. This review is part of the Integrated Planning and Reporting (IP&R) requirements of the NSW Government and has required Councillors to take a detailed look at the organisation and to ensure that it is heading in the direction that residents, identified in the development of the IP&R (community direction) documents. Under these rules, Council, was required to go to the community and seek advice on a ten year program that acknowledged what the community wanted and to provide advice to the community on the delivery of those items, review the conditions of its assets (roads, bridges, footpaths, buildings etc.), to determine its workforce and to produce a budget that could fund the works and services for ten years.

The work undertaken in the review of the assets, budgets and the IP&R documents has highlighted that Council due to rate pegging over many years has fallen behind in what it can afford. Without a Special Rate Variation (SRV) we will continue to fall further behind and our roads, bridges and other service areas will continue to deteriorate and become unusable.

The Council has been talking to the community about introducing a Special Rate Variation (SRV) and has discussed the acceptable level the community can afford and the expected level of service they require Council to meet into the future. Council had discussed and determined that it would present to the community the basis of a SRV and to allow the community to give feedback on the level of service that they believe is acceptable. A community survey was conducted that identified service levels and item importance.

Council has also undertaken an independent review of the SRV to determine if the community can afford the SRVs proposed and to identify groups that

may be disadvantaged by such an increase. Councillors have also considered that the SRV for the community centre should be removed if the community supports a 15% special rate variation.

Based on the IP&R process and the independent review undertaken by the Western Research Institute at Bathurst, the following permanent SRV options have been presented to the community;

1. Reduced Services Model - 3.3% being the proposed rate cap each year (current situation) for all rating categories. This is subject to variation by IPART annually and the rate cap percentage may vary from 3.3%.
2. Maintained Services Model – 10.0% per annum over 4 years (cumulative and permanent) for all rating categories which includes the rate cap proposed by IPART annually.
3. Road to Infrastructure Improvement Model -15% per annum over 6 years (cumulative and permanent) for all rating categories which includes the rate cap proposed by IPART annually.

The proposed models have been discussed with the community, and that the information has been made available to inform the residents of the limitations to future budgets around each service model. The community has expressed an expectation that the elected Councillors will ensure that assets are maintained to a reasonable standard and that improvements are made to reduce long term deterioration. A SRV is required to ensure that we do not down grade assets and those services will be available to future generations.

To ensure that the Community was aware of the proposed special rate variations being considered, Council held 9 community meetings and one requested meeting at the following locations:

Blayney – Tuesday 15 October  
Carcoar - Tuesday 15 October  
Mandurama – Wednesday 16 October  
Lyndhurst - Wednesday 16 October  
Barry – Monday 21 October  
Millthorpe- Tuesday 22 October  
Newbridge – Wednesday 23 October  
Neville - Wednesday 23 October, and  
Blayney – 24 October  
Blayney --31<sup>st</sup> October (NSW Farmers)

The community was provided with an overview of the special rate variations and Councils reasoning for consideration of the need for these. A handout was provided to all community members and the community was encouraged to ask questions on the SRV.

Council has also provided information on its web site, Facebook and Twitter accounts and has included the SRV in the community newsletter posted to all ratepayers. The SRV has also been reported in the local media.

Council has been provided with the simple survey results from the village community meetings held up to 24<sup>th</sup> October that indicated;

- 45% were in favour of the 15% variation over 6 years
- 35% were in favour of the 10% variation over 4 years
- 22% were in favour of the 3.3% variation (current rate peg)
- 3% were informal

Council considered the discussion held at the community meetings and the advice from the survey taken at the meetings at a workshop on Monday 4<sup>th</sup> November. This workshop was to consider the level of special rate variation and the report submitted by Western Research Institute as to the affordability of the rates for all people living in Blayney Shire. This has been further compared to the survey results from the community as to what they want to see for the shire and how they believe the current situation exists.

### **BUDGET IMPLICATIONS**

It is considered that a special rate variation below 15% over 6 years cumulative shall be below the required funding required to meet all of the long term financial and asset renewal obligations as detailed in the Blayney Shire Long Term Financial Plan 2012/13 to 2022/23.

Council will be required to undertake a full review of its long term financial position and make the required adjustments that will allow the delivery of services in a cost effective manner, without over capitalising any areas or generating debts beyond those considered by the industry as at acceptable levels.

### **POLICY IMPLICATIONS**

Council should undertake a review of its policies to reflect a restricted budget and to implement procedures that support the staff in the delivery of services across all areas of council.

These procedures will highlight that council is in a financial position that restricts some service delivery and extends timing to react to complaints or issues that arise. This will impact greatest on road and other engineering works areas.

Council will also need to work closer with its community to share responsibility for service provision especially in Blayney in areas such as parks and gardens and sports ground maintenance.

### **IP&R**

- DP 6.2.1 Identify and engage with Shire community groups
- DP 6.2.2 Implement Councils community engagement plan
- DP 6.3.1 Provide a framework for the efficient and effective administration of Council
- DP 6.2.3 Develop communications between councillors and the community to provide community opinion

DP 6.3.2 Maintain a stable and secure financial structure for Council

DP 6.4.4 Review risk management of council operations

**Attachments**

Nil



**CORPORATE SERVICES REPORTS**  
**PRESENTED TO THE BLAYNEY SHIRE COUNCIL**  
**MEETING HELD ON MONDAY, 11 NOVEMBER 2013**



**02) REPORT OF COUNCIL INVESTMENTS AS AT 30 OCTOBER 2013**  
(Manager Financial Services)

**RECOMMENDED:**

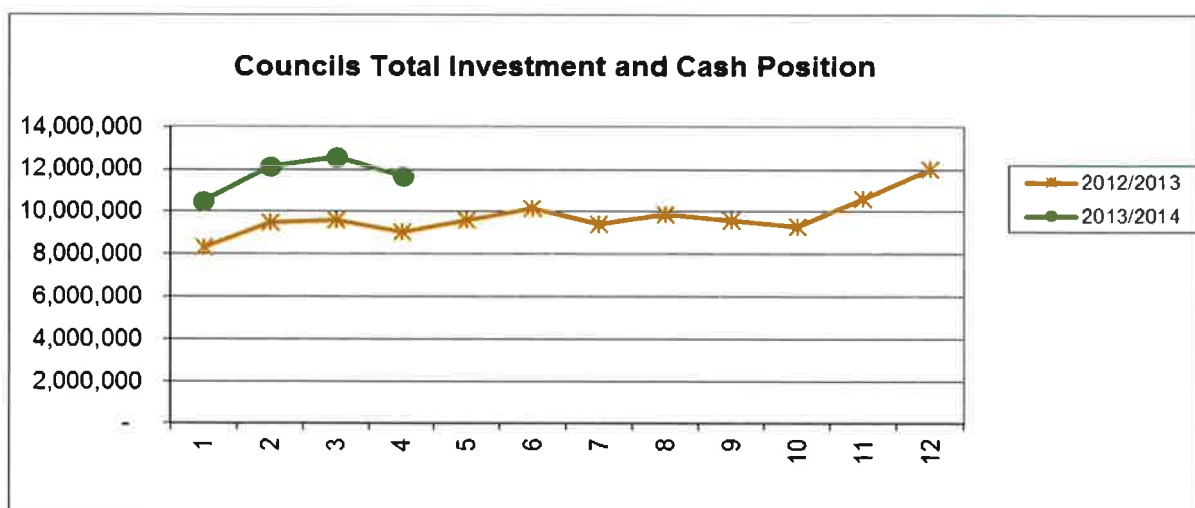
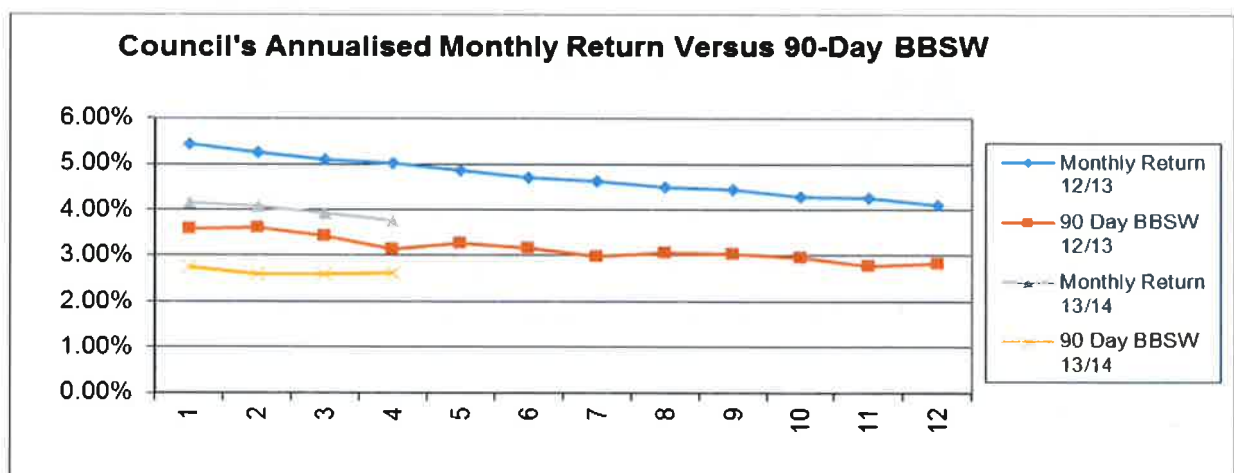
1. That the report indicating Council's investment position as at 30 October 2013 be received and noted.
2. That the certification of the Responsible Accounting Officer be noted and the report be adopted.

**REPORT**

This report provides details of Council's Investment Portfolio as at 30 October 2013.

Council's total investment and cash position as at 30 October 2013 is \$11,689,089.68. Investments earned interest of \$37,503.95 for the month of October 2013.

Council's monthly net return annualised for October of 3.76% outperformed the 90 day Bank Bill Swap Rate of 2.61%.





**REGISTER OF INVESTMENTS AND CASH AS AT 30 OCTOBER 2013**

<b>Institution</b>	<b>Maturity</b>	<b>Amount \$</b>	<b>Monthly Net Return Annualised</b>
<b><u>Term Deposits</u></b>			
NAB	9/01/2014	500,000.00	4.24%
Bankstown City Credit Union	3/12/2013	500,000.00	3.85%
Rural Bank	7/01/2014	500,000.00	3.80%
Bank of Sydney	21/01/2014	500,000.00	4.10%
ME Bank	25/02/2014	500,000.00	3.80%
St George Bank	26/11/2013	500,000.00	3.40%
Bank of Queensland	11/02/2014	500,000.00	3.80%
Railways Credit Union	17/06/2014	500,000.00	3.61%
Westpac Bank	22/07/2014	500,000.00	3.63%
Gateway Credit Union	5/12/2013	500,000.00	3.48%
B & E Ltd	10/12/2013	500,000.00	3.45%
ING	4/02/2014	500,000.00	4.13%
Bendigo & Adelaide Bank	11/03/2014	500,000.00	3.60%
Police Credit Union	25/03/2014	500,000.00	3.60%
Wide Bay Australia Ltd	11/12/2013	500,000.00	4.18%
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	20/02/2014	500,000.00	3.85%
Investec Bank	25/02/2014	500,000.00	3.83%
Macquarie Bank	4/03/2014	500,000.00	3.70%
Southern Cross Credit Union	11/02/2014	500,000.00	3.45%
<b>Total</b>		<b>10,500,000.00</b>	<b>3.80%</b>
<b><u>Collateralised Debt Obligation (CDO's)</u></b>			
ANZ Custodian (Kakadu, BBSW + 140 points)	20/03/2014	500,000.00	2.92%
<b>Total</b>		<b>500,000.00</b>	<b>2.92%</b>
<b>Total Investments</b>		<b>11,000,000.00</b>	<b>3.76%</b>
Benchmark: BBSW 90 Day Index			2.61%
Commonwealth Bank - At Call Account		149,121.40	
Commonwealth Bank Balance - General		539,968.28	
<b>TOTAL INVESTMENTS &amp; CASH</b>		<b>11,689,089.68</b>	

<b>Summary of Investment Movements - October</b>		
<b>Financial Institution</b>	<b>Invst/(Recall) Amount \$</b>	<b>Commentary</b>
<b><u>Term Deposits</u></b>		
Peoples Choice Credit Union	(505,423.56)	Term Deposit Matured 22/10/2013

<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	6,530
Available Working Capital	315
	<b>6,845</b>
<b>TOTAL CASH &amp; INVESTMENTS</b>	<b>11,689</b>
* Cash & cash equivalents represent balance as at 1 July 2013	

**Collateralised Debt Obligations (CDO's)**

As per Council's Auditor recommendations the disclosure of the impact of market conditions on the value of the Collateralised Debt Obligations held is provided. It is estimated by ANZ Custodian Services that the market value of Kakadu is \$124,849 as at 30 October 2013. Council is also involved in ongoing legal action to minimise any losses.

Council's monthly net return annualised for August on the CDO is 2.92% outperforming the 90 day Bank Bill Swap Rate of 2.61%.

**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

**03) QUARTERLY PERFORMANCE REPORT - SEPTEMBER 2013**  
(Director Corporate Services)

**RECOMMENDED:**

1. That the Quarterly Review of Council's 2013/2014 Operational Plan including quarterly budget review as at 30 September 2013 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 September 2013 quarter.

**BUDGET IMPLICATIONS**

The variations contained within this report maintain a balanced budget as at 30 September 2013, 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 Quarterly Performance Report 22 Pages
- 2 Quarterly Budget Review 21 Pages

**04) ADOPTION OF WORKPLACE HEALTH AND SAFETY  
POLICY**  
(Director Corporate Services)

**RECOMMENDED:**

1. That the Workplace Health and Safety policy be adopted and included in Council's policy register.

**REPORT**

Council has made a public commitment to ensure the health, safety and welfare of workers and others at Council.

The health, safety and welfare of workers and others at work is achieved by Council providing the following:

- Premises that are safe and without risks to health;
- A safe means of access to or exit from premises;
- Plant and substances that are safe and without risks to health when used properly;
- Systems of work that are safe and without risks to health;
- A safe and healthy working environment;
- Information, instruction, training and supervision as may be necessary to ensure health and safety at work; and
- Adequate facilities for peoples' welfare at work

Everyone has a responsibility to ensure the health, safety and welfare of those at work.

This policy supersedes the previous policy and has been drafted to conform to current legislation. It was developed in consultation with Council employees following the commencement of the Work Health and Safety Act 2011 (NSW) and the Work Health and Safety Regulation 2011 (NSW) on 1<sup>st</sup> January 2012.

A copy of the Workplace Health & Safety Policy has been provided as an attachment to this business paper.

**BUDGET IMPLICATIONS**

The adoption of the Workplace health & Safety Policy will assist Council to achieve an action in its RMAP and work towards achievement of its incentive bonus allocation for 2013/14. The policy will also help to increase awareness to workplace health & safety and minimise financial impacts upon Council.

**POLICY IMPLICATIONS**

As outlined in the report.

**Attachments**

- 1 Workplace Health and Safety Policy 3 Pages

05) **SURVEY ON FUTURE DELIVERY OF SERVICES**  
(Director Corporate Services)

**RECOMMENDED:**

1. That Council note the Survey on Future Delivery of Services report.

**REPORT**

Blayney Shire Council undertook a Community Survey during September 2013 to measure the views, ideas and suggestions of community members. The survey was prepared by Groupwork as part of the special rate variation community consultation work being undertaken on behalf of Council.

The objectives of the Community Survey were to:

- Provide the community with the opportunity to communicate openly and candidly with Council;
- Ascertain those services of importance to residents;
- Identify key issues for the Blayney Shire residents;
- Measure performance across key areas for the Blayney Shire;
- Obtain feedback from community members in a meaningful way to build a stronger and more satisfied community;
- Inform future funding decisions of Council;
- Allow for comparative longitudinal analyses of the Council's performance over time.

The attachments to this report analyses and summarises the findings from the 2013 Survey on Future Delivery of Services.

**Survey process**

Blayney Shire community members were given the opportunity to participate in the survey during September 2012. The survey was distributed to community members in three forms: telephone, online and paper:

- The paper version of the survey was distributed to approximately 4,000 community members via an Australia Post letterbox drop. A further 1,250 was distributed to the Blayney township and Millthorpe village as an insertion in a catalogue drop.
- The online survey was made accessible via the Council website, Facebook and Twitter.

Responses were received by over 6% of eligible community members and provided a representative sample of the overall community - both in terms of number of responses and geographic location.

**Survey outline**

The survey listed a cross section of Council services and asked respondents to rank the services on importance and satisfaction. It also sought broad information on demographics and location.

Respondents were provided 3 responses on Importance of Services from *Very Important to Not Important*.

Respondents were provided 4 responses on Satisfaction of Services from *Very Satisfied to Not Satisfied or N/A*.

The survey results revealed the following:

Most Important Service Activities

The top 5 service delivery items, as identified by the community, were ranked as follows (highest to lowest):

1. Local Roads
2. Helpful (Council) Staff
3. Clean Food Shops and Restaurants
4. Order and Cleanliness
5. (Standard) of Public Toilets

Greatest Satisfaction with Council's Service provision

Those services achieving the highest level of satisfaction were:

1. Parks and Gardens
2. Rubbish Tips and Recycling
3. Helpful Staff
4. Sewer Services
5. Library

Greatest Level of Dissatisfaction with the provision of Council Services

In contrast, the greatest level of 'Dissatisfaction' with the provision of Council Services was ranked as follows (from most dissatisfied to less dissatisfied):

1. Local Roads
2. Development and Building Approvals
3. Footpaths
4. Animal and Pest Control
5. Bridges

These results will help Council to determine future funding priorities and will provide benchmark data for surveys undertaken.

A copy of the survey results will be published on Council website.

**BUDGET IMPLICATIONS**

Costs associated with distribution of surveys will be borne within existing budgets. Costs associated with the community consultation program are included in the first quarter review of the 2013/14 Operational Plan.

**POLICY IMPLICATIONS**

Nil.

**IP&R LINK**

DP 6.2.3 – Develop communications between Councillors and the community to provide community opinion.

**Attachments**

- 1** Analysis of Service Results 4 Pages
- 2** Survey Results 1 Page



**06)                    ENDORSEMENT OF COMMUNITY REPRESENTATIVE**  
(Director Corporate Services)

**RECOMMENDED:**

1. That the appointment of Mr Bruce Gordon to the Economic Development Committee as community representative be endorsed.

**REPORT**

Council endorsed the composition of the Economic Development Committee be as follows:

- 2 Tourism sector
- 2 Industry sector
- 2 Agricultural Sector

Council has a vacancy on its Economic Development Committee from the Agricultural Sector.

Council has received an application by Mr Bruce Gordon for appointment. Mr Gordon has been involved with the agricultural sector for many years and is recommended for appointment.

Induction material will be distributed and the new member will be familiarised at the next meeting.

**BUDGET IMPLICATIONS**

Nil effect.

**POLICY IMPLICATIONS**

The committee process is an important element of Council's Community Engagement Strategy.

**IP&R LINK**

DP 6.1.1 – Councillors to exhibit leadership on Council and participate in Council and regional committees as well as community organisations.

**Attachments**

Nil



**PLANNING AND ENVIRONMENTAL SERVICES REPORTS**  
**PRESENTED TO THE BLAYNEY SHIRE COUNCIL**  
**MEETING HELD ON MONDAY, 11 NOVEMBER 2013**



07) **NETWASTE - REGIONAL TENDER FOR WASTE SERVICES**  
(Director Planning and Environmental Services)

**RECOMMENDED:**

1. That the report be received for information.

**REPORT**

The NetWaste tender for waste services, for member Councils, is currently being considered for renewal and a regional tender for waste services is currently under preparation.

Councils included in the Joint Regional Tender are:

- Bathurst Regional
- Blayney Shire
- Blue Mountains City
- Cabonne Shire
- Forbes Shire
- Orange City
- Parkes Shire
- Wellington

These Councils have all entered into a Memorandum of Understanding committing to the tender process and to cooperation in the interests of all the communities involved.

The scope of the Tender includes the processing of recyclables and the possible expansion of the collection and processing of green/organic waste and the successful tenderer is expected to commence the new service in April 2016.

It is planned to discuss the option of a green/organic waste collection service in Blayney Shire, at a future Councillor Workshop and in conjunction with the Workshop the following matters will also be discussed:

- Blayney Landfill Life Expectancy Report 2013 and the implications for the future planning and use of this site.
- Likely future increases in annual waste charges to use the Blayney Waste facility, due to future improvements to the waste facility and likely licence fee increases from proposed changes by the Environmental Protection Authority (EPA) to a risk-based licencing system.

**BUDGET IMPLICATIONS**

Nil.

**POLICY IMPLICATIONS**

Nil.

**IP&R LINK**

DP 4.5.1 – Develop and promote programs that increase the participation of the community in recycling and reducing waste going to landfill.

**Attachments**

Nil



**COMMITTEE REPORTS**  
**PRESENTED TO THE BLAYNEY SHIRE COUNCIL**  
**MEETING HELD ON MONDAY, 11 NOVEMBER 2013**



08) **MINUTES OF THE BLAYNEY TRAFFIC COMMITTEE**  
**MEETING HELD ON 25 OCTOBER 2013**  
(Infrastructure Manager)

**RECOMMENDED:**

1. That the recommendations of the Blayney Traffic Committee meeting held on 25 October 2013 be adopted.

**REPORT**

The minutes of the Blayney Traffic Committee meeting held on Friday 25 October 2013 are attached and Councillors attention is drawn to the following items:

- Farm Lane/IGA Loading and Unloading Issue: Traffic Committee recommended sending letter to Metcash (IGA Brand Owner) advising inadequacies with the immediate proposed actions and the timing of the long term proposal presented to the Traffic Committee.
- Speed Zone Review – Charles Booth Way: Traffic Committee endorsed RMS proposal to convert Charles Booth Way to a 60km/h zone, as it aligns with the adopted proposal to reduce speed zone along the full length of Forest Reefs Road to 80km/h, which is expected to be implanted early in 2014, following an information program.

**Attachments**

- 1 Traffic Committee Minutes 25/10/2013 3 Pages



**09) MINUTES OF THE BLAYNEY SHIRE ECONOMIC DEVELOPMENT COMMITTEE MEETING HELD ON 10 OCTOBER 2013**  
(Director Corporate Services)

**RECOMMENDED:**

1. That the recommendations of the Blayney Shire Economic Development Committee meeting held on 10 October 2013 be adopted.
2. That the Blayney Shire Economic Development Committee Charter be adopted.

**REPORT**

The minutes of the Blayney Shire Economic Development Committee meeting held on Thursday 10 October 2013 are attached and Councillors attention is drawn to the following items:

- Draft Committee Charter
- Information Signage
- Christmas Light Competition

**Attachments**

- |          |   |                |
|----------|---|----------------|
| <b>1</b> | Economic Development Committee Minutes 10/10/2013 | <b>2 Pages</b> |
| <b>2</b> | Economic Development Committee Charter            | <b>2 Pages</b> |

10) **FINANCIAL ASSISTANCE COMMITTEE**  
(Director Corporate Services)

**RECOMMENDED:**

1. That the recommendations for contributions of Insurance and Rates be endorsed.

**REPORT**

The schedule of contributions to Insurance and Rates under the Financial Assistance Program (annual financial assistance) for 2013/14 was considered by the Financial Assistance Committee during October. The committee did not convene a meeting however deliberated remotely through use of email to arrive at final determinations.

The schedule of contributions to Insurance and Rates were previously listed in Council's Management Plan as Section 356 Donations and Contributions. The attached schedule of Insurance and Rates are part of a long standing practice of Council assisting community groups with rates and aligns with the former policy and now procedure 6A Insurance Contributions to Community Organisations.

An amount of \$18,186 is recommended for payment however this will vary subject to applications for contribution to insurance not yet lodged. This amount will be incorporated into the 2013/14 Financial Assistance Program.

**BUDGET IMPLICATIONS**

Council has an amount of \$100,000 allocated in 2013/14 for the Financial Assistance Program.

**POLICY IMPLICATIONS**

Nil effect.

**IP&R LINK**

DP 5.1.1 – Assist incorporated village committees, progress associations and hall committees.

DP 6.2.1 – Identify and engage with Shire Community Groups.

**Attachments**

1 Schedule of Annual Financial Assistance 1 Page



## **INDEX OF ATTACHMENTS OF THE BLAYNEY SHIRE COUNCIL MEETING HELD ON MONDAY 11 NOVEMBER 2013**

### **CORPORATE SERVICES REPORTS**

- 03 Quarterly Performance Report - September 2013**  
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- 04 Adoption of Workplace Health and Safety Policy**  
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- 05 Survey on Future Delivery of Services**  
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### **COMMITTEE REPORTS**

- 08 Minutes of the Blayney Traffic Committee Meeting held on 25 October 2013**  
**Attachment 1:** Traffic Committee Minutes 25/10/2013 ..... 53
- 09 Minutes of the Blayney Shire Economic Development Committee Meeting held on 10 October 2013**  
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- 10 Financial Assistance Committee**  
**Attachment 1:** Schedule of Annual Financial Assistance ..... 60

### **ITEMS FOR INFORMATION**



## COMMUNITY

## 1ST QUARTER OPERATIONAL PLAN PERFORMANCE STATUS REPORT - SEPTEMBER 2013

## 1ST QUARTER REPORT

CSP Ref.		DP Ref.		TASK	MEASURE		STRATEGIC DIRECTION 1: GROW THE WEALTH OF THE SHIRE										Op Ref.		TASK	MEASURE		DIRECTOR		ONGOING	COMPLETED	COMMENT
1.1	1.1.1	Maintain and strengthen partnerships with organisations responsible for natural resource management			Attendance at meetings		1.1.1.a	Ongoing liaison and support and participating local CMA's and Landcare groups.			Meetings attended. Partnership activities undertaken.		DPES	X			Ongoing attendance at meetings during period.									
							1.1.1.b	Ongoing liaison, support and participation in CENTROC.			Meetings and on-going initiatives undertaken.		DPES	X			Ongoing attendance at meetings during period.									
	1.1.2	Promote sustainable development and protection of our natural resources through the planning system.			Review of LEP and Council		1.1.2.a	Actively support local CMA's and Landcare Groups.			Meetings and activities undertaken.		DPES	X			Ongoing attendance at meetings and activities undertaken during period									
							1.1.2.b	Disseminate information to the community as it becomes available			Information disseminated to the public		DPES		X		Ongoing availability of information disseminated during period									
	1.1.3	Ensure planning activates support long term sustainability of agricultural sector.			Support by agricultural sector/landcare groups for planning scheme		1.1.3.a	BLEP2011 and DCP maintained in accordance with statutory requirements and any Council adopted studies			Ongoing maintenance and review of BLEP 2011 and DCP		DPES	X			BLEP 2012 now in place. DCP now nearing completion of first draft to detail Blayney Shire specific requirements.									
							1.1.3.b	Provide technical advice/planning advice to sector as required.			Provision of advice as requested.		DPES	X			Advice continually provided as requested									
	1.1.4	Explore and promote opportunities for Agriculture value adding industries.			Production of a economic development strategy in 2013. Establishment of new industries.		1.1.4.a	Seek funding opportunities for production of economic development strategy			Grant application lodged.		DCS	X			Available funding programs investigated. Application lodged in February 2013 awaiting outcome.									
								Encourage and support cooperation of mining industry in relation to the environment and addressing mining impacts; and review Council's land planning with the provision of information regarding industry growth and future land requirements and other industry information.			Meetings and interaction undertaken.		DPES	X			Meetings with current mining company/s expected to be undertaken in the future.									
1.2	1.2.1	Manage the development of mining as it develops in the Shire in order to preserve sustainable industrial diversity into the future.			Industry meeting. Policy development.		1.2.1.a																			

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						1.2.1.b	Address issues in Council's response to any proposed mining activities in Blayney Shire.	Provision of assistance as required.	DPES	X		Assistance provided as required/requested during period
			Improve transport linkages across the Local Government Area to support the mining industry.		Development of work plan.	1.2.2.a	Provide for the upgrade of road linkages supporting the Cadia Valley district.	Projects completed within budgetary constraints.	DIS	X		Design works finalised. Burnt Yards and Errowanbang Roads upgrades underway
							Advocate the upgrading of the Blayney - Demondille Railway to support the transport of bulk materials to/from the Blayney Local Government Area.	Meetings and interaction undertaken	GM, DIS	X		MOU signed with State Government. State Govt has call for expressions of interest. This item is ongoing
						1.2.2.c	Actively lobby all levels of government for support for the Cadia Valley Operation and future mining projects.	Representations and contact made by Council.	DIS, DPES	X		Representations and contact made on opportunities available.
			Build meaningful relationships between the mining industry and community.		Established communication channels. Attendance at meetings. Working relationships and cooperation. Mutual projects.	1.2.3.a	Participate in the Association of Mine Related Council's meetings.	Attendance at meetings.	GM	X		Association meetings attended during period
						1.2.3.b	Participate in individual Mine Community Consultative Committee Meetings.	Attendance at meetings, communication of meeting outcomes to Council.	DPES	X		On-going attendance at Community Consultative Cttee meetings during period
						1.2.3.c	Actively contribute to Cadia Mine Communities initiatives.	Provide information to community groups, as appropriate.	DPES			Community groups provided with information when requested/necessary

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1.3	1.3.1	Implement Blayney Shire Tourism Plan	Implementation of plan and targets. Tourism business thriving	1.3.1.a	Develop and market tourism products	Identify new and developing products and commercial opportunities.	Participation in marketing campaigns.	DCS	X				Participation in a number of campaigns with Central NSW Tourism continuing.								
				1.3.1.b	Implement the tourism/visitor strategy for Blayney Shire that increases visitation and length of stay and yield.	Work with state agencies to develop opportunities.	Develop relationships with tourism operators.	DCS	X				Working with Central NSW Tourism on product development. Ongoing.								
				1.3.1.c	Engage with tourism and business groups to build relationships and develop concept.	Meetings held.		DCS	X				Communication distribution lists developed. Ongoing.								
	1.3.2	Develop a structure to effectively support and grow tourism and local business.	Structure in place. Productive meetings.	1.3.2.a	Seek partners and funding for brand development.			DCS	X				Yet to be commenced.								
1.4	1.4.1	Work with the community and organisations within the region to develop a recognised brand for the Blayney Shire.	Brand developed	1.4.1.a	Meet with Australian and NSW Government Transport Department representatives on a regular basis.	Representations made by Council.		DCS	X				Yet to be commenced.								
1.5	1.5.1	Advocate for increased funding for transportation assets through Federal and State programs	Representations made to relevant agencies	1.5.1.a	Attend Roads and Maritime Services Regional Consultative Committee and Public Engagement Group (PEG) meetings on a regular basis.	Meetings attended.		GM, DIS	X				Discussions held with local State and Federal members as to bridge, road and other funding. This item is ongoing.								
				1.5.1.b				DIS	X												

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	1.5.2	Promote sustainable energy development and use within the Shire.	Provision of information.	1.5.2.a	Provide information to public regarding sustainable energy practices e.g. BASIX	Information provided to public.	DPES	X		Up-dated information provided to public during period
1.6	1.6.1	Seek opportunities to build a vibrant local retail and business sector.	Cooperative projects. Opportunities identified and followed up.	1.6.1.a	Seek partners and funding for project development.	Partners and Funding sought.	DCS	X		Yet to be commenced.
	1.6.2	Build and retain relationships with government bodies and NGOs to assist small business	Productive relationships. Number of activities.	1.6.2.a	Engage with small business assistance government bodies and develop concept.	Meetings held	DCS	X		Dialogue with Office of Small Business regarding Small Biz Bus visit proposed for October.
	1.6.3	Support and encourage the establishment or expansion of local businesses	New businesses. Empowered local business.	1.6.3.a	Develop promotional package with shire information on business development.	No. of enquiries.	DCS	X		Yet to be commenced.
	1.6.4	Develop an environment that will attract technology or internet based industry to come to Blayney.	Establishment of technology industries and technologies.				DCS			Planned for future years.



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STRATEGIC DIRECTION 2: A CENTRE FOR SPORTS AND CULTURE																					
2.1	2.1.1	Encourage development of a calendar of sport and cultural events.	Information provided on web site and updated by sporting groups.	2.1.1.a	Website development to accommodate calendar maintenance by groups.	Website upgrade.	DCS	X			Yet to be commenced.										
		Engage with key groups and organisations with a view to developing community partnerships for conducting activities and programs.	Participation of organisations.	2.1.2.a	Build relationships and meet with key organisations and groups.	Meetings held.	DCS	X			Yet to be commenced.										
	2.1.2	Engage with the Shire youth to facilitate progress and activities across the Shire.	Youth activities held. Meetings of Youth Council.	2.1.3.a	Consultation through Youth Council meetings held in partnership with Blayney High School	Attendance at meetings.	DCS	X			Review of future to be undertaken.										
	2.1.3			2.1.3.b	Youth activities held in Shire during Youth Week.	Grant submission and acquittal completed in accordance with requirements.	DCS	X			2014 Youth Week Application lodged.										
		Work proactively with the community groups to assist with event management.	Develop Community events guide and policies.	2.1.4.a	Develop a how to guide to conduct community events	Guide to organising community events available.	GM	X			Guide is being developed along with policy to assist communities. Community discussion has been undertaken										
	2.1.4			2.1.4.b	Review and update Council policy for holding events at Council facilities.	Policy review and updated.	GM	X			Policy reviewed and requires submission to public. Trialling Cadia open day.										
		Encourage and facilitate an active and healthy community by developing accessible programs through Centrepoint and local sporting groups.	Develop programs and activities with the community. Maintain facilities in accordance with financial estimates.	2.1.5.a	Provide a broad range of quality sport and leisure opportunities for Shire residents.	Continued community promotion of healthy living.	DPES	X			Promotion of CentrePoint activities and facilities on-going during period										
	2.1.5			2.1.5.b	Provide and maintain active and passive recreation facilities for the shire communities	Maintenance to be provided as in accordance with Council's adopted Assets Management Plan.	DI5, DCS	X			Maintenance and Parks improvements undertaken per Parks and Gardens Facilities Assets management Plan and within resource constraints.										
		Encourage active participation in sport.	Participation in Regional Sport promotions.	2.2.1.a	Participate in programs and maintain Council membership to Western Region Academy of Sport	Membership renewed	DCS	X			Awaiting membership renewal.										
2.2	2.2.1																				

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				2.2.1.b	Continue partnership in Sport Award Program to encourage participation at representative level.	Sports awards issued.	DCS	X		Working with Radio 2BS to promote awards program. Sports Council also provided with material.
		Establish and support a community based representative body for sporting groups.	Report written and council established	2.2.2.a	Establish Council and develop Terms of Reference/Constitution. For the collation of information to be used to develop Parks & Gardens Asset Management Plan.	Meetings conducted with strong attendance rates.	DIS	X		Meetings held in July and September, with sound attendance rates.
	2.2.2			2.2.2.b	Provide funding for sporting group development projects.	Grant applications take up available funding.	DIS			
				2.2.2.c	Develop relations with NSW Sport & Recreation and apply annually for grants to increase recreational activities in Blayney Shire.	Funding made available.	DIS	X		NSW Sport and Recreation officer attended September meeting. Application currently being prepared for Napier St toilet block project.
				2.3.1.a	Participate in programs and maintain Council's membership to Regional Music Programs.	Membership renewed.	DCS	X		Awaiting membership renewal.
2.3	2.3.1	Encourage participation and continue relationships with music organisations.	Scholarships awarded	2.3.1.b	Continue partnership in the Blayney Shire Music Scholarship program with regional partners	Music scholarships awarded.	DCS	X		Applications for 2013 Music Scholarships closing 18/10/2013. Auditions proposed for 2/11/2013 by Orange Regional Conservatorium.
				2.3.2.a	Actively support and promote the Arts Outwest division of NSW Ministry of the Arts.	Programs promoted in the Shire	DCS	X		Approaches made to and by Council. Art exhibitions proposed in November 2013 and March 2014.
	2.3.2	Develop partnerships with other arts organisations to help deliver arts and cultural activities	Arts and cultural activities coordinated.	2.3.3.a	Develop marketing and promotional information for website and distribution to promote use of the facility.	Marketing and promotional information developed	DCS	X		Updates to Council, Trade Investment and Arts NSW Cultural Facilities Directory websites undertaken.
	2.3.3	Encourage the use of the Blayney Shire Community Centre as a facility for arts and culture.	Use of facility.	2.3.4.a	Maintain and operate Blayney Library	Maintain membership of Central West Libraries	DCS	X		Membership renewed and joint agreement signed in the quarter.
	2.3.4	Provide library services in the Blayney Shire	Usage of library services							

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STRATEGIC DIRECTION 3: PRESERVE AND ENHANCE OUR HERITAGE AND RURAL LANDSCAPES																					
				Protect and enhance biodiversity, native, vegetation, river and soil health.		Developed strategies for protection			3.1.1.a	Assess all DA's with appropriate regard to the minimisation and mitigation of loss or harm to native vegetation.		Proper regard given to native vegetation in DA Assessment / Determination.	DPES	X					Applied to all applications assessed/determined during period		
3.1	3.1.1								3.1.1.a	Engage with CMA's and landcare group to promote value of retention of native vegetation		Attendance at meetings and availability of information.	DPES	X					On-going attendance at meetings and available information considered during period		
									3.1.1.b	Mapping and calculate area of remnant native vegetation in Blayney Shire		In consultation with Centroc identify remaining native cover mapped in BLEP 2011.	DPES	X					On going search re availability and cost of mapping during period		
				Facilitate the delivery of more planting on Council owned and controlled land.		Compliance with strategy			3.1.1.c	Identify suitable planting areas		Areas identified and mapped.	DIS	X					Locations identified as part of draft village enhancement programs. Further areas to be identified in subsequent years.		
	3.1.2								3.1.2.a	Complete Roadside Vegetation Management Plan (RVMP)		Completed RVMP	DIS		X				Operational staff training undertaken. Project finalised.		
									3.1.2.b	Prepare a report for Council consideration to adopt IWCM Plan		IWCM Plan adopted	DIS	X					NSW Office of Water approval expected shortly.		
3.2	3.2.1	Adopt and implement the Draft Integrated Water Cycle Management Plan.		Implementation of agreed activities and tasks					3.2.1.a	Actively participate in local and regional catchment management groups to increase sharing of knowledge and participate in catchment wide projects and programs		Number of meetings attended	DPES		X				Meetings attended during period		
	3.2.2	Enhance the community's understanding of biodiversity issues and work towards positive behavioural change		Research resourced and made available.					3.2.2.a												
3.3	3.3.1	Pursue recognition of heritage items in draft LEP 2011.		Information to public advice	Heritage				3.3.1.a	Implement heritage matters adopted in the BLEP 2011		Implement BLEP 2011	DPES		X				BLEP 2012 now in place and heritage continually being addressed..		
									3.3.1.b	Review and promote Heritage Grants program		Promotion of Heritage Grants program	DPES	X					Ongoing review and promotion during period		

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				3.3.1.c	Provide quality functional and accessible heritage advice	Heritage Advisor service available	DPES	X		Service continues to be provided monthly
				3.3.2.a	Source funding for natural heritage research and identification	Apply for grants, as appropriate.	DPES	X		Grant applications made when money available and appropriate
	3.3.2	Identify items of natural heritage in Blayney Shire.	Information to public Heritage advice	3.3.2.b	Promote advantages of heritage listing and availability of funding/grants through Heritage branch and Council.	Public information made available. Number of local grants made.	DPES	X		Local grants during period reported to Council. Public information made available in Council foyer and on website
3.4	3.4.1	Pursue sustainable land use practices based on the protection and restoration of natural resources, innovative land use policies and government and community partnerships.	Develop partnerships with relevant organisations.	3.4.1.a	Regularly attend and participate in local Catchment Management Authority meetings/workshops	Maintain regular contact with CMA	DPES	X		CMA meetings attended and on-going contact maintained during period
				3.4.1.b	Liaise with and support local Bushcare and Landcare groups.	Maintain regular contact with local landcare groups.	DPES	X		Establishing links with local Landcare groups.
				3.4.1.c	Investigate/review best practice in local government related to sustainable land use practices for urban and rural areas.	Review information as available.	DPES	X		New information reviewed as it becomes available and used in Blayney Shire Council if appropriate

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STRATEGIC DIRECTION 4: DEVELOP AND MAINTAIN SHIRE INFRASTRUCTURE																					
4.1	4.1.1	Manage Local Road Network to agreed service levels.	Performance budget/time/quality. Meeting service levels. Customer request system.	4.1.1.a	Sealed roads are provided to meet the needs of road users within financial constraints.	Asset inspections undertaken in accordance with Asset Management Plan. Construction undertaken, as per budget. Reseal program, as per budget. Record customer issues and monitor response times.	DIS	X						Maintenance and Gravel resheeting programs commenced.							
				4.1.1.b	Unsealed roads are maintained in accordance with Council's Asset Management Plan and financial constraints.	Asset inspections undertaken in accordance with Assets Management Plan. Gravel re-sheeting program undertaken, as per budget. Length of road maintained (e.g. Graded, patched, table drains) for each classification. Record customer issues and monitor response times.	DIS	X													
				4.1.1.c	Bridges and major culverts are maintained in accordance with Council's Assets Management Plan and financial constraints.	Asset inspections undertaken in accordance with Asset Management Plan. Record customer issues and monitor response times.	DIS	X						Naylor St bridge to be finalised Q2 2013/14. Garland Rd bridge underway. Newbridge Rd bridge deferred to Q3 2013/14. Further structural inspections programmed for October.							

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	4.1.2	Manage Regional and State Road Network to agreed service levels.	Service levels provided in accordance with State Government funding.	4.1.2.a	Sealed roads are maintained in accordance with Council's Assets Management Plan and financial constraints.	Asset inspections undertaken in accordance with Asset Management Plan. Construction program designed and implemented in line with financial constraints. Record customer issues and monitor response times.	DIS X	Patching program ongoing Council continues to address customer complaints in reactive manner due to limited resources.
	4.1.3	Ensure Ancillary Road facilities are serviceable and in line with current standards e.g. footpaths, cycleways, kerb and gutter, bus stops etc.	Performance budget/time/quality. Meeting service levels. Customer request system.	4.1.3.a	Footpaths and cycle ways are provided to meet the needs of pedestrians within financial constraints.	Asset inspections undertaken in accordance with Asset Management Plan Construction program designed and implemented in line with financial constraints. Construction program designed and completed as per budget constraints. Record customer issues and monitor response times.	DIS X	Carcoar Street (Waters to Charles) footpath completed. Construction program ongoing.

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DP Ref.		TASK		MEASURE		Op Ref.		TASK		MEASURE		DIRECTOR		ONGOING		COMPLETED		COMMENT	
						4.1.3.b		Kerb and gutter is provided in accordance with Council's Assets Management Plan.	Asset inspections undertaken in accordance with Asset Management Plan Construction program designed and implemented in line with financial constraints. Construction program designed and implemented as per budget constraints. Record customer issues and monitor response times.	DIS	X					Council continues to address customer complaints in reactive manner due to limited resources.			
								Parking areas provided in accordance with Council's Assets Management Plan.	Asset inspections undertaken in accordance with Asset Management Plan. Construction of new parking areas in line with financial constraints. Record customer issues and monitor response times.	DIS	X					Blayney Shire Community Centre carpark upgrade to commence Q2 2013/14 due to limited resources.			
						4.1.3.c		Bus facilities are provided for new residential and rural residential estates, in accordance with Council's Section 94 Plans.	Conditions applied to Development Applications.	DIS	X					Further facilities subject to request and investigation.			
						4.1.3.d			Asset inspections undertaken in accordance with Asset Management Plan. Construction program developed in line with financial constraints. Record customer issues and monitor response times.	DIS	X					Council continues to address customer complaints in reactive manner due to limited resources.			
						4.1.3.e		Traffic facilities are provided, in accordance with Council's Asset Management Plan, to enhance road safety.											

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				4.1.3.f	Street lighting is provided to meet the needs of road users and reduce Council's costs.	Compliance within Australian Standards is maximised as funding permits.	DIS	X	Essential Energy continues to undertake street lighting maintenance program
				4.1.3.g	Street cleaning is undertaken, as required.	Street cleaning program is developed and implemented.	DIS	X	Street cleaning undertaken as required.
				4.1.4.a	Ensure compliance with legislation pertaining to operation of gravel pits.	Asset inspections carried out. Performance reports developed to identify legislative requirements.	DIS	X	Injury surveys completed on quarterly basis.
4.1.4		Source road making materials in environmentally responsible manner.	Regulatory compliance	4.1.4.b	Manage contractors engaged in the processing of road making materials to ensure legislative compliance	Review Contractors and Performance	DIS	X	Contractors plant inspected as required for individual projects.
				4.1.4.c	Road making materials stocks are maintained at a level to ensure timely supply for works.	Stockpile levels are monitored on a regular basis. Road making materials availability is linked to works program.	DIS	X	Crushing operations undertaken in Cadia Pty, with further programs subject to project demand.
				4.1.4.d	Closed Gravel pits are rehabilitated	Pit Management Plans are developed	DIS	X	Plans not commenced due to resourcing constraints.



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									4.1.4.e	Road making supplies are sought to ensure future needs are met			New road making supply sources are identified.	DIS	X					Project not commenced.	
									4.1.5.a	Data for the Asset Management Plan is collected in a timely manner			Information recorded in the asset management database. Asset Management Plan is maintained and up to date.	DIS	X					Asset data captured as resources allow. Asset Management Plans to be reviewed as part of financial review.	
									4.1.5.b	Programs are developed in accordance with Road Asset Management Plan principles			Works programs are developed utilising data and principles from the Roads Asset Management Plan	DIS	X					Road inspections undertaken on regular basis. Works priorities and principles reviewed as part of Asset Management review.	
									4.1.6.a	Applications are prepared and submitted for funding under the NSW Government's REPAIR Program on a yearly basis			Applications are submitted in full and on time	DIS	X					Application for funding of Hobbys Yards Rd (Ch.XX -XX) successful for 2013/14. Application for 2014/15 to be submitted Q2 2013/14.	
									4.1.6.b	Applications are prepared and submitted for funding under Government programs as they arise			Applications are submitted in full, and on time.	DIS	X					Applications submitted upon identification of funding sources.	
									4.1.6.c	Representations are made through the local State and Federal Members of Parliament for assistance to obtain additional funding for significant projects			Details of representations made are recorded including outcomes	DIS	X					Representations made as and when opportunities arise or projects require.	
									4.1.7.a	Road network and supporting facilities are analysed to identify opportunities for development			Projects identified for further investigation	DIS	X					Ongoing. Engagement with Members of Parliament undertaken regularly.	
4.1.7										Plan for future transport and road infrastructure to service future needs			Projects are 'shovel ready'								

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				4.1.7.b	Projects are scoped and designed to a 'job ready' state for when funding opportunities arise.	A suite of suitable projects have documentation prepared.	D/S	X		Project documentation for 2013/14 capital works program underway. Preparation of "job ready" projects as resources allow.
	4.1.8	Investigate opportunities for stormwater harvesting and reuse	Projects identified and implemented. Successful grant applications.				D/S, DPES			Planned for future years.
	4.1.9	Apply the principles of Water Sensitive Urban Design (WSUD) to stormwater management	Completion of WSUD policy. Investigate grant funding.				D/S, DPES			Planned for future years.
		Prepare Stormwater Management Plans	Completion of Plans	4.1.10.a	Prepare and implement stormwater strategic management plan to reduce impacts of stormwater quality and quantity on the local environment.	Milthorpe Stormwater Strategic Management Plan completed.	D/S, DPES	X		Development of Milthorpe Stormwater Management Plan programmed subject to resource availability.
	4.1.10									
	4.1.11	Maintain cemeteries in accordance with the community's needs and expectations	Compliance with regulations. Maintain records.	4.1.11.a	Maintain Cemetery Records in accordance with adopted procedures	Cemetery records up to date. Burial permits and approvals for monumental work issued.	DPES	X		Updated records maintained and approvals issued
				4.1.11.b	Cemetery Management Plan developed	Draft Cemetery Management Plan adopted. Consultation conducted.	DPES	X		Draft Plan developed and referred to Cemetery C'ttee for review and minor amendments being made
				4.1.11.c	Maintain cemeteries within available funding levels	Record customer issues and monitor response times	DPES	X		Issues and response times monitored

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	4.1.12	Identify surplus Council owned assets for possible sale to be invested in infrastructure reserve.	Assets identified for sale	4.1.12.a	Undertake review of Council assets to identify those surplus to requirements	Review commenced	DPES, DIS	X		Continued review of assets
				4.1.12.b	Proceeds from sale of surplus Council assets restricted for future infrastructure purpose (i.e. Infrastructure Reserve)	Funds transferred	DCS	X		No asset sales during quarter.
				4.1.13.a	Complete buildings asset management plan	Asset Management Plan available for review.	DPES		X	Completed and adopted by Council. Ongoing. Plan now part of IP&R Plan documents.
	4.1.13	Maintain and improve Council owned building assets	Implementation of Building maintenance program		Manage the water supply bores in rural locations to provide a secure 'non potable' supply of water to the Shire	Maintain bore licences and comply with conditions.	DIS	X		Licences renewed as required. Investigation of suitable drawn points underway.
4.2	4.2.1	Maintain the availability and quality of water for use in rural areas	Water availability and quality. Operational bores.	4.2.1.a						
				4.2.1.b	Meet with Central Tablelands Water representatives on a regular basis	Meetings attended	DIS	X		Meetings undertaken to discuss CWUA.
					Participate in Centroc Water Utilities Alliance	Meetings attended.	DIS	X		Water Utilities Conference attended in July. Regular teleconference meetings for sewer strategic business plan development.
				4.2.1.c						
		Ensure Sewerage Treatment Plant are able to meet needs of the Blayney Shire	Maintain to licensing standards	4.2.2.a	Manage treatment plant to effectively treat raw sewage	Ensure compliance with licence requirements.	DIS	X		Licence review underway with NSW EPA.
	4.2.2			4.2.2.b	Implement CEEP2 Aeration pond upgrade (Subject to successful grant application)	Project implemented.	DIS	X		Community Energy Efficiency Program application successful. Project plan being developed in consultation with Australian Government.

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## 1ST QUARTER REPORT

DELIVERY PLAN		OPERATIONAL PLAN		DIRECTOR		ONGOING	COMPLETED	COMMENT
CSP Ref.	DP Ref.	TASK	MEASURE	OP Ref.	TASK	MEASURE		
	4.2.3	Provide an effective and safe Sewerage Collection Network for Blayney Shire	Achieve network maintenance	4.2.3.a	Maintain the network of collection mains and manholes	Number of overflows. Annual replacement program implemented. Provide a level of service for connections including attending to chokes and overflows. Problem sewer mains identified and remedial works undertaken.	DIS X	Overflows and chokes reduced due to improved jetting and cleaning regime
				4.2.3.b	Monitor and maintain pump stations to provide efficient conveyance of sewage	Number of overflows annually	DIS X	Pump stations operating per normal
				4.2.3.c	Provide treated effluent to Cadia Valley Operations	Compliance with agreement.	DIS X	Treated effluent transferred subject to demand.
				4.2.3.d	Update the 'Developer Servicing Plan' in relation to sewer services.	Consultation undertaken and Plan updated	DIS X	To be undertaken in conjunction with CWUA in Q2 2013/14.
				4.2.3.e	Review Best Practice Compliance	Review undertaken to identify compliance gaps and development of action plan	DIS X	Council sewerage infrastructure continues to be operated in accordance with Best Practice requirements.
	4.2.4	Ensure that the disposal of liquid waste in rural areas is carried out in a healthy manner without negative environmental impact.	SMP's (sewerage management facilities) reviewed.	4.2.4.a	Review and update Council's Sewer Management Facilities Procedure	Review and update of procedure completed.	DPES X	Review and update to done by Environmental Officer, when employed
4.3	4.3.1	Lobby to improve public transport around the shire	Improved transport services. Greater accessibility across the Shire.					Planned for future years.
		Advocate for the upgrading of rail infrastructure	Meeting attended.		Advocate the upgrading of the Blayney-Demondrille Railway to support transport to/from the Blayney Local Government Area	Meetings attended.	DIS, GM X	All required meetings attended during period. Transport for NSW Registration of interest process underway.
4.4	4.4.1			4.4.1.a				

## 1ST QUARTER OPERATIONAL PLAN PERFORMANCE STATUS REPORT - SEPTEMBER 2013

COMMUNITY		DELIVERY PLAN		OPERATIONAL PLAN		1ST QUARTER REPORT				
CSP Ref.	DP Ref.	TASK	MEASURE	OP Ref.	TASK	MEASURE	DIRECTOR	ONGOING	COMPLETED	COMMENT
4.5	4.5.1	Develop and promote programs that increase the participation of the community in recycling and reducing waste going to landfill.	Attendance at Netwaste meetings. Educational material developed. Participation in recycling program.	4.5.1a	Develop programs with Netwaste that support recovery, reuse and recycling.	Attend Netwaste meetings. Waste going to landfill. Manage solid waste in an efficient, affordable and	DPES	X		Meetings attended during period and solid waste management by JR Richards monitored quarterly

## 1ST QUARTER REPORT

# 1ST QUARTER OPERATIONAL PLAN PERFORMANCE STATUS REPORT - SEPTEMBER2013

CSP Ref.	DP Ref.	TASK	MEASURE	OP Ref.	TASK	MEASURE	DIRECTOR	ONGOING	COMPLETED	COMMENT
STRATEGIC DIRECTION 5: DEVELOP STRONG AND CONNECTED COMMUNITIES										
5.1	5.1.1	Assist incorporated village committees, progress associations and hall committees.	Active village committees	5.1.1.a	Identify Village Committees, progress associations and hall committees requiring assistance to develop programs and local improvements.	Implement insurance contributions funding program.	DCS	X		Community Insurance contributions program implemented. Awaiting Financial Assistance Committee approval.
	5.1.2	Promote living in the Blayney Shire	Residents Pack developed.	5.1.2.a	Develop a Promotions Program for living in the Blayney Shire	Information on website. Develop new residents pack.	DCS	X		New resident pack on website.
5.2	5.2.1	Build partnerships with community groups to increase use of parks and reserves	Interaction with use groups	5.2.1.a	Identify Community groups using parks and reserves	Meet with community groups. Identify strategic plans to enhance existing facilities across the Shire.	DIS	X		Draft Village Enhancement programs and sporting field management plans currently being finalised.
	5.2.2	Provide for the implementation of projects, identified in Council's Pedestrian and Access Mobility, Bike Plan to improve community health and fitness	Meetings attended	5.2.2.a	Develop annual implementation plan of priority pedestrian/cycling projects	Plan is developed annually. PAMP is used to identify remaining priority projects.	DIS	X		Plan developed in consultation with RMS. Subject to funding application.
				5.2.2.b	Implement the annual pedestrian cycling projects plan.	Projects compliant with RMS funding guidelines to maximise funding potential	DIS	X		Cycleway projects underway. Completion expected Q2 2013/14
				5.2.2.c	Participate in Blayney Shire Access Committee	Attendance at Access Committee Meetings	DCS	X		Committee meetings ongoing.
				5.2.2.d	Council ensures that adequate access is provided to all buildings and public spaces, as required by legislation.	Street-side access issues identified are assessed and included in future works programs where warranted.	DIS, DPES	X		Access issues, where applicable, addressed in all applications lodged with Council

## COMMUNITY

## 1ST QUARTER OPERATIONAL PLAN PERFORMANCE STATUS REPORT - SEPTEMBER2013

## 1ST QUARTER REPORT

Csp Ref.		DP Ref.		TASK		MEASURE		OP Ref.		TASK		MEASURE		DIRECTOR		ONGOING		COMPLETED		COMMENT	
5.3	5.3.1	Implement programs to build community skills with computer technology, and community participation and social inclusion amongst older Australians.	Internet access available to community. Program participation.	5.3.1.a	Provide support for the provision of information and communication technologies in the Shire	Information provided on Council's website and Blayney Library. Internet access available at library. Identify opportunities within villages for internet café or public access. Promote Seniors Broadband program.	DCS	X			Information on website. Internet access available at Library. Promotion ongoing.										
5.4	5.4.1	Develop and implement a community engagement process and policy	Informed communities	5.4.1.a	Utilise electronic survey processes, social and print media to promote, research and engage with the community.	Undertake community surveys. Issued press releases. Respond to community issues and needs in future delivery plans.	DCS	X			Engagement ongoing. Press releases; community newsletter; electronic media updates; and advertising undertaken.										
5.4.2		Develop and implement plans for villages and township	Plans are implemented	5.4.2.a	Plans developed – implementation on-going as funds become available.	Plans are implemented	DPES	X			Plans developed and being discussed with local communities. Actions implemented when finances and staff available										
5.4.3		Encourage volunteerism within the Community	Promotion undertaken	5.4.3.a	Develop promotional campaign material.	Promotion on Council website and Newsletters.	DCS	X			Yet to be commenced.										
				5.4.3.b	Develop database of community organisations and contacts in Shire	Information accessible.	DCS	X			Yet to be commenced.										

## COMMUNITY

## 1ST QUARTER OPERATIONAL PLAN PERFORMANCE STATUS REPORT - SEPTEMBER2013

## 1ST QUARTER REPORT

CSP Ref.		DP Ref.		TASK		MEASURE		STRATEGIC DIRECTION 6: LEADERSHIP		TASK		MEASURE		DIRECTOR		ONGOING		COMPLETED		COMMENT	
6.1	6.1.1	Councillors to exhibit leadership on Council participate in communities and community organisations.		Attendance to meeting. Councillor presence on relevant committees.		6.1.1.a	Council delegates participate in committees and community organisations.	Delegate Reports included in Council's Business Papers.		GM	X		New committees working well. Some delegate reporting to council.								
	6.1.2	Promote resource sharing and collaboration with regional organisations.		Participation in meetings. Resource sharing projects.		6.1.2.a	Active participation in the WBC Alliance, Centroc and Central Tablelands Water.	Regional organisations remains strong and provides valuable outcomes.		GM		X	Council current chair of WBC. Shared service arrangements being grown to meet changes to LG								
	6.1.3	Encourage sound governance practice in community organisations.		Provide assistance and training as requested.		6.1.3.a	Develop program with groups to build capacity.	Training program developed.		DCS			Planned for future years.								
6.2	6.2.1	Identify and engage with Shire Community Groups.		Establish regular communications with Shire Community Groups.		6.2.1.a	Identify social, sporting, business groups across the Shire.	Develop an online community register		DCS		X	Register available on website currently.								
						6.2.1.b	Council initiates Social Media to communicate with the broader community	Social media networks developed and monitored.		DCS	X		Updates to electronic media occurring on a regular basis and upon demand.								
						6.2.2	Council conduct community surveys, as required to enhance its community services and needs.	Utilise online surveys		DCS	X		Survey on Council Services undertaken during quarter.								
	6.2.2	Implement Council's Community Engagement Plan		Engagement activities conducted		6.2.2.a	To implement and promote Councillor communication through electronic and print media.	Strategies and communications put in place.		GM		X	Council has established web site, face book and twitter accounts and will use these to promote council activities.								
	6.2.3	Develop communications between Councillors and the community to provide community opinion.		Community satisfaction with communication processes. Available to community.		6.2.3.a	Monthly activity report provided to Management.	Reports provided to Management Team		DCS		X	Reports provided monthly to GM & Directors.								
	6.2.4	Manage a customer request system to assist communications between community and Council.		Response times to requests.		6.2.4.a	Develop process of 'acknowledgment of receipt' for customer requests.	Customer request acknowledgements issued.		DCS		X	Automated generation of acknowledgements to correspondence commenced during quarter.								
						6.2.4.b	Implement internal audit program.	Business process reviews undertaken.		DCS		X	Audit committee meetings undertaken during quarter.								
6.3	6.3.1	Provide a framework for the efficient and effective administration of Council.		Assess Council's position against Better Practice Review.		6.3.1.a	Review of policies every 4 years.	25% of policies reviewed.		DCS		X	Policies reviewed as required during quarter.								



## COMMUNITY

## 1ST QUARTER OPERATIONAL PLAN PERFORMANCE STATUS REPORT - SEPTEMBER 2013

## 1ST QUARTER REPORT

Csp Ref.		DP Ref.	TASK	MEASURE		Op Ref.	TASK	MEASURE		DIRECTOR		ONGOING	COMPLETED	COMMENT
						6.3.1.c	Undertake a Better Practice Review of Council activities		Review commenced	DCS	X			Better practice review template refined for commencement in July 2013. Ongoing.
						6.3.1.d	Provide training for Councilors and staff		Identified Training programs for Councilors and staff	GM	X			Training will be ongoing
	6.3.2		Maintain a stable and secure financial structure for Council.		Report financial outcomes as required by legislation.	6.3.2.a	Review ten year financial plan		Plan reviewed.	DCS	X			2014/15 Financial Plan yet to be commenced.
						6.3.2.b	Review and report on Council's budget performance		Quarterly Budget review to Council.	DCS	X			Quarterly review of Operational Plan undertaken reported quarterly per legislative requirements.
						6.3.2.c	Council's annual statements completed per statutory requirements.		Audited statements lodged with DLG within statutory timeframe.	DCS		X		2012/13 Audited statements lodged with Division of Local Government 18/09/2013.
	6.3.3		Support actions for the sustainable future of local government.		Review Destination 2036 outcomes and actions to improve local government.					GM		X		Council has reviewed all documents and made submissions to relevant organisations.
			Develop strategies that respond to the impact of climate change on the community.		Supply of community information.	6.3.4.a	Promote activities that reduce the volume of greenhouse gases emitted into the atmosphere.		Attend regional organisation meetings and provide information on Council's website.	DPES	X			Meetings attended during period and info placed on website when available and of interest to community
	6.3.4								LEMO organises and attends meetings. ERM reviewed. Displan reviewed. Exercises conducted with support of Council. The EOC is maintained in a state of readiness.					
			Provide support for emergency management in Blayney Shire in accordance with SERM Act		Emergencies responded to.	6.4.1.a	Provide executive support to the Local Emergency Operations controller and the Local Emergency Management Committee			DIS (LEMO)	X			LEMC meeting conducted in August. ERM approved by LEMC. To be provided to REMC for approval.
6.4	6.4.1								Plant and equipment funded. Provide accommodation and support for SES unit.	DIS (LEMO)	X			Council continues to provide facilities and support.

## COMMUNITY

## DELIVERY PLAN

## OPERATIONAL PLAN

## 1ST QUARTER REPORT

## 1ST QUARTER OPERATIONAL PLAN PERFORMANCE STATUS REPORT - SEPTEMBER2013

CSP Ref.	DP Ref.	TASK	MEASURE	OP Ref.	TASK	MEASURE	DIRECTOR	ONGOING	COMPLETED	COMMENT
	6.4.2	Undertake regulatory responsibilities for environmental health and animal control.	Regulatory responsibilities are met	6.4.2.a	Provide the statutory animal control services	Animal control services provided.	DPES	X		Animal control services provided during period
	6.4.3	Educate communities on road and pedestrian safety	Programs delivered	6.4.3.a	Work with state and regional organisations in the retention of a Road Safety Officer	Provide financial support for the employment of the Road Safety Officer	DIS	X		RSO position continues to develop programs and deliver safety initiatives to the Shire.
				6.4.3.b	Assist in the development of the annual Road Safety Action Plan	Annual Plan Developed.	DIS	X		Annual road safety action plan underway for 2013/14 in conjunction with Bathurst Regional Council.
	6.4.4	Review risk management of council operations.	Plan is implemented and risk managed.	6.4.4.a	Develop Enterprise Risk Management Plan	Plan completed.	GM	X		Risk Management plan being prepared with council's insurer. Future policies will include risk reviews
				6.4.4.b	Implement Risk Management Plan	Implementation commenced.	GM	X		Plan identified with council's insurer and implemented. Ongoing reviews required.



# **Quarterly Budget Review 2013-2014**

**Period ending  
30 September 2013**

Blayney Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/13 to 30/09/13

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- 6. Contracts & Other Expenses Budget Review Statement

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Blayney Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/13 to 30/09/13

**Report by Responsible Accounting Officer**

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

It is my opinion that the Quarterly Budget Review Statement for Blayney Shire Council for the quarter ended 30/09/13 indicates that Council's projected financial position at 30/6/14 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed:



Chris Hodge  
Responsible Accounting Officer

date: 30/10/2013

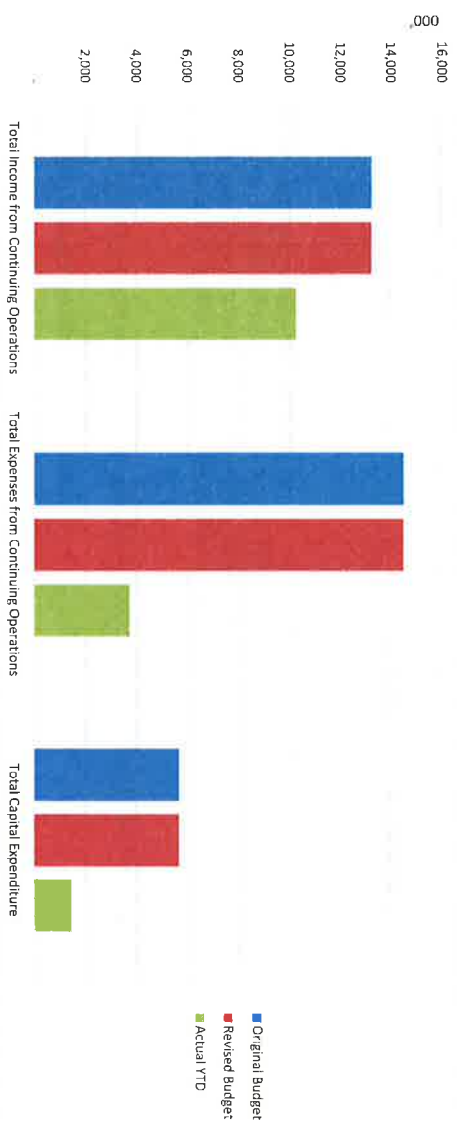
Blayney Shire Council

Income & Expenses Budget Review Statement

Budget review for the quarter ended 30 September 2013  
Income & Expenses - Council Consolidated

Quarterly Budget Review Statement  
for the period 01/07/13 to 30/09/13

	Original Budget 2013/14	Revised Budget 2013/14	Variations for this Sep Qtr	Projected Year End Result	Actual YTD figures
Total Income from Continuing Operations	13,232	13,232	1,226	14,458	10,283
Total Expenses from Continuing Operations	14,485	14,485	-	14,441	3,724
Net Operating Result from Continuing Operations	(1,253)	(1,253)	1,270	17	6,559
Total Capital Expenditure	5,667	5,667	2,742	8,409	1,460
Net Movement	(6,920)	3,125	(1,472)	1,653	5,099
Total Restricted Cash Movement	10,045	10,045	547	9,498	10,392



## Blayney Shire Council

## Income &amp; Expenses Budget Review Statement

Budget review for the quarter ended 30 September 2013  
Income & Expenses - Council Consolidated

Quarterly Budget Review Statement  
for the period 01/07/13 to 30/09/13

	Operating Income						Operating Expenditure								
	\$ (000) Original	Revised Budget	Variations for	Notes	Projected Year End	Actual YTD	%	\$ (000) Original	Revised Budget	Variations for	Notes	Projected Year End	Actual YTD	%	
(\$000's)															
	Budget						Sep Qtr						Result		figures
Governance															
Council	-	-	-		-	-		477	477	27		504	117		
Administration															
Corporate Support	60	60	20		80	81	101.3%	2,220	2,220	24		2,244	474	21.1%	
Engineering & Works	32	32			32	4	12.5%	1,077	1,077			1,077	535	49.7%	
Other Support Services	31	31			31	3	9.7%	107	107			107	-	0.0%	
	123	123	20		143	88		3,404	3,404	24		3,428	1,009		
Public Order & Safety															
Fire Service Levy	-	-			-			387	387			387			
Rural Fire Service	6	6			6		0.0%	-	-			-	50	21.4%	
Animal Control	7	7			7	2	28.6%	112	112			112	24		
Emergency Services	-	-			-			42	42			42	23	55.0%	
	13	13	-		13	2		541	541	-		154	97		
Health															
Administration	27	27			27	2	7.4%	483	483	(30)		453	11	2.4%	
Food Control	-	-			-		0.0%	6	6			6	-	0.0%	
	27	27	-		27	2		489	489	(30)		459	11		
Environment															
Noxious Plants	-	-			-		0.0%	64	64			64	65	101.1%	
Domestic Waste Management	801	801			801	848	105.9%	678	678			678	148	21.8%	
Other Waste Management	126	126			126	14	11.2%	101	101			101	9	8.9%	
Street Cleaning	-	-			-		0.0%	159	159			159	34	21.4%	
Urban Stormwater Drainage	-	-			-		0.0%	96	96			96	5	5.2%	
	927	927	-		927	862		1,098	1,098	-		1,098	261		

## Blayney Shire Council

Quarterly Budget Review Statement  
for the period 01/07/13 to 30/09/13

## Income &amp; Expenses Budget Review Statement

Budget review for the quarter ended 30 September 2013

## Income &amp; Expenses - Council Consolidated

	Operating Income						Operating Expenditure					
	\$ (000)		Variations		Projected		Variations		Projected		Actual	
	Original	Revised Budget	for	Notes	Year End	figures	Original	Revised Budget	for	Notes	Year End	figures
(\$000's)												
<b>Community Services &amp; Education</b>												
Administration	-	-			-	-	36	36			36	-
Child Care	-	-			-	-	11	11			11	-
Aged & Disabled	21	21	20		41	12	66	66			66	18
Youth Services	1	1			1	5	9	9			9	-
	22	22	20		42	17	122	122	-		122	18
<b>Housing &amp; Community Amenities</b>												
Housing	-	-			-	0	2	2			2	-
Town Planning	138	138			138	29	258	258			258	42
Public Cemeteries	39	39			39	10	44	44			44	14
Public Conveniences	-	-			-	-	84	84			84	15
	177	177	-		177	39	388	388	-		388	71
<b>Recreation &amp; Culture</b>												
Public Libraries	37	37			37		148	148			148	41
Museums	-	-			-		-	-			-	
Public Halls	5	5			5	1	109	109			109	28
Sporting Grounds	6	6			6	1	389	389			389	74
Blayney Showground	2	2			2		36	36			36	9
Parks & Gardens	3	3			3	1	585	585			585	226
Centrepont Sport & Leisure	396	396			396	70	639	639			639	242
Other Cultural Services	-	-			-		6	6	1		7	5
	449	449	-		449	73	1,912	1,912	1		1,913	625
<b>Mining Manufacturing &amp; Construction</b>												
Building Control	93	93			93	30	-	-			-	
Quarries & Pits	134	134			134	128	125	125			125	191
	227	227	-		227	158	125	125	-		125	191



Blayney Shire Council

## Income &amp; Expenses Budget Review Statement

Budget review for the quarter ended 30 September 2013

## Income &amp; Expenses - Council Consolidated

Quarterly Budget Review Statement  
for the period 01/07/13 to 30/09/13

	Operating Income							Operating Expenditure						
	\$ (000) Original	Revised Budget	Variations for	Notes	Projected Year End	Actual YTD	%	\$ (000) Original	Revised Budget	Variations for	Notes	Projected Year End	Actual YTD	%
Transport & Communication	Budget		Sep Qtr		Result	figures		Budget		Sep Qtr		Result	figures	
	Urban Roads - Local	832	832		832	100	12.0%	208	208			208	107	51.4%
	Rural Roads Sealed - Local	-	-		-	-	0.0%	2,140	2,140			2,140	46	0.0%
	Rural Roads Sealed - Regional	240	240		240	131	54.6%	209	209	(89)		120	287	38.3%
	Rural Roads Unsealed - Local	-	-		-	-	0.0%	1,659	1,659			1,659	2	17.3%
	Bridges - Urban Roads Sealed - Local	-	-		-	-	0.0%	337	337			337	2	0.0%
	Bridges - Local	73	73		73	-	0.0%	-	-			-	-	0.0%
	Bridges - Regional	11	11		11	-	0.0%	(62)	(62)			(62)	-	0.0%
	Bridges - Rural Roads Unsealed - Local	11	57		57	32	56.1%	57	57			57	14	24.6%
	Ria Works (Ria Assets)	57	57		57	32	56.1%	271	271			271	581	214.4%
Ancillary Roadworks	15	15		15	-	0.0%	-	-			-	-	-	
	1,228	1,228	-		1,228	263		4,881	4,881	(151)		4,730	1,037	
Economic Affairs														
Tourism & Area Promotion	-	-	85		85	-	0.0%	86	86	85		171	12	7.0%
Industrial Development & Promotion	4	4			4	-	0.0%	13	13			13	2	15.4%
Real Estate	-	-			-	0	0.0%	-	-			-	2	0.0%
Other Business	65	65			65	0	0.0%	50	50			50	8	16.0%
	69	69	85		154	0		149	149	85		234	24	
General Purpose Revenue														
General Purpose Revenues	7,946	7,946			7,946	6,480	81.5%	-	-			-	-	
Non Operating Funds														
Non Operating Funds	-	-			-	-		-	-			-	-	
	1,223	1,223			1,223	953	77.9%	897	897			897	263	29.3%
Sewerage Services														
Surplus/(Deficit) From Ordinary Activities Before Capital Amounts	12,431	12,431	125		12,557	8,937		14,483	14,483	(44)		14,052	3,724	

## Blayney Shire Council

## Income &amp; Expenses Budget Review Statement

Budget review for the quarter ended 30 September 2013

Quarterly Budget Review Statement  
for the period 01/07/13 to 30/09/13

## Income &amp; Expenses - Council Consolidated

(\$'000's)	Original Budget 2013/14	Revised Budget 2013/14	Variations for this Sep Qtr	Notes	Projected Year End Result	Actual YTD figures	% of Budget
<b>Income</b>							
Rates and Annual Charges	7,836	7,836			7,836	7,848	100.15%
User Charges and Fees	996	996	10		1,006	432	42.94%
Interest and Investment Revenues	426	426			426	140	32.86%
Other Revenues	272	272	30		302	85	28.15%
Grants & Contributions - Operating	2,902	2,902	85		2,987	432	14.46%
Grants & Contributions - Capital	800	800	1,101		1,901	1,346	70.80%
<b>Total Income from Continuing Operations</b>	<b>13,232</b>	<b>13,232</b>	<b>1,226</b>		<b>14,458</b>	<b>10,283</b>	
<b>Expenses</b>							
Employee Costs	5,361	5,361	31		5,330	1,002	18.80%
Borrowing Costs	204	204	-		204	23	11.27%
Materials & Contracts	2,850	2,850	47		2,803	710	25.33%
Depreciation	4,556	4,556	-		4,556	1,157	25.40%
Legal Costs	29	29	-		29	11	37.93%
Other Expenses	1,485	1,485	34		1,519	821	54.05%
<b>Total Expenses from Continuing Operations</b>	<b>14,485</b>	<b>14,485</b>	<b>(44)</b>		<b>14,441</b>	<b>3,724</b>	
<b>Net Operating Result from All Operations</b>	<b>(1,253)</b>	<b>(1,253)</b>	<b>1,270</b>		<b>17</b>	<b>6,559</b>	

## Blayney Shire Council

## Income &amp; Expenses Budget Review Statement

Quarterly Budget Review Statement  
for the period 01/07/13 to 30/09/13

Budget review for the quarter ended 30 September 2013

## Income &amp; Expenses - Council Consolidated

(\$000's)	Original Budget 2013/14	Revised Budget 2013/14	Variations for this Sep Qtr	Notes	Projected Year End Result	Actual YTD figures	% of Budget
<b>Income</b>							
Governance	-	-			-	-	
Administration	123	123	20	2	143	88	61.52%
Public Order & Safety	16	16			16	2	9.53%
Health	27	27			27	2	8.15%
Environment	927	927			927	862	93.04%
Community Services & Education	37	37	20	4	57	17	29.67%
Housing & Community Amenities	177	177			177	39	21.80%
Recreation & Culture	494	494			494	132	26.71%
Sewer Supplies	1,238	1,238	94	7	1,332	977	73.37%
Mining, Manufacturing & Construction	227	227			227	158	69.58%
Transport & Communication	1,951	1,951	1,007	7	2,958	1,526	51.60%
Economic Affairs	69	69	85	4	154	0	0.26%
General Purpose Revenues	7,946	7,946			7,946	6,480	81.54%
<b>Total Income from Continuing Operations</b>	<b>13,232</b>	<b>13,232</b>	<b>1,226</b>		<b>14,458</b>	<b>10,283</b>	
<b>Expenses</b>							
Governance	477	477	27	1	504	117	23.24%
Administration	3,405	3,405	24	1	3,429	1,008	29.39%
Public Order & Safety	540	540			540	97	17.99%
Health	489	489	30	3	459	11	2.41%
Environment	1,097	1,097			1,097	261	23.74%
Community Services & Education	122	122			122	18	14.55%
Housing & Community Amenities	388	388			388	72	18.61%
Recreation & Culture	1,912	1,912	1		1,913	625	32.64%
Sewer Supplies	899	899			899	264	29.36%
Manufacturing & Construction	125	125			125	191	152.44%
Transport & Communication	4,881	4,881	151	7	4,730	1,037	21.92%
Economic Affairs	149	149	85	4	234	24	10.10%
<b>Total Expenses from Continuing Operations</b>	<b>14,485</b>	<b>14,485</b>	<b>(44)</b>		<b>14,441</b>	<b>3,724</b>	
<b>Net Operating Result from Continuing Operations</b>	<b>(1,253)</b>	<b>(1,253)</b>	<b>1,270</b>		<b>17</b>	<b>6,559</b>	
<b>Net Operating Result before Capital Items</b>	<b>(2,053)</b>	<b>(2,053)</b>			<b>(2,053)</b>	<b>5,213</b>	

Blayney Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/13 to 30/09/13

**Income & Expenses Budget Review Statement**  
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

**Notes Details**

1	Community consultation expenditure for special rate variation including surveys, community meetings & advertising
2	Costs associated with recovery of rates and annual charges on sale of land for unpaid rates
3	Savings associated with environmental services vacant positions
4	Increase in occupancy rates at Inala units resulting in higher rental returns
5	Grant money received for Blayney 2020 Economic Development Study and associated expenditure
6	Road maintenance funds allocated to capital works
7	\$507,000 LISF grant funding for bridge rehabilitation program, \$150,000 regional road repair program grant funding for Hobby's Yards Rd reconstruction, \$175,000 R2R program (various road projects), \$175,000 RMS funding, \$94,000 grant funds received for additional drying bed at Blayney Sewerage Facility

## Blayney Shire Council

## Capital Budget Review Statement

Quarterly Budget Review Statement  
for the period 01/07/13 to 30/09/13

Budget review for the quarter ended 30 September 2013

## Capital Budget - Council Consolidated

(\$'000's)	Original Budget 2013/14	Revised Budget 2013/14	Variations for this Sep Qtr	Notes	Projected Year End Result	Actual YTD figures	%
<b>Capital Expenditure</b>							
New Assets							
- Plant & Equipment	725	725	567	31	1,292	530	41.0%
- Land & Buildings	-	-			-		0.0%
- Sewer	224	224			224		
Renewal Assets (Replacement)							
- Plant & Equipment	-	-			-		
- Land & Buildings	525	525			525	60	11.4%
- Roads, Bridges, Footpaths	3,938	3,938	1,971	10,711	5,909	870	14.7%
- Sewer	56	56	204	6	260	-	0.0%
Other	199	199			199		0.0%
<b>Total Capital Expenditure</b>	<b>5,667</b>	<b>5,667</b>	<b>2,742</b>		<b>8,409</b>	<b>1,460</b>	
<b>Capital Funding</b>							
Rates & Other United Funding	2,310	2,310			2,310	2,310	100.0%
Capital Grants & Contributions	800	800	1,101	7	1,901	262	13.8%
Reserves:							
- External Restrictions/Reserves	1,066	1,066	204	11	1,270	1,066	0.0%
- Internal Restrictions/Reserves	615	615	567	8	1,182	615	52.0%
New Loans	876	876	870	12	1,746	-	0.0%
<b>Total Capital Funding</b>	<b>5,667</b>	<b>5,667</b>	<b>2,742</b>		<b>8,409</b>	<b>4,253</b>	
<b>Net Capital Funding</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>2,793</b>	

## Blayney Shire Council

## Quarterly Budget Review Statement

## Capital Budget Review Statement

for the period 01/07/13 to 30/09/13

Budget review for the quarter ended 30 September 2013  
**Capital Budget - Council Consolidated**

	Original Budget (,000)	Revised Budget -	Variations for Sep Qtr	Notes	Projected Year End Result	Actual YTD figures	%
<b>ADMINISTRATION</b>							
<b>CORPORATE SUPPORT</b>							
Computer Equipment	157	157	-		157	94	59.9%
Office Equipment	-	-	-		-	-	
Office Furniture	35	35	-		35	-	0.0%
Motor Vehicles (Net Cost)	240	240	-		240	-	0.0%
Building Capital Works	432	432	-		432	94	
<b>ENGINEERING AND WORKS</b>							
Motor Vehicles (Net Cost)	24	24	-		24	33	137.5%
Major Plant	360	360	567		927	403	43.5%
Minor Plant	255	255	-		255	-	0.0%
Works Depot - Building	1	1	-		1	-	0.0%
	640	640	567		1,207	436	
<b>PUBLIC ORDER &amp; SAFETY</b>							
Surveillance Camera	1	1	-		1	-	0.0%
<b>HEALTH</b>							
Motor Vehicles (Net Cost)	39	39	-		39	-	0.0%
<b>TOWN PLANNING</b>							
Motor Vehicles (Net Cost)	12	12	-		12	-	0.0%
<b>TOTAL ADMINISTRATION</b>	<b>1,124</b>	<b>1,124</b>	<b>567</b>		<b>1,691</b>	<b>530</b>	<b>31.3%</b>

RECREATION AND CULTURE						
<b>LIBRARY</b>						
Disability & Geographical Grants Purchase	Original Budget (,000)	Revised Budget	Variations for Sep Qtr	Notes	Projected Year End Result	Actual YTD figures
	7	7	-		7	-
						0.0%
<b>COMMUNITY CENTRE</b>						
Building Capital Works	5	5	-		5	7
						140.0%
<b>SPORTING GROUNDS</b>						
Building Capital Works	85	85	-		85	-
						0.0%
Other Capital Works	25	25	-		25	-
						0.0%
	110	110	-		110	-
						0.0%
<b>CENTREPOINT SPORT &amp; LEISURE</b>						
Long Term Improvement Plan	125	125	-		125	53
						0.0%
<b>PARKS &amp; GARDENS - RENEWALS</b>						
Building Capital Works	22	22	-		-	-
						-
Other Capital Works	24	24	-		-	-
						-
	46	46	-		46	-
						0.0%
<b>TOTAL RECREATION AND CULTURE</b>	<b>293</b>	<b>293</b>	<b>-</b>		<b>293</b>	<b>60</b>
						20.5%

TRANSPORT AND COMMUNICATION							
URBAN ROADS - LOCAL							
Local Reseal Program	652	652	-		652	39	6.0%
RURAL ROADS SEALED - LOCAL							
Local Rehabilitation Program	2,340	2,340	-		2,340	138	5.9%
RURAL ROADS SEALED - REGIONAL							
Regional Rehabilitation Program	-	-	300	10	300	5	1.7%
Regional Reseal Program	-	-	-		-	-	
		-	300		300	5	
OTHER WORKS							
Flood Damage Restoration	287	287	-		287	20	6.9%
Building Capital Works - Transport	5	5	-		5	8	160.0%
	292	292	-		292	28	0.0%
FOOTPATHS RENEWAL/UPGRADE PROGRAM							
	106	106	-		106	75	70.8%
BRIDGES							
	552	552	1,671	11	2,223	580	26.1%
TOTAL TRANSPORT AND COMMUNICATION							
	3,942	3,942	1,971		5,913	870	14.7%



**SEWERAGE SERVICES****New Assets**

**Asset Replacement/Renewal**  
 Replace Sewer Mains  
 Village Extensions

**TOTAL SEWERAGE SERVICES****OTHER WORKS**

Building Capital Works - Tourism  
 Environmental Surveillance  
 Waste Contract

**TOTAL CAPITAL EXPENDITURE**

	Original Budget (,000)	Revised Budget	Variations for Sep Qtr	Notes	Projected Year End Result	Actual YTD figures	%
	-	-	-		-	-	
	56	56	-		56	-	0.0%
	224	224	204	9	428	-	0.0%
	280	280	204		484	-	0.0%
	280	280	204		484	-	0.0%
	280	280	204		484	-	0.0%
	10	10	-		10	-	0.0%
	1	1	-		1	-	0.0%
	16	16	-		16	-	0.0%
	27	27	-		27	-	0.0%
	5,666	5,666	2,742		8,408	1,460	17.4%

Blayney Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/13 to 30/09/13

**Capital Budget Review Statement**  
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

**Notes Details**

8	Truck & Dog and Roller purchase (funded through council's plant replacement reserve)
9	Additional drying bed at Blayney Sewerage Facility
10	Hobby's Yards Rd reconstruction (Repair program)
11	Bridge replacement program
12	Local Infrastructure Renewal Scheme loan

## Blayney Shire Council

## Quarterly Budget Review Statement

## Cash &amp; Investments Budget Review Statement

for the period 01/07/13 to 30/09/13

Budget review for the quarter ended 30 September 2013  
Cash & Investments - Council Consolidated

	Original Budget 2013/14	Revised Budget 2013/14	Variations for this Sep Qtr	Notes	Projected Year End Result	Actual YTD figures
<b>Externally Restricted <sup>(1)</sup></b>						
Developer Contributions - General (D)	606	606			606	606 100.0%
Developer Contributions - Sewer Fund (D)	658	658			658	658 100.0%
Specific Purpose Unexpended Grants (F)	235	235			235	235 100.0%
Specific Purpose Unexpended Grants (F) - Sewer Fund	4	4			4	4 100.0%
Sewerage Services (G)	2,581	2,581			2,581	2,581 100.0%
Rates - Special Variation	118	118			118	118 100.0%
Rates - Special Variation Mining	508	508			508	508 100.0%
<b>Total Externally Restricted</b>	<b>4,711</b>	<b>4,711</b>	<b>-</b>		<b>4,711</b>	<b>4,711</b>
<sup>(1)</sup> Funds that must be spent for a specific purpose						
<b>Internally Restricted <sup>(2)</sup></b>						
Plant & Vehicle Replacement	1,689	1,689	(567)		1,122	1,689 150.6%
Employees Leave Entitlement	564	564			564	564 100.0%
DWM Rehabilitation Reserve	50	50			50	50 100.0%
Blayney Town Works	185	185			185	185 100.0%
Cemeteries	6	6			6	6 100.0%
Construction of Buildings	8	8			8	8 100.0%
Election Reserve	28	28			28	28 100.0%
Financial Assistance Grant	1,192	1,192			1,192	1,192 100.0%
Golden Gully	23	23			23	23 100.0%
Inala Units	12	12	20		32	12 37.5%
I.T Reserve	20	20			20	20 100.0%
Multipurpose Centre	168	168			168	168 100.0%
Property Account	465	465			465	465 0.0%
Quarry	330	330			330	330 100.0%
Asset Replacement Reserve	835	835			835	835 100.0%
Showground Improvement Fund	6	6			6	6 100.0%
Tourism Promotion Fund	60	60			60	60 100.0%
Local Museums	15	15			15	15 100.0%
Grant Matching Reserve	25	25			25	25 100.0%
<b>Total Internally Restricted</b>	<b>5,681</b>	<b>5,681</b>	<b>(547)</b>		<b>5,134</b>	<b>5,681</b>
<sup>(2)</sup> Funds that Council has earmarked for a specific purpose						
<b>Unrestricted (ie. available after the above Restrictions)</b>	<b>(347)</b>	<b>(347)</b>	<b>-</b>		<b>(347)</b>	<b>2,147</b>
<b>Total Cash &amp; Investments</b>	<b>10,045</b>	<b>10,045</b>	<b>(547)</b>		<b>9,498</b>	<b>12,539</b>

Blayney Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/13 to 30/09/13

**Cash & Investments Budget Review Statement**

**Investments**

Investments have been invested in accordance with Council's Investment Policy.

**Cash**

The value of Cash at Bank which has been included in the Cash & Investment Statement totals \$12,539,379

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.  
The date of completion of this bank reconciliation is 30/09/13

**Reconciliation Status**

The YTD Cash & Investment figure reconciles to the actual balances held as follows:

Cash at Bank (as per bank statements)  
Investments on Hand

1,039
11,500

**\$ 000's**

**Reconciled Cash at Bank & Investments**

**Balance as per Review Statement:**

12,539
12,539
-

Difference:

Blayney Shire Council

**Key Performance Indicators Budget Review Statement**

Budget review for the quarter ended 30 September 2013

(\$000's)	Current Projection Amounts Indicator 13/14	Actuals Prior Periods 12/13 11/12
	13/14	12/13 11/12

The Council monitors the following Key Performance Indicators:

<b>1. Unrestricted Current Ratio</b>			
Current Assets less all External Restrictions	5707		
Current Liabilities less Specific Purpose Liabilities	1094	5.2	6.9 4.8

Purpose of this ratio is to assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.

<b>2. Debt Service Ratio</b>			
Debt Service Costs	383		
Income from Continuing Operations	14458	2.6	1.9 1.8

Purpose of the debt service ratio is to assess the impact of loan principal and interest repayments on the discretionary revenue of Council.

<b>3. Rates and Annual Charges Coverage Ratio</b>			
Rates and Annual Charges	7836		
Income From Continuing Operations	14458	54.2	49.6 38.5

Purpose of this ratio is to assess the degree of Council's dependence upon revenue from rates and annual charges and to assess the security of Council's income.

**Quarterly Budget Review Statement**  
for the period 01/07/13 to 30/09/13

**Quarterly Budget Review Statement**  
for the period 01/07/13 to 30/09/13

## for the period 01/07/13 to 30/09/13

for the period 01/07/13 to 30/09/13

for the period 01/07/13 to 30/09/13

[illegible]

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 30/09/13 and should be read in conjunction with the total QBRs report

Blayney Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/13 to 30/09/13

**Consultancy & Legal Expenses Budget Review Statement**

**Consultancy & Legal Expenses Overview**

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies	60,197	
Legal Fees	11,055	

**Definition of a consultant:**

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

**Comments**

Expenditure included in the above YTD figure but not budgeted includes:

**Details**

--



## **Blayney Shire Council**

### **Policy Register**

#### **Policy No 9A**

**Policy Title**                      **Work Health and Safety Policy**

**Officer Responsible**              **Risk Officer**

**Last Review Date**                11/11/2013

#### **Objective**

To demonstrate Council's commitment to providing a safe working environment and ensuring the health, safety and welfare of all persons including Council's elected members, staff, trainees, contractors, volunteers and visitors by adopting principles defined in the Work Health and Safety Policy.

#### **Policy Statement**

**Blayney Shire Council**



**Work Health and Safety Policy**



## Blayney Shire Council



## Work Health and Safety Policy

Blayney Shire Council is committed to providing a safe and healthy work environment by:

- applying risk management processes to all Council activities;
- ensuring compliance with relevant safety legislation, codes of practice and standards wherever possible;
- conducting inspections of the workplace to identify and control hazards;
- maintaining safe systems of work, premises and facilities to achieve industry best practice and a safe working environment;
- ensuring plant, equipment and materials are safe and without risk to health when properly used, handled, stored and transported;
- providing appropriate information, training and resources;
- all levels of management and staff taking responsibility, being accountable and assuming authority for the management of work, health and safety within Council;
- consultation with staff to ensure they are included in the decision making process impacting on work, health and safety including changes to work methods, workplace design or the purchase of new plant or equipment;
- provision and circulation of appropriate work, health and safety information;
- ensuring those injured return to duties in a safe and timely manner;
- providing an environment where health and safety issues can be discussed openly and freely.

Council's Work Health and Safety Policy, practices and systems will be monitored and reviewed to ensure the achievement of the highest safety standards possible.

It is through this cooperation and understanding that together we are able to ensure the health and safety of all people.

**Relevant Documents include**

Work Health and Safety Act 2011  
Work Health and Safety Regulation 2011  
Local Government Act 1993  
Corporations Act 2001  
Blayney Shire Council H&S Committee Constitution  
Blayney Shire Council Risk Management Policy  
Blayney Shire Council Risk Management Procedure

<b>Adopted:</b>	<b>08/07/2002</b>	
<b>Last Reviewed:</b>	<b>18/06/2007</b>	
	<b>11/11/2013</b>	
<b>Next Reviewed:</b>	<b>14/11/2016</b>	

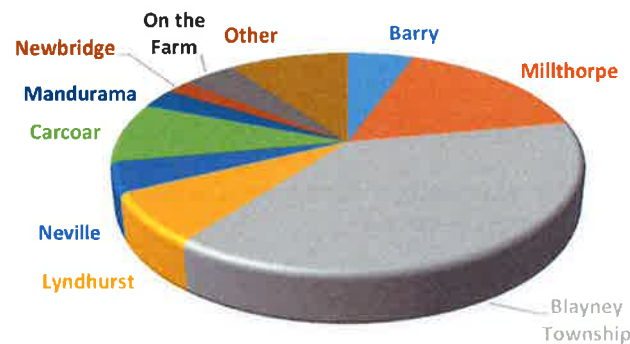
## Community Survey Results - Service Provision

### Background

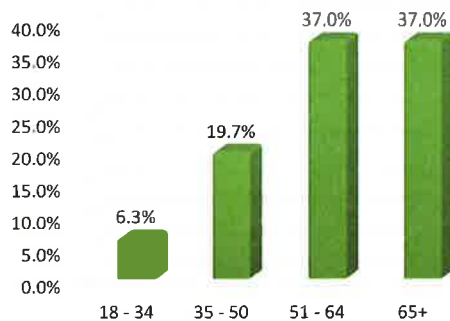
The Community Survey was undertaken between Friday, September 30<sup>th</sup> and Friday, October 19<sup>th</sup> 2013. The Survey was available in both paper format and for completion on-line via Council's website. Printed survey forms were 'mailed' to each household in Blayney (a copy of the distributed survey form is attached at Appendix 'A'). In addition to this mail distribution, the survey was promoted on Council's website, on Facebook and Twitter and at community and other meetings.

Collection boxes were provided in each village and a box was also available in Council's Foyer. All surveys, whether submitted in hard copy or completed online, were entered into computer based collection and analysis software.

The number of surveys returned represented over 6% of eligible community members and provided a representative sample of the overall community - both in terms of number of responses and geographic location. The chart below shows the relative number of responses and geographic location:



The age spread of respondents is shown below, where 74.0% of respondents were 51 years or older and 26% of respondents were 18 to 50 years of age.



The gender of respondents was 44% male and 56% female.

## 'Top 5' Rankings

The overall results were analysed to determine the 'Top 5' Rankings in each of 3 principal categories:

### Most Important Service Activities

The top 5 service delivery items, as identified by the community, were ranked as follows (highest to lowest):

1. Local Roads
2. Helpful (Council) Staff
3. Clean Food Shops and Restaurants
4. Order and Cleanliness
5. (Standard) of Public Toilets

### Greatest Satisfaction with Council's Service provision

Those services achieving the highest level of satisfaction were:

1. Parks and Gardens
2. Rubbish Tips and Recycling
3. Helpful Staff
4. Sewer Services
5. Library

### Greatest Level of Dissatisfaction with the provision of Council Services

In contrast, the greatest level of 'Dissatisfaction' with the provision of Council Services was ranked as follows (from most dissatisfied to less dissatisfied):

1. Local Roads
2. Development and Building Approvals
3. Footpaths
4. Animal and Pest Control
5. Bridges

A full list of results and ranking of Council services is summarised at Appendix 'B'.

### Correlation between Categories (Importance and Satisfaction)

While 'Local Roads' ranks as the most important service provided by Council, *it also* ranks as the service of greatest community dissatisfaction. This clearly reinforces the need for greater funding to provide improved road (and bridge) maintenance and renewal - to achieve a higher level of community satisfaction.

Conversely, 'Helpful Council Staff' which ranks as the 2<sup>nd</sup> most important Council provided service, is also ranked as the 3<sup>rd</sup> highest level of Community Satisfaction – suggesting that Community expectations are being met.

Service Item	Importance Rank	Satisfaction Rank	$\Delta$
Local Roads	1	31	30
Helpful Staff	2	3	1
Clean Food Shops and Restaurants	3	10	7
Order and Cleanliness	4	7	3
Public Toilets	5	17	12

The above chart shows the difference ( $\Delta$ ) between 'Importance' and 'Satisfaction' rankings, for the 5 'most important' services provided by Council.

It can be seen that while there is general satisfaction with the provision of the top 5 Council services, there is a substantial divergence between the importance of Local Roads (infrastructure) and the satisfaction level recorded by the Community.

Other services with a high divergence between their rated importance and satisfaction levels were:

- Aged and Disability Access
- Road Safety and Traffic Management
- Signage
- Order & Cleanliness
- Overall Attractiveness
- Animal and Pest Control
- Footpaths

## Overall Satisfaction

For all service categories, the level of 'Satisfaction' exceeded that of dissatisfaction – ranging from 78.9% to 98.4% of respondents being either 'Somewhat Satisfied' or 'Highly Satisfied'.

Overall results demonstrated that there is satisfaction with the delivery of council services, however, there is community expectation that the level of service for certain, generally infrastructure related services, be improved.

## Community Comments

Community comments were included in both the printed responses and surveys completed on-line. 17% of respondents also provided additional comments. The Text Analysis shown below depicts graphically the most frequently repeated words or topics:

Blayney Centrepont Library Live Local Millthorpe  
Rates Road Street Toilets

Comments ranged from the method by which the survey was conducted, to the provision of services and the proposed Special Rate Variation.

Typical comments and responses are shown below:

- I commend Blayney Council for improving various services within the shire and a great improvement in public relations - Keep up the good work!
- Good to see council proactively seeking the community's opinion. Well done.
- Thank you for the opportunity to participate in this survey
- [I] am completing this online as we didn't receive a survey. Other farmers in the area also did not receive a survey...Very poor communication from Blayney Shire Council.
- Comment on Centrepont - pool must be heated. It is useless cold.
- Need toilets at some Sports Fields.
- We believe that the street-scape could be greatly improved. Perhaps something similar to Boorowa's street beautification.
- Main Street, empty shops. I feel that a lot of old trees should be cut down, limbs picked up. Rubbish around parks and walkways could be more tidy e.g. IGA. Driving into town could be nicer.
- I would like to see empty shops in Adelaide Street have a coat of paint (volunteers) and let out to artisans at a nominal rent to bring interest and tourism to the town.
- Happy to pay increased rates if councillors provide improved services to village areas. Concern[ed] roads in rural areas are causing cost increases to village residents.
- All these services are very important. How and when they are approached should be in the hands of Council staff and the elected Councillors.
- I do not agree with the 15% increase in rates. As most aged pensioners will be forced to sell their homes and move into small rent units to live out their life.

Complete details of Survey results and all comments will be provided on Council's website.

## Community Survey Results - Service Provision

Appendix 'B'

## Most Important Services

Rank	Service Item	Score /100
1	Local Roads	100
2	Helpful Staff	94
3	Clean Food Shops & Restaurants	91
4	Order & Cleanliness	88
5	Public Toilets	80
6	Road Safety & Traffic Management	79
7	Signage	76
8	Bridges	73
9	Rubbish Tips & Recycling	72
10	Overall Attractiveness	71
11	Aged and Disabled Access	67
12	Industry & Business Support	64
13	Tourism Support	60
14	Development & Building Approvals	60
15	Street Trees	60
16	Parks and Gardens	59
17	Town Planning	59
18	Sewer	58
19	Animal & Pest Control	57
20	Footpaths	55
21	Street Lighting	52
22	Drains & Kerbing	50
23	Library	50
24	Cemeteries	50
25	Youth Services	48
26	Heritage Conservation	47
27	Community Assistance Grants	46
28	CentrePoint Sport & Leisure	44
29	Car Parking	42
30	Support for Events	40
31	Sports Facilities	38
32	Cycle & Walkways	31
33	Council's Website	26
34	Use of Facebook & Twitter	10

## Greatest Satisfaction with Service Provision

Rank	Service Item	Score /100
1	Parks and Gardens	100
2	Rubbish Tips & Recycling	83
3	Helpful Staff	77
4	Sewer	74
5	Library	67
6	Car Parking	63
7	Order & Cleanliness	62
8	CentrePoint Sport & Leisure	58
9	Street Trees	58
10	Clean Food Shops & Restaurants	57
11	Sports Facilities	54
12	Cemeteries	54
13	Road Safety & Traffic Management	50
14	Signage	48
15	Community Assistance Grants	46
16	Overall Attractiveness	46
17	Public Toilets	45
18	Street Lighting	43
19	Drains & Kerbing	41
20	Cycle & Walkways	36
21	Heritage Conservation	36
22	Aged and Disabled Access	35
23	Animal & Pest Control	34
24	Footpaths	33
25	Council's Website	29
26	Bridges	27
27	Town Planning	26
28	Support for Events	25
29	Tourism Support	20
30	Development & Building Approvals	19
31	Local Roads	16
32	Youth Services	15
33	Use of Facebook & Twitter	15
34	Industry & Business Support	15

## Greatest Disatisfaction with Service Provision

Rank	Service Item	Score /100
1	Local Roads	100
2	Development & Building Approvals	67
3	Footpaths	57
4	Animal & Pest Control	56
5	Bridges	56
6	Tourism Support	56
7	Signage	52
8	Public Toilets	52
9	Overall Attractiveness	49
10	Aged and Disabled Access	45
11	Industry & Business Support	41
12	Town Planning	40
13	Youth Services	40
14	Cycle & Walkways	39
15	Drains & Kerbing	38
16	Support for Events	35
17	Street Trees	34
18	Rubbish Tips & Recycling	28
19	Order & Cleanliness	27
20	Use of Facebook & Twitter	27
21	Road Safety & Traffic Management	26
22	Community Assistance Grants	26
23	Street Lighting	26
24	Sewer	24
25	Heritage Conservation	24
26	Library	23
27	CentrePoint Sport & Leisure	23
28	Sports Facilities	23
29	Car Parking	20
30	Helpful Staff	19
31	Clean Food Shops & Restaurants	19
32	Cemeteries	19
33	Council's Website	19
34	Parks and Gardens	10

## Least Important Services

Rank	Service Item	Score /100
1	Use of Facebook & Twitter	100
2	Council's Website	55
3	Cycle & Walkways	46
4	Car Parking	45
5	Support for Events	43
6	Sports Facilities	43
7	CentrePoint Sport & Leisure	42
8	Sewer	40
9	Drains & Kerbing	32
10	Library	32
11	Heritage Conservation	29
12	Youth Services	28
13	Community Assistance Grants	28
14	Footpaths	27
15	Street Lighting	25
16	Aged and Disabled Access	22
17	Cemeteries	20
18	Development & Building Approvals	18
19	Street Trees	18
20	Tourism Support	17
21	Animal & Pest Control	16
22	Town Planning	15
23	Industry & Business Support	14
24	Road Safety & Traffic Management	13
25	Bridges	9
26	Rubbish Tips & Recycling	9
27	Parks and Gardens	9
28	Public Toilets	8
29	Clean Food Shops & Restaurants	7
30	Signage	7
31	Overall Attractiveness	7
32	Order & Cleanliness	5
33	Local Roads	3
34	Helpful Staff	2

**MINUTES OF THE BLAYNEY TRAFFIC COMMITTEE MEETING**  
**HELD ON FRIDAY 25 OCTOBER 2013**  
**AT THE BLAYNEY SHIRE COUNCIL DEPOT**

Presentation and discussion commenced at 10.15am

**PRESENTATION**

Presentation by Metcash – IGA Traffic Concerns – Immediate, Medium and Long Term Proposals

- Presentation from Angus Stapleton, with Richard Opie via telephone, from Metcash.
- Metcash have met with Council regarding the issues associated with the truck unloading and loading in Farm Lane for IGA. Metcash have put together plans for short, medium and long term plans and these were tabled for discussion.

Meeting commenced at 11.50am

**RESOLVED:** That the Traffic Committee requires that Metcash:

1. Provide a Traffic Control Plan and a Traffic Management Plan, prepared by a suitably qualified person, and submitted to the Traffic Committee for assessment as part of the short term proposal. The Traffic Committee will only approve the short term proposal for a specified time.
2. Be advised that the medium term proposal is not considered desirable and that the long term proposal needs to be revised showing a timeframe of approximately 12 months (Radburn/Rendall).

**PRESENT**

Cr Kevin Radburn (Chair), Karl Hutchings (NSW Police), Reg Rendall (Paul Toole Representative), Geoff Paton (Blayney Shire Council), Patsy Moppett (Blayney Shire Council) and Lauren Fuller (Blayney Shire Council).

**APOLOGIES**

Iris Dorsett (Road Safety Officer), Jackie Barry (Roads and Maritime Services) and Peter Foran (NSW Police).

**CONFIRMATION OF MINUTES**

**RESOLVED:** That the minutes of the previous Traffic Committee Meeting held on Friday 16 August 2013 be confirmed to be a true and accurate record of that meeting. (Radburn/Rendall)

**TRAFFIC REGISTER**

Update provided and information noted.



**CORRESPONDENCE**

Nil

**GENERAL BUSINESS****DA97/2013 – Alterations and Additions to Existing Museum**

- Plans tabled and discussed.
  - RMS had asked that this be referred to Traffic Committee.
- RESOLVED:** That the Traffic Committee provides no objection to this development (Radburn/Hutchings)

**DA96/2013 – Millthorpe Medical Centre Expansion**

- Plans tabled and discussed.
  - Discussion on formalisation of parking along Vittoria Street.
- RESOLVED:** That the Traffic Committee has no objections to this development although notes the concerns regarding lack of available car parking in this vicinity and throughout Millthorpe (Rendall/Radburn).

**Speed Review – MR245 and Charles Booth Way**

**RESOLVED:** That subject to review of the report, the Traffic Committee recommend Council refer MR245 back to RMS recommending 80km/h speed zone and the Traffic Committee recommend Council support the RMS proposal to reduce the speed from 80km/h to 60km/h along Charles Booth Way.

**Glenelg Road – Speed Issue**

- Matter discussed.

**Barry Speed Issue**

- Traffic count data identified speed issue although the average speed is considered compliant.
- Referred to Police for information.
- Compare with results of previous reports.

**INFORMAL MATTERS****Monthly Road Safety Reports for August and September 2013**

Reports were noted.

**Millthorpe Markets**

Concerns with Traffic Control from previous event were noted. TCP and TMP are approved by RMS.

**NEXT MEETING**

The next meeting of the Blayney Shire Traffic Committee will be held on Friday 13 December 2013

**MEETING CLOSE**

The meeting closed at 1.25pm.

**MINUTES OF THE BLAYNEY SHIRE ECONOMIC DEVELOPMENT  
COMMITTEE MEETING  
HELD ON THURSDAY 10 OCTOBER 2013  
AT THE BLAYNEY SHIRE COMMUNITY CENTRE**

Meeting commenced at 5.10pm.

**PRESENT**

Councillor Kevin Radburn, Councillor Shane Oates, Cathy Griffiths, Lesley Morris, Elizabeth Russ, Rebecca Price, Glenn Wilcox, Tim Weeks and Anton Franze.

**APOLOGIES**

Nil.

**CONFIRMATION OF PREVIOUS MINUTES**

**RESOLVED:** That the minutes of the meeting held on 11 July 2013 be received and noted as a true and accurate record (Elizabeth Russ/Rebecca Price).

**DISCLOSURES OF INTEREST**

Nil.

**B2B ECONOMIC IMPACT STATEMENT**

- Contribution to local economy is significant.
- Need to consider how event can be capitalised upon.
- Tim Weeks to attend future B2B meetings.

**DRAFT COMMITTEE CHARTER**

**RECOMMENDED:** That the Economic Development Charter be tabled for adoption by Council (Cathy Griffiths/Rebecca Price).

**VEP FOR HOBBYS YARDS AND KINGS PLAINS**

- Those localities without Village Enhancement Plans are encouraged to also approach with projects.

**INFORMATION SIGNAGE**

- Council has made application under RDAF – Round 5 for a \$210,000 project (\$168k funding/\$42k Council).
- A number of villages have identified it as a priority.

**RECOMMENDED:** That Council commence a Shire identify project and report back to Committee (Elizabeth Russ/Lesley Morris).

## **ECONOMIC DEVELOPMENT IN BLAYNEY SHIRE**

- Need to consider how we can value-add to existing business and industry.

## **GENERAL BUSINESS**

- It was reported to Committee that recycling bins in Adelaide Street are collected Friday at 11.00 am to 11.30 am and it is frustrating that there is 7-8 bins in front of some businesses. A good result would be for not to collect Fridays.
- Christmas Lights Competition – is it to be revived? Council has the Financial Assistance Program and such a program may fit within it.

**RECOMMENDED:** A letter be sent to Blayney Town Committee to conduct a Christmas Light Committee.

- Village meetings being held on Future Funding of Services.

## **FUTURE AGENDA ITEMS**

B2B.

## **NEXT MEETING**

Need to send dates for December to delegates.

## **MEETING CLOSE**

The meeting closed at 7.10pm.



## **Blayney Shire Council**

### **CHARTER**

## **BLAYNEY SHIRE ECONOMIC DEVELOPMENT COMMITTEE**

### **Role**

The primary roles of the Blayney Shire Economic Development Committee are to:

- To consider and make recommendations to Council on strategic planning matters pertaining to the economic development activities of the Shire.
- To work with Council to identify major economic infrastructure needs and opportunities for the Shire.
- To work with Council to identify major tourism and regional marketing needs and opportunities for the Shire.
- To work with Council to identify major service marketing needs and opportunities for the Shire.
- To work with Council to identify major corporate image needs and opportunities for the Shire.
- To work with Council to facilitate economic growth and local employment opportunities
- To work with Council to improve the commercial viability and amenity of Town Centres

### **Responsibilities**

The Economic Development Committee is responsible for:

- advising and making recommendations to Council on matters relating to
- Working with Council to identify major service marketing needs and opportunities for the Shire.
- Working with Council to identify major corporate image needs and opportunities for the Shire.
- providing community input on Council strategies and plans
- providing advice and monitoring the implementation of relevant Council programs and policies.

### **Membership, Chairperson and Voting**

Membership of the Economic Development Committee comprises:

- 2 Councillor representatives
- 2 representatives of the tourism sector
- 2 representatives of the industry/business sector
- 2 representatives of the agriculture

### **Meetings**

Meetings are to be held on a quarterly basis or more frequently as required.

A required quorum of 50% committee members will be needed at each meeting.

All operations of the Committee shall be in accordance with Council's adopted code of meeting practice.

### **Appointment of members**

Community members seeking appointment to the Blayney Shire Economic Development Committee are to nominate by contacting the General Manager.

### **Term**

The Blayney Shire Economic Development Committee shall dissolve at the General Election of Blayney Shire Council. Council may dissolve the Committee at any time, and any authority conferred by Council to this Committee may be withdrawn – either wholly or in part – by resolution of Council.

### **Communication and Reporting**

An agenda will be circulated by post or email to all members of Blayney Shire Economic Development Committee produced in accordance with Council's Code of Meeting Practice at least one week prior to the meeting.

Matters to be considered must be included in the Agenda for the meeting and must be provided in writing to the General Manager (or nominee) at least ten (10) days before the date of the meeting. The agenda will include an open session for general business where new issues can be raised, and members of the public can speak and be heard. Items of General Business must be declared at the commencement of meeting to allow necessary declarations of interest.

Formal minutes of the Blayney Shire Economic Development Committee will be produced in accordance with Council's Code of Meeting Practice. The mover and seconder of any recommendation are to be recorded.

The main items of business and recommendations will be reported to the ordinary meeting of Blayney Shire Council. Council may amend any recommendation or any portion thereof, or may refer it back to the Committee for further investigation.

### **Code of Conduct and Other Council Policies**

Each Committee member who is not otherwise a Councillor or staff member shall be provided with a copy of:

- Council's Code of Conduct;
- Code of Meeting Practice; and
- Other related policies that may be applicable to the operation of the Committee.

## Proposed Section 356 Donations

ANNUAL FINANCIAL ASSISTANCE - 2013/14			
Item	Recipient	Type	Donations Proposed
1	Lyndhurst Soldiers Memorial Hall	I	750.00*
2	Newbridge Progress Association	I	500.00
3	Carcoar Village Association	I	750.00
4	Millthorpe School of Arts	I	750.00*
5	Blayney Shire Arts & Craft Inc.	I	561.55
6	Carcoar Dam Sailing Club Incorporated	R	260.85
7	Carcoar Historical Society	R	520.26
8	Hobbys Yards Hall	R	232.29
9	Lyndhurst CWA	R	248.35
10	Mandurama CWA	R	351.52
11	Stringybark Craft Cottage/ Gladstone Hall	R	367.74
12	Tallwood Hall	R	247.93
13	Blayney RSL	R/S	1,231.65
14	Millthorpe CWA	R/S	1,530.56
15	Carcoar School of Arts	R	456.42
16	Lyndhurst Soldiers Hall	R	501.44
17	Millthorpe & District Historical Society	R/S	3,794.96
18	Millthorpe School of Arts	R/S	1,777.59
19	Anglican Church Blayney	S (50%)	207.10
20	Anglican Church Millthorpe	S (50%)	351.50
21	Catholic Church Blayney	S (50%)	207.10
22	Presbyterian Church Blayney	S (50%)	207.10
23	Uniting Church Blayney	S (50%)	207.10
24	Uniting Church Millthorpe	S (50%)	351.50
25	Lodge Carringtonia Blayney	R/S	1,128.58
26	Lodge Millthorpe Masonic	R/S	1,736.42
27	Lodge Belubula Mandurama	R	456.62
TOTAL			18,186.13
<b>Legend</b>			
D = Domestic Waste Charges		S = Sewer Connection Charge	
R = Council Rates		S (50%) = 50% of Sewer Connection Charge	
		I = Public Liability Insurance contribution	
* 2013 Application not yet lodged. Pay per Guideline 50% of premium.			





## DEVELOPMENT APPROVALS – OCTOBER 2013

Below is a list of Development approvals determined during the month of October 2013 for your information.

DA No.	Applicant	Construction	Address	Determination Date/Method	Value of Works	Type: DA/CC, Mod, s68, s96 etc.
DA2013/0092	Kathleen Wilkens	Erection of a Shed	760 Tallwood Road, Forest Reefs	Council Delegation 4 October 2013	11,000	DA/CC
DA2013/0088	S & K Toshack Building Pty Ltd	Erection of a Dwelling	6 Vidler Place, Blayney	Council Delegation 11 October 2013	270,000	DA/CC
DA2013/0087	A & M Rudman	Erection of a Garage	2 Hawke Street, Millthorpe	Council Delegation 14 October 2013	13,140	DA/CC
DA2013/0088	WJ & CD Sovdat	Erection of a Transportable Home	63 Hillside Lane, Forest Reefs	Council Delegation 15 October 2013	226,500	DA
DA2012/230/1	Peter O'Brien Constructions	Modification to Alter Configuration of Storage Units	142 Adelaide Street, Blayney	Council Approved 14 October 2013	N/A	Modification
DA2013/0079	E & P Fitzsimmons	Erection of a Dwelling	233 Forest Reefs Road, Millthorpe	Council Approved 14 October 2013	300,000	DA
2013/99CDC	G & K Welch	Additions & Alterations to an Existing Dwelling (lounge room)	25 Lane Street, Blayney	Council Approved 18 October 2013	11,500	CDC
DA2013/0098	A & M Ryan	Continued Use of Enclosed Verandah	24 Tucker Street, Blayney	Council Approved 18 October 2013	2,933	DA
DA2013/0100	N Smith & K Jones	Erection of a Dwelling	11 Pitt Street, Millthorpe	Council Approved 28 October 2013	346,000	DA/CC

DA's Approved in October 2013: 9

DA's Lodged in October 2013: 13

Total Value of Works approved in October 2013: \$ 835,419

DA's Approved in October 2012: 17

DA's Lodged in October 2012: 11

Total Value of Works approved in October 2012: \$ 1,241,690

Council business  
paper Nov.



**The Hon Don Page MP**  
Minister for Local Government  
Minister for the North Coast

BLAYNEY SHIRE  
COUNCIL

14 OCT 2013

Doc. No.

Verified:

Disp.  
GA39:

Sent.

Ref:  
MIN: 2013-296327  
Doc ID: A343150



10 OCT 2013

Clr Scott Ferguson  
Mayor  
Blayney Shire Council  
PO Box 62  
BLAYNEY NSW 2799

Dear Clr Ferguson

Thank you for your letter of 29 July 2013 to the Minister for Local Government, the Hon Don Page MP, about proposed new structural arrangements for Blayney Shire Council, Cabonne Council and Central Tablelands Water. The Minister has asked me to reply on his behalf.

I would like to commend the Council for actively considering local government reform options and for the work that has been carried out so far in preparing your proposal. I also note that you have met recently with the Chief Executive of the Division of Local Government, Mr Ross Woodward and trust that you will continue to liaise with the Division on these matters.

As you are aware, the Independent Local Government Review Panel is still finalising its recommendations for proposed regional structures for NSW councils, with the final report due to be submitted to the Government in the coming month. Following this, the Government will consider the recommendations and prepare its response.

The Minister is committed to seeing greater collaboration across councils and ensuring effective structures to enable this. Once the final proposal for any regional structure is agreed, the Minister will be keen to support councils to implement any changes.

In the meantime, I encourage you to continue discussions with your regional partners to further refine your proposal and once again acknowledge the proactive way the three councils have addressed these issues.

Yours sincerely

Namoi Dougall  
Chief of Staff



## ***WBC Alliance Report for Council meeting November 2013***

*(Prepared by the Executive Manager, WBC Alliance)*

### **INDEPENDENT REVIEW OF LOCAL GOVERNMENT**

We understand that the Independent Review Panel will have handed their final report to the State Government by the end of October. It is not clear when or what the State Government will release from this report.

### **SHARED SERVICES PROJECT**

As reported previously this project is progressing as per the project plan timelines. Activity since my last report to Councils has included:

- Completing a functional analysis of all the services councils currently offer, identifying our current internal capacity for delivery (based on number of staff) and using this to identify potential functions that could be delivered through a shared entity. Once we have agreed on those functions we will complete a more detailed analysis including identifying the cost benefit to councils of such a move in delivery
- Completing more detailed project plan
- Considering the legal aspects of establishing the entity by varying the constitution of Central Tablelands Water as the entity for the shared services
- Scoping an EOI for the engagement of consultants to assist with the business case development and the methodology for selecting functions to be delivered from the shared entity.
- Identifying suitable consultants to seek EOI from for the business case work
- 2 project team meetings have been held
- Developing selection criteria for functional analysis
- We have written to Ross Woodward from DLG seeking a meeting to discuss our current position and to ensure it is in alignment with the likely recommendations from the IRP.

I will be attending the December council meetings to provide a more detailed update on this project.

### **BUSINESS IMPROVEMENT PROGRAM:**

The Business Improvement Programs that are being coordinated through the Alliance are progressing.

#### *At Wellington:*

- 1<sup>st</sup> phase completed with a full report presented to the General Manager on a review of the corporate service functions.
- Subsequently the General Manager and Director Corporate Services have requested more analysis and improvements be undertaken with the functions of Payroll, Sect 67 invoicing and delivery of services and the customer service provision through front counter. These will be completed by December.

#### *At Cabonne:*

- Reviews have now been completed on:
  - o Induction
  - o Customer Request
  - o Land & Property Management
  - o Engineering workflow
- Others underway include:
  - o Contracts and tender management
  - o Business and financial planning cycle
- Others on the waiting list to commence:
  - o Records management, specifically users ability and understanding of how to lodge and record documents in the correct place
  - o Performance management

This is a very worthwhile program but progress can be slow as it currently relies on the WBC Executive Manager to coordinate.

### **INTERNAL AUDIT AND RISK MANGEMENT:**

The Directors Corporate Services at Blayney, Cabonne and the Manager Admin and Finance CTW are currently reconsidering the way in which internal audit is managed with the idea of aligning this more closely with risk management functions. I have written a discussion that is being considered and the matter will be discussed in more detail at the November meeting of the internal audit committees.

#### **ASSET MANAGEMENT WORKSHOP:**

Following the last Professional Team meeting it was decided to hold a half day workshop to discuss asset management within the Alliance. This was held on 18<sup>th</sup> September, facilitated by myself and attended by the General Managers, Directors Engineering, Directors Finance, Finance Managers, Asset Managers.

There were a number of agree actions including formalizing an Assets Interest Group, and to work together where possible of the road revaluation process that all councils will need to complete during 2014.

#### **10 YEAR ANNIVERSARY AND FORUM:**

As previously advised the Alliance celebrates 10 years of operation this year. To mark the occasion we are holding our annual Forum on 14<sup>th</sup> November in Molong. Please see attached the agenda for the day.

I would encourage all Councilors to attend. We have some very good speakers and this is a great opportunity to meet with Councilors and staff from within the Alliance. It will be an opportunity for us to think about our future and celebrate the successes of the last 10 years. You will have all received an invitation to the event so please contact Robyn Little with your RSVP. Email to [robyn.little@cabonne.nsw.gov.au](mailto:robyn.little@cabonne.nsw.gov.au) or 6392 3208

#### **PRESENTATION AT NATIONAL SHARED SERVICES CONFERENCE**

I have been asked to present at a national conference on Shared Services being held in Sydney in November. This will be a good opportunity for me to engage with professionals who are involved in designing or delivering shared services in all levels of government. It is also an acknowledgement of the work the Alliance has been involved in. My costs are covered for attendance.

#### **RECOMMENDATION**

THAT the information be noted.

## **NAPIER OVAL TOILET BLOCK – FUNDING APPLICATION**

### **For Information Only**

At a meeting of the Blayney Shire Sports Council, it (Sports Council) nominated the construction of a toilet block at Napier Oval as its number one (1) priority.

Council has recently submitted an application for funding through the NSW Government, Office of Communities, Sport and Recreation, Participation and Facility Program for the maximum amount available, to replace the previously demolished toilet block.

The proposal is for a brick structure with colourbond roof, providing 3 female WC's, 1 male WC and urinal, and a unisex equal access (disabled) toilet. Similar in design to the toilet block at the Blayney showground, a verandah on the front will be covered by the main roof structure.

The estimated cost is \$75,000, with a maximum amount available from the NSW Government of \$25,000.

## **REHABILITATION OF THE BELUBULA RIVER AT POUND FLAT, CARCOAR – FUNDING APPLICATION**

### **For Information Only**

The Draft Village Enhancement Program for Carcoar identifies improvements to the Belubula River between the Naylor Street bridge and the Mid Wester Highway overpass, most notably the Pound Flat area.

Council has recently submitted an application for funding through the NSW Government, NSW Environmental Trust, Environmental Restoration and Rehabilitation Program. Council and the Carcoar Urban Landcare Group are working in partnership to improve both the riparian and instream habitats of the Belubula River at Pound Flat which is infested with weeds and choked with exotic debris.

The two groups will work together to remove the instream debris and reintroduce native timber snags, remove woody weeds from the banks and replant appropriate native and endemic riparian species. Nest boxes will be placed in established trees. The groups will also create a mown walking track to encourage appropriate recreation to a very popular part of the river.

The estimated cost for this project is \$90,000, with the application seeking \$55,000 from the NSW Government.

Our ref: R09/0007 Out- 22085

30 October 2013

Dear Mayors and General Managers

**Local Government Referendum contributions – full refund for NSW councils**

I am delighted to advise that the Deputy Prime Minister, the Hon. Warren Truss MP, has announced that the Australian Government will refund all money expended on the constitutional recognition referendum campaign to councils.

Thanks to vigorous lobbying by Local Government NSW (LGNSW), the Australian Local Government Association (ALGA) and other State and Territory Associations, Deputy Prime Minister Truss has agreed that the federal funding allocated to the referendum can be used to reimburse all State and Territory Associations. All NSW councils that paid levies towards the referendum campaign will therefore receive a 100 per cent refund.

I am very pleased that the Abbott Government intends to act on LGNSW's request for a full reimbursement of funds. We have advocated strongly that councils and the communities they represent should not be penalised because the referendum was cancelled at the last minute, and we are delighted that the new Government has acted swiftly to reimburse councils.

Whilst we are unsure how long it will take for the Government and ALGA to process the return of funds, in recognition of our commitment to fully reimburse NSW councils, LGNSW will immediately commence calculating and processing the return of the remaining portion of the first instalments. LGNSW will return all money to NSW councils in full by the end of November 2013, irrespective of when the funds are received from the Government and ALGA.

Whilst it was very disappointing that the referendum was cancelled, I am pleased that councils will no longer be financially penalised. I thank all councils in NSW for their hard work and dedication to the campaign and in assisting LGNSW to lobby for this return of funds.

The need for Local Government to be recognised in the Australian Constitution remains a priority for LGNSW, other State and Territory Local Government Associations and ALGA. Together we will continue to advocate that a referendum to recognise Local Government in the Constitution should be held in the near future.

Yours sincerely



**Cr Keith Rhoades AFSM**  
**President**





**LATE REPORTS**  
**PRESENTED TO THE BLAYNEY SHIRE COUNCIL**  
**MEETING HELD ON MONDAY, 11 NOVEMBER 2013**



**01)                    DEVELOPMENT APPLICATION NO.47/2013 -**  
**TELECOMMUNICATION FACILITY AT 24 ELLIOTT STREET,**  
**MILLTHORPE**  
 (Director Planning and Environmental Services)

**RECOMMENDED:**

1. That Council determine the application.

**REPORT**

<b>Applicant:</b>	NBN Co
<b>Owner:</b>	Millthorpe Bowling Club
<b>Application No.:</b>	47/2013
<b>Zone:</b>	RU5 Village
<b>Date Received:</b>	23 May 2013
<b>Assessment No.:</b>	A326414
<b>Property:</b>	Lots 7 and 8, Section C, DP 1713 – 24 Elliott Street, Millthorpe
<b>Proposed Development:</b>	Telecommunications Facility

The application is applying for approval to install a new fixed wireless broadband facility and seeking to deliver high speed broadband to households, premises and enterprises to Millthorpe by a wireless link.

The matter has been considered previously, by Council at its meeting on the 12 August 2013 and 9 September 2013 (see copies of reports and meeting minutes in the attachments to this report).

At its meeting, held in September, Council resolved the following:

**1309/022 RESOLVED:**

1. *That Council defer for a period of two months any further consideration of the development application;*
2. *That Council advise NBN Co. that it should consult further with land owners in the Millthorpe locality to identify other locations for towers that are suitable to meet the needs of the service, and*
3. *That Council reconsider the development application if any when NBN Co. can fully demonstrate that no other location is suitable or that a land owner agreement cannot be resolved at any other location. (Ferguson/Ewin).*

Daly International, on behalf of NBN Co, have responded to Council, regarding the September resolution and their written response dated 30 October 2013 is attached and they have also included copy of a letter, sent to Millthorpe residents on the 30 October 2013.

It is considered appropriate for Council to now determine Development Application No.47/2013.

**BUDGET IMPLICATIONS**

Nil.

**POLICY IMPLICATIONS**

Assessment and determination as per legislation.

**IP&R LINK**

DP 3.4.1 – Pursue sustainable land use practices based on the protection and restoration of natural resources, innovative land use policies and government and community partnerships.

DP 5.4.1 – Develop and implement a community engagement process and policy.

**Attachments**

- |   |  |          |
|---|--|----------|
| 1 | NBN Co Letter to Council                         | 3 Pages  |
| 2 | NBN Co Letter to Millthorpe Residents            | 2 Pages  |
| 3 | Report and Minutes of Council Meeting 12/08/2013 | 24 Pages |
| 4 | Report and Minutes of Council Meeting 09/09/2013 | 6 Pages  |



30 October 2013

General Manager  
Blayney Shire Council  
PO Box 62  
BLAYNEY NSW 2799

Attention: Ms Patsy Moppett,

Dear Ms Moppett,

**DA 47/2013 Installation of Telecommunication Facility at 24 Elliott Street, Millthorpe NSW 2798 – Response to DA Deferral**

Further to our correspondence to Blayney Shire Council of 4 September 2013 and 13 September 2013 regarding the proposed Fixed Wireless network facility at Millthorpe, NBN Co is pleased to provide Council with further advice regarding our consideration and investigation of potential alternative sites around the village.

We trust that this update will prove valuable in Council's assessment of the proposed facility at the Bowling Club on Elliot St.

**1187 Millthorpe Rd – History of Negotiations**

As discussed in our previous correspondence, NBN Co maintains that the property at 1187 Millthorpe Rd is not a viable alternative site, because the property owner, Mr George Kostoglou, has not at any time agreed to the proposal that was first put to him 18 months ago.

As we outlined in our correspondence, Mr Kostoglou confirmed in writing that he required more than **three times the annual rent** NBN Co offered. For privacy reasons, NBN Co is not in a position to provide copies of correspondence relating to property negotiations. However we confirm to Council that Mr Kostoglou clearly articulated his requirements in a fax to NBN Co's representatives on 12 June 2013.

It is worth noting that NBN Co liaised extensively with Mr Kostoglou prior to receiving this written advice in June 2012.

Fixed Wireless project team representatives visited Mr Kostoglou at his property on 14 March 2013 to discuss a potential proposal for the fixed wireless facility at his property. On 11 April 2012, NBN Co formally issued commercial terms to Mr Kostoglou for a facility at the property. Numerous discussions were had with Mr Kostoglou over the following month, regarding the design and location of a facility at the property. On 22 May 2012, NBN Co's representatives issued an email to Mr Kostoglou detailing the design and height of a proposal on the property.

Between 22 May and 12 June 2012, NBN Co's representatives held several discussions with Mr Kostoglou, during which he raised concerns about a lack of support within his family for a proposed facility at the property.

On 12 June 2012, as above, Mr Kostoglou confirmed in writing his requirements regarding rent, which were consistent with his verbal advice that it would not be worth it for him to proceed on any lesser basis.

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**Lack of Agreement - Status Quo Confirmed**

Since writing to Council last month, NBN Co has contacted the owner of 1187 Millthorpe Rd to ascertain whether his position has changed with regards to the offer made in 2012. Mr Kostoglou confirmed on the phone in a conversation on 17 October 2013 that his position had not changed – that he would be seeking commercial terms approximately three times what NBN Co had offered.

NBN Co wrote to Mr George Kostoglou on 23 October 2013 confirming our understanding of his position, and we have received no response to contradict it. Indeed, NBN Co highlights that we have not heard from Mr Kostoglou at all since June 2012, despite the fact that the proposal at the nearby Bowling Club has been a matter for the public record for about 6 months.

NBN Co respectfully advises Council that 1187 Millthorpe Rd is not a viable alternative because negotiations have reached an impasse; and that the status quo in this impasse has been confirmed in our most recent inquiries.

We trust that Council is satisfied on this point, and we will be writing directly to the community to address the hearsay that appears to have promoted this unattainable alternative.

**Alternative Properties behind and around the Cemetery**

As per our previous correspondence, at Council's request, NBN Co did examine alternative sites at the water reservoir and at the cemetery, advising Council in writing that they were not considered to have greater planning merit. On the contrary, they were considered to have greater impact both on the village as a whole, on the immediately adjoining neighbours, and on the adjacent heritage-listed properties.

Council has also requested that NBN Co investigate the feasibility of locations further back on the large rural properties behind the cemetery, which were considered to offer potential solutions that would be compliant with the NSW State Environmental Planning Policy (Infrastructure) 2007 (ISEPP).

NBN Co has investigated the *Blayney Local Environment Plan 2012* and this reveals that the large parcels of rural land behind the cemetery are Zoned E3 – Environmental Management. From a planning point of view, this zoning requires any proposal to obtain development consent from Council, ruling out the possibility of a proposal being classified as complying development.

Three parcels of land immediately to the north of the cemetery, on the entrance to town, are zoned RU1 – Primary Production, which in theory would potentially enable a proposal to be complying development. However, one of these blocks contains a heritage-listed church as well as being too far from the town.

In addition to the planning considerations, NBN Co's radiofrequency engineers have advised that a facility in this location (or pushed further back within the E3 – Environmental Management zone) would have to be a very significant structure (about 50m tall) in order to deliver the same service that the proposed 20m pole at the Bowling Club could deliver, because of the increased set back from village and the need to reach over the undulating terrain across the village (south from Victoria St).

Further, a very tall structure at this location on Millthorpe Rd would cause signal interference with the adjoining co-located network facility on the Optus pole at 108 Richards Lane.

By comparison, the proposed location at the bowling club allows for a much shorter structure (20m), because it is in much closer proximity to the users, and can look up to the majority of the village. The shorter structure enables much more discreet, targeted coverage, directly to where the users are located. This eliminates signal interference with the adjoining network facility, and enables the two facilities to work in tandem to service the entire village of Millthorpe and surrounding areas.

**Conclusion**

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NBN Co has cooperated extensively with Blayney Shire Council regarding our proposal for Millthorpe, and engaged extensively with the community.

Again, we wish to impress upon the Council that we take visual impact, and impacts on heritage and general amenity very seriously, especially as we approach proposals for a village such as Millthorpe. We continue to believe that we have put our best foot forward at Millthorpe, proposing a facility that has the least possible visual intrusion on the village as a whole, and offers the best possible Fixed Wireless service.

NBN Co has considered the alternatives suggested by the Council and by residents, and has also returned to 1187 Millthorpe Rd to ascertain the accessibility of this location.

We can confirm with absolute confidence that the property at 1187 Millthorpe Rd is not a viable, accessible alternative.

We believe the alternative sites suggested across Millthorpe have no greater planning merit than our current proposal. As above, we maintain that they would have less planning merit. We come to this conclusion for both ISEPP-compliant proposals and proposals requiring development consent alike.

We look forward to Council making a determination on the proposed facility at the Millthorpe Bowling Club in the upcoming November Council meeting, and we respectfully urge Council to approve this facility. As stated before, we truly believe that the proposal put to Council does not endanger community and amenity values, but that a well-considered facility at the rear of the Bowling Club will serve the community at Millthorpe well for many decades to come.

Yours sincerely,

Mark Byrnes  
Consultant for Daly International  
Tel: (02) 9363 3815  
Email: markb@commplan.com.au

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30 October 2013

TO THE RESIDENT

Dear Sir / Madam,

**Proposed NBN Fixed Wireless Facility at 24 Elliott St Millthorpe**

Ericsson and Daly International act on behalf of NBN Co in the planning and design of the Fixed Wireless Network, and our project team is aware that the proposed Fixed Wireless network facility at the Bowling Club at 24 Elliott St has been the subject of vigorous community debate over the last 6 months.

We would like to take this opportunity to provide the whole community with an update on the progress of this proposal.

**Alternative Sites**

We are aware that some people in the community believe that an alternative location is attainable at 1187 Millthorpe Rd, Millthorpe. However, we can confirm to the community, as we have confirmed to Blayney Shire Council, that this property is not considered a viable alternative location due to a lack of agreement regarding accessibility to this property.

In good faith, NBN Co does examine all alternative sites suggested to us by Councils and communities. We are sincere in our commitment to strike the best possible balance between the provision of very valuable broadband services, and the impacts of the proposed infrastructure.

Alternative sites are assessed against technical, planning and property considerations during the course of a public consultation program, and NBN Co has cooperated extensively with Blayney Shire Council by responding to all requests for further investigations and information, as well as additional site visits.

At Millthorpe, NBN Co has examined alternative sites at the water reservoir off Blake St, around the cemetery off Millthorpe Rd, and the vacant land at the end of Crowson St. We have advised Council that that these alternative locations were considered to have *greater* visual impact both on the village as a whole, on the immediately adjoining neighbours, and on the adjacent heritage-listed properties. NBN Co has advised Council of the following:

Blake St Water Reservoir - a facility at the Blake St water reservoir would be visible to almost the entire township, would require tree removal along Blake St to provide service into the village, and would be immediately surrounded on all sides by adjoining residential properties. Further, there are no other vertical structures in this location to provide any planning context for a radio facility at this location. We therefore did not consider this a better planning outcome.

Millthorpe Cemetery - NBN Co has also examined the alternative location suggested at the skate park / behind the cemetery or on the Church properties. While the hilltop immediately behind the cemetery location could provide a reliable service to Millthorpe, NBN Co notes that this location is immediately adjacent 6 heritage-listed items including the cemetery itself, two churches, the oval and individual residences. As such, NBN Co maintains that this location has no lesser impacts on heritage values at Millthorpe than the site proposed at the bowling club car park.

Rural Land north and east of the Cemetery - By pushing a Fixed Wireless facility a couple of hundred metres back into the rural land behind the cemetery, further away from the village, NBN Co would require a significantly larger structure (about 50m tall) to try and match the service that can be provided by the

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proposed 20m facility at the Bowling Club, much closer to town. This height would be necessary to overcome the increased set back from village and the undulating terrain across the village.

Further, a very tall structure in this location would cause signal interference with the adjoining co-located network facility on the Optus pole outside town at 108 Richards Lane. This alternative was considered a very poor planning and technical outcome for Millthorpe.

End of Crowson St – the ground elevation at the end of Crowson St is 10m lower than the Bowling Club, and would require a facility approximately 30m tall to deliver service to the village. This is 50% larger than the facility NBN Co has proposed at the Bowling Club, and would be more visible to the greater part of the village, while still immediately adjoining residential neighbours. Importantly, this location is too close to our adjoining network facility on the Optus pole at 108 Richards Lane, and would result in signal interference, duplication and degrading the NBN services to the community.

NBN Co has left no stone unturned in its examination of alternative solutions for delivery of a Fixed Wireless service to Millthorpe. We continue to believe that there are no other attainable locations with better planning merits or less impact on the village as a whole. As a result, we have asked Blayney Shire Council to make a determination on the Development Application for a Fixed wireless facility at the Bowling Club on Elliott St.

We recognise the community sensitivities at Millthorpe, and the heritage, amenity and community values held dear in the village. We truly believe that the proposal put to Council does not endanger those values, but that a well-considered facility at the rear of the Bowling Club will serve the community at Millthorpe well for many decades to come.

NBN Co is grateful to everyone who has participated so fully in this consultation program, and we remain grateful to the Millthorpe Bowling Club for their unwavering support of the proposed facility and the introduction of a Fixed Wireless service to Millthorpe.

If you have any queries about the proposed Fixed Wireless service at Millthorpe, please do not hesitate to contact me on 0425 203 832.

Yours sincerely,

**Jacqueline Crompton**  
**Community Relations Advisor**  
**Ericsson**

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- 14) **DEVELOPMENT APPLICATION NO.47/2013**  
**TELECOMMUNICATION FACILITY AT 24 ELLIOTT STREET,**  
**MILLTHORPE**  
(Director Planning and Environmental Services)

**RECOMMENDED:**

1. That Council notes the submissions received and the issues raised.
2. That Council undertake a site inspection, on a date to be determined, in order to further understand the complexities of the development (in light of the submissions received) to enable the making of an informed determination of this matter.
3. That Council defer consideration of the application pending the above site inspection, with the application to be considered at a Council Meeting at a later date.

**REPORT**

<b>Applicant:</b>	NBN Co
<b>Owner:</b>	Millthorpe Bowling Club
<b>Application No:</b>	47/2013
<b>Zone:</b>	RU5 Village
<b>Date Received:</b>	23 May 2013
<b>Assessment No:</b>	A326414
<b>Property:</b>	Lots 7, 8 Sec C DP1713, 24 Elliott Street, Millthorpe
<b>Proposed Development:</b>	Telecommunications Facility

**Description of Proposal**

The proposed development is to install a new fixed wireless broadband facility which would seek to deliver high speed broadband to households, businesses and enterprises. The service would serve premises with wireless link.

A number of other facilities have been erected throughout the Blayney Shire and they are not stand-alone developments. The network is highly interdependent, the facilities being connected to each other to form a daisy chain of facilities that link back to the fibre network via a series of radio transmission dishes i.e. a wireless link.

The proposed facility at Millthorpe includes a fenced compound, a 20m high monopole (rising to 22m with the installation of the antennae), one dish antenna, three panel antennae, equipment cabinet and other ancillary equipment including cabling, ladders, safe access methods, bird proofing, earthing, electrical works and air conditioning unit.

The proposed facility is to enable NBN Co to provide fixed wireless broadband with high speed coverage to the Millthorpe area.

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In the site selection process, NBN advise that new sites must be located within, or immediately adjacent to, the identified search area in order to be technically feasible. Other matters also considered are visual amenity, potential co-location opportunities, the availability and suitability of land as well as a willing site provider, OH & S, construction issues, topographical and legislative constraints, environmental impacts and cost.

A number of sites were considered, and the land in Elliott Street was found to be the most suitable for the following reasons:

- Optimal required quality of service
- In the bowling club car park so no land clearing involved
- Access to existing electricity infrastructure
- Existing access driveway and space for car parking

All apparatus would be located in a fenced, secure compound in the bowling club car park site, some 60m back from the front boundary of the property. The bowling club building is located some 50m to the south east of the site and the nearest residences are 50m to the north west and across the road.

Generally the site is surrounded by residential and commercial development, with further residential, commercial and community services located a short distance further away within the village. The Millthorpe Public School is located about 400m away to the north and a child care centre is located on Elliott Street.

Two other sites were considered. One site was suitable along the Millthorpe Road but faced unfavorable site negotiations with the property owner. The other site on Forest Reefs Road was not selected due to potential heritage and visual impacts.

Access to the preferred site for construction would be via the existing entrance off Elliott Street. Once constructed, the development site would require maintenance once a year, for a period of one day.

Noise levels are expected to be low. Construction noise would be short term, followed by ongoing low level noise from the operation of air-conditioning equipment.

The site is located within the Millthorpe Heritage Conservation Area and the site is in the vicinity of several listed heritage items. A Heritage Impact Assessment has been provided with the application to address the impacts of the development on the heritage significance of Millthorpe.

#### **Section 79C Evaluation - matters for consideration**

#### **79C (a)(i) the provisions of any environmental planning instrument**

##### **1. Commonwealth Legislation**

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The *Telecommunications Act* applies and has been considered for this development. In order to be exempt from the planning approval process, the development must be deemed "low impact". The proposed development is not defined as "low impact" and therefore development consent is required.

**2. State Environmental Planning Policies**

*State Environmental Planning Policy (Infrastructure)* applies to this development. The proposed development cannot be considered as exempt or complying development as it is not within any of the allowable zones. Also NBN is not a public authority. However the telecommunications facility is permissible with the consent of Council.

**3. Regional Environmental Planning Policies**

As of 1 July 2009, regional environmental planning policies (REPs) are no longer part of the hierarchy of environmental planning instruments in NSW. All existing REPs are now deemed State Environmental Planning Policies (SEPPs). The Department of Planning is reviewing all these remaining REPs as part of the NSW planning system reforms.

**4. Local Environmental Plans**

The land is zoned RU5 Village under the Blayney Local Environmental Plan 2012, and the development is permissible in the zone. The objectives of the zone are considered as follows:

- To provide for a range of land uses, services and facilities that are associated with a rural village.

**Comment:** The proposal will enable an enhancement of broadband internet services within the area to complement existing businesses, residences and facilities.

- To minimize conflict between land uses within this zone and land uses within adjoining zones.

**Comment:** The proposed development has the potential to adversely impact upon some landuses within the zone such as community and health facilities, as suggested by the submissions received, but is unlikely to adversely impact upon land uses beyond the RU5 zone. Adjoining owners were notified for the usual 14 days, and then extended for a further 10 days. A large number of submissions were received, as well as a petition. These submissions and the issues raised are considered later in this report.

- To encourage and provide opportunities for population and local employment growth commensurate with available services.

**Comment:** The enhancement of local broadband services would improve local communications for business and residences, and particularly for community and emergency services, and provide opportunity for growth. However, it has been suggested through submissions that the impacts on tourism may be adverse, relating to the heritage trail the community has established through the village, and the streetscape.

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- To minimize the impact of non-residential uses and ensure those uses are in character and compatible with the surrounding residential development.

**Comment:** The development is a non-residential use, which will serve to complement existing development in the town, limiting adverse visual impact through the choice of colours, and the lower pole height (22m rather than the 40m pole used in the rural areas). However, the submissions received suggest that the impact on the heritage nature of the Millthorpe village would be significant. These issues are discussed further below.

#### **Clause 5.10 Heritage conservation**

The objectives of this Clause are:

- (a) To conserve the environmental heritage of Blayney
- (b) To conserve the heritage significance of heritage items and heritage conservation areas, including associated fabric, settings and views
- (c) To conserve archaeological sites
- (d) To conserve Aboriginal objects and Aboriginal places of heritage significance

**Comment:** The development site is located within the Millthorpe Heritage Conservation Area. The conservation area has been identified due to the significance of Millthorpe as an outstanding example of a small Australian country town of the late nineteenth/early twentieth century period. The earliest settlers appeared in the 1820s, and by the 1850s a village had formed, which included public buildings, hotels, school and post office. The railway came in the 1870s, and the name changed from Spring Grove to Millthorpe in 1884. The streets are narrow with an irregular street plan and the built fabric of the town reflects a continuity of period and style, in harmony and scale with the surrounding countryside.

The development subject site is located at the Millthorpe Bowling Club, in the immediate vicinity of several listed heritage items. These include the Millthorpe Railway precinct, the former Railway Hotel and the premises at 10 Victoria Street. The development (due to the nature of the development) would also be within direct line of sight of many other heritage items and locations within the village of Millthorpe (due to topography).

From the submissions received, it is perceived that the development may adversely impact visually upon heritage sites and the Heritage Conservation Area due to the highly visible nature of the proposed development. A statement of heritage impact was submitted with the development which suggests that the proposal will not unduly affect the scale, residential nature and landscape of the built form of the Millthorpe Conservation Area.

The matter of heritage impact is discussed later in this report.

There are no known sites as described in (c) and (d) which apply to this development.

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**Clause 5.12 Infrastructure development and use of existing buildings of the Crown**

The LEP 2012 does not restrict or prohibit the carrying out of any work that is permitted with or without consent under SEPP (Infrastructure).

**5. Guidelines and policies**

The *NSW Telecommunications Facilities Guideline including Broadband 2010* is applicable to this development. The purpose of the Guideline is to guide State wide planning provisions and development controls, and provide guidance to assist the rollout of broad band services in NSW.

The Guideline sets out principles to guide the site selection, design, construction and operation of facilities. The principles are examined as follows:

- Visual impact - the proposed cabinets would be located close to the ground at only about 1.5m high, painted light grey or cream, and would be screened by landscaping. The pole itself is 22m in overall height and would be coloured to assist in reducing visual impact. Adjacent properties are residential or commercial, with the nearest dwelling being 50m to the north west, with further dwellings across the road. The overall visual impact of the tower is suggested in the submissions to be significant on a number of levels, as due to topography the tower will be visible from most of the village area. The issue of visual impact is discussed later in this report.
- Co-location – there are no other known opportunities for co-location in the vicinity. The bowling club site was found to be suitable due to the following:
  - Optimal required quality of service
  - In the bowling club car park so no land clearing involved
  - Access to existing electricity infrastructure
  - Existing access driveway and space for car parking
- Health standards – the Australian Communications and Media Authority advises regulatory arrangements with respect to electromagnetic radiation exposure, and the facility will comply with this advice. All designs are designed and certified in accordance with relevant Australian Standards, and should not result in any increase in the level of risk to the public. Mandatory standards for human exposure are applied and the site will be secured to prevent public access. An electromagnetic energy (EME) report is provided which shows that the maximum cumulative EME level at 1.5m above ground level is estimated to be 0.016% of the (Australian Radiation Protection And Nuclear Safety Agency) ARPANSA public exposure limits.
- Disturbance, risk and compliance – the SEE as submitted advises that the height of the pole is well below the CASA limit of 110m. Overall height will be 22m. Electrical interference is minimized, and erosion and sediment control measures are to be undertaken prior to construction, in accordance with the Blue Book. No threatened

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species of flora and fauna are likely to be found on this highly disturbed industrial site. An Aboriginal Heritage Information Management System (AHIMS) search shows no Aboriginal heritage is located in the vicinity. Construction work is to be carried out between 7am to 5pm, Monday to Saturday.

The developer has also considered possible interference from the proposed Flyers Creek Wind Farm. From a transmission point of view, the area where the proposed wind farm will be located will not be built along any current transmissions paths within the planned local NBN network.

**Note:** Maintenance of facilities is not to result in any more than a minimal increase in size, area occupied by, or noise levels associated with the facility.

**Comment:** The area to be occupied by the proposed development is only the immediate surrounds of the bowling club car park, with the cabinets being located at the rear south western boundary of the site. Following construction, noise would be limited to the air conditioning unit. These specifications would not be altered by the annual maintenance activities.

**79C (a)(ii) the provisions of any draft environmental planning instrument**

**Draft State Environmental Planning Policies**

There are no Draft SEPPs relevant to this development.

**Draft Local Environmental Plans**

There are no draft local environmental plans relevant to this development.

**79C (a)(iii) any development control plan**

The *Millthorpe Development Control Plan No. 2* applies to this development.

The aims of this DCP are considered as follows:

- Providing design guidelines for buildings that should be considered when planning new development.

**Comment:** The guidelines as outlined within this DCP are examined below with respect to the proposed development.

- Outlining significant streetscape elements and building styles for individual streets that should be taken into account when designing new development in the vicinity

**Comment:** The proposal is not for residential development, and submissions suggest that the use is not appropriate for the area. The facility will amount to little more than an additional power pole in the village area. However it is at a highly visible low point in the village, along a popular tourist trail, and would be difficult to screen, when seen against a sky background.

- Requiring submission of Council's "good neighbor" policy with any development application submitted for work in the area that this plan applies to.

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**Comment:** This policy no longer exists. However, the proposed development will address sediment and erosion control to protect water quality. As the site is already highly disturbed, it is unlikely that threatened flora and fauna species would be affected. Operational noise will only amount to an air conditioning unit.

The Australian Communications and Media Authority advise regulatory arrangements with respect to electromagnetic radiation exposure, and the facility will comply with this advice. All designs are designed and certified in accordance with relevant Australian Standards, and should not result in any increase in the level of risk to the public.

Mandatory standards for human exposure are applied and the site would be secured to prevent public access. An electromagnetic energy (EME) report is provided which shows that the maximum cumulative EME level at 1.5m above ground level is estimated to be 0.016% of the (Australian Radiation Protection and Nuclear Safety Agency) ARPANSA public exposure limits.

The provisions of the DCP relating to new development are considered as follows:

**Scale** – the development would prove less intrusive than if a rural tower was required, which would be nearer 40m in height. The choice of location at a low point in the village allows for the overall height of this installation to be 22m. However, the tower would be located at a highly visible low point in the village, where its scale would be considerably higher than surrounding development and electricity poles.

**Materials and colours** – the components of the installation on the tower would be grey, and the cabinets at ground level would be cream, behind a wire security fence.

**Roofs** – not applicable.

**Windows** – not applicable.

**Verandahs** – not applicable.

**Setbacks** – the cabinets would be located on the south eastern side of the bowling club car park and at least 60m back from Elliott Street.

**Garages, carports and sheds** – not applicable.

**Fencing** – the compound would be fenced with a 2.4m high chainlink security compound fence.

**Landscaping** – the developer is intending to establish landscaping along part of the boundary of the compound to screen the site from Elliott Street. Council's Heritage Advisor has suggested further advanced landscaping to aid with screening. Such vegetation will only screen the compound and the lower part of the tower.

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**Utility/service structures** – power is the only utility service in demand for the facility, which is readily available in the locality.

**Commercial development** – the development is not for commercial purposes, by definition.

**Demolition** – there is no demolition applicable to the development.

**Streetscape** – the development would be partly screened from the immediate vicinity of Elliott Street with new landscaping.

**Advertising signage** – there is no signage applicable to the development, other than security signage.

**79C (a)(iv) any matters prescribed by the regulations**

**Comment:** There are no such matters relevant to the development.

**79C (b) the likely impacts of that development**

**Context and setting**

The proposed development seeks to provide NBN Co fixed wireless broadband with high speed coverage to the Blayney region. The site is located within the residential area of Millthorpe adjacent to the bowling club. All apparatus would be located in a fenced, secure compound in a cleared, grassy paddock site, adjacent to the bowling club building. The nearest dwelling is about 50m away to the north west, with further dwellings across the road.

Views of the tower throughout the village would be variable due to topography and existing vegetation. However the tower would be highly visible from many sites within the village, and would not be in scale with existing low profile development.

Existing development within the village is one to two storey buildings along narrow winding and steep streets. Views from the village are of the farmed countryside and ridges in all directions, broken only by trees, church spires and a few power poles. The scale is clustered and low, characterized by disjointed crossroads and closed vistas. It is expected that the tower in the proposed location would rise above these closed vistas and draw the eye away from the streetscapes for which Millthorpe is known.

The cabinets and compound could be screened by vegetation and landscaping, but the tower could not be screened. Due to the nature of its purpose it should not be screened. The tower could be coloured to minimize visibility, but could not be totally obscured. NBN have nominated "Rivergum Green" or a soft grey at present but are open to other suggestions to make the tower as unobtrusive as possible.

In the immediate vicinity of the bowling club there are a number of telegraph poles, and a large pole spotlight which already present an adverse visual

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impact on this low lying area of the village. The tower would be likely to exacerbate this.

The developer has attempted to consider other sites. However difficulties were experienced with obtaining access onto other suitable sites, and co-location on other existing towers in the area was not an option, in order to reach a full coverage of properties in the south Millthorpe area. The developer is aware of the potential issues relating to location choice for such development, and has attempted to minimize impact with the site chosen.

**Access, transport and traffic**

Access for construction would be via the existing entrance off Elliott Street. Once constructed, the development site will require access for maintenance once a year, for a period of one day.

There is not expected to be any significant increase in traffic nature, volume or frequency. Council's Engineer has no upgrading requirements relating to the entrance. He has required an inspection of any electrical service trench required, and the relocation of utility services if necessary.

**Services/utilities**

The facility will require connection to electricity, which is available in the vicinity and would be provided underground. No other additional services or utilities are required for the development.

**Site design, internal design and construction**

The construction work required for this development includes a fenced compound, apparatus attached to the proposed tower, dish antennas, three panel antennas, and equipment cabinets and other ancillary equipment. The overall height of the tower with the attached facilities would be 22m.

The works are to be located immediately adjacent to the bowling club in Elliott Street, and would include sediment and erosion control measures to protect the adjoining properties from erosion and sediment movement. The facility would be constructed to industry standard and the requirements of the Building Code of Australia.

The compound and the cabinets would be screened from Elliott Street through landscaping.

**Hazards – technological, natural**

There no particular known natural hazards associated with the development. However the submissions received suggest climatic extremes in winter may result in the accumulation of ice on the antennas, with subsequent risk of falling ice once melting sets in during the day. NBN commented on this matter, saying that such ice behavior is more akin to lattice tower facilities, not monopoles.

There are perceived concern in regards to electromagnetic radiation exposure from the facility. The Australian Communications and Media Authority advise

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regulatory arrangements with respect to electromagnetic radiation exposure, and the facility will comply with this advice. All designs are designed and certified in accordance with relevant Australian Standards, and should not result in any increase in the level of risk to the public. Mandatory standards for human exposure are applied and the site will be secured to prevent public access. An electromagnetic energy (EME) report is provided which shows that the maximum cumulative EME level at 1.5m above ground level is estimated to be 0.016% of the (Australian Radiation Protection and Nuclear Safety Agency) ARPANSA public exposure limits.

Specific impacts on local health and local health practices have been raised by submissions. NBN have commented that given the legislative control under which this industry operates worldwide, health risks are minimised.

**Noise and vibration**

There are no particular matters relating to noise and vibration which might apply to this development. Noise levels would not significantly increase as a result of the development. The only noise emanating from the site following construction would be the operation of an air conditioning unit.

**Environmental impact – flora, fauna, land resources, air and water pollution, micro climate**

There are no known matters arising from this development which might affect flora or fauna, as the site is a highly disturbed commercial property. No other land resources such as extractive industries are affected. Air pollution is minimized, and existing mitigation measures would continue to prevent environmental impact.

**Water**

There are no particular water requirements for the development. Sediment and erosion control measures would be established across the site to direct surface water away from the site and into stormwater drains or natural drainage systems.

**Waste**

The development is not expected to generate waste during operation. Any waste accumulated during the construction phase would be collected, stored and disposed of appropriately at an approved waste facility.

**Heritage**

The subject site is located within a heritage conservation area. There are several listed heritage items in the vicinity, listed in the BLEP 2012.

Opposite and slightly to the north west along Elliott Street is the heritage listed item, the former W & E Hayes Produce Shed (I301). This item was a shed used for storing and processing chaff, remnants of an industry supported by the railway.

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To the south east is the listed (I262) former Railway Hotel (adjacent to the railway station. It is a prominent brick two storey corner building, the bulk and scale of which complement the streetscape.

The Millthorpe Railway Station group (I298) is located at the lower end of Pym Street, "closing the vista of the main street and giving it a prominence in the town scape of considerable significance." The brick railway station is an important civic building in an historic town setting, showing fine proportion and detailing. Its significance is enhanced through the platform and the gated forecourt being part of the listed group.

As discussed previously, it is suggested that the development may adversely impact upon heritage sites or the heritage conservation area due to its nature. A statement of heritage impact was submitted with the development which suggests that the proposal will not unduly affect the scale, residential nature and landscape of the built form of the Millthorpe Conservation Area.

The analysis undertaken does not acknowledge the first two abovementioned premises as being heritage listed, but does discuss the railway station group. The analysis does not consider the existing Millthorpe Development Control Plan No. 2 – Development Guidelines for Heritage Conservation. Rather it examines heritage impact in an overall manner, covering standard issues within all heritage controls across the State.

A summary of the analysis follows:

- **Size, shape and scale:** The proposed pole has completely different size, shape and scale from other heritage items of significance in the area. It suggests that the pole is consistent with the general verticality of design of the major buildings of the village, and with other major landscape features (not stated) and trees in the area. The Assessment states "Certainly the verticality was available in the tall ships which plied the seas exporting the goods produced by the district, but such was not known in the local area."  
**Comment:** Apart from electricity poles, a light pole at the bowling club and tall trees, the only other tall elements in Millthorpe would be any two storey buildings, which would be in the order of 10m in height.
- **Materials and detailing:** "The proposed tower is not consistent with any materials or detailing on items of heritage significance in the area".
- **Setbacks and orientation:** The tower location and setback is not inconsistent with boundary treatment with large landscape prominent trees.  
**Comment:** Wherever the tower is located, landscaping would screen the compound and cabinets, but could and should not screen the tower, due to the nature of its purpose.
- **Setting of a heritage item:** "The setting is entirely manufactured by the views available of the proposal. In such a constrained location, with two storey buildings and trees of the order of 15 metres in height, the setting is only available in limited locations."

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**Comment:** If the setting is constrained by the views available, then the potential for a 22m pole to be consistent with the existing landscape features is considerably reduced. Electrical poles in the vicinity are in the order of 12-13m in height, a similar height to the former Railway Hotel in Elliott Street to the north east of the bowling club.

- **Undermine or cause physical damage:** No likelihood of damage to items or buildings in the conservation area.
- **Adverse impact on significance:** The tower has considerable height, but is narrow, thus has a small footprint. This consistent with nearby subsidiary buildings and tanks. The tower is an entirely new object in the landscape and built environment. It would cast minimal shade for any significant length of time on any nearby items.  
**Comment:** No reference is made to the impact on the significance of items or the conservation area.
- **Effect on historic subdivision:** Historically, a common delineation of boundaries was to plant large landscape prominent trees..... the tower.....is not inconsistent such boundary treatment, and reinforces the boundary of the subdivision and the railway.  
**Comment:** The proposed development does not alter the original subdivision boundaries.
- **Effect on archaeological sites:** No existing or likely archaeological sites are affected by the proposal.  
**Comment:** Council has no evidence to suggest that there are archaeological sites in the vicinity.
- **Effect on landscape or horticultural features:** The proposed pole has a small footprint and limited extent, there are no adjacent trees whose root zones would be affected, and it would cast minimal shade for any significant length of time on any nearby plantings – impacts would be negligible.
- **Measures to minimize impact on significance:** "It is clear from this assessment that the pole is distinct from any historic development..... The effect on heritage significance is entirely visual". The impact is dependent on the proximity of particular heritage items and the overall conservation area. Streetscape is particularly important, and the views of the pole and the back drop are of prime importance.  
**Comment:** No measures to minimize impact are suggested here.

**View analysis:** The analysis goes on to examine major views, ranked from highest significance to lowest in the heritage value of the village, views being from within the most important parts of the village itself, the highest resident and visitor street usage, vistas and proximity to individually listed heritage items.

It identifies that poles in other locations are more like 40m high, and that the ground level infrastructure can be screened with landscaping. It identifies

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electricity poles throughout the landscape as being of similar height to the tower proposal.

It then goes on to examine views in terms of the appropriate colour to lessen the impact of the pole in the landscape. It suggests that, due to the height and scale of the existing buildings and trees in the historic shopping core, the pole would not be easily visible from there.

The conclusion reached is that it is better to try and blend the pole colour with the sky, rather than the landscape. A soft grey would blend with sky and cloud and prove the least obtrusive, such as a galvanized finish, which would weather to a soft grey.

**Comment:** The view analysis limits heritage impact to the visual, without any regard for the impacts on the heritage nature of the village being a prime draw card for the tourism industry in Millthorpe, and the interference of the tower in views across and in the vicinity of the site, with an assumption that the location of the tower here is the sole option.

**Heritage Impact:** The analysis concludes that the pole is distinct from any historic development, although the height is comparable to existing landscape features and major trees. The impact is visual and lessened by distance to major items and properties in the conservation area. Streetscape is particularly important, and the views of the pole and the back drop are of prime importance.

The proposal will not materially affect views or shading of the nearby items. Therefore the heritage items in the vicinity will not be detrimentally affected and do not warrant separate heritage investigation. The resolution of this development proposal and conditions of consent will provide for the long term management of the heritage conservation area. Archaeological investigation is not warranted, and the proposal will not unduly affect the scale, residential nature and landscape of the built form of the Millthorpe Conservation Area.

**Comment:** The pole is hardly comparable to other tall features in the village, given that nearby trees and electricity poles are in the vicinity of 12-13m high. There are a few trees higher than this (maybe 15m) and many of these are deciduous. Just because parts of the village are not close to the pole site, does not mean it cannot be seen from various locations across the village, particularly along the local tourist trails.

The location of the pole in this vicinity WILL affect views from nearby items, because it would be right on their door step. Submissions received reflect this sentiment.

Conditions of consent, if approved, might address the establishment of the development and limited landscaping to screen the lower level features. This would partly address the amenity in this locality, but not the long term management of the Heritage Conservation Area.

#### **Safety, Security and Crime Prevention**

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The company will have a security system in place, including fencing and signage to enable site security, safety and crime prevention.

**Economic impact**

The economic impacts from this development include increase in opportunity for fixed wireless broadband with high speed coverage to the Blayney region. This should enhance business performance in the area, enabling business and residences to undertake a wider range of communication opportunities.

On the other hand, the submissions received suggest impacts on tourist and businesses in the village would be significant in that the location of the tower along the main tourist trail through the village would detract from the visual appeal of the heritage of the village, thus affecting tourism and loss of business.

Health and child care facilities expressed concern in regard to the location of the tower and the effect of emissions on health and subsequently the impact on clients/children, hence loss of business.

It was also suggested that the location of the tower may affect the value of properties in the vicinity.

These matters are further discussed later in this report.

**Social Impact**

The social impacts relating to this development relate to the more effective operation of a local businesses, residences and education facilities, through more effective communication.

On the other hand, the submissions received suggest this may come at a cost to the community on a number of levels.

There are concerns in regard to the visual appeal of the village streetscape and the heritage significance of the village. There are concerns relating to health issues and emissions. There are concerns relating to climate and amenity and to emissions from the tower and the effect on health.

There were also concerns expressed that alternate location options were not satisfactorily considered, and that the consultation process was flawed. These matters are further discussed later in this report.

**Cumulative impact, Principles of Ecologically Sustainable Development, Sustainability and Climate Change**

**Cumulative Impact**

The cumulative impact of the development is for the operation of local broadband services within effective industry standards that should lead to positive environmental and community impact on communications. However, the submissions received suggest that the development should be located

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away from the village, where impacts are lessened; they flag potential health issues, and even question whether the service is actually needed at all.

**Climate Change**

The NSW Sea Level Rise Policy Statement 2009 outlines the Government's objectives and commitments in regards to sea level rise adaptation. A key Government commitment is that it will promote and support an adaptive risk-based approach to managing the impacts of sea level rise. The proposal would not significantly contribute to climate change and will not change the risk profile of the site in regard to the impacts of sea level rise.

**Ecologically Sustainable Development**

All potential environmental interactions should have regard for the Precautionary Principle (prevent environmental degradation and protect local environment), Inter-generational Equity (not to compromise the environment for future generations), Improved Valuation and Pricing of Environmental Resources (to utilize the land with minimal environmental impact to result in an economic benefit to the community) and conservation of biological diversity and ecological integrity. The proposal would not present significant threats of serious or irreversible environmental damage, and the health, diversity and productivity of the environment is maintained or enhanced for the benefit of future generations, for the conservation of biological diversity and ecological integrity.

**Other**

The following impacts have been considered and are not relevant to the proposal: flooding, contamination and bushfire.

**79C (b) Suitability of the site for the development**

**Comment:** The site is not particularly suitable for the development, being clearly seen from nearby residences and businesses, and from along the tourist trail in Elliott Street. It cannot be successfully screened by distance, topography or vegetation. It is located on the lower environs of Millthorpe village, at a point which can be seen from a wide range of locations in all directions.

It is understood that the tower would serve south Millthorpe, and the location suits the need to be interdependent with other facilities in the region. However, the developer offers only two alternate sites and the submissions received suggest that there are other site around which might serve the purpose, apart from those sites that NBN have been denied access to, to date.

Given the range of issues raised, it is suggested that alternate sites should be further investigated. The tower cannot be suitably screened to address the visual aspects of its location, and the health issues raised may not have been effectively addressed, given specific land use circumstances in the vicinity.

Access is appropriate for the level of use, and soil/water movement across the site would be controlled.

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**79C (d) Any submissions made in accordance with this Act or the Regulations**

**Comment:** Adjoining landowners were notified for 24 days from 5 June 2013, which included the usual 14 days plus an extended period of 10 days. Some seventy one (71) submissions were received (7 in favour and 54 against), as well as a petition with 217 signatures. A number of issues were raised which are comprehensively summarized at **Attachment B**. The developer was advised of these issues and provided responses to each (**Attachment C**). The issues raised can be categorized into several main areas

**A: Submissions against proposal:**

**1. Visual Impact and Heritage**

The submissions raised suggested that the tower would dominate the skyline and detract from the visual aesthetics of the streetscape. It was felt that this would take away from the visual serenity and peacefulness, ambience, and attractive views beyond the village. It is contradictory to the beauty of the place, the classic style of buildings and the quaint idyllic historic village.

- It is a visual eyesore, an ugly and modern structure, a horrible ghastly mast, a monstrosity, an item of ugliness, incongruous and highly contentious.
- Millthorpe is classified by the National Trust and is unique. The tower would make a mockery of the heritage listing.
- Blayney Shire Council's obligation should be to uphold the heritage listing/value/integrity of the village, and the requirements of the Heritage Conservation Area, LEP and DCP, and enforce the provisions in the same way as they apply them to other developers within the village in terms of heritage. It may have a major effect on the heritage listing.
- Local businesses strive to promote the village to tourists, and this would compromise these efforts and remove tourist potential, Millthorpe no longer being a "Village with Style".
- The tower would be located along the main tourist strip, CBD, hub and heritage walk, a 7 storey building in the centre of the village.
- It is difficult to see how artists would be able to incorporate this inconsistency into their artwork.
- The village has been utilised for a film/movie set, and the tower would threaten this continued activity. It does not fit Council's own description of the village.

**NBN Comment:** NBN strives to strike a balance between providing valuable broadband services and minimizing visual impact. In order to provide services a tower cannot be entirely obscured.

They have minimized the height, used a slim-line profile, located at the rear of the car park near the railway line, proposed landscaping to screen the compound facility, and proposed a turret mount instead of a standard antenna circular head frame. They have attempted to utilise the existing electrical

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infrastructure to minimize impact, and sought a low lying discreet location, which would NOT be visible from all vantage points. A natural grey colour has now been chosen for the pole, and it is felt that the visual impact does not outweigh the benefits provided by the service to Millthorpe.

NBN reiterated that its heritage report suggested that even though the pole is distinct from historic development, it is still comparable in height to existing landscape features. It believes that the development would not unduly affect the scale, residential nature and landscape of the Millthorpe Heritage Conservation Area, and is quite acceptable.

NBN suggests that there are no heritage items on Elliott Street on the NSW Heritage Register.

**Council Comment:**

Council's Heritage Advisor made comment on the proposal, suggesting that alternate locations should be pursued. He also commented on colour, and vegetation screening (see **Attachment B**).

It is noted that under the Blayney LEP 2012, there are at least three heritage items on Elliott Street, as mentioned earlier in this report.

In terms of the heritage significance of Millthorpe, and the heritage significance of individual items within the village, it is unlikely that the actual heritage significance of these would be affected by the development. Millthorpe would always be significant as an early settlement within the central west, with its roots in agriculture and the subsequent influences of the gold rush.

There are no heritage items immediately adjoining the development site, although there are three in close proximity - the station, Railway Hotel and Hayes feed barn. These buildings are not close enough that the development would detract from their individual appearance or significance.

The Heritage Conservation Area (HCA) itself seeks to concentrate the history of the area within a heritage precinct, where the most significant elements of the village's past are located. Each building is significant for particular reasons, and this could not be altered.

However the impact on visual amenity would be more relevant. The HCA also seeks to protect visual amenity, relating to streetscapes and landscapes, and the potential of the tower to intrude into views into, through and out of the village. It is these streetscapes and landscapes which are valued by the community, and are quite significant in the tourism promotion that is undertaken by Millthorpe residents.

In regard to legislative requirements, the development is permissible in the zone with Council consent. NBN has the right to lodge an application for Council's consideration and determination.

**2. Location options**

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The submissions question whether the possibility of alternate sites has been thoroughly investigated, and that the chosen site is most inappropriate. The tower should be located in a safe and sensitive fashion, away from the village and its heritage status. A number of alternate sites were mentioned, such as near the existing water reservoir, within the proposed subdivision area off Richards Lane, vacant land south of the railway track near the dog walking enclosure.

- Residents and Council should have been given some say in the choice of location.
- Some residents question whether the service is actually required. Many already have a fast enough service.
- Co-location should have been further considered, such as Mt Canobolas and other more local existing towers.
- Other locations not so conspicuous, in the lowest point, away from residences and the town centre, should be vigorously pursued.
- There are other residents who would accept the tower on their land.
- Many supported having the service but not in this location.

**NBN Comment:** NBN consultation with the community suggested that there was widespread support for the proposal. The wireless network does not suffer from fluctuations, providing consistently fast broadband, opening up business and lifestyle opportunities and allowing for greater health and education opportunities, thus providing a positive social impact for many years to come.

NBN considers alternative site locations before lodging an application for a proposal, considering planning, property and technical considerations. They have considered co-location, and are in fact co-locating an installation on the existing Optus facility at Richards Lane, to serve the rural areas around Millthorpe. However, the whole area cannot be served with that one facility, to provide a reliable service. Another antenna is required to serve the remainder of the town with a good quality signal.

Alternate sites suggested by residents have been investigated and NBN did investigate the site suggested in Crowson Street. However, NBN engineers found it to be too close to the Richards Lane facility, and would require a much taller structure that could not be adequately screened.

In addition a facility at Mt Canobolas would be too far away to achieve the desired result.

**Council Comment:** It is common for wireless telecommunications facilities to be located in residential areas as they are the main target of the service. The co-location at Richards Lane does not require the consent of Council, under State Environmental Planning Policy (Infrastructure).

Council notes that two other sites were investigated by NBN prior to choosing the site the subject of this application. However, NBN were denied access to these properties by the landowners.

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Further investigation might be undertaken to satisfy Council that there are no alternate sites that could be considered for this facility.

### **3. Climate & amenity**

Some submissions highlighted climatic conditions which might present safety risks to residents.

- Loss of service in rainy or frosty weather. Why is Millthorpe getting wireless not cable?
- Noise (humming) from the tower is a definite thing.
- Ice and snow buildup on the aerials creates safety issues to passers-by. It also makes the tower susceptible to damage, hence a loss of service.
- Ice falling when melting, noise created by wind, and environmental damage are concerns.

**NBN Comment:** The proposed tower is a slim line monopole, not a lattice tower, thus not lending itself to noise pollution, being within legislative limitations in this regard. The cabinets do have air conditioning units which are also operated to industry standard. Similarly concerns relating to ice buildup relate to lattice tower as well, not monopoles.

#### **Council Comment:**

NBN has adequately addressed these concerns.

### **4. Consultation process**

The submissions suggested confusion with regard to the information presented. Many were not specifically notified and felt that they should have been, and that better communication was required by both NBN and Council. The meeting was not accessible to all residents due to work and other commitments.

Some were unhappy with the community meeting, the way they were treated, and that they could not take the feedback forms away to fill out.

**NBN Comment:** NBN undertook a pro-active, voluntary consultation process, not required as part of the application. They spoke to a number of residents who attended their meeting and found the feedback to be positive, which was reflected in the feedback forms they received. They had confidence in their staff to conduct the meeting and provide information. All the feedback forms were provided to Council.

**Council Comment:** The development application has been advertised and notified in accordance with Council policies and the relevant legislation. A comprehensive consultation program was undertaken by both Council and NBN:

- NBN placed an advertisement in the Blayney Chronicle on 16 May 2013 in regard to a non-mandatory Community Consultation meeting for 3 June 2013.

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- NBN undertook a voluntary mail out of 175 letters dated 16 May 2013 advising about NBN, the facility and the Community meeting. A handful came back "return to sender". Council have been provided with maps showing the consultation coverage.
- NBN undertook a Community Consultation meeting at Millthorpe Bowling Club on 3 June from 3pm to 6pm. Feedback forms were provided for people to make comment.
- NBN then provided copies of 25 completed feedback forms to Council. They estimated that 36 people signed the attendance book (it is noted that two of these were Council staff and one was the Blayney Chronicle), but they believe that there were more like 45-50 people in attendance.
- NBN had requested that Council not carry out notification until after the community meeting on 3 June.
- Council undertook to notify adjoining owners from 5 June to 20 June 2013 (16 days). A wider area than usual was covered, with some 26 letters going out.
- Council placed an advertisement in the Blayney Chronicle on 6 and 13 June 2013, with submissions to close on 20 June 2013.
- Upon request from residents, Council agreed to extend the period of time for submissions until COB 28 June 2013.
- Council advised that submissions would be received until 28 June, by email to those people who made the request for extension of time, and emailed a notice to the Millthorpe Village Committee and to the Millthorpe Murmurs. Council placed a notice at the Millthorpe Post Office, the Millthorpe Public School and at the general store. The school offered to place the notice in the school newsletter. This was carried out on 14 June 2013.

#### **6. Emissions**

Much concern was expressed in regard to Electro Magnetic Radiation (EMR) emissions, that the reports presented were based on out-of-date studies, and the links to cancer clusters cannot be ignored.

- Impact, particularly on young children, older people with pacemakers, people with hypertension and other pre-existing health conditions, is a concern.
- NBN should provide "incontrovertible details" that long term exposure to emissions from this tower would not prove hazardous to health.
- Emissions are juxtaposed to the ethic of healing/Reiki, as carried out in the nearby healing center. It would directly impact on this local business, reducing the effectiveness of treatments.
- Locally grown organic fruit and vegetables would be rendered unsafe for consumption, and other plants stunted and unable to thrive.
- Effect of toxic waves on local bee populations for bee keepers.
- Even the EME Fact Sheet suggested "However, the possibility of harm cannot be ruled out".
- Dept of Education object to wireless towers being closer than 500m to a school. This tower would be 400m away, and only 200m from the local day care centre.

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**NBN Comment:** The radio frequency signals emitted by the tower would equate to devices such as baby monitors, mobile phone networks, AM/FM radio broad casts, commercial television and emergency service communications. In addition the facility is regulated 24 hours a day through national safety regulations (taken from World Health Organisation regulations) which limit the strength of signal that all antennae can transmit. The regulations do not impose any general public distance-based restrictions.

As such, many towers are now actually located within school grounds under agreements with the Dept of Education, so that the schools may receive better service.

NBN works with Australian regulators for the protection of health and safety of both people and the environment from the effects of radiation.

The Millthorpe facility would be designed and certified in accordance with all relevant Australian Standards, in compliance with the mandatory standard for human exposure. An (Electromagnetic Radiation Human Exposure) EME report was provided for the Millthorpe facility.

In regard to impact on bees, organic fruit and vegetables, plant growth, and flora/fauna, there are no restrictions limiting the placement of communications facilities across Australia within national parks etc. This does not presuppose a lack of scientific understanding.

Radio communications is a well-established, well understood and long regulated activity, with no known threats to flora and fauna.

NBN does not consider there to be any risk to people living or working within 500m of the pole due to the low frequencies used, and the fact that the waves are directed horizontally and to the horizon.

Locations where people live and work are common location for the location of radio communications facilities, including for mobile phone networks, emergency services radio and other such services.

**Council Comment:** Given the regulation applied to this industry, and the circumstances which require a facility to be located somewhere in the vicinity of the village of Millthorpe to complement the NBN network in the region, the issue of emissions is more than covered by national and international telecommunications standards, and has been considered under the *NSW Telecommunications Facilities Guideline including Broadband 2010* earlier in this report.

#### **5. Property Values**

Submissions suggested that property values would be adversely affected, due to the unsightly and unhealthy presence of the tower.

Previous investment in Millthorpe would be negated and the value of businesses and residences would be reduced.

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**NBN Comment:** Price fluctuation is subject to a vast number of factors, many of which are subjective. Wireless broadband supports the community and the economy, and so demand is increasing. NBN is not aware of any credible evidence that directly links to the siting of a telecommunications facility to either an increase or decrease in property prices.

**Council Comment:** The potential impact on property values is not a relevant matter for consideration in the development assessment process under S79c of the EP & A Act. Council is not aware of any evidence that directly links siting of a telecommunications facility to property values.

**B: Submissions in Support of Proposal**

A number of submissions were received in support of the proposal. Generally people acknowledged that there was a need for the facility and that on balance it would benefit the community and businesses and as a whole, and in the long term, in relation to speed and reliability of internet services.

**79C (e) The public interest**

**Comment:** There are no other matters of public interest relevant to the development that have not already been considered in this report.

**Conclusions**

The above assessment illustrates that the proposed development is not particularly appropriate for the location. It does provide for enhancement of existing internet services in accordance with industry guidelines, services which are welcome in certain sectors of the community.

Matters such as property values, emissions and health, climatic conditions and the consultation process have been thoroughly examined above and satisfactorily addressed.

The matter of location of the tower remains a matter for concern. The need for the service was acknowledged by many of the submissions. However the visual impact of a 22m high tower in the vicinity of much lower structures and features (trees, power poles and the tallest building are for the most part not over 15m high), suggests that the tower detracts from the scale of existing development. In addition, given that the tower is proposed for the lowest point in the town, it would be visible from many high points around the village, albeit that existing vegetation within the village (mature trees) may assist with screening such views.

However, the impact on the visual amenity of streetscapes and landscapes within the heritage precinct is potentially adverse, given that the community bases its tourism promotion on these features. A long established heritage trail encourages visitors to explore the village, with Elliott Street being a major contributor to the experience.

The bowling club precinct is already occupied by a number of electricity poles and a tall lamp standard, and the site backs onto the railway line. The proposed tower would extend beyond the height of these features, at which point it would also be narrower than at the base and less conspicuous.

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In saying this, it may still be appropriate that further investigation be undertaken to satisfy Council that there are no alternate sites that could be considered for this facility. In light of the submissions received and the issues raised in regard to visual amenity in a heritage precinct, it is imperative that a more appropriate location be sought if available, given that more information is now available to NBN in regard to the nature of the town and the significance of streetscapes and landscapes to the community of Millthorpe.

**BUDGET IMPLICATIONS**

No budget implications.

**POLICY IMPLICATIONS**

Assessment undertaken as per legislation.

**IP&R LINK**

DP 3.4.1 Pursue sustainable land use practices based on the protection and restoration of natural resources, innovative land use policies and government and community partnerships.

DP 5.4.1 Develop and implement a community engagement process and policy.

**Attachments**

1	Plans	5 Pages
2	Summary of Submissions	10 Pages
3	NBN Response Document	38 Pages
4	Draft Schedule A - Conditions of Consent	2 Pages

**PLANNING AND ENVIRONMENTAL SERVICES REPORTS**

**DEVELOPMENT APPLICATION NO.47/2013  
TELECOMMUNICATION FACILITY AT 24 ELLIOTT STREET,  
MILLTHORPE**

**1308/017**

**RESOLVED:**

1. That Council notes the submissions received and the issues raised.
2. That Council undertake a site inspection, on a date to be determined, in order to further understand the complexities of the development (in light of the submissions received) to enable the making of an informed determination of this matter.
3. That Council defer consideration of the application pending the above site inspection, with the application to be considered at a Council Meeting at a later date.  
(Ewin/Kingham)

Note: That Council advise the Village Association of the date and time of the site inspection.

**COMMERCIAL DOG BREEDING FACILITY - 1445 HOBBYS  
YARDS ROAD, HOBBYS YARDS**

**1308/018**

**RESOLVED:**

1. That Council note the contents of the report and endorse the possible future legal action to be taken to cease the unauthorised use at the subject premises. (Radburn/Ewin)

**LOCAL HERITAGE ASSISTANCE FUND 2012-2013**

**1308/019**

**RESOLVED:**

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

**COMMITTEE REPORTS**

**MINUTES OF THE BLAYNEY SHIRE SPORTS COUNCIL  
EXTRAORDINARY MEETING HELD ON 25 JULY 2013**

**1308/020**

**RESOLVED:**

1. That the recommendations of the Blayney Shire Sports Council extraordinary meeting held on 25 July 2013 be adopted.
2. Council identify funding options in the current budget and long term financial plan
3. That the Sports Council develop a Capital Improvement Plan with priorities for future funding. (Kingham/Oates)

**MINUTES OF THE BLAYNEY SHIRE ECONOMIC  
DEVELOPMENT COMMITTEE MEETING HELD ON 11 JULY  
2013**

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21)

**DEVELOPMENT APPLICATION NO.47/2013**  
**TELECOMMUNICATION FACILITY AT 24 ELLIOTT STREET,**  
**MILLTHORPE**

(Director Planning and Environmental Services)

**RECOMMENDED:**

1. That Council notes the submissions received, the issues raised and the various representations made at the site meeting on 28 August 2013; and
2. That should Council be of a mind to refuse the application, they should have regard for the following matters:
  - Visual amenity
  - Co-location
  - Heritage significance
  - Health risk and emissions
  - Public interest, or
3. That Council defer consideration of the application pending further investigation by NBN Co into the matter of co-location, with the application to be considered at a Council meeting at a later date; or
4. That should Council wish to approve the application, the following conditions would apply:

**SCHEDULE A - DRAFT CONDITIONS ISSUED WITH**  
**DEVELOPMENT APPLICATION NO. 47/2013**

**STATUTORY**

**REASON: Statutory requirement**

1. Development is to take place in accordance with the attached stamped plans (Ref No. DA 47/2013), 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.
2. The proposal is to be constructed and maintained in accordance with the requirements of the Building Code of Australia.
3. The development is to comply with all provisions of the principles within NSW Telecommunications Facilities Guidelines including Broadband (July 2010)

.....  
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**ENVIRONMENTAL**

**REASON: Statutory requirement and public interest**

4. Prior to the commencement of works, the applicant shall install and maintain adequate sediment and soil erosion controls in accordance with WBC Guidelines for Engineering Works (reference to Council's website).
5. All rubbish and debris associated with the development, including that which can be windblown, must be contained on site in a suitable container at all times. The container shall be erected on the development site prior to work commencing.  
Materials, sheds or machinery to be used in association with the development must be stored and stacked wholly within the worksite unless otherwise approved by Council  
Note 1: No rubbish or debris associated with the development will be placed or permitted to be placed on any adjoining public reserve, footway or road.  
Note 2: Offenders are liable for prosecution without further warning.
6. Construction or demolition work must only be carried out within the following times, as per the NSW Telecommunications Facilities Guidelines:
  - a. Monday to Friday – 7:00 am to 5:00 pm;
  - b. Saturday – 7:00 am to 5:00 pm
  - c. No work to be carried out on Sunday or Public Holidays.Note: The principal contractor shall be responsible to instruct and control their sub-contractors regarding the hours of work.
7. 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 adjoining land as a result of this development.

**CONSTRUCTION**

**REASON: Statutory requirement and public interest**

8. The developer is to relocate, if necessary, at the developer's cost any utility services.
9. The applicant is to arrange an inspection of the development works by Council's Engineering Department prior to the installation of service trench within the footway of Elliott Street.
10. All site works to comply with Council's WBC Guidelines

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for Engineering Works, where applicable.

**REPORT**

<b>Applicant:</b>	NBN Co
<b>Owner:</b>	Millthorpe Bowling Club
<b>Application No:</b>	47/2013
<b>Zone:</b>	RU5 Village
<b>Date Received:</b>	23 May 2013
<b>Assessment No:</b>	A326414
<b>Property:</b>	Lots 7, 8 Sec C DP1713, 24 Elliott Street, Millthorpe
<b>Proposed Development:</b>	Telecommunications Facility

**Description of Proposal**

The proposed development is to install a new fixed wireless broadband facility which would seek to deliver high speed broadband to households, businesses and enterprises. The service would serve premises with wireless link.

A number of other facilities have been erected throughout the Blayney Shire and they are not stand-alone developments. The network is highly interdependent, the facilities being connected to each other to form a daisy chain of facilities that link back to the fibre network via a series of radio transmission dishes ie. a wireless link.

The facilities are subject to assessment under *State Environmental Planning Policy (Infrastructure)*, and as such did not all require development consent. The development at Millthorpe required consent due to its location within the Millthorpe Heritage Conservation Area.

As a result of the notification process, a large number of submissions were received and reviewed, and the issues raised placed before Council for consideration.

Council should refer to the assessment report tabled at the Council Meeting of Monday 12 August for the full S79c report on this matter.

The recommendation from that Council Meeting was that a site meeting should take place between the Councilors and stakeholders, in order that Council may understand the complexities of the development to enable the making of an informed decision.

That site inspection was carried out on Wednesday 28 August at 4.30pm at the Millthorpe Bowling Club, the site of the proposed development.

**BUDGET IMPLICATIONS**

No budget implications.

**POLICY IMPLICATIONS**

Assessment undertaken as per legislation.

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**IP&R LINK**

- DP 3.4.1 Pursue sustainable land use practices based on the protection and restoration of natural resources, innovative land use policies and government and community partnerships.
- DP 5.4.1 Develop and implement a community engagement process and policy

**Attachments**

Nil

**BLAYNEY LOCAL INFRASTRUCTURE CONTRIBUTIONS  
PLAN 2013 (SECTION 94/94A PLAN FOR BLAYNEY SHIRE  
COUNCIL)**

**1309/019**

**RESOLVED:**

1. That Council approve the Plan.
2. That public notice of the adoption of the Blayney Local Infrastructure Contributions Plan 2013 (Section 94/94A Plan for Blayney Shire Council) be given in a local newspaper circulating in Blayney Shire.
3. That Council give public notice of its decision in the Blayney Chronicle to be published on Thursday 19 September 2013. (Oates/Ewin)

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

FOR	AGAINST
Councillor Ewin	
Councillor Braddon	
Councillor Oates	
Councillor Somerville	
Councillor Ferguson	
Councillor Radburn	
<b>Total (6)</b>	<b>Total (0)</b>

**COMMONWEALTH ENERGY EFFICIENCY PROGRAM  
ROUND 1 AND ADMINISTRATION BUILDING  
REFURBISHMENT (CEEP1)**

**1309/020**

**RESOLVED:**

1. That the report be received for information.  
(Radburn/Somerville)

Cr Kingham returned to the Chamber at 6.59 pm

**COMMONWEALTH ENERGY EFFICIENCY PROGRAM  
(ROUND TWO) (CEEP2) FUNDING - CENTREPOINT  
COMPLEX**

**1309/021**

**RESOLVED:**

1. That this report be received for information.  
(Ewin/Somerville)

**DEVELOPMENT APPLICATION NO.47/2013  
TELECOMMUNICATION FACILITY AT 24 ELLIOTT STREET,  
MILLTHORPE**

**1309/022**

**RESOLVED:**

1. That Council defer for a period of two months any further consideration of the development application;
2. That Council advise NBN Co. that it should consult further with land owners in the Millthorpe locality to identify other locations for towers that are suitable to meet the needs of the service, and

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3. That Council reconsider the development application if and when NBN Co. can fully demonstrate that no other location is suitable or that a land owner agreement cannot be resolved at any other location. (Ferguson/Ewin)

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

FOR	AGAINST
Councillor Ewin	
Councillor Braddon	
Councillor Oates	
Councillor Kingham	
Councillor Somervaille	
Councillor Ferguson	
Councillor Radburn	
<b>Total (7)</b>	<b>Total (0)</b>

**DEVELOPMENT APPLICATION NO.73/2013 - EXTERNAL  
ACCESS RAMP, NEW FRONT DOOR AND SIGNAGE - 105  
ADELAIDE STREET, BLAYNEY**

1309/023

**RESOLVED:**

1. That Council **REFUSE** Development Application 64/2011 which proposes to construct an external access ramp to provide universal access to the premises at 105 Adelaide Street, Blayney.

**REASONS**

- The proposed access ramp will form an unnecessary hazardous obstruction in the footway;
- The access ramp will hinder access for visually impaired persons;
- The access ramp will create a liability within the road reserve that is not in the public interest;
- The proposed access ramp is visually unsympathetic to the streetscape;
- Alternate access within the bounds of the commercial premises is possible; (Oates/Radburn).

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

FOR	AGAINST
Councillor Ewin	Councillor Kingham
Councillor Braddon	
Councillor Oates	
Councillor Somervaille	
Councillor Ferguson	
Councillor Radburn	
<b>Total (6)</b>	<b>Total (1)</b>

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