

23 September 2015

His Worship the Mayor & Councillors

Notice of Policy Committee Meeting of Bathurst Regional Council - Wednesday, 30 September 2015

I have to advise that a **Policy Committee Meeting** will be held in the Council Chambers on Wednesday, 30 September 2015 commencing at 6.00 pm.



D J Sherley
GENERAL MANAGER

BUSINESS AGENDA

POLICY COMMITTEE

TO BE HELD ON WEDNESDAY, 30 SEPTEMBER 2015

1. 6:00 PM - MEETING COMMENCES

2. APOLOGIES

3. REPORT OF PREVIOUS MEETING

* MINUTES - POLICY COMMITTEE MEETING - 2 SEPTEMBER 2015

4. DECLARATION OF INTEREST

To assist the Councillors and committee members in their correct consideration of business before them at the meeting, please give consideration to Section 451 of the Local Government Act, in relation to Declaration of Interest at meetings.

5. RECEIVE AND DEAL WITH DIRECTORS' REPORTS

* DIRECTOR CORPORATE SERVICES & FINANCE'S REPORT

* GENERAL MANAGER'S REPORT

6. GENERAL BUSINESS

7. DISCUSSION FORUM - DEVELOPMENT APPLICATION SUBMISSIONS - Nil

8. DISCUSSION FORUM OTHER - Nil

9. MEETING CLOSE

MINUTE

1 MEETING COMMENCES

Present: Councillors Rush (Chair), Bourke, Coote, Jennings, Morse, North.

MINUTE

2 APOLOGIES MOVED: Cr B Bourke SECONDED: Cr I North

RESOLVED: That the apologies from Crs Hanger and Westman be accepted and leave of absence granted.

MINUTE

3 APOLOGIES
MOVED: Cr M Coote SECONDED: Cr I North

RESOLVED: That the apology from Cr Aubin be accepted and leave of absence granted.

REPORT OF PREVIOUS MEETING AND MINUTES

POLICY COMMITTEE

1 MINUTES - POLICY COMMITTEE MEETING - 2 SEPTEMBER 2015 (07.00064)

Recommendation: That the Minutes of the Policy Committee Meeting held on 2 September 2015 be adopted.

Report: The Minutes of the Policy Committee Meeting held 2 September 2015, are attached.

Financial Implications: N/A

Bathurst 2036 Community Strategic Plan - Objectives and Strategies

- Objective 32: To ensure Council is supported by an adequate workforce and appropriate governance procedures. Strategy 32.2

MINUTE

4 Item 1 MINUTES - POLICY COMMITTEE MEETING - 2 SEPTEMBER 2015
(07.00064)

MOVED: Cr I North SECONDED: Cr B Bourke

RESOLVED: That the Minutes of the Policy Committee Meeting held on 2 September 2015 be adopted.

MINUTES OF THE POLICY COMMITTEE
HELD ON 2 SEPTEMBER 2015

MEETING COMMENCES

1 MEETING COMMENCES 6:00 PM

Present: Councillors Rush (Chair), Aubin, Bourke, Coote, Hanger, Jennings, Morse, North, Westman.

APOLOGIES

2 APOLOGIES

Nil.

REPORT OF PREVIOUS MEETING

3 Item 1 MINUTES - POLICY COMMITTEE MEETING - 5 AUGUST 2015 (07.00064)
MOVED Cr G Westman and **SECONDED** Cr I North

RESOLVED: That the Minutes of the Policy Committee Meeting held on 5 August 2015 be adopted.

DECLARATION OF INTEREST

4 DECLARATION OF INTEREST 11.00002
MOVED Cr I North and **SECONDED** Cr M Coote

RESOLVED: That the Declaration of Interest be noted.

RECEIVE AND DEAL WITH DIRECTORS' REPORTS

Director Corporate Services & Finance's Report

5 Item 1 POLICY - RATES - RECOVERY OF RATES AND CHARGES (16.00015 & 41.00089)
MOVED Cr G Westman and **SECONDED** Cr M Morse

RESOLVED: That Council adopt the Policy Rates - Recovery of Rates and Charges.

GENERAL BUSINESS

6 Item 1 TREES, SUTTON STREET, BETWEEN BRADWARDINE ROAD AND WATER TOWER (25.00072)

This is page 1 of Minutes of the Policy Committee held on 2 September 2015.

Cr Hanger - requested a report on condition of these trees.

7 **Item 2 VENESS STREET PARK (04.00060)**

Cr Hanger - enquired as to what is the name of the Park.

8 **Item 3 WEST STREET FOOTPATH (25.00433)**

Cr Hanger - asked is it possible to opt out of the rates for the footpaths in this area as he does not use them?

9 **Item 4 ASTHMA INCIDENTS (09.00011)**

Cr Jennings - noted the rate of Asthma incidents in Bathurst is a concern. Bathurst, Tamworth and Albury have PM10 particulates data collected only. Can we request PM2.5 data also be collected for Bathurst.

10 **Item 5 BUSINESS PLAN FOR SECOND TRACK, MOUNT PANORAMA (20.00278)**

Cr Jennings - asked when will this plan be prepared.

The General Manager spoke to process in place.

11 **Item 6 BRICKWORK - BICENTENARY MONUMENT (36.00518)**

Cr Jennings - advised has received some concerns about condition of brickwork.

The Mayor noted some oxidisation is occurring and spoke to cleaning technique.

12 **Item 7 SPORTS MARKETING BUDGET PROGRAM (20.00020)**

Cr Jennings - asked for status on this matter.

The General Manager advised meetings are occurring August/September to progress this.

13 **Item 8 GEORGES PLAINS CREEK CLEARING (31.00002)**

Cr Jennings - asked is this being cleared out?

The Acting Director Engineering Services advised some willow removal work is planned, hope to have willow trees cleared next calendar year. Other clearing activities in creek necessitate various approvals.

14 Item 9 CIRENCESTER (UK) PAIRING RELATIONSHIP (23.00129)

Cr Jennings - advised has had approaches from residents about creating a relationship with Cirencester, UK. Could this be pursued?

The Mayor spoke to discussions with the Earl and Countess of Bathurst. They were to approach their Council as this is the point of contact for this proposal.

15 Item 10 GREEN BINS (14.00053)

Cr Jennings - advised would support in principle an opt out option, but need details on costs of opting out and administrative concerns that may arise.

16 Item 11 PIGEON MESS AT AUSTRALIAN FOSSIL & MINERAL MUSEUM (14.00627)

Cr Morse - spoke to work occurring at Australian Fossil & Mineral Museum. Could we look also at cleaning up Council Chambers building near Bathurst Memorial Entertainment Centre.

The Mayor noted matter has been raised with Council.

17 Item 12 COUNCILLOR MEETING WITH COMMUNITY GROUPS TIMING (11.00019)

Cr Westman - asked could the start time for these meetings be moved to 6 pm.

18 Item 13 KANGAROOS - MOUNT PANORAMA (14.00665)

Cr Westman - asked where this matter is at. The numbers of kangaroos are increasing.

**19 Item 13.01 SUSPENSION OF STANDING ORDERS (11.00005)
MOVED Cr I North and SECONDED Cr M Coote**

RESOLVED: That the Standing Orders be suspended to deal with the DA Discussion Forum item.

DISCUSSION FORUM - DEVELOPMENT APPLICATION SUBMISSIONS

This is page 3 of Minutes of the Policy Committee held on 2 September 2015.

20 Item 1 DEVELOPMENT APPLICATION NO. 2015/0181 – SINGLE STOREY DWELLING AT LOT 87, DP 1067827, 74 BURRAGA ROAD, ROCKLEY. APPLICANT: MS P OXENBRIDGE. OWNER: MR T & MRS J OXENBRIDGE (DA/2015/0181)

Discussion included:

P Oxenbridge – applicant - advised the Development Application has been resubmitted with setbacks that comply. Referred to access issues to the public road. Since 2004, two Development Applications have been approved on East Street which required access.

**21 Item 1.01 RESUMPTION OF STANDING ORDERS 11.00005
MOVED Cr I North and SECONDED Cr B Bourke**

RESOLVED: That Council resume Standing Orders

GENERAL BUSINESS

22 Item 14 CYCLEWAYS (28.00003)

Cr Coote - asked do we have maps of location of cycleways showing where they can go. Noted safety issues.

The Acting Director Environmental, Planning & Building Services spoke to cycling plan in place. There are some old maps, could be looked at into the future.

23 Item 15 GREEN BINS (14.00053)

Cr Coote - asked has Council already adopted to introduce the green bin.

The General Manager advised yes, Council adopted the provision of this service at the end of last year.

24 Item 16 DA DISCUSSION FORUMS (11.00005)

Cr Coote - asked why does Council hold so many DA Discussion Forums.

The General Manager referred to protocols of holding Discussion Forums to attempt to resolve outstanding issues on Development Applications.

25 Item 17 CONDITION OF BUILDINGS IN CBD (20.00019)

Cr Aubin - requested a report come back to Council on how Council can enforce maintenance of buildings in the CBD. Noted Wishbone Chicken building and the building at the corner of Keppel and Bentinck Street are two of concern.

26 **Item 18 KANGAROOS - MOUNT PANORAMA (14.00665)**

Cr Aubin - noted accident at recent 12 Hour event. Appears nothing is being done. Kangaroos are in significantly greater numbers. Council needs to do something.

27 **Item 19 PLACEMENT OF DISABLED SPACE - DOMAIN CAR PARK (04.00105)**

Cr North - asked could we look at placement of disabled spot and also putting a second spot in. This was raised by the Access Committee. The Committee also raised the issue of sight lines across round-a-bout, much of it is about education. Could the Mayor raise this in his column.

28 **Item 20 STAND PIPES PROPOSAL - PERTHVILLE (32.00013)**

Cr North - noted this matter was raised last year. Could Council look at this again and perhaps discuss it at a Village meeting.

29 **Item 21 GREAT WESTERN HIGHWAY ROAD WORKS (25.00018)**

Cr North - asked have we raised issue of extension of the Highway Upgrade for beyond the Gold Panner with the State Government?

The Mayor advised a letter has gone to local member and discussions have occurred. Will be speaking to Minister, the Hon Duncan Gay.

30 **Item 22 EGLINTON HALL PARK OPERATION PROCEDURES (22.00350, 18.00177)**

Cr North - asked could a report come back on how usage of Eglinton Hall is controlled, showing guidelines in place, who holds keys, etc.

31 **Item 23 LINE MARKING - MACHATTIE PARK, WILLIAM STREET (AUTHORISED ZONE) (25.00002)**

Cr Bourke - asked could this area be more clearly marked to show it is an authorised zone.

32 **Item 24 GREEN BINS (14.00053)**

Cr Bourke - stated there is a silent protest on this proposal. There was no discussion forum, people did not have a say. Spoke to issues such as affordability,

opt in/out. What is effect on businesses in Bathurst, where does their waste go to?

The Manager Water and Waste noted businesses can opt in. Businesses looked at individually. Spoke to business operations.

The Mayor noted processes in place and the current position of Council with respect to Green Waste.

MEETING CLOSE

33 **MEETING CLOSE**

The Meeting closed at 6.40 pm

CHAIRMAN: _____

Date: _____ **(16 September 2015)**

MINUTE

- 5 **DECLARATION OF INTEREST 11.00002**
MOVED: Cr M Coote SECONDED: Cr J Jennings

RESOLVED: That the Declaration of Interest be noted.

DIRECTOR CORPORATE SERVICES & FINANCE'S REPORT AND MINUTES

POLICY COMMITTEE

30 SEPTEMBER 2015

1 GOVERNANCE - PAYMENT OF EXPENSES AND PROVISION OF FACILITIES FOR COUNCILLORS (11.00008, 41.00089)

Recommendation: That Council:

- (a) Adopt the policy as outlined in the report.
- (b) Note that as the changes proposed to the policy are not substantial that Council does not need to place the policy on public display and seek submissions

Report: Section 252(1) of the Local Government Act 1993 states "*within five months after the end of each year, a Council must adopt a Policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the Mayor, the Deputy Mayor (if there is one) and the other Councillors in relation to discharging the functions of civic office*".

Council also as part of its governance procedures reviews this policy on a regular basis. There has been some minor changes to Clause 4 LEGISLATIVE AND LEGAL REQUIREMENTS of the existing policy to clarify the legislative requirements relating to the policy. The amended policy is provided for Councillors to review and suggest changes if required. A copy of the amended policy is provided at **attachment 1**.

For Councillors information Council may either provide a facility (e.g. a mobile phone on an \$80 per month plan) or a Councillor can claim actual expenses (e.g. can claim for calls made on a private phone in lieu of a Council provided phone. Calls must be itemised on the account and then claimed as a reimbursement.) It is not possible to have a general monthly expense allowance. Under the Office of Local Government guidelines all expenses claimed must be actually incurred and receipts provided.

It is recommended that Council adopt the Policy - Payment of Expenses and Provision of Facilities for Councillors and note that there is no requirement to advertise the policy seeking public submissions as there are no substantial changes to the current policy.

Financial Implications: Funding for this item is contained within existing budgets.

Bathurst 2036 Community Strategic Plan - Objectives and Strategies

- Objective 28: To plan for the growth of the region and the protection of the region's environmental, economic, social and cultural assets. Strategy 28.8
- Objective 32: To ensure Council is supported by an adequate workforce and appropriate governance procedures. Strategy 32.2

MINUTE

6 Item 1 GOVERNANCE - PAYMENT OF EXPENSES AND PROVISION OF FACILITIES FOR COUNCILLORS (11.00008, 41.00089)

MOVED: Cr M Morse SECONDED: Cr M Coote

RESOLVED: That Council:

- (a) Adopt the policy as outlined in the report with the following changes:

Clause 9 (vi) - first dot point

Change

- a laptop computer and associated equipment (printer etc)

To

- a computer, eg i-Pad or Laptop and associated equipment (printer etc)

Clause 15.3 - last sentence

Change

The amount of reimbursement will be the actual cost incurred, with a maximum of \$8 per hour per child applying.

To

The amount of reimbursement will be the actual cost incurred, with a maximum of \$25 per hour applying.

- (b) Note that as the changes proposed to the policy are not substantial that Council does not need to place the policy on public display and seek submissions

Yours faithfully



R Roach
DIRECTOR
CORPORATE SERVICES & FINANCE

GENERAL MANAGER'S REPORT AND MINUTES

POLICY COMMITTEE

30 SEPTEMBER 2015

1 UMCC OPERATIONS: SERVICE LEVELS & STRATEGIC DIRECTION (18.00172)

Recommendation: That Council request UMCC to provide by the end of November 2015, a future direction and resource strategy report as detailed in the report.

Report: Council will recall, there has been an ongoing review of the services provided by UMCC for the treatment of weeds in the constituent council areas.

UMCC is a Noxious Weeds Control Authority, that acts for four (4) constituent councils;

- Bathurst Regional Council,
- Blayney Shire Council
- Lithgow City Council, and
- Oberon Shire Council.

The constituent councils most recently met on the 8th September 2015, to discuss weed control in the region. At the meeting it was agreed that the councils would put reports to each of their councils, seeking information from UMCC, as to the strategic direction proposed for weed control in the region.

Accordingly, it is proposed that Bathurst Regional council write to UMCC requesting;

The preparation of a future direction and resource strategy report, which includes, but not limited to;

1. Performance targets/levels of service set for the future and the last three years actuals, in particular for;

- (a) Roadside inspections;
- (b) Farmland properties;
- (c) Rural residential properties;
- (d) Residential properties.

For the County Council area, as well as for each constituent council area.

2. Costings and revenues required to provide a Farmland and Rural Residential inspection regime based on a four yearly inspection cycle performance target..
3. The level of staff allocation to each constituent council for "on the ground" works/inspectorial duties. This data is required for both scenarios in items 1 and 2 above.
4. Details as to the levels of service to be provided by inspectors e.g., inspections/month for each constituent council area.as well as the County Council area.
5. Current expenditure levels spent in each constituent area, as against revenues attributable to each area, e.g., but not limited to in regards to revenues; council contributions, profit on aerial spraying, chemical sales, WAP grant and other grants.
6. UMCC's future proposals on enforcement actions to address the noxious weed problems. Details of enforcement actions taken in the last two (2) years to be provided for each constituent council area and the County Council area
7. Detailed scope of aerial spraying program, including basis for determining areas involved, take up (ha) in each local government area, resource demands, area (ha) of UMCC serviced by this program over a four (4) year timeline, and future costing policies.
8. Basis for allocation of expenditure on roadside spraying/weed control between the four constituent councils.
9. Future direction in terms of technology e.g., GIS, aerial photography (including thermal imaging technologies to locate weed infestations) and GPS mapping/recording.

10. Details of consideration of alternative inspection methodologies that could be considered, such as ; aerial inspections by helicopter and thermal imaging (refer 9 above), amongst others.
11. Community Engagement Strategies proposed, to facilitate working with; constituent councils, rural landholders, other property owners, stakeholders such as DPI, LLS, Farmers groups etc.

Financial Implications: Council has provided in the 2015/16 budget funding for its contribution to the operations of UMCC.

Bathurst 2036 Community Strategic Plan - Objectives and Strategies

- Objective 9: To protect and enhance the region's landscapes, views, vistas, open spaces and the Macquarie River. Strategy 9.4
- Objective 10: To protect and enhance the region's biodiversity. Strategy 10.6
- Objective 10: To protect and enhance the region's biodiversity. Strategy 10.10
- Objective 33: To be and develop good leaders. Strategy 33.5

MINUTE

7 Item 1 UMCC OPERATIONS: SERVICE LEVELS & STRATEGIC DIRECTION
(18.00172)

MOVED: Cr I North SECONDED: Cr M Coote

RESOLVED: That Council request UMCC to provide by the end of November 2015, a future direction and resource strategy report as detailed in the report.

Yours faithfully



D J Sherley
GENERAL MANAGER

GENERAL BUSINESS

POLICY COMMITTEE

MINUTE

8 Item 1 SUPERMARKET OUTLETS SURPLUS FOOD (14.00008)

Cr Jennings - asked does Council know what happens with this food? Could we inquire of major supermarkets of what they do, perhaps could be redirected to community groups.

MINUTE

9 Item 2 MOUNT PANORAMA SECOND TRACK BUSINESS PLAN (20.00278)

Cr Jennings - asked how this is going.

The Director Corporate Services & Finance advised current status, mainly concentrating on land purchase. Development of Business Plan getting closer.

MINUTE

10 Item 3 JOBS EXPO (20.00071)

Cr Jennings - asked is TAFE major sponsor and is the Expo primarily focused on young persons.

The Acting Director Environmental, Planning & Building Services advised that TAFE is major sponsor and the Expo is targeted at all groups.

MINUTE

11 **Item 4** **TESLA CARS (04.00009)**

Cr Jennings - asked has Council received a reply to Council's requests?

The General Manager advised Council is awaiting a response, follow-up correspondence has been sent.

MINUTE

12 Item 5 BIZ WEEK (20.00071)

Cr Morse - congratulated staff on this event. Todd Sampson lunch a major success.

MINUTE

13 Item 6 COURSE FOR WOMEN ENTERING LOCAL GOVERNMENT BEING HELD IN SYDNEY (29.00010)

Cr Morse - recently received advice of a course for Women interested in entering Local Government being held in Sydney, but cost at \$1,100 was cost prohibitive for most people. Requests Council prepare a folder with information and a kit for women and other interested groups for next years elections. Also could we organise some seminars.

MINUTE

14 Item 7 PARKING ISSUES - GEORGE STREET (25.00007)

Cr North - advised this is a bottleneck. When will some advice be received on what could happen in this area?.

The Acting Director Environmental, Planning & Building Services advised that a Traffic/Parking study is scheduled for next financial year.

MINUTE

15 Item 8 MOUNT PANORAMA BATHURST SIGN (04.00019)

Cr North - asked are we going to fix the sign (including 200 sign) so can be more easily seen?

The Director Engineering Services advised work on the sign has been completed today.

MINUTE

16 **Item 9** **OUTDOOR STAFF (23.00012)**

Cr North - congratulated outdoor staff on how the city currently looks, it is great.

MINUTE

17 Item 10 KEPPEL STREET CARPARK (22.00653)

Cr North - asked when will work start on this project?

The Mayor advised that work will commence in the second half of the 2015-2016 financial year.

MINUTE

18 Item 11 PARKS & GARDENS - BERRY PARK - SNAKES (04.00065)

Cr Bourke - advised there are snakes in this area, could slashing be undertaken near toilet block.

MINUTE

19 Item 12 CCTV CAMERAS (16.00145)

Cr Bourke - asked how is this project progressing. Have we had any feedback from businesses?

The Director Cultural & Community Services advised no responses at this time.

MINUTE

20 Item 13 TAFE BUILDING (22.01387)

Cr Bourke - asked could Council have an update on the TAFE Building?

MINUTE

21 Item 14 ENTRANCE TO CITY FROM PERTHVILLE ROAD (07.00097)

Cr Bourke - advised getting good feedback on the work undertaken at the RMS Entrance/Crematorium. Have had concerns expressed about site near the Saleyards, could Council look at this?

MINUTE

22 Item 15 GREEN BINS (14.00053)

Cr Bourke - asked if there is a pensioner rebate, could we get real cost to ratepayers of the Green Bin. Requested report before Christmas. If Department of Housing have to pay will they pass this cost onto tenants.

The Director Corporate Services & Finance advised a report is being prepared for Council on costs and how these are calculated. The Department of Housing charges the rents, Council has no role in this.

MINUTE

23 MEETING CLOSE

The Meeting closed at 6.30 pm.

CHAIRMAN: _____

Date: _____ **(21 October 2015)**