



ORDINARY MEETING OF
COUNCIL FOLLOWING POLICY
COMMITTEE

27 April 2011

His Worship the Mayor & Councillors

I have to advise that an Ordinary Meeting of **Bathurst Regional Council** will be held in the Council Chambers on Wednesday, 4 May 2011 commencing at approximately 5.15 pm (or immediately following the conclusion of the Policy Committee).

A handwritten signature in blue ink, appearing to read "DJS", is positioned above the typed name.

D J Sherley
GENERAL MANAGER

BUSINESS AGENDA

ORDINARY MEETING OF COUNCIL FOLLOWING POLICY COMMITTEE

TO BE HELD ON WEDNESDAY, 4 MAY 2011

1. MEETING COMMENCES
2. APOLOGIES
3. 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.
4. RECEIVE AND DEAL WITH DIRECTORS' REPORTS

* Director Corporate Services & Finance's Report
5. RESOLVE INTO CONFIDENTIAL COMMITTEE OF THE WHOLE TO DEAL WITH CONFIDENTIAL REPORTS

Recommendation: That:

- (a) Council resolve into closed Council to consider business identified, together with any late reports tabled at the meeting.
- (b) Pursuant to section 10A(1)-(3) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) as outlined above.
- (c) Correspondence and reports relevant to the subject business be withheld from access.

In accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2005,:

1. In the opinion of the General Manager, the following business is of a kind as referred to in section 10A(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public
2. In accordance with Section 10A(4) members of the public are invited to make representations to the Council as to whether the matters should or should not be dealt with in Confidential Committee.

*** Director Environmental Planning & Building Services' Report**

ITEM	SUBJECT	REASON FOR CONFIDENTIALITY
1	TENDER 36.00414 - URBAN DRAINS REVEGETATION PLAN: REVEGETATION PROGRAM	10A (2) (d) (i) – contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. Discussion of the matter in open council would, on balance, be contrary to the public interest as it would prejudice the commercial position of the person who supplied it.

6. RESOLVE INTO OPEN COUNCIL
7. ADOPT REPORT OF THE COMMITTEE OF THE WHOLE
8. MEETING CLOSE

MINUTE

1 MEETING COMMENCES

Present: Councillors North (Chair), Aubin, Bourke, Carpenter, Hanger, Morse, Westman.

MINUTE

2 **APOLOGIES**
MOVED: W Aubin SECONDED: B Bourke

RESOLVED: That the apologies from Crs Toole & Thompson be accepted and leave of absence granted.

MINUTE

- 3** **DECLARATION OF INTEREST 11.00002**
MOVED: M Morse SECONDED: T Carpenter

RESOLVED: That the Declaration of Interest be noted.

ORDINARY MEETING OF COUNCIL FOLLOWING POLICY COMMITTEE

DIRECTOR CORPORATE SERVICES & FINANCE'S REPORT

4 MAY 2011

**DIRECTOR CORPORATE SERVICES & FINANCE'S REPORT TO THE ORDINARY
MEETING OF COUNCIL FOLLOWING POLICY COMMITTEE MEETING HELD ON 4 MAY
2011**

General Manager
Bathurst Regional Council

1 DRAFT 2011/2012 MANAGEMENT PLAN (16.00126)

Recommendation: That Council place the Draft 2011/2012 Management Plan, including the Revenue Policy for 2011/2012, on public exhibition for the statutory 28 day period and receive submissions until 4:00pm Thursday 2 June 2011.

Report: The Draft 2011/2012 Management Plan - Detailed Financial Budget, has made provision for existing services provided by Bathurst Regional Council.

Included in the budget are major capital works of \$100,000 or greater as follows:

Engineering - Asset Management

Road Construction - Bradwardine Road Extension	500,000
MR390 Hobby's Yards Rd	300,000
RTR - Hill End Rd (Sofala to Turondale)	300,000
Road Construction - Limekilns Rd Reconstruction	200,000
MR216 From Sofala to Turondale Rd	200,000
FAG Construction - Rural Sector Improvements	200,000
Road Construction - Eglinton Rd Reconst - All Saints Approaches	150,000
Road Construction - Suttor St AC - Bradwardine Rd to Booth St	150,000
RTR - Limekilns Rd	150,000
FAG Construction - Lachlan Rd/Common Rd/Dog Rocks Rd	150,000
FAG Road Construction - Bridle Track	150,000
FAG Road Construction - Lagoon Rd	150,000
RTR - Yarras Lane	150,000
Rural Roads Gravel Resheeting	150,000
RTR - Willow Tree Lane	137,443
Road Construction - Piper St Reconstruction	120,000
RTR - Eusdale Rd	120,000
Road Construction - Dunkeld Rd	111,620
Major Pavement Rehabilitation (Various locations)	103,950
Road Construction - Lloyds Rd Reconstruction	100,000
Road Construction - Roundabout AC - Ranken/Hobson/Logan	100,000
Road Construction - Roundabout AC - Russell/George	100,000
Bathurst Cycle Complex	257,858
Vegetation Management Plan - Vegetation Planting	150,000
Rural Drainage Improvements	200,000

Water

National Water Security Plan - Supernatant Recycling Project	857,500
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Water Main Roadworks	450,000
Refurbish Raw water supply pump	175,000
Water Mains - Mt Panorama Improvements	150,000
Water Replace Aged Mains	150,000
Water Main Eglinton to Llanarth Trunk Main	145,000
Water Reservoirs - Interconnection Reservoir 7-9	130,000
Water Mains - Water System Upgrade	120,000
Winburndale Pipeline Renewal	110,000
Water Mains - Pressure Reduction and Flow Monitoring	100,000

Sewer

Sewer Treatment Works - Sludge Handling	219,546
Sewer Treatment Works - Testing	176,962
Sewer Network - Public Amenities Block	165,000
Sewerage Services Treatment Works - Extended Aeration Tanks	150,000
Sewer Services Mains Capital - New Main Switchboard Upgrade	150,000
Sewer Services Mains Capital - Gilmour St SPS Alternative Rising	140,000
Sewer Treatment Works - Upgrade Sludge Dewatering Switchboard	125,000
Sewerage Services Treatment Works - Replace Aerator Component	100,000
Sewerage Services Pump Stations Capital - Replace Pumps	100,000

ASSUMPTIONS

The following assumptions have been incorporated in the Management Plan.

Consumer Price Index

The anticipated CPI for 2011/2012 will be 3.2%.

Rate Increases

The assumptions for rate increases are:

- General purpose rate increased by 2.80%.
- Water rates and charges increased by 5.00%.
- Sewerage rates and charges increased by 5.00%.
- Domestic waste charges increased by reasonable cost, all other waste 5.00%.

Salaries and Wages

Included in the Management Plan for 2011/2012 is an increase of 4.20% which includes Award increases, regrades, and wage increases.

Superannuation

An allowance of 9% generally has been made in accordance with legislative requirements. Council currently has 79 staff in the Local Government Superannuation Scheme Retirement Fund. Employees choose to contribute between 1 and 9 percent of their salary. The fund then requires Council to match staff-elected contributions multiplied by a factor of 1.9 times plus a "basic benefit" of 2.5% of salary

Revenue Policy

Council fees and charges have generally been increased by 5.0%. Some fees have been restructured to better meet market pricing and also to recognise Council's marginal return on investment.

Statutory charges are set by the State Government and therefore increase only when advised by the Department of Local Government.

GST

GST has been included in Council fees and charges (Revenue Policy) where Council has received legislative determination.

FUNCTIONS AND SERVICES

The following specific comments are made to address areas of expenditure.

ENGINEERING SERVICES DEPARTMENT

The Engineering budget, including Parks, Water, Sewerage and Waste Services, but excluding Mount Panorama operations and land subdivision design and construction which the Engineering Services department delivers, will have a total expenditure of \$58.6 million this year.

ENGINEERING

Roads Reconstruction and Maintenance

Council's road asset comprises 712km of sealed local road and 472km of unsealed local roads and is steadily increasing as a result of continuing development.

Council's urban road reconstruction program is based on a number of different criteria aimed at providing an acceptable standard of sealed road in all of Bathurst's streets with a separate program for rural local roads.

In the rural area the reconstruction and improvement works remain based on the priority program previously reported to Council.

Road maintenance is the most important aspect of any road network due not only to safety but also as deterioration of the road asset has a multiplying effect on the cost of upgrading the asset to an acceptable condition. This work is a major component in the rural areas with considerable effort required to provide continual maintenance on the substantial unsealed road network.

Council's existing road asset has reached the age where considerable investment is required to maintain it with the network in many locations passing its design life. To fund and carry out timely and effective maintenance results in overall cost savings on the road network as work is carried out before the intervention level is reached. Council is introducing

an asset management system which includes road rating information which will allow Council to properly assess the maintenance required on its assets. Asset Management Plans are currently being undertaken by Council and this is the subject of a separate report to this meeting (Director Engineering Services #2).

Reconstruction of pavements that have been constructed with incorrect alignment and pavement has commenced and will be an increasing part of Council's program as the network ages. This will result in a greater diversion of funds from the program that has concentrated on improving unsealed roads to sealed condition and roads with poor alignment in the future.

Council's Road Reconstruction program for local roads is financed under a number of different items in the Management Plan including:

Item 07625 – Road Construction Financial Assistance Grants

This item is a main source of funds for the roads in the rural area.

Items include:

The Bridle Track
Pymonts Lane
Lagoon Road
Lachlan Road
Rural Road Gravel Resheeting

Item 07335 – Urban Roads Capital Works

This is the item funding a considerable number of the urban construction works and includes funding from revenue as well as reserves and developer contributions.

Items include:

Hen & Chicken Lane Stage 3
Dunkeld Rd
Bradwardine Rd
Lloyds Rd
Carlingford St
Piper St
Limekilns Rd
Eglington Rd
Gorman's Hill Rd
Suttor St
Ranken/Hobson/Logan/Hamilton Sts Roundabout
Russell/George Sts Roundabout

Item 03330 – Roads to Recovery

The proposed Roads to Recovery Program is as follows:

Hill End Road (Sofala to Turondale Stage 2)
Yarras Lane

Eusdale Road
Limekilns Road
Willow Tree Lane

Main Road Maintenance and Improvements

Council currently carries out maintenance on the Classified Main Road network of State Roads and State Highways under the Road Maintenance Council Contract (RMCC).

Maintenance works on these roads are dictated by the Roads and Traffic Authority (RTA).

Regional Roads are also Classified Main Roads but are under the control of Local Government with funding from the RTA. Council receives Block Grant funding and Supplementary grant funding from the RTA which is used for maintenance of these roads as well as providing Council's share of dollar for dollar funding under the Repair Program.

Funding under the Repair Program has been applied for from the RTA for Main Road 216 (Hill End Road – Sofala end).

Asset Inspections / Bridge Replacement

Under its Asset Management Program, Council is required to carry out road, bridge, footpath and other asset inspections throughout the region.

Council recently replaced the bridge over Spring Creek on the Hill End Road near Sofala with part funding from the Roads and Traffic Authority. No Bridges have been highlighted for replacement in 2011/2012

Cycleway Construction

Council's cycleway construction priorities have previously been based on the 1993 Bathurst Local Area Bike Plan together with the Strategic Access Plan and the Pedestrian Access and Mobility Plan (PAMP). As Council would be aware the Planning department have reviewed the existing plan and prepared a new draft plan that all future works will be driven from.

In the 2011/2012 financial year it is anticipated the RTA will commit to 50% funding on the continuation of cycleway construction.

Items highlighted for funding include:

Ophir Rd to Rankens Bridge

Strategic Access Plan

Council continues to make progress on the adopted Strategic Access Plan with the 2011 / 2012 proposals under this program including:

Godfrey Street (Locke/Nelson)
Lloyds Road (College / Bant) Stage 2
Locke Street (Godfrey/Landseer)
Frome Street (Locke/Nile)
Sydney Rd (Lee/Stockland)

RECREATION

It is anticipated that the Recreation Budget for 2010/2011 will have an expenditure of \$4.0 million.

The expenditure involved in maintaining all recreation areas will generally be similar to 2011/2012. However, some items have been increased marginally to account for necessary increases in maintenance levels. During 2011/2012, all categories of parks will be maintained to meet the approved Maintenance Service Level in conjunction with Council's Asset Management Strategy.

It is anticipated that staffing levels will be generally maintained at the current approved levels but will need to be increased to maintain the required Service Levels as improvements throughout the city occur in the CBD Beautification areas and the provision of a greater number of sporting facilities already provided or soon to be provided including the potential increase of up to ten new soccer fields at the Proctor Park complex. Such action during the year will warrant any staff increase required.

Special items/projects within the Recreation area for 2011/2012 include:

- The continuation of specific projects identified within the Bathurst Vegetation Management Plan.

- Multi discipline cycle complex project.

- Construction of the AFL Clubhouse and a new netball clubhouse.

- Continuation of the Community Environmental Engagement Officer position.

- Irrigation maintenance, repairs and upgrades to various areas.

- Noxious Weed Control on Council Land

Since amalgamation, specific Rural Works have been undertaken by the Recreation Section and it would seem logical that these will continue into the next and subsequent financial years. As examples, upgrading works to some rural playgrounds will be undertaken as resources allow. Future undertakings as equipment deteriorates or the installation of shade covers become an issue, will require supplementary funding to be identified and secured to allow for such works.

The Recreation Section will continue to allocate burial plots at the Rural Cemeteries. Although not overly time consuming, the addition of this responsibility is to be maintained utilising current allocations.

Throughout the current year Bathurst Correctional Centre / Periodic Detention workers have undertaken mowing maintenance to specific Rural Cemeteries and other areas following complaints/requests from the community. Specific funding has been provided for such works. It is anticipated that this arrangement will continue throughout 2011/2012.

In addition to the above responsibilities, the Recreation Section is required to continue to undertake asset management procedures to cover all of the Recreation Section assets including playgrounds, parks, sporting fields and all fixtures and infrastructure contained within them. This increased responsibility will require the addition of an extra staff position to undertake mandatory inspections and collate the information for recording purposes as set by new statutory requirements.

WATER SERVICES

The Water Services budget will have a total expenditure of \$14.97 million this year.

Contained within the Water Services vote is the provision of funds for future capital expenditure.

Council's income from Water charges in 2011/2012 has been prepared with a proposed increase in charges of 5.00% in order to maintain the status quo in service delivery.

The major capital works for 2011/2012 are:

- WFP Supernatant Recycling project
- Relocation of water mains due to roadworks.
- Winburndale pipeline staged renewal.
- Long term water security plan, which considers the raising of Chifley Dam wall
- Various other small capital improvements.

Bathurst Aquatic Centre has been operational since 2007. Council's Management Plan does contain operational costs for the centre in the Management Plan.

SEWERAGE SERVICES

The Sewerage Services budget will have a total expenditure of \$10.17 million this year.

Council's income from Sewerage charges in 2011/2012 has been prepared with a proposed increase in charges of 5.00% in order to maintain the status quo in service delivery.

Council is now in its seventh year of user pays pricing for sewerage services. The introduction of the pricing system was completed to comply with "Best-Practice Management of Water Supply and Sewerage" guidelines issued by the then Department of Energy, Utilities and Sustainability (DEUS) and the "Water Supply, Sewerage and Trade Waste Pricing Guidelines" issued by the Department of Land and Water Conservation.

The guidelines state that best practice involves a two part charge, an access charge based on the size of the meter serving the property (to reflect that load that can be placed on the sewerage system) and a usage charge based on the water usage registered by the meter. A Sewerage Discharge Factor (SDF), being an estimation of the ratio of water returned to the sewerage system compared to total water usage, is then applied to the charges to create equity across non-residential customers. DEUS issued a standard set of SDF's for categories of businesses which Council used in its implementation, ranging from 5% to 95%. For example, a hairdressing salon in the CBD will return nearly all its water consumption to the sewerage system as its water would be only used for hair washing and toilets and would be allocated a high SDF. A school, on the other hand, would use a large proportion of its water usage on its grounds and therefore would have a lower SDF as the water is not being returned to the sewerage system.

Council currently charges an access fee based on the size of the installed meter at a property, using the same methodology that applies to the water fund. When the system was introduced, Council agreed to downsize meters at no cost to the ratepayer upon presentation of a certificate from a hydraulic engineer, provided that their advice indicated domestic and fire demands would be satisfied if the service and meter were downsized. Council also carried out many on-site reviews of SDF's, to fine-tune the original category selected.

The access charge that Council has adopted reflects the actual access that a property has to the system and is considered to be the most equitable methodology available.

The major capital works proposed for 2011/2012 include:

- Further upgrading of sewer mains in accordance with the Bathurst Sewer Network model
- Replacement of aged switchboards at Sewer Pump Stations.
- Upgrade of on-site water reuse scheme at the Treatment Works
- Various treatment work upgrades.
- Various minor capital upgrades.

WASTE SERVICES

The Waste Services budget will have a total expenditure of \$7.76 million this year.

Council's income from Waste charges in 2011/2012 has been prepared with a proposed increase in charges of 5.00% in order to maintain the status quo in service delivery.

The major capital works for the Waste Services section are:

- Various minor capital upgrades
- Plant replacement program.
- Continuation of the Waste Management Voucher System.

CORPORATE SERVICES & FINANCE

The Corporate Services and Finance budget has a total expenditure of \$37.6 million this year.

The budget has been prepared along established expenditure and income patterns to ensure service levels are maintained.

Included in the 2011/2012 Management Plan capital items is an amount of \$1 Million for Civic Centre Replacement.

Other items included in the 2011/2012 budget are amounts for general office expenses and maintenance.

Land Development

Contained within this year's Corporate Services and Finance budget is a section for land development expenditure which shows a proposed total land development expenditure for the year of \$19.8 million (2010/11 - \$10.6 million) which includes the acquisition and development of further land for Council's land stock holdings. The increase reflects the current market recovery post the global economic crisis.

General Revenue

Contained within the General Revenue Section of Council's budget for this year are the following:

- Ordinary rates income.
- Pensioner rebates and the subsequent government subsidy in respect to Ordinary Rates
- extra charges on overdue rates.
- earnings on investments.

- income from Financial Assistance Grants.
- internal loan repayments.
- Section 611 charges.

Organisation Structure

Introduction

The Council's current structure was adopted on 17 June 2009 (GM #1). This structure was based on:

1. Facilitating an organisation structure that would meet the future needs of Council and the community;
2. Ensuring stability and certainty within the organisation;
3. Delivering an efficient, sustainable ongoing structure;
4. Providing improved outcomes for the citizens of the area ensuring properly delivered services.

The restructure was also undertaken having regard to the employment protection legislation passed by the NSW State Government.

Charter

Council has the following Charter enshrined in the Local Government Act:

"8(1)[The charter] A council has the following charter:

- to provide directly or on behalf of other levels of government, after due consultation, adequate, equitable and appropriate services and facilities for the community and to ensure
- that those services and facilities are managed efficiently and effectively
- to exercise community leadership
- to exercise its functions in a manner that is consistent with and actively promotes the principles of multiculturalism
- to promote and to provide and plan for the needs of children
- to properly manage, develop, protect, restore, enhance and conserve the environment of the area for which it is responsible, in a manner that is consistent with and promotes
- the principles of ecologically sustainable development
- to have regard to the long term and cumulative effects of its decisions
- to bear in mind that it is the custodian and trustee of public assets and to effectively account for and manage the assets for which it is responsible
- to facilitate the involvement of councillors, members of the public, users of facilities and services and council staff in the development, improvement and co-ordination of local government
- to raise funds for local purposes by the fair imposition of rates, charges and fees, by income earned from investments and, when appropriate, by borrowings and grants.
- to keep the local community and the State Government (and through it, the wider community) informed about its activities
- to ensure that, in the exercise of its regulatory functions, it acts consistently and without bias, particularly where an activity of the Council is affected

- to be a responsible employer."

The Vision, Mission and Key Directions of Bathurst Regional Council are contained in Council's adopted "Our Vision Our Direction Our Values" document and the Management Plan, and are as follows:

Council's Vision

To enhance the lifestyle and environment through effective leadership, community involvement and community service.

Council's Mission

The equitable development and maintenance of services provided for the general health and well being of the citizens of the Bathurst region and the adjustment of these services to meet the changing needs.

Key Directions

The Management Plan has been developed based on the Council's key identified directions:

Leadership

To provide a regional centre with a country lifestyle and cosmopolitan opportunities that encourages economic growth; provides well-planned services and facilities; and ensures the strategic provision of services and facilities to meet the needs of the community.

Infrastructure

To have in place quality infrastructure that meets the needs of the community by providing adequate facilities for a population of 80,000 by the year 2050.

Economic Development

To create a progressive economic environment that facilitates job creation and is responsive to changing demands.

Lifestyle

To enhance the lifestyle of residents and of visitors to the Bathurst Region by optimising their health and safety, and providing a clean and safe environment; by providing and maintaining recreation and leisure facilities; by provision of range of cultural facilities; by increasing access to quality and affordable community facilities and services; and by promoting the principles of ecologically sustainable development while preserving the existing environment.

These directions are developed through Council research, such as the annual community survey. The current structure meets issues such as infrastructure and environment.

The existing organisation structure consists of the General Manager and the following Department structure:

- Corporate Services & Finance
- Engineering Services

- Environmental, Planning & Building Services
- Cultural & Community Services

The organisation structure and associated functions are as follows:

General Manager			
Director Corporate Services & Finance	Director Engineering Services	Director Environmental Planning and Building Services	Director Cultural & Community Services
<i>Payroll</i>	<i>Water & Sewer</i>	<i>Corporate Planning</i>	<i>Art Gallery</i>
<i>Administration</i>	<i>Waste Management</i>	<i>Building Control</i>	<i>Library</i>
<i>Governance</i>	<i>Parks & Gardens</i>	<i>Health</i>	<i>Chifley Home & Interpretive Centre</i>
<i>Stores/Purchasing</i>	<i>Aquatic Centre</i>	<i>Pollution Control</i>	<i>Somerville Collection</i>
<i>Information Services</i>	<i>Depot & Plant</i>	<i>Development Control & Applications</i>	<i>Bathurst Memorial Entertainment Centre</i>
<i>Geographical Information Systems</i>	<i>Floodplain Management</i>	<i>Traffic Inspectors (parking control)</i>	<i>Sallywags Childcare, Including Little Sallywags</i>
<i>Records</i>	<i>Mount Panorama</i>	<i>Rangers</i>	<i>Family Day Care</i>
<i>Human Resources</i>	<i>Operations</i>	<i>Stock Impounding</i>	<i>Vacation Care</i>
<i>Risk Management/ Insurance</i>	<i>Maintenance (roads, bridges, kerb & gutter)</i>	<i>Heritage & Conservation</i>	<i>Community Services</i>
<i>Rates</i>	<i>Construction (roads, bridges)</i>	<i>Regulatory Functions</i>	<i>Cultural Planning</i>
<i>Creditors/debtors</i>	<i>Contract Management</i>	<i>Animal Control</i>	<i>Community Social Planning</i>
<i>Freedom Of Information</i>	<i>Design Works</i>	<i>Companion Animals</i>	<i>Community Development</i>
<i>Business Papers</i>	<i>Disaster Planning</i>	<i>Food/Health Inspections</i>	<i>Historical Society</i>
<i>OH&S</i>	<i>Aerodrome</i>	<i>Immunisation</i>	<i>Youth Council</i>
<i>Internal Audit</i>	<i>Asset Management</i>	<i>State of Environment</i>	<i>Crime Prevention</i>
<i>Management Plan</i>	<i>Project Management</i>	<i>Tree Preservation Order</i>	<i>Community Facilities</i>
<i>Financial Management</i>	<i>Forward Planning:</i>	<i>Septic Tanks</i>	<i>Community Halls/ Groups/Organisations</i>
<i>Committee Secretariat</i>	<i>* Environment</i>	<i>Strategic Planning</i>	<i>Kelso Community Centre</i>
<i>Switchboard</i>	<i>* Recreation</i>	<i>Land Use Planning</i>	<i>CDSE</i>
<i>Customer Request</i>	<i>*</i>	<i>Subdivision Planning</i>	<i>Inter-agencies</i>

<i>Management System</i>	<i>Infrastructure</i>		
<i>Rural Fire Service</i>	<i>Basketball Stadium</i>	<i>Ordinance Control</i>	<i>Senior Citizen Centre</i>
<i>State Emergency Service</i>	<i>Tennis Courts</i>	<i>Licence Monitoring</i>	<i>National Motor Racing Museum</i>
<i>Communications/Events</i>	<i>Traffic Management</i>	<i>Section 94 Contributions</i>	
<i>Property Development & Management</i>	<i>Buildings Maintenance</i>	<i>Plumbing & Drainage</i>	
<i>Mount Panorama Business</i>	<i>Subdivision Design & Construction</i>	<i>Environmental Management</i>	
<i>* Conferencing & Events</i>	<i>Vegetation Management Plan</i>	<i>Contamination</i>	
<i>Annual Report</i>	<i>Cemeteries</i>	<i>Tourism</i>	
<i>Sister City</i>	<i>Drainage/Storm water</i>	<i>Economic development</i>	
	<i>Private Works</i>		

Each of the Departments has a Director appointed who is "senior staff" in accordance with Section 332 of the Local Government Act.

CULTURAL AND COMMUNITY SERVICES

The Cultural and Community Services budget will have a total expenditure of \$9.64 million this year.

Art Gallery, Chifley Home, Historical Museum, Community Arts, Library Services and Somerville Collection have generally been maintained at existing levels. Also contained within this area of expenditure are Family Day Care, Scallywags and Little Scallywags Child Care, Home and Community Care Centre, Vacation Care, Senior Citizens, Kelso Community Centre, Bathurst Information and Neighbourhood Centre, Seymour Street Cottage, West Bathurst Community House and Village Halls.

CULTURAL SERVICES

Art Gallery

Includes ongoing operation for the Bathurst Regional Art Gallery and includes an extensive exhibition and acquisitions program as well as costs associated with the Hill End cottage and Artists in Residence Program.

Library

Incorporates the ongoing operations of the Library including the purchase of new books, resources, DVD's and CD's. Also included is the provision of internet access for the public as well as the provision of library services to rural areas. Further services provided include children's book reading and family history research facilities.

National Motor Racing Museum

Contained within the budget is an amount of \$656,238 for the National Motor Racing Museum operations.

Community Arts

Council supports the operation of Arts OutWest, this role is to promote, facilitate, educate and advocate for the arts and cultural development of communities in the Central West region.

Historical Museum

Reflects ongoing support for the operations for the Bathurst District Historical Museum.

Bathurst Memorial Entertainment Centre

The Bathurst Memorial Entertainment Centre (BMEC) provides an exciting development program in the performing arts. The Program supports new work, runs workshops for local performers, builds on cabaret performance skills, supports the Catapult Festival and also offers a residency program.

Australian Fossil & Mineral Museum – Home of the Somerville Collection

Council supports the operation of the Somerville Collection, which is housed at the Australian Fossil & Mineral Museum. The Museum conducts an extensive array of exhibition and educational programs.

Chifley Home Interpretation Centre

This project has been completed and will be used as part of the educational process.

COMMUNITY SERVICES

Includes the provision, review and implementation of the Social and Community Plan and Crime Prevention Strategy. Also provides support and response to issues identified by various community groups or individuals. The primary mechanism for this is through Council supported community committees. These include Youth Council, Seniors, Access, Culturally and Linguistically Diverse and the Bathurst Local Aboriginal Consultative Committees.

Children's' Services

Includes the provision of two long day care centres, Scallywags and Little Scallywags, Family Day Care and Vacation Care services.

Village Halls

Council supports the operation of village halls throughout the Council area.

Village Improvement Program

An amount of \$75,000 has been included for the Village Improvement Program.

ENVIRONMENTAL PLANNING & BUILDING SERVICES

The 2011/2012 Management Plan allows for an expenditure of approximately \$5.8 million for the Department of Environmental Planning & Building Services. This allows for the continued provision of services provided by the Department, including Planning Control (both statutory and strategic), Health, Building, Heritage Management, Small Animal Control,

Environmental issues, Tourism and Economic Development.

The Plan provides sufficient funds to maintain existing resource and service levels. This in effect means that KPI's presently in place can continue to be met.

An examination has been undertaken of all avenues for revenue generation, however, most of this Department's regulatory functions are based on statutory fees and therefore there is little scope to generate increased revenues. In areas where Council has control of the fees charged they have been increased in line with the CPI where appropriate.

There are some areas in the draft plan where additional items have been funded and these are covered in greater detail later in this report.

Strategic Planning

Council continues to place considerable emphasis on its strategic planning and environmental programs. The implementation of the recommendations contained within these studies can only be met if they are linked to Council's Management Plan. Failure to finance the work recommended in the studies makes the implementation of the programs impossible.

The major strategic works for the 2011/2012 financial year are mentioned below.

Local Environmental Plan

Council has resolved to prepare a new comprehensive Local Environmental Plan for the Bathurst Regional Council Local Government Area. To date this has involved the preparation of a number of studies prior to the preparation of the comprehensive plan. The major studies are Rural Strategy, Urban Strategy and Heritage Study. The three studies have been adopted by Council. The Urban Strategy has been endorsed by the Department of Planning.

Work is progressing on the comprehensive LEP although delays are being experienced due to the constant revision of the standard instrument by the Department of Planning.

Of those strategic plans noted in last year's report to Council, the new comprehensive DCP was adopted by Council in February 2011 and is currently in force and the Heritage Planning proposal is currently awaiting gazettal by the Department of Planning.

Heritage Management

Council continues its strong commitment to the preservation of the regions heritage. To this end Council has adopted a 3 Year Summary Heritage Strategy which is due for review in 2011/12. This Strategy outlines Council's Strategies for heritage management and meets the requirements of the NSW Heritage Office 3 year funding agreement.

Council will receive the following funding from the NSW Heritage Office in 2011/2012.

Program	
Regional Heritage Advisor	\$7,500
Regional Heritage Fund	\$12,000

This funding is dependent upon Council providing minimum matching funding. Council's proposed allocations (contributions to the programs) are as follows:

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Program	
Regional Heritage Advisor	\$15,000
Regional Heritage Fund	\$36,000

Both the Heritage Advisory Program and Local Heritage Fund remain very successful programs for the Council. In the 2011/2012 budget a total allocation of \$48,000 has been provided for the Regional Heritage Fund and \$22,500 has been allowed for the Regional Heritage Advisory Service.

Council has engaged Ted Higginbotham and Associates to undertake an Archaeological Management Plan, (AMP), for the Bathurst Regional Local Government Area. The AMP will assist Council in the identification, assessment and management of the archaeological resources within the LGA based on its significance and statutory requirements. From this assessment, the heritage schedule of the Bathurst Regional (Interim) Local Environmental Plan 2005 will be amended to include any archaeological items recommended to be listed as heritage items. Council's State Heritage Inventory database will also be updated accordingly.

Environment

Companion Animals Management

Council continues to coordinate a range of programs that ensure responsible pet ownership as well as providing access to off leash areas for owners of dogs. The companion animals program proposed for 2011/2012 includes:

- Community Pet Desexing Program: \$20,000
- Safe Pets Out There (SPOT) primary school program: \$2,000
- Maintenance of Kefford St Off-leash Area: \$5,000

Stock Impounding

Facilities have been maintained at the former Saleyards site that can be utilised if required to impound and keep stray stock. An allocation has been provided to fund an on-call allowance and overtime payments for Council's Rangers.

Environmental Education Programs

Community and school environmental education is a responsibility that increasingly falls to Local Government to develop and implement. Thus, there is a continued expansion in this area of Council. Several very successful and popular programs that have been developed and implemented over the past years will again be conducted during 2011/2012. This includes:

- Minor Environmental Projects: \$3,000
- Community Environmental Education: \$5,000
- Sustainable Living Expo in conjunction with Bathurst Farmers Markets: \$6,000
- Primary School Environmental Program focusing on waste reduction, recycling and water management: \$15,000
- Go Green Challenge: \$4,000
- "Kindy Kits" kindergarten road safety, recycling and save water program: \$5,000
- Wood Smoke Reduction program including the woodheater rebate: \$10,000
- Sustainability Newsletter "Making a Difference": \$12,000

- Backyards for Biodiversity booklet. \$4,000

Bathurst Gasworks Remediation

Council has entered into a Voluntary Remediation Action Plan with the Department of Environment, Climate Change & Water (DECCW) and will continue negotiations regarding the remediation process in 2011/12. Council has allowed a further \$100,000 in this year's Management Plan.

State of Environment Report

Council is required on an annual basis to prepare a State of the Environment Report. Council established \$10,000 to assist in the preparation of the SOE. A Regional SOE is also prepared in cooperation with the Central West CMA and 16 other Councils in the region. It is appropriate that funding of \$10,000 per annum is maintained to ensure that a broad range of data is collected on an ongoing basis, and that Council is able to contribute to the preparation of the Regional SOE.

Urban Waterways Management Plan

In February 2010 Council adopted the Bathurst Urban Waterways Management Plan (UWMP) for the six main tributaries of the Macquarie River. The UWMP guides future development, rehabilitation and restoration works of the urban waterways. The UWMP recommends actions for the management and/or rehabilitation of waterways based on their present condition and attributes. In February 2010 Council resolved to provide \$50,000 in 2010/11 and 2011/12 for implementation of on-ground projects identified in the UWMP.

Environmental Health Education Programs

Council has been appointed by the NSW Food Authority as an enforcement agency as a part of the Food Regulation Partnership (FRP). The FRP requires Council to undertake routine monitoring of food premises, to investigate complaints and to regulate other public health matters such as skin penetration premises and onsite sewage management systems. A key component of Council's role is public education regarding all Environmental Health issues. In 2011/12 Council has allowed for a further \$7,000 in this year's Management Plan for this program to continue.

Environmental Health Regulation and Monitoring

Council has legislative responsibilities in regards to the monitoring of the environment and environmental health. To ensure that Council continues to meet these responsibilities, the following allocations are proposed:

- Public Swimming and Spa Pools Monitoring to cover the 16 public swimming pools and spas in the Bathurst Region: \$3,250
- Equipment maintenance and consumables to cover the cost of environmental monitoring and laboratory analysis: \$3,000

Pest Bird Management Plan

Council has identified that there is a need to effectively manage the impacts of pest birds in the Bathurst Region. The Pest Bird Management Plan will establish a set of management actions to effectively manage pest species on Council operated land and infrastructure as well as providing information to the community so that the impact on community and natural assets may also be reduced. Council has allowed \$12,500 in 2011/12 for the preparation of the plan.

Development Assessment

Accreditation

In March 2010 the Building Professionals Board introduced a scheme for accreditation of Council Building Surveyors. Additional costs will be necessary to accommodate the annual accreditation fees (\$250 per head deferred until 2013) and ongoing compulsory CPD training.

New application fees

The NSW Government has recently reviewed Environmental Planning and Assessment Regulations. As part of that review process the fixed fees associated with Development Applications and statutory certificates have been reviewed to take into account CPI increases. The increase is generally in the order of 30%. The sliding fees scale which forms the majority of Council's DA fees is to be reviewed by the Government in 2011.

Economic Development

Economic Development has a core responsibility for the retention and expansion of relevant existing businesses and the attraction of new business to Bathurst. Substantial groundwork has been made in the area of Economic Development in 2010/11. To ensure that momentum is maintained and tangible results are obtained, it is recognized that additional staffing resources be allocated to support the position. Key priorities for 2011/2012 include the continuation of support for the Evocities program and development of an economic development strategy including analysis and identification of key growth sectors and subsequent action plan. The commissioning of an Investment / Lifestyle DVD is also included in the plan.

Bathurst Visitor Information Centre (BVIC)

There are sufficient funds allocated in the 2011/2012 Management Plan to continue the operation of the BVIC at its present level of service. Funds have been allocated to continue its operation in the following (main) areas.

Tourism - F.O.R.T.O. (Forum of Regional Tourism Organisations) participation
Tourism publications
Autumn Heritage Festival Sponsorship
Tourism Package Marketing
Local Promotional Marketing
Major Building Maintenance.
Regional Tourism Organisation Membership

It is anticipated that there will be the opportunities for Manager Tourism and Manager Economic Development to leverage off similar marketing/motivational projects to ensure Council gets maximum value for money expended.

SUMMARY

The budget has been prepared within guidelines set down by the NSW Government's rate pegging restriction and other general cost shifting measures introduced by the State Government. For example, Council collects State fees under NSW PlanFirst and the Builders Long Service Leave schemes, but receives no recompense for this. Other examples include the Companion Animals Act obligations and Child Care Services. The budget process is becoming more difficult every year as the effects of large cost increases outside Council's control are having a detrimental effect on Council's ability to operate within the confined income levels. The budget presented has a surplus as follows:

Engineering Services	\$14,803,498	Net Expenditure
Corporate Services & Finance	(\$22,650,755)	Net Income
Cultural & Community Services	\$ 4,712,068	Net Expenditure
Environmental Planning & Building Services	<u>\$3,102,124</u>	Net Expenditure

Total All Services - Surplus (\$33,065) Net Income

General Fund	(\$6633)	Net Income
Water Fund	(\$10,513)	Net Income
Sewer Fund	(\$15,920)	Net Income
Waste Fund	<u>nil</u>	

Total All Funds - Surplus (\$33,066) Net Income

Generally the budget covers the directions of Council and includes continued operation of Council's Access Plan, general road construction and makes available sufficient funds for major capital works as outlined at the start of this report.

Council's plant and equipment reserve is used to fund vehicle and equipment purchases as outlined throughout the report.

Rate Pegging

Council has prepared its estimates based on the rate pegging limit imposed by the State Government of 2.8%. Commercial organisations are not restricted by rate pegging legislation and are subject to market rate increases.

General Purpose Rates & charges	2.8%
Water Rates & Charges	5.0%
Sewer Rate & Charges	5.0%
Waste Charges	5.0%
Domestic Waste Collection	Reasonable Cost

Council should be mindful of the continual squeeze on the Council in its ability to raise revenue through rates as compared to pricing policies of State Government and commercial organisations.

Staffing Levels

The Management Plan has been prepared based on staffing levels of 355 (EFT). It is proposed that in 2011/2012 Council will maintain the 2010/2011 staffing levels, with no additional increase in staff levels for 2011/2012.

Councillors should be aware that as the city grows and the need for staff resources increases, additional staff will be needed in future years.

Service Levels

With the maintaining of Council's staff numbers at the present levels, Council's services to the community will generally remain constant through 2011/2012. However, Councillors will generally be mindful that as further work is taken on it will become increasingly difficult for the required service levels to be met.

Councillors should also be mindful that Council is continually being requested to increase

service levels in rural areas and at present there is no corresponding rate increase available to offset these increased costs.

Loan Funds

The 2011/2012 budget provides for Council to raise loan funds amounting to \$3,554,743. The funds will be utilised as follows: Capital Works - Roads \$1,785,570; Capital Works - Stormwater \$366,973; Capital Works - Strategic Access Plan; Civic Centre \$1,000,000; and Cycle Complex \$250,000. The lending institution will generally be the most competitive organisation in the loan marketplace in conjunction with meeting any prevailing financial or social requirements. Council may also choose to raise funds by alternative methods to simple borrowing. All loans of Council are secured over Council's income.

Section 356 Donations

Included in the budget under section 3100.460 of Corporate Services is \$30,000 for community grants for Environmental Grants for landowners and rural scholarships.

Included under 3020.405 of Councillors Expenses is an amount of \$217,520 for Section 356 donations which is made up of:

Bathurst Memorial Entertainment Centre community subsidies	\$50,000
Sporting Association Grants	\$30,000
Mount Panorama Fees Waived	\$35,000
CSU Foundation	\$ 5,000
2BS Sports Awards	\$ 5,000
Lifeline	\$ 7,000
Bathurst Education Advancement Group	\$ 7,000
Seymour Centre	\$ 7,500
Bathurst City Colts	\$ 3,750
Senior Citizen's Week	\$ 3,340
Macquarie Philharmonia	\$ 2,500
Monkey Hill UHF, Repeater Assoc	\$ 800
Sofala Progress Assoc	\$ 600
Sofala & District Agricultural & Horticultural	\$ 350
Specific Votes, shown in Management Plan	\$26,180
Sundry Votes	\$33,500
TOTAL	<u>\$217,520</u>

Other community support included in the budget:

Recreation:

Bathurst Cycling Club	\$250,000
Greening Bathurst Group	\$5,474
Boundary Road Nature Corridor	\$8,737
Arts Out West contribution	\$19,486

In total, Council will be providing more than \$0.5 million to outside organisations beyond its own operating requirements.

Mayor and Councillor Remuneration

Council is currently awaiting the Local Government Remuneration Tribunals Report in respect to fees payable to Council's Mayor and Councillors. Council has resolved that in accordance with Section 241 of the Act, Council will fix the annual fee paid to Councillors to

the maximum determination made by the Remuneration Tribunal for the category Regional Rural area.

Revenue Policy

Council's Revenue Policy generally contains an increase in fees of 5.0% together with increases as advised by the Department of Local Government in respect of legislative charges.

Under Separate Cover to Councillors

The 2011/2012 - 2014/2015 Draft Management Plan has been provided to Councillors under separate cover

Financial Implications: Adoption of this report will place the Council's Draft Management Plan on Public display for 28 days. Following the end of the public display period and consideration of any submissions received Council will formally adopt its budget for the 2011/2012 year.

MINUTE

4 Item 1 DRAFT 2011/2012 MANAGEMENT PLAN (16.00126)

MOVED: G Westman SECONDED: T Carpenter

RESOLVED: That Council place the Draft 2011/2012 Management Plan, including the Revenue Policy for 2011/2012, on public exhibition for the statutory 28 day period and receive submissions until 4:00 pm Thursday 2 June 2010.

Yours faithfully



R Roach
**DIRECTOR
CORPORATE SERVICES & FINANCE**

ORDINARY MEETING OF COUNCIL FOLLOWING POLICY COMMITTEE
RESOLVE INTO CONFIDENTIAL COMMITTEE OF THE WHOLE TO DEAL WITH CONFIDENTIAL
REPORTS

MINUTE

5 RESOLVE INTO CONFIDENTIAL COMMITTEE OF THE WHOLE TO DEAL WITH CONFIDENTIAL REPORTS

MOVED: B Bourke SECONDED: W Aubin

The Mayor invited members of the public to make submissions on whether the matter should or should not be dealt with in Confidential Committee.

There we no representations from the public.

RESOLVED: That:

- (a) Council resolve into closed Council to consider business identified, together with any late reports tabled at the meeting.
- (b) Pursuant to section 10A(1)-(3) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) as outlined above.
- (c) Correspondence and reports relevant to the subject business be withheld from access.

*** Director Environmental Planning & Building Services' Report**

ITEM	SUBJECT	REASON FOR CONFIDENTIALITY
1	TENDER 36.00414 - URBAN DRAINS REVEGETATION PLAN: REVEGETATION PROGRAM	10A (2) (d) (i) – contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. Discussion of the matter in open council would, on balance, be contrary to the public interest as it would prejudice the commercial position of the person who supplied it.

ORDINARY MEETING OF COUNCIL FOLLOWING POLICY COMMITTEE
DIRECTOR ENVIRONMENTAL PLANNING & BUILDING SERVICES' REPORT

4 MAY 2011

MINUTE

a Item 1 TENDER 36.00414 - URBAN DRAINS REVEGETATION PLAN: REVEGETATION PROGRAM (36.00414)

MOVED: G Westman SECONDED: B Bourke

RESOLVED: That Council:

- (a) reject the tenders received in accordance with CI178 (3) of the Local Government (General) Regulation 2005;
- (b) enter into negotiations with both Australian Wetlands Pty Ltd and Toolijooa Environmental Restoration with a view to entering into a contract in relation to the works described in tender 36.00414;
- (c) note that amending the scope of works to allow completion within the available budget would be deemed a significant change to the scope of works and would not be compliant with the requirements of the Local Government (General) Regulation 2005 with regard to considering tenders;
- (d) note that both Australian Wetlands Pty Ltd and Toolijooa Environmental Restoration are both suitably qualified and experienced contractors who have the capacity to complete the works to the required standard; and
- (e) will not release a fresh tender as the project is grant funded and the additional time required would require an extension to the grant program, whereas negotiations can be completed without requiring an extension to the grant.

Yours faithfully



D R Shaw
DIRECTOR
ENVIRONMENTAL, PLANNING & BUILDING SERVICES

MINUTE

- 6** **RESOLVE INTO OPEN COUNCIL**
MOVED: G Westman SECONDED: M Morse

RESOLVED: That Council resume Open Council.

MINUTE

- 7 **ADOPT REPORT OF THE COMMITTEE OF THE WHOLE**
MOVED: B Bourke SECONDED: T Carpenter

RESOLVED: That the Report of the Committee of the Whole, Item (a) be adopted.

MINUTE

8 MEETING CLOSE

The Meeting closed at 5.32 pm.

CHAIRMAN: _____

Date: _____ **(18 May 2011)**