



POLICY COMMITTEE

25 April 2012

His Worship the Mayor & Councillors

I have to advise that a **Policy Committee Meeting** will be held in the Council Chambers on Wednesday, 2 May 2012 commencing at 5.00 pm.

A handwritten signature in blue ink, appearing to read "D J Sherley".

D J Sherley
GENERAL MANAGER

BUSINESS AGENDA

POLICY COMMITTEE

TO BE HELD ON WEDNESDAY, 2 MAY 2012

1. 5:00 PM - MEETING COMMENCES
2. APOLOGIES
3. REPORT OF PREVIOUS MEETING
 - * Minutes - Policy Committee Meeting - 4 April 2012
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 Environmental Planning & Building Services' Report
 - * 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 Westman (Chair), Aubin, Bourke, Carpenter, Hanger, Morse, North.

In attendance: General Manager, Director Corporate Services & Finance, Director Cultural & Community Services, Director Engineering Services, Director Environmental Planning & Building Services, Acting Manager Environment, Environmental Officer, Manager Financial Services, Manager Water & Waste.

MINUTE

2 APOLOGIES

MOVED: B Bourke SECONDED: I North

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

POLICY COMMITTEE
REPORT OF PREVIOUS MEETING

**REPORT OF PREVIOUS MEETING TO THE POLICY COMMITTEE MEETING HELD ON 2
MAY 2012**

General Manager
Bathurst Regional Council

1 MINUTES - POLICY COMMITTEE MEETING - 4 APRIL 2012 (07.00064)

Recommendation: That the Minutes of the Policy Committee Meeting held on 4 April 2012 be adopted.

Report: The Minutes of the Policy Committee Meeting held 4 April 2012, 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

3 Item 1 MINUTES - POLICY COMMITTEE MEETING - 4 APRIL 2012 (07.00064)

MOVED: W Aubin SECONDED: I North

RESOLVED: That the Minutes of the Policy Committee Meeting held on 4 April 2012 be adopted.

MINUTES OF THE POLICY COMMITTEE
HELD ON 4 APRIL 2012

MEETING COMMENCES

1 MEETING COMMENCES

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

In attendance: General Manager, Director Corporate Services & Finance, Director Cultural & Community Services, Director Engineering Services, Acting Director Environmental Planning & Building Services, Manager Corporate Governance, Manager Recreation, Manager Technical Services, Manager Water & Waste, Acting Manager Environment.

APOLOGIES

2 APOLOGIES

MOVED Cr I North

and **SECONDED** Cr B Bourke

RESOLVED: That the apologies from Cr Toole & Carpenter be accepted and leave of absence granted. Cr Hanger advised that he will be arriving late to the meeting.

REPORT OF PREVIOUS MEETING

3 Item 1 MINUTES - POLICY COMMITTEE MEETING - 7 MARCH 2012 (07.00064)

MOVED Cr B Bourke

and **SECONDED** Cr W Aubin

RESOLVED: That the Minutes of the Policy Committee Meeting held on 7 March 2012 be adopted.

DECLARATION OF INTEREST

4 DECLARATION OF INTEREST 11.00002

MOVED Cr B Bourke

and **SECONDED** Cr W Aubin

RESOLVED: That the Declaration of Interest be noted.

RECEIVE AND DEAL WITH DIRECTORS' REPORTS

Director Environmental Planning & Building Services' Report

5 Item 1 INTRODUCTION OF USER FEES: LIVESTOCK IMPOUNDING YARDS (22.00165)

MOVED Cr I North

and **SECONDED** Cr R Thompson

RESOLVED: That Council endorse the introduction of a deposit and hire fee

associated with the use of Council's Stock Impounding Yards and note that the proposed fee structure will be exhibited as part of the 2012/13 Revenue Policy.

Director Corporate Services & Finance's Report

- 6** **Item 1 THE IMPACT OF COST SHIFTING ON NSW LOCAL GOVERNMENT: A SURVEY OF COUNCILS - FINANCIAL YEAR 2009/2010 (03.00020)**
MOVED Cr W Aubin and **SECONDED** Cr M Morse

RESOLVED: That the information be noted.

- 7** **Item 2 DELEGATIONS REGISTER REVIEW (41.00088)**
MOVED Cr B Bourke and **SECONDED** Cr W Aubin

RESOLVED: That Council adopt the Delegations Register as tabled.

GENERAL BUSINESS

- 8** **RAGLAN CREEK - GREAT WESTERN HIGHWAY (31.00006)**

Cr Bourke - expressed concern at overflowing and the closing of the Highway. Last drained creek 25 years ago, why can't we do it again? Asked Director Engineering Services to investigate how we can clear the creek. Can we please apply to clear the Creek?

The Director Engineering Services noted last time clearing occurred was in 1998, mainly Learmonth Park area. Referred to design work that has occurred for overflow channel and land purchases including Department of Lands re Crown owned property. Roads & Maritime Services have engaged GHD to do a statement of environmental effects. Main issue will now be provision of funding to undertake the works. Clearing out creek will not solve the problem, the best thing is to get the open channel, which will resolve the majority of the issues. Unlikely to get approval to clear the reeds

- 9** **SALEYARDS (22.12383)**

Cr Bourke - asked where are we up to with these, remediation, particularly mentioning site and the future use. Could advice be provided to next meeting.

- 10** **RAGLAN CREEK (31.00006)**

Cr North - asked could a report come to Council on possible application to clear Raglan Creek.

- 11** **FLOODING, MORRISSET STREET (25.00026)**

Cr North - asked can a report come back to Council on the issue of the flooding around Morrisset Street. Noted meeting held with residents yesterday on this

matter.

12 **FIFTY YEARS, MT PANORAMA - V8's (04.00001)**

Cr North - asked will a report be coming to Councillors on the events for this year that can be held.

The Director Corporate Services & Finance noted discussions have been held with V8's. Councillors have been provided with a memo on this. Councillors will continue to be kept informed.

13 **HERITAGE PLAN (20.00162)**

Cr North - noted latest version is on the website, well done by Council.

14 **AERODROME (21.00008)**

Cr North - queried whether Management Plan will allow for sewerage to be connected now that Development Application has been received for Airforce Cadets.

The Director Engineering Services spoke to use of a septic system and the cost of putting a sewerage line in.

15 **ROCKLEY TIP (14.00075)**

Cr North - advised residents have queried opening hours of the tip. Can Council look at this and have a report back to Council.

16 **AFL - LIQUOR LICENCE 04.00112)**

Cr North - advised appears to be change in what the Licensing Sergeant will allow. These are being limited to 9 pm. What involvement does Council have. Can Council check to see if this will impact other facilities, e.g. Rugby Union.

17 **JOINT TICKET FOR CULTURAL FACILITIES (20.00020)**

Cr North - thanked Council for response to request for multi-ticket option.

18 **ILLEGAL DUMPING OF WASTE (26.00004)**

Cr North - advised that apparently a local company has just been fined for illegal dumping of waste. Was Council aware of this?

The Environmental Officer advised Council was aware that EPA was taking action against a private company in the region.

19 **CARBON TAX 16.00130)**

Cr Aubin - asked do we know the impact of this on Council?

The General Manager spoke to NGRS audit undertaken and that a credit has been approved for the methane flare.

20 **CULTURAL POLICY - PUBLIC ART (11.00003)**

Cr Morse - asked could Council consider developing a Public Art Policy as a matter of urgency, independently of the Cultural Policy.

21 **STOCKLAND CARPARK - SAFETY ISSUES (22.00046)**

Cr Morse - advised there are problems at the entrance into Howick Street. Has a traffic study been done and has any actions been determined.

The Director Engineering Services advised matter was looked at by the Road Safety Officer, not aware of any recommendations/actions that have come out of this.

22 **2013 CELEBRATIONS (20.00153)**

Cr Morse - advised Council entered into a Memorandum of Understanding with Penrith, Lithgow and Blue Mountains Councils in November 2011. Celebrations start in May 2013 in those councils. Council need to look at some small events for 2013 and 2014 which are separate to Bathurst Regional Council's 2015 activities.

23 **WASTE BIN - LIBRARY/ART GALLERY (21.00021)**

Cr Morse - thanked Council for installing an extra bin at this area.

24 **LAND IMPROVEMENT AWARDS (13.00064)**

Cr Thompson - asked can we approach Bathurst Show Society to make relevant announcements at the Show.

The Acting Director Environmental Planning & Building Services advised will look into this.

25 **ARCHIBALD PRIZE - TIM STORRIER (23.00013)**

Cr Thompson - advised we need to recognise this at Council. This is a great thing. Perhaps a Mayoral Reception would be a good idea. Also, Council has no honour roll for the arts or environment, can we have a Working Party to discuss this.

26 **RAGLAN CREEK REPORT (31.00006)**

Cr Thompson - advised encourages a report be provided to Council, feel unlikely will be ready for the April meeting.

The Mayor confirmed report unlikely to be ready for April, more likely for the May 2012 meeting.

27 **NSW COMBINED HIGH SCHOOLS CRICKET (23.00026)**

Cr Hanger - advised competition has been held in Bathurst this week. Glowing reports about the City were received. Council was outstanding in the service provided.

MEETING CLOSE

28 **MEETING CLOSE**

The Meeting closed at 5.42 pm.

CHAIRMAN: _____

Date: _____ **(18 April 2012)**

MINUTE

4 DECLARATION OF INTEREST 11.00002

MOVED: I North SECONDED: T Carpenter

RESOLVED: That the Declaration of Interest be noted.

POLICY COMMITTEE
DIRECTOR ENVIRONMENTAL PLANNING & BUILDING SERVICES' REPORT & MINUTES
2 MAY 2012

**DIRECTOR ENVIRONMENTAL PLANNING & BUILDING SERVICES' REPORT TO THE
POLICY COMMITTEE MEETING HELD ON 2 MAY 2012**

General Manager
Bathurst Regional Council

1 BATHURST REGION ECONOMIC DEVELOPMENT ACTIVITIES (20.00071)

Recommendation: That the information be noted.

Report: An Economic Development update was presented to Council at the March Working Party. The following report details the Economic Development activities undertaken over the past twelve months.

Council adopted the Economic Development Strategy in December 2011 with the Strategy representing a collaborative and strategic direction for the region to develop and grow whilst maintaining environmental and cultural characteristics. There has been a range of major activities undertaken in the past twelve months including:

- Ongoing management of business enquiries
- Major funding applications including round 1 and 2 of the Regional Development Australia Fund, CBD Bulky Goods Strategy and funding for the production of a lifestyle and Investment DVD.
- Regional Investment Profile Project completed.
- Managing Corporate Brand - HR Guidelines / Templates
- Image Database - Image Gallery Software (over 500 new images)
- Conference bids submitted.
- Business Start Up Packs – including folders and fact sheets (14)
- New billboard skins erected.
- Management of the National Broadband Network progress and formation of a staff steering committee.
- Signage Strategy currently being developed including review and audit of all signage across the Region. The Strategy identifies all relevant legislation and regulations relevant to signage and will provide recommendations for the unifying of all signage across the Region.
- Pitching for films, television commercials and documentaries and management of crews filming in the Region.
- Provision of editorial content and imagery for print media including Money Matters, Property Investment, Your Money, Sky Property Channel.
- New Resident surveys and case study development. Pitching new residents for use in media activities being undertaken by Evocities including 7.30 report, Channel 10 breakfast and various print media including Sunday Telegraph, My Careers features, and trade publications.
- Management of all new resident enquiries
- Management of Evocities campaign including strategic management, loading of positions to the Evojobs website, responding to media enquiries for case studies.
- Update and management of the bathurstregion.com.au website
- Investigation of an online image gallery for councils professional photography

In addition to the above, the Economic Development section has been managing a number

of larger business enquiries including start up and other business enquiries.

The following list represents the major enquiries:

- Hardware Products – Engineering firm secured and relocating April 2012, 12 employees and critical machinery including two lasers cutters. Facilitated contact with Trade and Investment resulting Government grant.
- Assisted four new business in proving statistics and data, site selection etc (Areas of childcare, manufacturing, agriculture and communications)
- Max Hire, Security business and Keg delivery business operating
- Three larger business relocation plans on hold due to internal impacts from global insecurity
- Working with two larger tourism developments
- Working with major retailer for site selection

Evocities

The major marketing campaign Evocities, the primary purpose of which is to challenge metropolitan residents' perceptions about regional inland cities, continues to provide results. In the eighteen months since its launch in September 2010, the Evocities site has attracted in excess of 130,000 visitors. On review of the analytics there is a direct correlation between website traffic /consumer interest and marketing activity. Since the campaign launch, 25% of visitors have returned to site, suggesting retention of interest in relocation. Over 79% of visitors are from the target market region of Sydney however momentum is building from other states including Melbourne and Queensland. There is visitation internationally to the site with the top three countries including the United States, United Kingdom and New Zealand. As the campaign has matured, the 7 Evo Jobs sites have gained “*traction*” in cyber-space, out growing the Evocities site with in excess of 167,000 people visiting the site.

Bathurst and Orange continue to be the top two locations visited within the Evocities site and are receiving similar rates of enquiries. Bathurst has received over 550 enquiries since the launch of Evocities. Based on the Evocities follow up and Welcome Wagon data, the Bathurst Region welcomed over 70 new families to the Region in 2011. These residents are currently being surveyed by Council to gain insights into the motivation behind their relocations. A further report will be put to Council on this data once the survey is closed and data analysed. Bathurst continues to be proactive in placing case studies for media articles.

Financial Implications: Nil.

Bathurst 2036 Community Strategic Plan - Objectives and Strategies

- Objective 1: To attract employment, generate investment and attract new economic development opportunities. Strategy 1.1, 1.2, 1.3, 1.4
- Objective 4: To market Bathurst as a great place to live, work, study, invest and play. Strategy 4.1, 4.2, 4.4, 4.5
- Objective 5: To facilitate and foster partnerships, networks and infrastructure to support and attract knowledge, innovation and research. Strategy 5.5, 5.8

MINUTE

5 Item 1 BATHURST REGION ECONOMIC DEVELOPMENT ACTIVITIES
(20.00071)

MOVED: W Aubin SECONDED: T Carpenter

RESOLVED: That the information be noted.

Yours faithfully

A handwritten signature in black ink, appearing to read 'D R Shaw', with a large, stylized flourish at the end.

D R Shaw
DIRECTOR
ENVIRONMENTAL, PLANNING & BUILDING SERVICES

POLICY COMMITTEE
DIRECTOR CORPORATE SERVICES & FINANCE'S REPORT & MINUTES
2 MAY 2012

**DIRECTOR CORPORATE SERVICES & FINANCE'S REPORT TO THE POLICY
COMMITTEE MEETING HELD ON 2 MAY 2012**

General Manager
Bathurst Regional Council

**1 REPORT OF AUDIT AND RISK MANAGEMENT COMMITTEE - 28 MARCH 2012
(07.00096)**

Recommendation: That the information be noted.

Report: The minutes of the Bathurst Regional Council Audit and Risk Management Committee Meeting held on 28 March 2012 are shown at **attachment 1**,

Financial Implications: Nil.

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 REPORT OF AUDIT AND RISK MANAGEMENT COMMITTEE - 28
MARCH 2012 (07.00096)

MOVED: B Bourke SECONDED: T Carpenter

RESOLVED: That the information be noted.

Yours faithfully

A handwritten signature in black ink, appearing to read 'R Roach', written in a cursive style.

R Roach
DIRECTOR
CORPORATE SERVICES & FINANCE

POLICY COMMITTEE
GENERAL MANAGER'S REPORT & MINUTES
2 MAY 2012

**GENERAL MANAGER'S REPORT TO THE POLICY COMMITTEE MEETING HELD ON 2
MAY 2012**

General Manager
Bathurst Regional Council

**1 DEPARTMENT OF LOCAL GOVERNMENT - PROMOTING BETTER PRACTICE
REVIEW REPORT (NOVEMBER 2006) (03.00142)**

Recommendation: That Council note the updated report (as at May 2012) of the Department of Local Government, PBP Review of November 2006.

Report: As Councillors would be aware, in November 2006 the Department of Local Government undertook a Promoting Better Practice Review of the Council. The Review Report and initial responses were presented to Council at its meeting on 16 May 2007 (General Manager's Report No 1). Follow-up reports have been provided to Council at its meetings of 3 September 2008, 1 April 2009, 30 September 2009, 5 May 2010, 3 November 2010, 4 May 2011 and 2 November 2011.

The purpose of this item is to provide an ongoing report on how Council is addressing the recommendations contained within the review. At **attachment 1** is an Action Plan/Status Report which provides a Progress Report on each recommendation. It is considered the results of the Review were extremely pleasing. A number of the recommendations have progressed:

1. Recommendation 1

Council adopted its 2036 Community Strategic Plan at the Ordinary Meeting 15 February 2012, General Manager's Report No. 1. This item is now completed.

2. Recommendation 10

Draft Risk Management Plan went to Audit & Risk Management Committee (ARMC) 28 September 2011 and November 2011. A Working Party was held on 11 April 2012 for councillors to further discuss the document.

3. Recommendations 13 and 16

Development of the new LEP has been delayed due to, amongst other things, the Government's Rural Land Inquiry (Recommendation 13, 16) and inability of the Department to sign off on various strategies and settle on format for standard template. The Draft LEP has to be continually rewritten. Scheduled completion date is now December 2012. In the meantime, Council has prepared and adopted an Interim Comprehensive DCP (refer to Director Environmental Planning & Building Services Report No 7 of 16 February 2011) which will allow, as far as possible, for the implementation of the Bathurst Urban, Rural and Heritage Strategies.

4. Recommendations 24 and 25

Asset Management Plans are now in place for all council's infrastructure. This item is now

completed.

5. Recommendation 34

Workforce plan has been developed. This item is completed.

Financial Implications: Actions are being taken 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
- Objective 33: To be and develop good leaders. Strategy 33.5

MINUTE

7 Item 1 DEPARTMENT OF LOCAL GOVERNMENT - PROMOTING BETTER PRACTICE REVIEW REPORT (NOVEMBER 2006) (03.00142)

MOVED: G Hanger SECONDED: W Aubin

RESOLVED: That Council note the updated report (as at May 2012) of the Department of Local Government, PBP Review of November 2006.

Yours faithfully



D J Sherley
GENERAL MANAGER

POLICY COMMITTEE
GENERAL BUSINESS MINUTES

MINUTE

8 METHANE FLARE AT WASTE MANAGEMENT CENTRE (14.00007)

Cr Carpenter - requested a report on the status of this development, including generation opportunities.

MINUTE

9 CCTV - 2011/2012 BUDGET ALLOCATION, \$20,000 (16.00126)

Cr Morse - spoke to Safety Committee process in place and work being undertaken. Requested \$20,000 be allocated:

- (a) \$10,000 for a Strategic Planning document for 2015 Bicentenary Celebrations.
- (b) \$10,000 be allocated to Centennial Park facilities review.

as original \$20,000 for CTV review not needed, due to Committee being in place which is undertaking this work with Charles Sturt University.

MOVED Cr M Morse and **SECONDED** Cr I North

RESOLVED: That the \$20,000 allocated in the 2011/2012 Budget for CCTV planning be reallocated as funding for:

- (a) Strategic Planning Document for 2015 Bicentenary Celebrations - \$10,000
- (b) Feasibility Study Centennial Park upgrade - \$10,000.

MINUTE

10 KEPPEL/STEWART STREET INTERSECTION (25.00036)

Cr North - congratulated Cr Aubin on the resolution of this issue. Suggested access on Howick/Stewart Streets to hospital could be looked at by the Traffic Committee.

MINUTE

11 SALEYARDS (22.12383)

Cr North - asked have we initiated a remediation plan?

The Director Environmental, Planning & Building Services advised a report will come to the May meeting providing status of this matter.

MINUTE

12 GREEN WASTE BIN SERVICE (14.00053)

Cr North - asked where are we at with this service?

The Director Engineering Services spoke to the problem with catering for the amount of waste. Have been looking at the Orange hub proposal, as Bathurst Waste Management Centre does not have the capacity to take the material. The Hub is the best alternative.

MINUTE

13 GASWORKS SITE 22.00052)

Cr Bourke - asked where is remediation at? What has Jemena done? Can we find out where the State Member is up to on this matter? Requested a report come to Council.

The Director Environmental, Planning & Building Services spoke to voluntary remediation (soil) program works Jemena have undertaken. Aware Jemena and State Government are holding discussions on this matter. Waiting to hear the results.

MINUTE

14 POPULARLY ELECTED MAYOR (12.00005)

MOVED Cr B Bourke

That Council hold a referendum to determine whether Council should have a popularly elected Mayor.

The General Manager noted Council has dealt with this matter in 2011.

Cr Bourke withdrew the **MOTION** and requested that a report be prepared for the May meeting.

MINUTE

15 CEMETERY - TOILETS (09.00009)

Cr Bourke - stated there are no public toilets at the cemetery, could Council look at placing a facility at the cemetery. Cr Bourke requested a report on this.

MINUTE

16 MEETING CLOSE

The Meeting closed at 5.34 pm.

CHAIRMAN: _____

Date: _____ **(16 May 2012)**