



**BLAND SHIRE COUNCIL**  
*west wyalong*

# **Bland Shire Council**

## **Business Paper**

**18 March 2014**



# OUR VISION, MISSION AND VALUES





# AGENDA

## COUNCIL MEETING

### 18 MARCH 2014

#### 1.0 INTRODUCTION

*Let us acknowledge the Wiradjuri people, their elders past and present, traditional custodians of the land we now share.*

*Let us be inspired by the resilience, innovation and perseverance of past generations.*

*Let us honour those who protect this great land, may you draw strength from your God or Faith so that we may, here today, on behalf of our community, - build a vibrant future together.  
("Pause for Reflection").*

#### 2.0 ATTENDANCE

##### 2.1 Councillors

Cr P Grellman

Cr L Hampton

Cr K Keatley

Cr T Lord

Cr L McGlynn

Cr B Monaghan

Cr L Pike

Cr N Pokoney

Cr P Templeton

##### 2.2 Staff

General Manager – Ray Smith

Director Asset & Engineering Services – Will Marsh

Director Corporate, Community & Development Services – Adele Casey

Executive Assistant – Julie Sharpe

##### 2.3 Apologies

Cr Grellman has requested a 'leave of absence' for the period 17 April 2014 to 3 May 2014 inclusive.

### **3.0 CONFIRMATION OF THE MINUTES**

#### **3.1 Ordinary Meeting held on 18 February 2014**

- **Confirmation**

That the minutes of the Ordinary Council meeting held on 18 February 2014 be confirmed as a correct record of proceedings.

- **Corrections**

- **Business Arising**

### **4.0 DECLARATIONS OF INTEREST**

A pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss the person or another person with whom the person is associated.

A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision a person might make in relation to a matter.

<b>Councillor/Officer</b>	<b>Item</b>	<b>Nature of Interest</b>

### **5.0 PUBLIC FORUM**

#### **5.1 Mrs Julie Anthoness**

Bland Shire's Citizen of the Year for 2013, Mrs Julie Anthoness, will be presented with her commemorative plaque.

### **6.0 MAYORAL MINUTE**

### **7.0 NOTICES OF MOTION**

#### **7.1 Proposed Purchase of Investment Property, Mayor Pokoney**

**Recommendation:**

**That the matter be considered in Closed Council in accordance with the provisions of Section 10A(2) of the Local Government Act 1993.**

## 7.2 Dome Lights for the West Wyalong Runway, Cr Pike

### **Recommendation:**

**That Council include the provision of dome lights for the West Wyalong Runway in the 2014/15 budget estimates.**

Council roll the ground adjacent to the main runway to create a smooth surface for landing gliders. This needs to be performed after rains to ensure a lasting effect.

### **Introduction**

Local gliding conditions and the West Wyalong Runway facility have been a major draw card for gliding clubs to the area. These clubs have brought up to 50 people to our community for up to 2 weeks several times a year. Discussions with committee members of the Bathurst gliding club have revealed that small changes to the lighting structure could see the runway become one of the best available to the Gliding community. This would secure future events and increase the size and number of gliding visitors to the Bland.

Gliders prefer to land on grass to the side of the sealed runway. The current runway lighting is comprised of post lights which pose a risk to gliding equipment. At a recent gliding meeting one such incident occurred resulting in no damage to the lighting but about \$14,000.00 to the glider involved. Dome lights are equally acceptable for other aviation purposes but have the added benefit of being low risk re damage to gliders.

### **Financial Implications**

Council staff to obtain quotes for budget consideration.

## 7.3 Review of Airport Concept Plan, Cr Pike

### **Recommendation:**

**That the Airport concept plan be reviewed to include:**

- 1. Creation of a taxiway past the east side of the proposed bowser to run parallel to the airport road. Thus providing access to blocks running between the taxiway and the airport road.**
- 2. That these blocks be made available for freehold purchase.**
- 3. That airline companies and CASA be engaged to ascertain a position for a bowser that does not inhibit any future opportunity for a return of domestic flight service.**
- 4. That airline companies be invited to stop en-route to and from Griffith, Broken Hill, Wagga and Sydney. With option to refuel.**
- 5. That aviation fuel companies be invited to tender to supply avgas and jet a1.**

### **Financial Implications**

Taxiway and Subdivision: Zoning – already appropriate for hangers and homes  
Surveying - \$15,000.00 - \$20,000.00  
Power – 11kva already in situ along airport road  
Water and Sewerage

## **8.0 DELEGATES & ADVISORY COMMITTEE REPORTS**

### **Section 1 – Delegates & Advisory Committee Reports & Minutes *(for information)***

## **9.0 STAFF REPORTS**

That the Council receive the staff reports.

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## **10.0 URGENT BUSINESS WITHOUT NOTICE**

### **11.0 QUESTIONS AND STATEMENTS**

- Matters to be dealt with arising out of the proceedings of former meetings of the Council
- Other Matters

## **12.0 CLOSURE OF THE MEETING TO DISCUSS CONFIDENTIAL BUSINESS UNDER THE PROVISIONS OF SECTION 10A(2) OF THE LOCAL GOVERNMENT ACT**

### **12.1 Proposed Purchase of Investment Property**

*Local Government Act (Section 10A(2)(d)(i))*

*The matters and information are commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.*

## **13.0 RESUMPTION OF THE MEETING AND CONSIDERATION OF RECOMMENDATIONS OF THE CLOSED SECTION OF THE MEETING**

## **14.0 CLOSE OF THE MEETING**

# SECTION 1 – DELEGATES & ADVISORY COMMITTEE REPORTS

*Our leadership*

*Setting a benchmark for community standards*

Vision: A well run council acting as the voice of the community

*DP15.2 Working in partnership with community groups, advisory committees, Government Departments, businesses and Council staff*

**Officer’s Recommendation:**

**That the Council receive and note the delegate and advisory committee reports from Councillors and Advisory Committee meeting minutes as presented.**

**Section 1 – Delegates & Advisory Committee Reports & Minutes (for information)**

Committee	Date/s	Minutes attached
<b>Access Advisory Committee</b> (Cr Grellman)	7 <sup>th</sup> February 2014 2 <sup>nd</sup> May 2014	✓
<b>Bland Rural Fire District Zone Liaison Committee</b> (Cr Grellman, Cr Keatley - alternate)		
<b>Bland – Temora RFS Zone Bushfire Management Committee</b> (Cr Grellman, Cr Keatley - alternate)	11 <sup>th</sup> September 2013 26 <sup>th</sup> March 2014	✓
<b>Cowal Gold Project Community Environmental Monitoring &amp; Consultative Committee (CEMCC)</b> (Mayor Pokoney, Cr McGlynn - alternate/observer, Cr Hampton - observer)	3 <sup>rd</sup> March 2014	
<b>Cultural Advisory Committee</b> (Cr McGlynn, Cr Keatley)	24 <sup>th</sup> February 2014 26 <sup>th</sup> May 2014	✓
<b>Economic Development Committee</b>	1 <sup>st</sup> April 2014	
<b>Goldenfields Water County Council Board</b> (Cr Templeton)	20 <sup>th</sup> December 2013 27 <sup>th</sup> February 2014	✓
<b>Health &amp; Wellbeing Advisory Committee</b> (Cr Lord, Cr Monaghan, Cr Grellman, Cr McGlynn)		
<b>Heritage Advisory Committee</b> (Cr McGlynn, Cr Grellman)	5 <sup>th</sup> March 2014 9 <sup>th</sup> April 2014	✓
<b>Indigenous Advisory Committee</b> (Cr McGlynn, Cr Grellman)	25 <sup>th</sup> March 2014	
<b>Local Traffic Advisory Committee</b> (Mayor Pokoney, Cr Grellman - alternate)	6 <sup>th</sup> May 2014	

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF BLAND HELD IN THE COUNCIL CHAMBERS WEST WYALONG ON TUESDAY 18 MARCH 2014

.....  
MAYOR



<b>Murrumbidgee Medicare Local Board</b> <i>(Cr Monaghan)</i>	20 <sup>th</sup> March 2014	
<b>Museums Advisory Committee</b> <i>(Cr Lord, Cr Keatley)</i>	13 <sup>th</sup> February 2014 27 <sup>th</sup> March 2014	✓
<b>Newell Highway Taskforce</b> <i>(Cr Lord)</i>	4 <sup>th</sup> December 2013	
<b>NSW Association of Mining Related Councils</b> <i>(Cr McGlynn, Cr Hampton)</i>	8 <sup>th</sup> November 2013 27 <sup>th</sup> February 2014	✓
<b>Plant Committee</b> <i>(Cr Grellman, Cr Templeton, Cr Lord)</i>	4 <sup>th</sup> March 2014 1 <sup>st</sup> July 2014	
<b>Public Libraries NSW South-West Zone</b>		
<b>Riverina Eastern Regional Organisation of Councils (REROC)</b> <i>(Mayor Pokoney)</i>	25 <sup>th</sup> February 2014	
<b>Riverina Regional Tourism</b> <i>(Cr Lord)</i>	13 <sup>th</sup> December 2013	
<b>Visitor Economy &amp; Tourism Advisory Committee</b> <i>(Cr Lord, Cr Hampton)</i>	13 <sup>th</sup> February 2014 13 <sup>th</sup> March 2014 10 <sup>th</sup> April 2014	✓

**MINUTES OF THE ACCESS ADVISORY COMMITTEE MEETING HELD AT THE  
COMMUNITY HEALTH CENTRE FRIDAY 7 FEBRUARY 2014 - COMMENCING AT 10.30  
AM.**

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**Present:** Cr P Grellman, R Black, A Templeman, G Platz, R McDonell, Tiarna Robertson

**Apologies:** A Casey – Director of Community and Development Services, W Bowles, W Hutcheon, S Smith

**As W Bowles was an apology, Cr P Grellman chaired the meeting in her absence**

**ITEM 1 WELCOME**

P Grellman welcomed all to the meeting and thanked everyone for their attendance.

**ITEM 2 APOLOGIES**

Apologies received from A Casey, W Bowles, S Smith and W Hutcheon

**ITEM 3 ACCEPTANCE OF PREVIOUS MINUTES**

The minutes of the meeting held on Friday 6 September 2013 be accepted:

Moved: R Black

Seconded: A Templeman

Carried

**ITEM 4 MATTERS ARISING**

**4.1 Action List**

- **International Day of People with DisAbility 2013** – P Grellman noted that the International Day of People with a Disability event was highly successful, with fabulous hospitality. G Platz expressed her disappointment that some of the recipients did not attend during the day to accept their Access Award.

T Robertson noted the awards to be a success with the fabulous help of guest speaker Brett Stanford. T Robertson told the committee that both Wyalong and West Wyalong Public Schools thought Brett's message was strong and powerful and are both hoping to have him address the entire school in the near future.

- **PAMP – Pedestrian Access Management Plan** - R McDonell informed the committee their suggestions had been passed on to Mark Thompson, Bland Shire Council Manager of Assets for review/further action.
- **Disability Access Policy** – It was agreed that in the absence of W Bowles the Disability Access Policy will be reviewed by R McDonell and placed on the agenda for next meeting.
- **Access Timeline 2013** –The committee agreed on seeking an increase in funding from Council for the Access Incentive Scheme in 2014-2015. Community Development Officer, R McDonell will report to committee at next meeting regarding this issue.
- All committee members were pleased with the works that have been conducted throughout the Shire to improve accessibility. A Templeman particularly noted the works of the Chemist, Commonwealth Bank, the optometrists and Souden's furniture. The committee added that the works at Wyalong and West Wyalong Public School are outstanding.

P Grellman raised the issue of limited seating in the Main Street and how this seating is not shaded. The relatively narrow dimensions of the Main Street footpath and subsequent legal issues were raised as potential issues limiting the provision of

shaded seating. The Community Development Officer is to investigate further and report to the next meeting.

- **Access Timeline 2014** – Agenda item 6.3

## **ITEM 5           CORRESPONDENCE**

## **ITEM 6           GENERAL BUSINESS**

### **6.1     Meeting dates for 2014:**

All committee members agreed that the meeting dates of February 7, May 2, August 1, November 7 will be suitable for 2014.

### **6.2     Access Incentive Grants**

#### **6.2.1   Cuts N Curls**

The application made by the Cuts and Curls was reviewed and considered.

## **RECOMMENDATION**

**That the Access Incentive Scheme Grant application by Cuts N Curls, West Wyalong be approved by Council to the value of \$4000.**

**Moved A Templeman**

**Seconded G Platz**

**Carried**

### **6.3     Access Timeline**

Due to the number of apologies, the committee decided to hold over to the next meeting.

### **6.4     Access issues**

The accessibility of business premises in West Wyalong's Main Street was discussed. One premises was brought to the attention of the committee and it was agreed to write to the owner requesting they consider providing a means of access for individuals with a disability. The Community Development Officer will write to the owner as requested with details enclosed regarding Council's Access Incentive Grant Scheme

## **ITEM 7           NEXT MEETING**

The next Access Advisory Committee meeting for 2014, will be held on **May 2, 2014** at the West Wyalong Community Health Centre at **10.30am**.

## **ITEM 8           MEETING CLOSED**

The meeting closed at 11.13am

# NSW Rural Fire Service Bland – Temora Zone Bush Fire Management Committee



<b>MEETING DATE</b>	Wednesday 11 <sup>th</sup> September 2013	<b>LOCATION</b>	Bland FCC
<b>START</b>	09:45	<b>FINISH</b>	11:50
<b>CHAIRPERSON</b>	Trevor Penfold	<b>MINUTES</b>	Mark & Steve

COMMITTEE MEMBERS	DEPARTMENT	ATTENDANCE	APOLOGY	ALTERNATE SENT
Paul Smith	Region West Manager		✓	
Steve Holden	Bland Temora Zone Manager	✓		
Mark Cooper	Community Safety Officer	✓		
Cheryl Noble	Zone Administration Officer		✓	
Simon Curry	Regional Community Safety Officer	✓		
David Scealy	John Holland Rail		✓	✓
Colin Honeyman	RTA		✓	
Craig Ridley	Lachlan LHPA	✓		
David Denyer	Bland Temora Group Captain 3	✓		
Gary Lavelle	Temora Shire Council General Manager		✓	
Peter Grellman	Bland Shire Council - Councillor	✓		
Steve Firth	Temora Shire Council		✓	
Terry Pellow	Essential Energy		✓	✓
Robin Mares	NPWS – Griffith		✓	
Andrew Cozens	FRNSW		✓	✓
Will Marsh	Bland Shire Council	✓		
Linton Howarth	Aboriginal Lands Council	✓		
Trevor Watkins	John Holland Rail	✓		
Kernin Lambert	FRNSW	✓		

## Welcome

Steve welcomed all the committee members to today's Bush Fire Management meeting.

## Apologies

Steve called for apologies for today's BFMC meeting. These were accepted and noted on the attendance sheet.

## Agenda

1.	<p>Steve Holden called for nomination for the Bland Temora Zone Bush Fire Management Committee Chairperson.</p> <p>Trevor Penfold was nominated &amp; accepted</p> <p>Motion: Trevor Penfold be elected Bland Temora Zone Bush Fire Management Committee Chairperson</p> <p>Moved: David Denyer Seconded: Peter Grellman - Carried</p>
2.	<p><b>Business arising from previous minutes</b> Contact details were sent around and updated.</p> <p><b>Heavy Plant Register</b> Steve explained where our heavy plant register was up to and expressed his concerns of RFS staff and volunteers having to fulfil the heavy plant coordinators role at major fires.</p> <p>Will Marsh indicated Bland Shire would assist with heavy plant coordination in major fires.</p> <p>Motion: Steve to contact Temora Shire Council and seek their support in heavy plant coordination in major fires.</p> <p>Moved: David Denyer Second: Will Marsh - Carried</p> <p><b>ICON</b> Steve asked if agencies have access to NSW RFS ICON. Forests and FRNSW indicated they have access. Simon Curry will look into who can have ICON access. Steve informed the meeting we were going to go through ICON, BRIMS &amp; MapDesk in a planned Multi Agency exercise which unfortunately was cancelled twice.</p> <p>A short power point presentation on ICON, Mapdesk &amp; Emergency warning alerts was given.</p> <p><b>Neighbourhood safe places</b> Mark discussed the new locations of NSPs and that the locations have been gazetted on the RFS website and are currently being assessed on their annual inspection.</p> <p>Motion: That the Minutes from meeting be passed as a true and accurate record. Moved Peter Grellman Seconded David Denyer - Carried</p>

	<p><b>Bland Temora Zone Pre Incident Plan (PIP)</b></p> <p>Steve tabled the Bland Temora Zone PIP for all agencies to look at as Steve was looking for the committee to endorse the PIP in principal, prior to the Pre-seasons Captains meeting.</p> <p>Peter Grellman discussed that maybe there is too much involved in the plan to engage the group to decide.</p> <p>Trevor Penfold advised Brigades in the Pinnacle area are looking at a catering group for their area.</p> <p>Steve suggested Brigades should be talking to committees in their area like the school P &amp; C's to assist in preparing meals at times of large fires.</p> <p>Steve asked if the committee if they would support the decision for all brigades be self sufficient for 12 hrs.</p> <p>All present agreed with Brigades being self sufficient for the first 12 hrs</p> <p><b>3</b> Steve explained why the Temora FCC was opened on the 5<sup>th</sup> of January and not the Bland FCC and how the PIP would assist in making those decisions.</p> <p>Simon Curry suggested that all text be on one side of the PIP and tables / maps be on the flip side. Simon also added pre-emptive S44 information is on the PIP.</p> <p>Steve explained what an After Action Reviews (AAR) is and why they have been included on the PIP. Steve also informed the meeting why we only had two AAR's for all fire that occurred across the Zone.</p> <p>Simon Curry suggested that we print of AO size PIP's and put in both Fire Control Centres</p> <p>Motion: That the PIP be endorsed by the committee.  Moved: Will Marsh  Seconded: Kernin Lambert - Carried</p> <p><b>S52 PLAN</b></p> <p>Steve tabled the <b>DFAFT</b> Section 52 plan of operations for discussion. Steve will contact each combat agency for their input and endorsement.</p>
<p><b>4.</b></p>	<p><b>Agency Reports</b></p> <p>Simon Curry spoke about the restructure occurring in Region Office. He also spoke of the upcoming Fire Investigation Course to be held in Temora.</p> <p>Trevor from John Holland Rail advised slashing of crossings and spraying of fire breaks was occurring. Steve informed the committee about the EPA issue of burning railway sleepers.</p> <p>Linton from Aboriginal Lands Council spoke about the traditional burn project that has been successful is getting funding for a large area across the state. A traditional burn is being planned at Lake Cowal.</p>

Dave Denyer spoke about Group 3 and what the group had been doing in regards to issues with fuel loads now on the side of the Newell Highway.

Craig Ridley spoke on the LLS. This area now falls in the Riverina LLS. Craig is unsure who our Rep on the BFMC will be. Contact should be made with the Riverina LLS.

Craig also mentioned the stock routes that will remain open. Currently the LLS is targeting stock routes around the Bland Shire, primarily targeting areas around villages that have stock routes near them.

Steve asked Will Marsh for an update on Council amalgamations. Will advised a that a report is still being finalised and councils are still waiting directions.

Steve mentioned about fires on the side of the roads. Will and Peter spoke about the education program that was run last year on managing roadside vegetation. Council said it doesn't allow roadside burning and that they will prosecute anyone that continues to be a problem to them.

Steve Campbell reported that Forests NSW are now the Forestry Corporation as from January 1<sup>st</sup> 2013. Steve mentioned the works that had occurred around the Bland Shire, including works in the Mandamah Forest and future works in the Mandamah forest.

Dave Denyer asked Steve Campbell if the works in the Mandamah Forest can have more trails improved when the washaway is fixed. Steve said the works will continue, they are waiting on the availability of a loader from Forests and that the works are also funding dependent.

#### **Commencement of the 2013 – 2014 fire season**

Motion: That the 2013 – 2014 fire season commence as of the 1<sup>st</sup> of October 2013.

Moved: Craig Ridley

Seconded: David Denyer - Carried

## **Next Meeting**

Next Meeting: Wednesday 26<sup>th</sup> March 2014

Location: Temora FCC

Time: 10am

**MINUTES OF THE CULTURAL ADVISORY COMMITTEE MEETING HELD AT BLAND SHIRE COUNCIL ON MONDAY 24TH FEBRUARY 2014 - COMMENCING AT 5:00PM.**

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**Present:** R Gelling (chair), Councillor L McGlynn, Councillor K Keatley, B Cooper, S Hood, K Johnston, J Wyse, C Sutton (Community Relations Officer), R McDonell (Community Development officer).

**Apologies:** Scott Howie

**ITEM 1 WELCOME**

R Gelling opened the meeting at 5:05pm and thanked everyone for their attendance.

**ITEM 2 COFIRMATION OF PREVIOUS MINUTES**

The minutes of the meeting held on Monday November 25, 2013 were accepted.

**Moved:** L McGlynn                      **Seconded:** B Cooper                      Carried

**ITEM 3 MATTERS ARISING**

**3.1 Actions from previous meeting**

**3.1.1 Investigations into a cultural space:** C Sutton reported to the committee that community consultation regarding a cultural space will commence in April as per the resolution at the February Council meeting. C Sutton asked the committee members to consider some questions to be included in the survey and submit to R McDonell or C Sutton via email by Friday the 28<sup>th</sup> of February for compilation.

An additional avenue for community consultation was proposed by R McDonell. It was proposed that the use of a photography exhibition in which participants are asked to identify in one word or sentence what Bland Shire culture means to them may assist in engaging a wider cross section of the community. R Gelling expressed her concern regarding responses to such a question as part of the consultation process.

**3.1.2 Bald Archy Exhibition:** C Sutton conveyed to the committee that Bland Shire Council would not be hosting the Bald Archy's this year and noted that Bland Shire Council may host the exhibition in 2015 partnering with the local Splatter Gallery. C Sutton stated that Council hopes to support Splatter Gallery in the future.

Committee members questioned if Splatter Gallery would be able to cater for the Bald Archy's Exhibition due to the space required to house such an event. C Sutton noted that Temora would be hosting the Bald Archy's this year and noted that it may be possible for West Wyalong and Temora to alternate hosting the yearly event.

R Gelling noted that the Art Express Exhibition may be worth looking at in replacement of the Bald Archy's and reported that it maintains a good standard, would promote good exposure, and be beneficial to high school students in the Bland Shire. Committee members agreed it would be worthwhile investigating the possibility of getting Art Express to come to West Wyalong.

**3.1.3 West Wyalong Regional Music Grant Application:** C Sutton reported to the committee that Bland Shire Council had approved a Cultural Development grant Application from West Wyalong Regional Music Inc at the December Council meeting for \$1550 to support the 2014 West Wyalong Winter Strings School.



## ITEM 4 GENERAL BUSINESS

### 4.1 Projects 2014

**4.1.1 Sculpture competition:** Committee members questioned the feasibility of a sculpture competition and agreed it would be best to postpone the initiative and reconsider at the completion of the community consultation regarding a new cultural space.

**Recommendation to Council:**  
**That funds allocated to the Sculpture Competition be held over until community consultation has been completed.**

**Moved: L McGlynn**

**Seconded: Kerry Keatley**

**4.1.2 New projects/initiatives for 2014:** B Cooper mentioned the notion of implementing a theatrette in the Wyalong Hall as part of any proposed new culture centre/space similar to the Temora Town Hall. The committee agreed that the Wyalong precinct would be a suitable location and requested more information. R McDonell and C Sutton agreed to undertake further investigation. S Hood suggested the possibility of commencing a creative writing workshop in West Wyalong. C Sutton mentioned the prospect of West Wyalong hosting the Faulty Towers dining experience. A number of committee members expressed their interest in this notion. C Sutton reported to the committee that C Sutton or R McDonell would investigate the Faulty Towers initiative and the Temora Shire Council theatre in regard to cost and implementation and report back to the committee at the next meeting. Further, the notion of reestablishing a dramatic arts group was discussed and favoured by committee members.

**4.1.3 Tadikimi music concert:** A number of committee members noted that they had listened to music composed by Tadikimi and reported that they did not believe the concert proposed by Scott Howie should be pursued for the Shire.

**4.2 Eastern Riverina Arts report:** In the absence of Scott Howie, R McDonell reported to the committee the idea of investing in a mobile art space that could be transported to different areas to the Shire as required. Some committee members noted that they did not consider this to be an appropriate option for the Shire due to space restrictions.

**4.3 Cultural Groups report:** C Sutton reported to the committee that Events West Wyalong has been allocated \$20,000 funding from Bland Shire Council for their Mexico in the West event. B Cooper reported that he was approached by Bland Shire Council to reestablish a Community Development segment on the Community Radio station. B Cooper further noted that West Wyalong community radio is currently seeking additional equipment from the Community Broadcasting Association.

## ITEM 5 DATE OF NEXT MEETING

### 5.1

All committee members agreed that the date of Monday May 26<sup>th</sup> will be suitable for the next meeting.

**ITEM 6            CLOSE OF MEETING**

**6.1**

R Gelling closed the meeting at 5:54pm

**Minutes of the meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at  
TEMORA OFFICE on 20 DECEMBER 2013**

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The meeting commenced at 10.03am

**PRESENT**

Cr P Speirs (Chair), Cr A Clinton, Cr D McCann, Cr J McGregor, Cr C Manchester, Cr K Morris and Cr D Palmer.

**ALSO IN ATTENDANCE**

Mr A Grant (General Manager), Mr T McClellan (Manager Finance and Administration), Mr C Perry (Manager Distribution & Construction) Mr P Goesch (Engineering Officer) Mrs A Coleman (Executive Assistant).

**1. APOLOGIES**

Cr P Templeton.

**13/124 RESOLVED** on the motion of Crs Palmer and Clinton that leave of absence be granted to Cr Templeton.

**2. DECLARATION OF PECUNIARY INTERESTS**

No interests were declared at this time.

**3. CONFIRMATION OF MINUTES OF MEETINGS HELD ON 24 OCTOBER and 27 NOVEMBER 2013.**

**13/125 RESOLVED** on the motion of Crs Clinton and Manchester that the minutes of the meeting held on 24 October having been circulated and read by members be confirmed.

**13/126 RESOLVED** on the motion of Crs Morris & McCann that the minutes of the meeting held on 27 November 2013 having been circulated and read by members be confirmed.

**4. BUSINESS ARISING FROM MINUTES**

Nil

**5. PUBLIC ACCESS**

Nil

**6. NOTICES OF MOTION / RESCISSION MOTIONS**

No Notices of Motion or Rescission Motions were received.

**7. ADMISSION OF LATE REPORTS**

**13/127 RESOLVED** on the motion of Crs McGregor and Palmer that Council consider the late report of Purchasing Policy in Closed Session.

**Minutes of the meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at  
TEMORA OFFICE on 20 DECEMBER 2013**

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**8. CHAIRPERSON'S MINUTE**

The chairperson did not submit a Chairpersons' minute to the meeting.

**9. GENERAL MANAGER'S REPORTS**

**9.1 FINANCIAL REPORTS**

**9.1.1 COUNCIL INVESTMENTS (G35507005)**

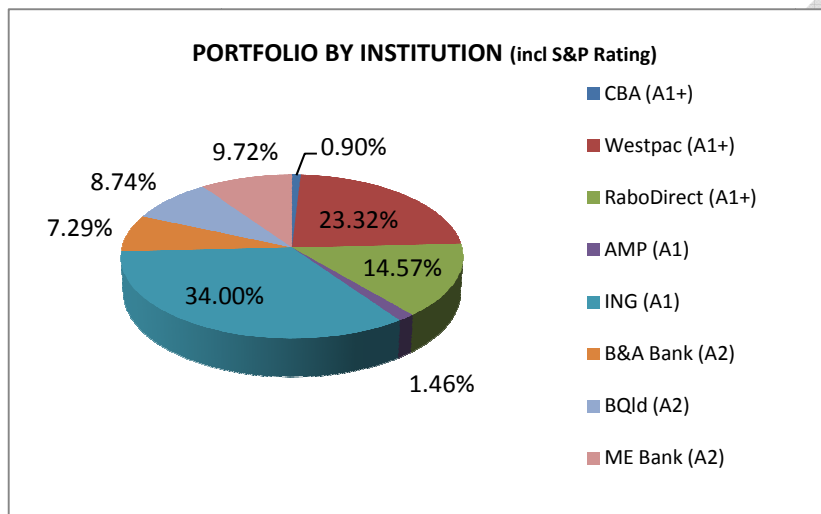
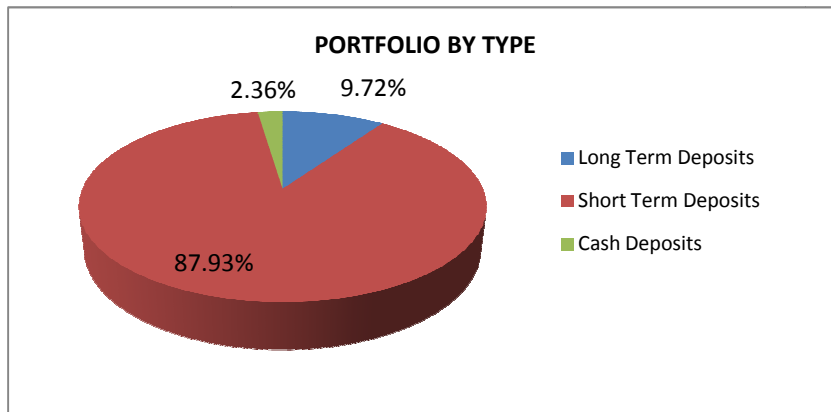
**13/128 RESOLVED** on the motion of Crs Manchester and Clinton that the report detailing Council Investments at 30 November 2013 be received and noted.

**Report prepared by Manager Finance & Administration**

This report is presented for information on Council Investments in accordance with clause 212 of the Local Government (General) Regulation 2005. The following details Council Investments as at 30 November 2013:

	<b>Market Value (\$)</b>	<b>Term (days)</b>	<b>Rate</b>	<b>Maturity Date</b>	<b>% of Portfolio</b>
<b>Long Term Deposits</b>	<b>2,000,000.00</b>				<b>9.72%</b>
Westpac Coupon Select Deposit (5yr)	2,000,000.00	3m BBSW+1.3%	3.92%	27/10/15	9.72%
<b>Short Term Deposits (&lt;1 yr)</b>	<b>18,100,000.00</b>				<b>87.93%</b>
Bendigo & Adelaide Bank Ltd	1,500,000.00	196	4.10%	9/12/13	7.29%
ING Bank (Australia) Limited	1,000,000.00	223	4.19%	20/01/14	4.86%
RaboBank Australia	1,000,000.00	189	4.15%	3/02/14	4.86%
ING Bank (Australia) Limited	1,200,000.00	181	3.87%	3/02/14	5.83%
ING Bank (Australia) Limited	1,800,000.00	210	4.09%	17/02/14	8.74%
ING Bank (Australia) Limited	1,500,000.00	182	3.91%	3/03/14	7.29%
Members Equity Bank	900,000.00	280	4.23%	31/03/14	4.37%
Bank of Queensland	800,000.00	210	3.80%	14/04/14	3.89%
Members Equity Bank	500,000.00	224	3.73%	12/05/14	2.43%
Members Equity Bank	600,000.00	279	4.03%	12/05/14	2.91%
Bank of Queensland	1,000,000.00	281	3.95%	10/06/14	4.86%
RaboBank Australia	1,000,000.00	280	3.75%	21/07/14	4.86%
ING Bank (Australia) Limited	1,500,000.00	365	3.97%	19/08/14	7.29%
RaboBank Australia	1,000,000.00	365	3.85%	30/09/14	4.86%
Westpac Banking Corporation	1,500,000.00	365	3.92%	4/11/14	7.29%
Westpac Banking Corporation	1,300,000.00	365	3.92%	11/11/14	6.32%
<b>Cash Deposits</b>	<b>485,218.16</b>				<b>2.36%</b>
Commonwealth Bank At Call A/c	50,000.00	At Call	2.45%	N/A	0.24%
AMP Bank At Call A/c	300,000.00	At Call	3.35%	N/A	1.46%
CBA Premium Business A/c	135,218.16	At Call	Various	N/A	0.66%
	<b>20,585,218.16</b>				<b>100.00%</b>

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**Movements within Bank account for the reporting period (\$)**

Cash Book balance as at 30 September 2013	44,447.25
Plus Deposits	
October	3,124,251.46
November	2,471,950.68
Less Payments	
October	2,625,741.00
November	2,876,169.56
Cash Book balance as at 30 November 2013	138,738.83
Less Outstanding Deposits	4,207.07
Plus Unpresented Cheques	686.40
Bank balance as at 30 November 2013	135,218.16

It is hereby certified that the above investments have been secured in accordance with:

- Local Government Act, 1993;
- Local Government (General) Regulation, 2005;
- Investment Order - dated 12 January 2011; and
- Council's Investment Policy (adopted 28/4/2011).

### Recommendation

Recommendation made was adopted.

### 9.1.2 OUTSTANDING WATER DEBTORS (G35307005)

**13/129 RESOLVED** on the motion of Crs Palmer and Manchester that the report detailing Council's outstanding water debtors as at 30 November 2013 be received and noted.

#### Report prepared by Manager Finance & Administration

This report is presented for information on Council's outstanding water debtors as at 30 November 2013:

\$'s	Arrears	Interest	Current	Total
Access Charges	74,447.77	11,156.37	163,493.35	249,097.49
Consumption Charges	179,169.92	27,616.54	402,459.36	609,245.82
Deferred Headworks	252,526.74	0.00	12,180.00	264,706.74
<b>Sub-Totals</b>	<b>506,144.43</b>	<b>38,772.91</b>	<b>578,132.71</b>	<b>1,123,050.05</b>
Less Overpayments Received				-178,583.79
<b>Total Outstanding</b>				<b>944,466.26</b>
Less Bulk Council Accounts Outstanding				-336,255.53
Less Headworks Accounts Outstanding				-264,706.74
<b>Total Outstanding from Retail Customers</b>				<b>343,503.99</b>

### Recommendation

Recommendation made was adopted.

### 9.1.3 WATER DEBTOR WRITE-OFF (74491)

**13/130 RESOLVED** on the motion of Crs Manchester and Palmer that Council write off \$270.69 from account no. 74491 for loss of water beyond the customer's reasonable control. Further, the Sub Branch be advised that this is a one-off grant and that they be encouraged to regularly check their meter for irregularities.

*Cr Manchester requested a letter be issued to the customer stipulating that the refund is a one off.*

#### Report prepared by Senior Revenue Officer

#### 74491

A copy of the customer's letter is attached.

The Coolamon RSL Sub-Branch is seeking relief of \$270.69 (148 kl), being water consumption charges for the quarter ended September 2013. Apart from 1 kilolitre usage in

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the preceding quarter, this account has recorded nil consumption since December 2009. The meter reading has been confirmed with no further usage. The sub branch have advised there are no leaks and are unable to explain the usage, suspecting persons unknown have accessed the supply.

Council has previously provided 50% reductions between excessive bills and normal consumption for usage that was considered to be beyond the customer's reasonable control. In a specific case, Council provided a residential customer the benefit of the doubt for an unexplained high consumption.

**Recommendation**

Recommendation made was adopted.

**9.1.4 WATER PRODUCTION COSTS (G35201005)**

**13/131 RESOLVED** on the motion of Crs McGregor and Clinton that the report detailing Council's production cost comparatives as at 30 November 2013 be received and noted.

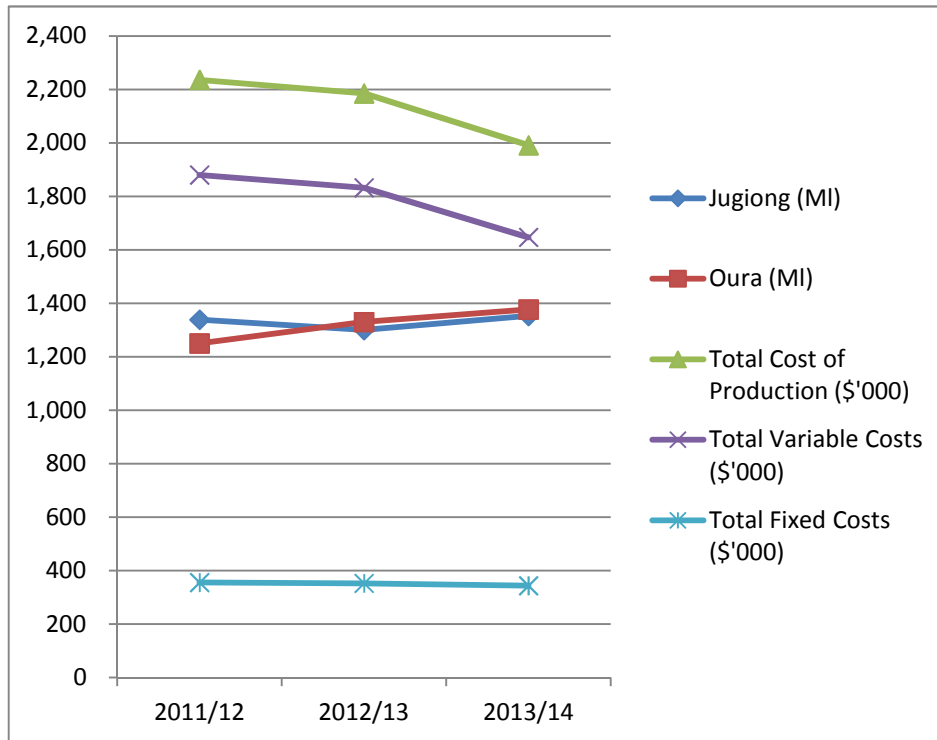
*It is noted that reports henceforth will include clarification regarding energy.*

**Report prepared by Manager Finance & Administration**

This report provides a comparison of Council's production costs as at 30 November 2013, with the previous two years. It also shows the relationship between production costs and production volumes. A separate report on production volumes is presented elsewhere in the business paper.

	2011/12	2012/13	2013/14	% Change
<b>Production Volumes (MI)</b>				
Jugiong (MI)	1,339	1,300	1,353	4.08%
Oura (MI)	1,250	1,330	1,377	3.53%
Other (MI)	255	282	300	6.38%
<b>Total</b>	<b>2,844</b>	<b>2,912</b>	<b>3,030</b>	<b>4.05%</b>
<b>Cost of Production (\$'000)</b>				
Mains Operation	169	208	190	-8.65%
Reservoirs Operations	22	24	23	-4.17%
Pumping Stations & Bores Operations	7	7	6	-14.29%
Treatment Operations	158	114	125	9.65%
<b>Total Fixed Costs (\$'000)</b>	<b>356</b>	<b>353</b>	<b>344</b>	<b>-2.55%</b>
Mains Maintenance (Recurrent)	520	443	440	-0.68%
Reservoirs Maintenance (Recurrent)	133	90	71	-21.11%
Pumping Stations & Bores Energy	713	910	688	-24.40%
Pumping Stations & Bores Maint (Recurrent)	331	235	262	11.49%
Treatment Chemical Costs	122	101	109	7.92%
Treatment Maintenance	61	53	77	45.28%
<b>Total Variable Costs (\$'000)</b>	<b>1,880</b>	<b>1,832</b>	<b>1,647</b>	<b>-10.10%</b>
<b>Total Cost of Production (\$'000)</b>	<b>2,236</b>	<b>2,185</b>	<b>1,991</b>	<b>-8.88%</b>

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**Recommendation**

Recommendation made was adopted.

**9.2 WORKS REPORTS**

**9.2.1 OCTOBER 2013 / NOVEMBER 2013 (G95507005)**

**13/132 RESOLVED** on the motion of Crs Manchester and Palmer that the Works Report for October and November be received and noted.

*Cr Clinton sought clarification on the number of new connections during the period.*

*Mr Grant committed to a connection report being included henceforth and a report on new rural connections granted that have previously been denied under the old connections policy.*

**Report prepared by Manager Distribution & Construction**

**Water Losses & Mains Repairs**

NUMBER	DATE	TIME		LOCATION	PIPE DIAMETER	CONSUMERS AFFECTED	ESTIMATED LOSS (KI)	REASON
		Off	On					
37.	9/10	9:30	13:30	Weethalle, Woolners Lane	80	-	0.5	Split Pipe
38.	12/10	10:30	13:30	Temora, Baker Street	200	1	200	Split Pipe



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NUMBER	DATE	TIME		LOCATION	PIPE DIAMETER	CONSUMERS AFFECTED	ESTIMATED LOSS (KI)	REASON
		Off	On					
39.	15/10	-	-	Marrar, Marrarvale Road	100	-	0.5	Hole In Pipe
40.	21/10	7:30	9:30	Coolamon, Booth Street	100	-	2	Split Pipe
41.	21/10	15:30	17:00	Old Junee, Pikedale Road	80	-	20	Split Pipe
42.	22/10	13:00	15:00	Cootamundra, Olympic Hwy	100	-	50	Split Pipe
43.	24/10	13:30	15:30	Cootamundra, Old Cootamundra Road	100	-	10	Split Pipe
44.	25/10	10:00	12:00	Junee, Wyoming Lane	150	-	200	Split Pipe
45.	1/11	11:00	12:30	Ungarie, Ungarie Street	100	-	2	Joint Failure
46.	4/11	13:00	17:00	Kingsvale, Back Creek Road	300	3	50	Split Pipe
47.	5/11	21:30	2:45	Temora, Thanowring Road	250	70	300	Split Pipe
48.	6/11	-	-	Naradhan, Bootoowa Road	80	-	10	Hole In Pipe
49.	6/11	15:00	20:00	Illabo, Gregorys Lane	150	-	1000	Split Pipe
50.	7/11	9:00	12:00	Illabo, Gregorys Lane	150	-	150	Split Pipe
51.	8/11	7:30	8:30	Cootamundra, Sutttons Lane	100	-	5	Split Pipe
52.	8/11	8:30	9:30	Cootamundra, Sutttons Lane	100	-	5	Split Pipe
53.	8/11	10:30	12:00	Cootamundra, Blackgate Road	100	-	3	Split Pipe
54.	8/11	13:30	15:00	Cootamundra, Dirnaseer Road	100	-	2	Split Pipe
55.	12/11	12:00	15:00	Junee, Wyoming Lane	150	-	150	Split Pipe
56.	16/11	3:30	14:30	Coolamon, Wade Street	100	5	10	Split Pipe
57.	19/11	10:30	12:00	Cootamundra, Ironbong Road	100	-	2	Split Pipe
58.	19/11	13:30	14:30	Cootamundra, Blackgate Road	100	-	2	Split Pipe
59.	19/11	15:30	16:30	Cootamundra, Dirnaseer Road	100	-	2	Split Pipe
60.	19/11	-	-	Weethalle, Lawrences Lane	80	-	10	Split Pipe
61.	22/11	-	-	Tallimba, Bena Street	150	-	-	-
62.	24/11	22:25	0:30	Binya, Burley Griffin Way	100	-	260	Split Pipe
63.	25/11	9:00	11:00	Cootamundra, Temora Road	375	-	2	Hole In Pipe
64.	26/11	13:30	19:30	Marrar, Marrarvale Road	80	10	3	Split Pipe

## Complaints

### Water Quality

#### Dirty Water

02/10/2013	Elizabeth Street Junee
03/10/2013	Lillian Street Junee
10/10/2013	Byron Street Temora
11/10/2013	Learys Lane Coolamon
11/10/2013	Menangle Street Ganmain
14/10/2013	Main Street West Wyalong
15/10/2013	Menangle Street Ganmain
21/10/2013	Brown Street West Wyalong
30/10/2013	Airport Street Temora
4/11/2013	Maxwell Street Aria Park
8/11/2013	Redmond Street Ardlethan
8/11/2013	Operator Street West Wyalong
8/11/2013	Waterworks Rd Junee
8/11/2013	Gladstone and Monash Streets West Wyalong
20/11/2013	Warre Warrell Lane Sebastopol
20/11/2013	Patterson Lane Coolamon
28/11/2013	Cowabbbie Street Coolamon
29/11/2013	Lord Street Junee

A total of 157 service difficulty and fault reports were received for October/November

### **Construction & Major Maintenance**

The following significant works were undertaken in October/November 2013

- **Northern Area Meter replacement**

Rural meter replacement - 508 meters replaced. Completed.

Temora – 1070 of 1598 meters replaced.

Aria Park – 126 meters replaced. Completed.

Ardlethan – 197 meters replaced. Completed.

Barellan – 183 of 302 meters replaced.

Barmedman – 120 meters replaced. Completed

Ungarie – 0 of 163 meters replaced.

Weethalle – 0 of 62 meter replaced.

Tallimba – 0 of 28 meters replaced.

West Wyalong –1255 of 1268 meters replaced.

Northern Area Meter replacement Total - 3459 of 4372 meters replaced.

- **Southern Area Meter replacement**

Rural meter replacement - 463 meters replaced. Completed.

Junee - 1260 of 1272 meters replaced.

Bethungra - 45 meters replaced. Completed.

Wallendbeen - 76 meters replaced. Completed.

Stockinbingal –123 meters replaced. Completed.

Illabo – 33 meters replaced. Completed.

Coolamon – 562 of 577 meters replaced.

Marrar – 46 meters replaced. Completed.

Ganmain – 245 of 250 meters replaced.

Grong Grong – 76 of 78 meters replaced.

Matong – 41 of 45 meters replaced.

Old Junee –41 meters replaced. Completed.

Wantabadgery –22 meters replaced. Completed.

Southern Area Meter replacement Total – 3033 of 3071 meters replaced.

- Completed Main extension at Qube Logistics Harefield Road
- Swabbed Junee to Junee Reefs
- Cleaned Tenandra Reservoir
- Flushed Matong
- Flushed Grong Grong
- Flushed Coolamon
- Flushed Ganmain
- Cleaned clarifiers at Jugiong Filtration Plant
- Rural meter reading Southern Area
- Coolamon mains upgrade – Wade Street, Stage 1 - 50% complete
- 3 new rural services Junee Area
- 3 New town services – 2 Coolamon, 1 Junee
- Coolamon mains upgrade – Wade Street, Stage 2 completed
- Servicing of ACV and PRV within the scheme
- Vehicles/Plant change overs, repairs, services and general maintenance
- Summer maintenance. Changing oils and grease in all GWCC pumps
- Changing flocculator bearings, adjusting scraper and clearing lube lines
- Repair burst PVC pipework in poly room at Jugiong Filtration Plant

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- Fabricate stainless steel high to low pressure adapting spool pieces (80mm) for Jindalee feedlot offtake
- Fabricate stainless steel high to low pressure adapting spool pieces (200mm to 100mm) for Cootamundra No.2 offtake
- Repair burst control line on ACV at Tower Street Reservoir Wyalong
- Welded joint failure on 375mm steel main Temora Road Cootamundra
- Repairs to leaking philmac PRV on fluoride plant Oura
- Repairs to auto valve – opening to incorrect percentage at Barellan low level reservoir

**Recommendation**

Recommendation made was adopted.

**9.2.2 CAPITAL WORKS PROGRESS REPORT (G35201005)**

**13/133 RESOLVED** on the motion of Crs Clinton and McCann that the report detailing the progress of Council's Capital Works Program as at 30 November 2013 be received and noted.

**Report prepared by Manager Finance & Administration**

This report is presented for information on the progress of Council's Capital Works Program as at 30 November 2013:

Description	Location	Anticipated Start Date	Anticipated Completion Date	Program Estimate (\$)	Expend to 30/06/13 (\$)	2013/14 Budget (\$)	YTD Expend (\$)	Total Expend to Date (\$)	Comment
<b>New System Infrastructure Assets</b>									
Site / Easement Acquisition	Opportunistic budget per year	1/07/13	30/06/14	70,000	0	70,000	11,131	11,131	In progress
Electrical Office Demountable	Temora Office	1/07/13	30/06/14	35,000	0	35,000	0	0	Not yet commenced
Mains Extension	Opportunistic budget per year	1/07/13	30/06/14	50,000	0	50,000	7,629	7,629	Dan Curtis Ln, Coolamon
Additional Storage	Junee	1/07/11	30/06/14	2,500,000	100,963	2,400,000	1,101,006	1,201,969	In progress
<b>Infrastructure Asset Renewals</b>									
Depot Reconfiguration	Temora Works Depot	1/07/13	30/06/14	500,000	0	500,000	0	0	Budget to be reassigned to Research Centre set-up
Bore Construction	Oura Bores	1/07/10	30/06/14	1,185,000	23,491	1,135,000	33,311	56,802	Preliminaries in progress. Report in BP for awarding contract

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Description	Location	Anticipated Start Date	Anticipated Completion Date	Program Estimate (\$)	Expend to 30/06/13 (\$)	2013/14 Budget (\$)	YTD Expend (\$)	Total Expend to Date (\$)	Comment
Major Electrical Upgrade	Jugiong No.1 Pump Station	1/07/09	31/10/13	2,130,000	1,361,243	129,100	131,489	1,492,732	Completed.
Regrade & Seal Road, Fencing	Jugiong Treatment Plant	1/07/12	31/10/13	99,000	69,912	29,000	34,591	104,503	Completed.
Replace Control System	Jugiong Filtration Plant	2/04/10	31/10/13	500,000	308,714	128,200	91,144	399,858	Completed - awaiting final claim from contractor.
Internal Painting & Fittings Replacement	Jugiong Filtration Plant	1/07/13	30/06/14	50,000	0	50,000	0	0	Not yet commenced
Mains Replacement	Coursing Park	1/05/13	30/08/13	140,000	92,993	47,000	27,422	120,415	Completed
Mains Replacement	Strathmores to McKenzies Ln	1/05/13	30/08/13	50,000	4,529	45,000	42,618	47,147	Completed
Mains Replacement	Pattersons Ln	1/06/13	30/08/13	27,000	435	27,000	26,746	27,181	Completed.
Mains Replacement	Olympic Way Cootamundra	1/07/13	30/06/14	40,000	0	40,000	0	0	Not yet commenced
Mains Replacement	Suttons Ln Cootamundra	1/07/13	30/06/14	80,000	0	80,000	0	0	Not yet commenced
Mains Replacement	Black Gate Rd Cootamundra	1/07/13	30/06/14	32,000	0	32,000	0	0	Not yet commenced
Mains Replacement	Cowabbie St Coolamon	1/07/13	30/06/14	58,500	0	58,500	0	0	Not yet commenced
Mains Replacement	Loughnan St Coolamon	1/07/13	30/06/14	45,500	0	45,500	811	811	In progress
Mains Replacement	Wade St (1) Coolamon	1/07/13	30/06/14	26,000	0	26,000	39,046	39,046	In progress - an additional 120m added to job
Mains Replacement	Wade St (2) Coolamon	1/07/13	30/06/14	26,000	0	26,000	28,207	28,207	Completed
Mains Replacement	Stinson St Coolamon	1/07/13	30/06/14	33,800	0	33,800	0	0	Not yet commenced
Mains Replacement	Mann St Coolamon	1/07/13	30/06/14	26,000	0	26,000	0	0	Not yet commenced
Mains Replacement	Deepwater Rd Matong	1/07/13	30/06/14	26,000	0	26,000	0	0	Not yet commenced
Mains Replacement	Grong Grong Rd Matong	1/07/13	30/06/14	19,500	0	19,500	0	0	Not yet commenced
Mains Replacement	Waterview St Ganmain	1/07/13	30/06/14	26,000	0	26,000	0	0	Not yet commenced
Pumps Major Maintenance Program	Throughout Distribution Area	1/07/13	30/06/14	221,000	0	221,000	60,795	60,795	In progress
Pumps Replacements (2)	Mt Daylight	1/07/13	30/06/14	50,000	0	50,000	1,625	1,625	In progress
Pump Stations Chlorine Scales		1/07/13	30/06/14	0	0	0	7,347	7,347	Completed.

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Description	Location	Anticipated Start Date	Anticipated Completion Date	Program Estimate (\$)	Expend to 30/06/13 (\$)	2013/14 Budget (\$)	YTD Expend (\$)	Total Expend to Date (\$)	Comment
Pump Stn Valve Replacement Program	Mt Daylight	1/07/13	30/06/14	20,000	0	20,000	0	0	Not yet commenced
Replacement, Augmentation, Improvement	Jugiong Pump Stations	1/07/13	30/06/14	200,000	0	200,000	0	0	Not yet commenced
High Voltage Customer Agreement Upgrade	Jugiong Pump Stations	1/07/13	30/06/14	80,000	0	80,000	0	0	Not yet commenced
Air-conditioning	Jugiong Pump Stations	1/07/13	30/06/14	3,000	0	3,000	0	0	Not yet commenced
Power Factor Correction	Oura Pump Stations	1/07/13	30/06/14	90,000	0	90,000	0	0	Not yet commenced
Mains Isolation Valve	Oura Pump Stations	1/07/11	31/12/13	20,000	7,154	13,000	0	7,154	In progress
Electronic Actuator	Oura Pump Stations	1/07/13	30/06/14	20,000	0	20,000	0	0	Not yet commenced
Air-conditioning	Oura Pump Stations	1/07/13	30/06/14	11,000	0	11,000	0	0	Not yet commenced
Electrical Panel Upgrade	Garoolgan Pump Station	1/07/13	30/06/14	38,000	0	38,000	0	0	Not yet commenced
Air-conditioning	Ariah Park Pump Station	1/07/13	30/06/14	4,000	0	4,000	0	0	Not yet commenced
Electrical Spares	Pump Stations	1/07/13	30/06/14	36,500	0	36,500	0	0	Not yet commenced
Reservoir Rehabilitation	Barellan Reservoir	1/07/12	31/10/13	250,000	209,073	41,000	40,349	249,422	Completed
Water Meter Replacement Program	Throughout Distribution Area	1/07/13	30/06/16	2,140,000	65,423	810,000	600,430	665,853	In progress

### Recommendation

Recommendation made was adopted.

### 9.3 OTHER REPORTS

#### 9.3.1 NATIONAL PERFORMANCE REPORTING AUDIT (G95906010)

**13/134 RESOLVED** on the motion of Crs Palmer and Morris that the report on the audit of Council's National Performance Report for 2012/13 be received and noted.

#### Report prepared by Senior Revenue Officer

Council, as a NSW Non-Major Urban Water Utility (NMU), is required to report annually on pricing and service quality. National Performance Reports (NPR) provide a comparison of water utility performance over time and between utilities.

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In order to ensure a transparent and consistent approach, an independent audit is required to be undertaken every three years. The audit is required to focus on the effectiveness of processes and systems used to ensure compliance with the quality standards, including:

- Process compliance - effectiveness of systems and procedures in place throughout the audit period, including the adequacy of internal controls.
- Outcome compliance - actual performance result against quality standards prescribed.
- Integrity of performance reporting - completeness and accuracy.

Council was required to have its 2012/13 data audited. GHD was engaged to undertake the audit after consultation with the NSW Office of Water (NOW).

The Executive Summary from GHD's audit report is attached. The full report is available on request.

Briefly, non-compliant indicators were limited to the lack of a system to allow reliable tracking of calls answered by an operator within 30 seconds; and the accuracy requirements to calculate water losses from leakage through a drop test or waste metering.

Both issues are considered of minor consequence. The reliable tracking of calls to meet the standard is impractical and calculating water losses through reservoir drop tests is not feasible given Council's extensive reservoir network.

#### **Recommendation**

Recommendation made was adopted.

### **9.3.2 WATER PRODUCTION UPDATE (G95809505)**

**13/135 RESOLVED** on the motion of Crs Morris and Palmer that the report detailing Council's year to date water production status as at 28 November 2013 be received and noted.

#### **Report prepared by Senior Revenue Officer**

This report is presented for information on Council's year to date water production status as at 28 November 2013.

The table below provides an analysis of water production to date, measured against the estimated production figures used to estimate water sales for the year.

The monitoring of these production figures provide an early indication as to how Council's sales are potentially tracking for the year, given that the bulk of actual sales figures are only available after quarterly meter reads.

**Minutes of the meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at  
TEMORA OFFICE on 20 DECEMBER 2013**

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Source	Max Extraction (Ml)	Production Figures through November			
		Est Prod'n	Prod'n YTD	Variance	Percent
Jugiong	5,590	1,276	1,353	77	6.0%
Oura	6,000	1,246	1,377	131	10.5%
Other	1,222	266	300	34	12.7%
<b>Totals</b>	<b>12,812</b>	<b>2,788</b>	<b>3,030</b>	<b>242</b>	<b>8.7%</b>

The above shows a positive variance of 242Ml or 8.7% (production year-to-date verses estimate).

The attached graphs show water production comparatives between this year, last year and the estimate for Council's two main water sources, Jugiong and Oura.

**Recommendation**

Recommendation made was adopted.

**9.3.3 GWCC500 WILDLIFE CORRIDOR REPORT (G30608005)**

**13/136 RESOLVED** on the motion of Crs Clinton and Manchester that Council budget \$100,000 for the GWCC500 project as per previous Council meeting discussions.

*Mr Grant urged all Councillors to support the GWCC500 Project by talking to their respective General Managers regarding the request for Local Councils partnership.*

**Report prepared by the Business Enterprise Officer**

All schools in the region have been sent an invitation letter, flyer and GWCC overview document requesting expressions of interest for participation in the GWCC500 project. 27 schools registered an interest by closing date from all Shires within the region.

Local Councils have been contacted requesting partnership for the project and land suitable for revegetation by school children. Work is ongoing with the CMA, Local Councils and GWCC to allocate schools to corridor areas.

The CMA will be instrumental in negotiating planting on private property to provide offset to pipeline areas where plantings are not feasible.

**Recommendation**

Recommendation made was adopted.

**9.3.4 ACQUISITION OF JUGIONG HIGH VOLTAGE POWER LINE EASEMENT (G25406505)**

**13/137 RESOLVED** on the motion of Crs McGregor and Palmer that:

1. Council proceed with the acquisition of an easement for electricity for water supply purposes through Crown land at Jugiong through Lot 353 in DP 726208 as shown in DP 1187296 in accordance with the requirements of the *Land Acquisition (Just Terms Compensation) Act 1991*.



2. Council make an application to the Minister and the Governor for approval to acquire by compulsory process an easement for electricity for water supply purposes at Jugiong through Lot 353 in DP 726208 as shown in DP 1187296 as 'Easement for Electricity Purposes 20 Wide' for water supply purposes under section 186(1) of the *Local Government 1993*.
3. Compensation be paid in accordance with the valuation by the Valuer-General.
4. Existing easements be excepted from the acquisition.
5. Council authorise the execution of all necessary documentation by the Chairman and General Manager.

#### **Report prepared by Electrical Services Coordinator**

An easement is required for the electrical lines constructed over Crown property that service the Jugiong Water Treatment Plant and Pumping Station.

Council's property consultants are now managing the matter and require a resolution of Council to finalise the acquisition of the easement.

#### **Recommendation**

Recommendation made was adopted.

#### **9.3.5 REROC MEETING 11 DECEMBER 2013 (G45406005)**

- 13/138 RESOLVED** on the motion of Crs Clinton and Manchester that the board authorise the General Manager to progress application to change the constitution of REROC to allow GWCC full membership.

#### **Report prepared by the General Manager**

The December REROC meeting was held in Temora 10 December 2013, agenda attached.

The General Manager and Deputy Chairperson attended.

The General Manager requested that consideration of full membership of GWCC and RWCC be given allowing Harden, Young and Narrandera representation.

Cost would be approximately \$16K a year based on turnover.

This will require rewriting of REROC's constitution. The General Managers of GWCC and RWCC agreed to develop a submission to change the constitution.

#### **Recommendation**

Recommendation made was adopted.

#### **9.3.6 NEXT MEETING**

The next Ordinary Meeting of Council is scheduled to be held on Thursday 27 February 2014 at Council's Temora office commencing at 1.00pm.

## 10. QUESTIONS AND STATEMENTS

In accordance with Section 3.15 of Council's Code of Meeting Practice:

1. A Councillor:
  - a) may, through the Chairperson, put a question to another Councillor, and
  - b) may, through the General Manager, put a question to a Council employee.
2. However, a Councillor or council employee to whom a question is put is entitled to be given reasonable notice of the question and, in particular, sufficient notice to enable reference to be made to other persons or to documents.
3. The Councillor must put every such question directly, succinctly and without argument.
4. The Chairperson must not permit discussion on any reply or refusal to reply to a question put to a Councillor or council employee under this clause.

*Cr Manchester asked that his best wishes be passed to staff and their families and wished his fellow Councillors the same.*

*Cr Palmer asked that should a pipeline upgrade be planned for Suttons Lane Cootamundra that the Cootamundra Shire Council be consulted with to ensure sufficient connections for potential future growth. Mr Grant committed to discuss with Goldenfields Engineering Officer Paul Goesch. Cr Manchester suggested that any upgrades should be in conjunction with Shire Councils.*

*Cr McGregor on behalf of the 12 schools in his region thanked Goldenfields for the yearly contribution to Student Awards, reporting that all the schools he visited were very grateful.*

*Cr McGregor thanked all staff and Councillors and wished everyone the best.*

*Cr Morris questioned if there was a cap on the amount of water to Barellan as a intensive livestock industry was looking into investing in the area and would need in the vicinity of 100MG. Information will be conveyed once investigated by GWCC staff.*

*Cr McCann praised staff professionalism, it is appreciated and he is proud to be involved with Goldenfields Water.*

*Cr Clinton expressed his pleasure at being involved with the School Student Awards.*

*Mr Grant thanked the board for their support.*

## 11. CLOSED SESSION – 11.20AM

**13/139 RESOLVED** on the motion of Crs Palmer and McCann that council meet in closed session.

### 11.1 OURA NO. 2 BORE REPLACEMENT PROJECT (G10057047)

**13/140 RESOLVED** on the motion of Crs Clinton and McGregor that Council accept the lowest price tender submitted by Paul Milne Drilling Pty Ltd for the installation of 610mm diameter, stainless steel lined bore for the total lump sum price of \$213,488 (ex GST).

*This item is classified CONFIDENTIAL under section 10A(2)(c) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:*

**Minutes of the meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at  
TEMORA OFFICE on 20 DECEMBER 2013**

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*(c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.*

**11.2 PROCUREMENT POLICY (G40350505)**

**13/141 RESOLVED** on the motion of Crs Manchester and Morris that Council adopt the attached Procurement Policy.

*This item is classified CONFIDENTIAL under section 10A(2)(c) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:*

*(c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.*

**13/142 RESOLVED** on the motion of Crs Clinton and McCann that Council authorise the Chairperson and the General Manager to:

1. Purchase Lots 3 & 4 Section 35 DP 758957 and Lot B DP 306153 for the total sum of \$260,000.
2. Continue with negotiations to purchase Lots A DP 306153 and Lot 1 Section 35 DP 758957 including the sale/exchange of GWCC Temora Depot.

**OPEN SESSION 11.56AM**

**13/143 RESOLVED** on the motion of Crs Manchester and Palmer that Council revert back to open session and that the resolutions made in closed session be made public.

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There being no further business requiring the attention of the Council, the Meeting closed at 11.56am.

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**MINUTES OF THE BLAND SHIRE HERITAGE ADVISORY COMMITTEE HELD IN THE COMMITTEE ROOM ON WEDNESDAY 5 MARCH 2014 COMMENCING AT 5.00PM**

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**Present:** Pam Butcher (Chair), Cr Peter Grellman, Cr Liz McGlynn, Guy Marchant (Manager Development Services), and David Scobie (Heritage Adviser).

**Apologies:** Lesley Duncan, Dot Smith, Martin Lane

**CONFIRMATION OF MINUTES**

Moved by Cr Liz McGlynn and seconded by Cr Peter Grellman that the minutes of the meeting held on 5 February 2013 are taken as read and confirmed.

**CARRIED**

**ITEM 1 MATTERS ARISING FROM MINUTES**

- Nil

**ITEM 2 CORRESPONDENCE**

Correspondence In

- Nil

Correspondence Out

- Nil

**ITEM 3 HERITAGE ADVISORY REPORTS**

David provided the committee with a verbal update on his activities during his visits in February.

**ITEM 4 HERITAGE ASSISTANCE FUND**

Application for heritage funding has been received from K Dodds & M Keys for proposed works to be undertaken to the existing awning and facade of the premise at 93 – 95 Main Street, West Wyalong

Property – 93 – 95 Main St, West Wyalong

Repair and Alter existing Awning	\$16,270.00
Restore Lead lighting	\$4,895.00
Total Project Value	\$21,165.00
<b>Funding sought</b>	<b>\$10,582.00</b>

Guy advised the Committee that the applicant has been in discussions with both himself and David in regard to the proposed works for several months.

In consideration of the application in conjunction with the information provided by both G Marchant and D Scobie, Cr Liz McGlynn moved the following motion that was and seconded by Cr Grellman.

**MOTION**

*That the Heritage Advisory Committee support the Heritage Assistance Grant application as submitted and request that Council allocate \$10,582.00 towards the project as detailed in the application.*

The motion was put to the committee, the motion was **CARRIED**

**ITEM 5 PROJECTS**

- Memorial Tree Avenue and Interpretive Panel – Guy provided a brief verbal update on the progress of this project.
- Bland Shire Cemetery Brochure – Copy will be presented to Committee for discussion.
- Main Street Plaques – Guy provided a brief verbal update on the progress of this project.
- Heritage Week Idea – Guy provided a brief verbal update on the progress of this project, being that the project would entail a re-enactment of the welcoming home celebrations held for the soldiers returning to Bland Shire from the First World War, in particularly the first returning serviceman Corporal Mick Keegan.

The event will entail a short march/parade from in front of the old Wyalong Police station to the Wyalong Hall, where welcoming home speeches and celebration will be held with items & stories from returning servicemen on display within the hall. Corporal Mick Keegan role in the parade will be undertaken by one of his grandsons Mr Craig Cannon.

- Reg Rattey Memorial– Guy advised the Committee that in consideration of recent information received from the RMS, Council is now in a position to advance the project. Guy however did advice the Committee that due to some very strict military protocols it is likely that the project will take a significant amount of time and resources to implement. A general discussion was had by the Committee in regard to the impact of these protocols and in particular the centenary of First World War in 2015. In consideration of these, Cr Liz McGlynn suggested that the committee should aim for the completion and erection of a memorial by 2016. This option was discussed by the committee, who supported the proposed completion date recommended by Cr McGlynn.

**ITEM 6 GENERAL BUSINESS**

There was no general business.

**ITEM 7    DATE OF NEXT MEETING**

The next meeting of the Heritage Advisory Committee is on 9 April 2014 commencing at 5.00pm in the Council Committee Room.

**ITEM 8    CLOSE**

There being no further business the meeting closed at 6.00pm.

**MINUTES OF THE BLAND SHIRE MUSEUM ADVISORY COMMITTEE HELD IN THE FOYER MEETING ROOM ON THURSDAY 13 FEBRUARY 2014 COMMENCING AT 5.00PM**

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**Present:** Guy Marchant (Manager Development Services), Joan Stanford (Bland District Historical Society Museum). Cr Tony Lord, Margot Jolly, Kim Biggs (Museum Advisor),

**APOLOGIES:** Nicole Lewis (Ungarie), Peter & Barbara Luef (Weethalle Museum),

**CONFIRMATION OF MINUTES**

Moved by Joan Stanford and seconded by Margot Jolly that the notes of the meeting held on 31 October 2014 are taken as read and confirmed.

**ITEM 1 MATTERS ARISING FROM MINUTES**

- Nil

**ITEM 2 CORRESPONDENCE**

Correspondence In

Nil

Correspondence Out

Nil

**ITEM 3 MUSEUM ADVISORY REPORT**

In consideration that this was the first meeting with Council's new museum advisor, Kim Biggs, Margot Jolly provided a verbal update to the committee in regard to the current activities and status of each of the museums.

**ITEM 4 MUSEUM REPORTS**

Ungarie Museum

- No representatives present at meeting

Weethalle Museum

- No representatives present at meeting

Bland District Historical Society

- Raised general maintenance issues, particularly the roof of the old museum and some internal works within the new shed. Joan indicated that Allan Curran was aware of the issues.

**ITEM 5 GENERAL BUSINESS**

- Margot Jolly thanked the Committee and in particular the Museums for their support over the past five years. Particularly proud of the Wyalong Museums move to the new premises. All museums have come a long way over the past few years.  
Margot expressed a wish that all elected Councilors should inspect each of the respective museums at least once a year to see the progress they are making.
- Kim Biggs thanked Margot for her work over the past 5 years and indicated that she was very keen to continue the work that Margot has commenced with each of the museums. Kim also expressed a wish to possibly address Council on a future day to provide them an update on what has happen, where things are up to and what the whole museum advisor role is.
- Cr Tony Lord expressed the need to ensure that Council continues to work closely with the museums.
- Margot suggested that Museums take advantage of Council's website and indicate there opening hours on Council Community Event calendar. Guy indicated that he would speak to the appropriate officer in regard to this matter.

**ITEM 6 DATE OF NEXT MEETING**

The next meeting will be held on 24 April 2014 commencing at 5.00pm.

**ITEM 7 CLOSE**

There being no further business the meeting closed at 5.40pm.





**Minutes of  
NSW Association of Mining Related Councils Inc.  
Ordinary Meeting  
Friday 8 November 2013  
Town Hall Gunnedah**

**The meeting commenced at 11:26 am**

**Attendance**

Cr Col Mitchell	Wollondilly Shire Council (Chair)
Cr Lilliane Brady OAM	Cobar Shire Council (Deputy Chair)
Cr Chris Connor	Wollongong Council City (Deputy Chair)
Cr John Martin OAM	Singleton Council
Mr Ron Zwicker	Wollongong City Council
Cr Peter Shinton	Warrumbungle Shire Council
Cr Sharon Wilcox	Cabonne Shire Council
Cr Liz McGlynn	Bland Shire Council
Mr Greg Lamont	Narromine Shire Council
Cr Tony Ellis	Narromine Shire Council
Cr Frank Hooke	Gloucester Shire Council
Mr Graham Gardner	Gloucester Shire Council
Cr Robyn Faber	Narrabri Shire Council
Cr Catherine Collyer	Narrabri Shire Council
Cr Jeff Maybury	Cessnock City Council
Cr Scott Ferguson	Blayney Shire Council
Mr Glen Wilcox	Blayney Shire Council
Cr Owen Hasler	Gunnedah Shire Council
Cr Gae Swain	Gunnedah Shire Council
Cr C Stewart	Liverpool Plains Shire Council
Cr Michael Banasik	Wollondilly Shire Council
Cr Kiwa Fisher	Upper Hunter Shire Council
Cr Hollee Jenkins	Singleton Council
Cr Michael Greenwood	Parkes Shire Council
Cr Kevin Duffy	Orange City Council
Mr Gary Woodman	Cobar Shire Council

**Staff**

Mr Don Tydd	Executive Officer
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**Media**

Lu Danieli	Danieli Studios
Gary Fry	Danieli Studios



## **Apologies**

N Castle  
Cr H Allgayer  
Cr Paul Hawker  
Ms H Nichols  
Cr Jim Nolan  
Mr David Henry  
Mr Ron VanKatwyk  
Mr Steve Loane  
Cr Leeanne Hampton  
Ms Julie Goodwin

Life Member  
Gunnedah Shire Council  
Campbelltown City Council  
Cabonne Shire Council  
Broken Hill City Council  
Campbelltown City Council  
Liverpool Plains Shire Council  
Warrumbungle Shire Council  
Bland Shire Council  
Accounts Administrator

## **1. Welcome**

The Chair, Councillor Col Mitchell welcomed delegates to the meeting and asked Cr Hasler, Mayor, Gunnedah Shire Council to provide a welcome to delegates.

Cr Hasler opened his address with a recital of the poem "My Country" by Dorathia McKellar. Cr Hasler said the poem reflected the current weather conditions around the Shire and was significant as it is thought the poem may have been written while the poet was residing at "Kurrumbede" a former grazing property north of Gunnedah. The property is now owned by the Whitehaven Company which is developing mining in the immediate area. This shows the changing nature of the Shire and its industries, where mining is now expanding in what was a traditional farming area. The state government was encouraging mining in the Shire however, Cr Hasler commented on the continuing significance of the agricultural industries.

Gunnedah itself was experiencing a surge in building and new subdivisions which was positive news for the community but there were some challenges involved.

## **2. Apologies**

**45 /2013 Resolved that the apologies be received and noted.**

## **3. Disclosures of Pecuniary Interests**

Cr Jeff Maybury declared an interest as a member of the Mines Subsidence Board.

Don Tydd declared an interest in relation to his contract with the Association.

## **4. Chairperson's Report**

**There was no Chairman's report to the ordinary meeting.**



5. **Adoption of Minutes, Ordinary Meeting held in the Hamilton Room, Level 47 MLC Centre, 12 July 2013.**

**46/2013 Resolved that minutes of the Association's ordinary meeting held in the Hamilton Room, Level 47, MLC Centre, Sydney 12 July 2013 be adopted.**

6. **Adoption of Minutes, Executive Committee Meeting Friday 9 August 2013, Level 47. MLC Centre Sydney.**

**47/2013 Resolved that minutes of the Association's Executive Committee meeting held in the Hamilton Room, Level 47, MLC Centre, Sydney 9 August 2013 be adopted.**

7. **Recommendations - Executive Committee meeting Held in the Gunnedah Council Chambers, Elgin Street Gunnedah, Thursday 7 November 2013.**

#### **Recommendation 1**

**Recommended that minutes of the Executive Meeting held 9 August 2013 be received and noted with the correction to the spelling of Councillor Nolan's name.**

**48/2013 Resolved Recommendation 1 be adopted.**

#### **Recommendation 2**

**The Executive Officer's contract as amended be adopted by the Association.**

The Executive Officer left the meeting while this matter was considered.

**49/2013 Resolved Recommendation 2 be adopted.**

#### **Recommendation 3**

**Annual Contribution fee for Member Councils.**

**The annual fee for the 2014-2015 year be unchanged at \$7,630 (including GST). Further the membership fee for new member councils joining through the year be on a pro rata, monthly basis.**

**50/2013 Resolved recommendation 3 be adopted**



#### **Recommendation 4**

##### **Code of Meeting Practice**

**Recommended the Association adopt a Code of Meeting Practice.**

**51/2013 Resolved recommendation 4 be adopted.**

#### **Recommendation 5**

##### **Division of Resources and Energy Workshop**

**Recommended Councillor John Martin be the Association's representative at the Resources and Energy Workshop to be held on 20 November 2013 in Maitland.**

**52/2013 Resolved Recommendation 5 be adopted.**

#### **Recommendation 6**

##### **NSW Mine Rehabilitation Advisory Council (MRAC)**

**The matter be considered at the Association's meeting to be held on 8 November 2013 with a call for nominations for an Association representative together with an alternative delegate.**

**53/2013 Resolved Councillor Frank Hooke be appointed as the Association's representative/delegate with Councillor Lilliane Brady appointed as the alternate representative/delegate.**

#### **Recommendation 7**

**The Association be represented at the Upper Hunter Dialogue Meetings.**

**54 /2013 Resolved the Executive Officer represent the Association at the related meetings.**

#### **Recommendation 8**

##### **Australian Rural Roads Group**

**55 /2013 Resolved the Group's Chairperson, Councillor John Coulton, Mayor, Gwydir Shire Council be invited to address a future Association meeting.**

#### **Recommendation 9**

##### **Association's Position on Coal Seam Gas (CSG)**



1. That the AMRC conditionally supports the safe and timely development of the coal seam gas (CSG) industry across NSW subject to consideration around water security, ground water aquifers integrity, agricultural security and local endangered ecological communities.
2. That the AMRC rejects any exploration, mining and extraction of CSG –
  - (a) In water catchment areas defined as special protection areas.
  - (b) within two (2) kilometres of residential areas including rural town boundaries.
  - (c) within defined special industry clusters
  - (d) within areas defined as intensive groundwater based irrigation lands

and, the recommendation be forwarded to member councils by e mail for their consideration with the matter to be further discussed at the Association's May 2014 meeting.

**NOT ADOPTED.**

**56/2013 Resolved this matter be deferred. Further, the motion be referred to the Executive Committee for further consideration following input from the General Manager's Group and the Technical Services Group.**

### **Recommendation 10**

**Voting System for Election of Executive Committee members.**

**57 /2013 Resolved the Association adopt the preferential voting system for the election of the remaining three positions on the Executive Committee.**

8. **Presentation by Lauren Zell (Training Advisor) and Greg Poetschka (Regional Manager) State Training Services, NSW Department of Education and Communities**

Mr Poetschka and Ms Zell made a presentation on current State Training Services programs and provided handouts in relation to services available to local government. Following their presentation, Mr Petschka and Ms Zell were thanked by the Chairperson, Councillor Mitchell.



## **9. Executive Officer's Report-Part A for Information**

**58/2013 Resolved that part A of the Executive Officer's report be received and noted**

## **10. Executive Officer's Report – Part B for Decision**

**Item 1. Presentation by Lauren Zell, Training Advisor and Greg Poetschka, Regional Manager, State Training Services, NSW Department of Education & Communities.**

**59/2013 Resolved the Association consider forming a working relationship with State Training Services in the development of cross industry training and the training for council staff in the development of the extractive resources industry in local areas.**

### **Item 2. Financial Statements**

**60/2013 Resolved this matter be deferred to the Association's February 2014 meeting.**

## **11. Accounting Administrator's Report**

The Accounting Administrator's report will be presented to the next meeting of the Association in February 2014.

## **12. General Business**

### **Item 1 - Delegate's Travelling Expenses**

Gary Woodman raised the matter of payment of reasonable travelling expenses where delegates are appointed to government panels or similar organisations as the Association's representative.

**This matter to be referred to the Executive Committee for further consideration.**

### **Item 2 - Dust Monitoring Gunnedah Coal Basin**

Cr Hasler presented the following motion:

**That the Association of Mining Related Councils write to the appropriate NSW Government Ministers indicating its strong support of the request by Gunnedah Shire Council to have air monitoring equipment installed by the EPA in the Gunnedah basin at centres such as Gunnedah, Curlewis, Boggabri**



**and Narrabri based on the Upper Hunter Air Quality Monitoring Network in order to ensure appropriate base line data and the monitoring of air quality.**

When the motion was put to the meeting **it was carried - Resolution 61 /2013**

Cr Hooke asked that his vote against this motion be recorded in the minutes.

**Item 3 - Preferential Voting- use of computer.**

Greg Lamont suggested that for future elections where the preferential voting system was used, that a computer with a suitable program be utilised.

**Item 4 - Executive Minutes**

A request was made that in future, where possible, minutes from the Executive Committee meeting should be circulated to delegates in a typed form prior to the ordinary meeting to allow adequate time for review.

There being no further business the meeting concluded at 1:15pm.

The Minutes (Pages 1 to ) were confirmed at a meeting held on the day of February 2014, and are a full and accurate record of proceedings of the meeting held on the 8<sup>th</sup> November 2013

.....

Cr Colin Mitchell  
Chairperson

**MINUTES OF THE BLAND SHIRE VISITOR ECONOMY AND TOURISM ADVISORY COMMITTEE HELD AT THE BLAND SHIRE COUNCIL CHAMBERS IN THE FOYER MEETING ROOM ON THURSDAY 13 FEBRUARY 2014 COMMENCING AT 5:35 PM**

*Our prosperity*

*Ensuring a vibrant and sustainable future*

*Vision: Growing our population and jobs*

*DP16.0 Community satisfaction with the quantity and quality of tourist information and resources provided*

*DP19.0 Visitors and tourists are welcomed and make a positive contribution to the community and economy*

*DP19.3 Visitor information is kept relevant and up to date*

*DP21.0 Promote leading edge communication technology to link everyone within and outside Bland Shire*

*DP21.2 Analyse, interpret and promote emerging social trends and Government initiatives in technology to benefit the community*

**Author:** Jeff Stien Senior Economic Development & Tourism Advisor

**Officer's Recommendation:**

That the minutes of the 16 December 2013 Visitor Economy and Tourism Advisory Committee be confirmed.

**Present:** Cr. Tony Lord, Cr. Neil Pokoney, Martin Lane, Amanda Stitt, Bernie Couzens, Mal Carnegie, Jeff Stien (Senior Economic Development & Tourism Advisor).

**Apologies:** Des Delanie, Peg Mrowka

**ITEM 1 CONFIRMATION OF MINUTES**

That the minutes of the Bland Shire Council Visitor Economy and Tourism Advisory committee meeting held on 16 December 2013 be confirmed.

Moved: A Stitt

Seconded: M Lane

**CARRIED**

- Cr Pokoney asked about the progress on the three new visitor information shelters and as mentioned in the minutes of the December meeting the frames for the three new Visitor Information Shelters are in the process of being manufactured and the artwork is also progressing.



## ITEM 2 CORRESPONDENCE

Correspondence In:

- Riverina Regional Tourism

Correspondence Out:

- Nil

## ITEM 3 MATTERS ARISING FROM MINUTES

- The Gold Trails may be launched at Parliament House in Sydney on Wednesday 5 March.
- The Eastern Riverina Destination Management Organisation (ERDMO) Committee were planning to meet in Junee on Friday 28 February 2014 but due to the Department of Planning (Sam Haddad - Director General plus entourage of high level officials) are visiting Wagga Wagga on the same day, the meeting must be rescheduled at a date to be confirmed.
- At the December meeting the Visitor Economy & Tourism Advisory Committee did not agree with the priorities that were assigned to the tourism projects by Councillors at the Council workshop. By assigning priorities, may affect and could exclude projects from funding applications. Both the State and Federal Governments assign a high priority with regards to digital and new technologies yet a very low priority have been assigned for these projects. Other local government organisations have developed or are in the process of developing similar projects. The Committee also mentioned again that Tourism generates over \$17m expenditure in the Bland Shire, \$35m in the Cowra, \$21m in the Forbes, \$15m in Narrandera, \$36m in Parkes and \$34m in Young all have accredited stand alone Visitor information Centres that are open seven days a week and over the Christmas period. This will be discussed further in the New Year. It was agreed to keep the list of projects in the minutes and consider consolidating some them:
  - Cultural Centre including a Visitor Information Centre
  - Cooinda Reserve Precinct including the Wetlands, Poppet Head and Rotary Park
  - Airport, gliding and car clubs
  - Augmented reality, holograms and Apps
  - Bird Trails
  - Bland Shire Heritage, Gold Trails and Tours
  - Interpretive signs gold, tin, flowers, birds, eucalyptus, indigenous, history and heritage
  - Development of a content management and online booking and payment systems, social media including smartphone, electronic tours tablet, photo library and promotional videos in English and other languages
  - Events and prospectus
  - Destination Management plan
  - Newell Highway brochure, website and promotions
  - West Wyalong brochure
  - Hotels & Clubs of the Bland Shire & Surrounding areas
  - Notable people sculptures, Reading of the Riot Act and Sporting Icons
  - Taleeban

- Vivid Bland Shire
  - Bike Trails
  - Forests, National Park and Reserves
  - Farm stays
  - Bland Shire's murals need to be assessed and repainted if necessary and other opportunities need to be identified
  - Geocaching
  - WiFi access in the main street
- Cr Lord mentioned that he had received positive comments regarding the Main Street Rotary sign and that it has been observed that quite a number of people have been looking at and reading the sign.
  - The Sir Russell Drysdale monument unveiling is scheduled for Friday 21 February 2014. Cr Pokoney asked questions about the invitation list and mentioned that he was unhappy on how the list was put together. In order to secure the loan of the original painting and sketch there were certain conditions (insurance, length of stay) that had to be met including that guests for the unveiling had to be invited to keep the event manageable and the painting had to be fixed to the internal wall of the Tattersalls Hotel etc. Being in a licensed premise would restrict school groups being invited. The Chairpersons of some of the service groups were invited as well as the artists of the Bland Shire. After the unveiling, the monument and interpretive sign will on display for all the community and visitors and there may be opportunities to hold information sessions on Russell Drysdale.
  - The Bathurst Soaring Club has been in West Wyalong for the last two weeks, having arrived on 1 February.
  - The Newell Highway Promotions Committee has been working on the second version of the iPad App that is expected to be released in March. The Greg Grainger TV footage might be released at Parliament House on Wednesday 5 March with the website.
  - Cr Lord mentioned that he had received some favourable comments on the Newell Highway PGA golf course article in the official PGA Golfing magazine's 2014 Australian Course Guide.
  - At the November meeting the Visitor Economy & Tourism Advisory Committee (VEATAC) were disappointed that there has been no consultation regarding the Expressions of Interest for the Operation of a Visitor Information Centre. It was agreed that this should be discussed in the New Year at the February VEATAC meeting.

Some of the issues discussed included:

- That there have been a lot of current and past debates and discussions on a Visitor Information Centre (VIC) but nothing had been done.
- Businesses would not have the required area and trained staff to properly establish and run a VIC.
- Businesses would not have adequate parking for the number and range of vehicle types.

- There is a potential for a conflict of interest relating to the promotion of other businesses;
- The VIC will be offered a poor level of service because the business's main priority will be for their primary business.
- The VIC EOI did not consider any other VIC options.
- A stand alone VIC is the preferred option and would catch most of the passing traffic.
- Surrounding LGA's have successful standalone VIC's.
- The State Government allocates \$125million towards tourism and the Federal Government \$130million. Destination NSW indicates the tourism is worth \$11.6 billion to the NSW economy.
- A VIC also offers social, environmental and secondary and multiplier benefits for the community.

It was recommended that other VIC options be included in any study and/or EOI that is being considered by Bland Shire Council including a standalone and or a combined VIC. That Bland Shire Council provides the VEATAC with dollar figure on how much Bland Shire Council are willing to contribute to the running the different VIC options.

Moved: M Carnegie

Seconded: A Stitt

**CARRIED**

**ITEM 4 GENERAL BUSINESS**

- The Senior Economic Development and Tourism Advisor mentioned that Linda Tillman is no longer the Executive Officer for Riverina Regional Tourism (RRT) and that the Articulate Pear from Griffith has been selected to provide Administration, Marketing and Agritourism project support for RRT.
- The Senior Economic Development and Tourism Advisor provided a copy of the following RRT letter from the Greg Lawrence the new Chair of RRT:



Thursday, January 30, 2014

Ray Smith  
General Manager  
Bland Shire Council  
PO BOX 21  
WEST WYALONG NSW 2671

Dear Ray,

**Riverina Regional Tourism undertakes \$380,000.00 Agritourism Project**

I am delighted as the newly elected Chair of Riverina Regional Tourism to present this update of what has been occurring to ensure that the Riverina continues to grow.

As you know the Board of Riverina Regional Tourism has been working tirelessly over the past eighteen months to ensure that the Riverina region is positioned effectively for the new State Government funding program and the structural changes enforced by Destination NSW. The commitment and hard work of the Board (particularly outgoing Chairman Ken Murphy) has resulted in a very positive outcome for the region and members.

Please find below an update on key matters related to the exciting changes and new opportunities.

**Regional Visitor Economy Fund (Quarantined)**

As previously noted Riverina Regional Tourism has successfully applied for RVEF quarantined funds to deliver a strategic program in 2014 for the region. The Board is excited about the funding and the program, as it will allow them to deliver on a regional priority project as identified in the Riverina Destination Management (DMP) plan – “The Riverina Agritourism Development program”.

It is important to note that under the RVEF funding RRT is to remain focused on program delivery for the region, with all resources and time devoted to delivering the program and ensuring successful results for all member councils.

Any members wishing to see a copy of the funding agreement please contact the EO on [eo@riverinatourism.com.au](mailto:eo@riverinatourism.com.au)



## **Riverina Agritourism Development Program (Phase 1)**

2014 will see the Board of RRT focused on delivering phase one of a major Agritourism development program for the region. This will involve taking Taste Riverina and recent Food and Wine campaigns to the next level, with a strategic approach to growing tourism and visitation in the Riverina region. Following is a summary of the project as per the funding agreement.

*Riverina Regional Tourism Organisation (RRT) will take the recent success of Taste Riverina to build upon and grow the region as a food and wine Agritourism destination. It will develop the regions Agritourism assets and promote these assets to the VFR market, which currently represents 41.2% of the regions visitors and is valued at \$988,800. Using Taste Riverina as a starting point, RRT will undertake a desktop audit of Agritourism product and opportunities within the region, followed by the implementation of a product development program to identify new product opportunities, grow existing product and create bundled and packaged Agritourism experiences. At the same time that this necessary development activity is taking place, an intense targeted community awareness and VFR campaign will be running across the region in order to build awareness and pride for the Riverina's agricultural assets and food and wine experiences in order to attract visitors to the region.*

Beyond 2014 RRT, the Board will be focused on growing this program and striving to have the region positioned as a high profile, must visit Agritourism destination.

## **Riverina Regional Tourism Marketing and Communications Executive**

To ensure delivery of this vital first stage the Board has been busy undertaking a recruitment process over the holiday period.

I am delighted to advise that Articulate Pear (Sonia Casanova) of Griffith will be taking over from the Tilma Group (Linda Tillman) as of February 10 2014. The team at Articulate Pear offer extensive skills and experience in tourism, Agritourism, marketing, graphic design and strategic management. The Board is excited about the new partnership and looks forward to working with Sonia, Jacqui and Bianca.

Linda Tillman and her team will undertake an extensive 8-day handover period with Articulate Pear to ensure that the transition is smooth and effective.

At this stage I would like to pass on the Boards congratulations to the Tilma Group for the outstanding level of service and support they have given both the past and present Board. The last 18 months have been a very tumultuous period in RRT's life and Linda and her team rose to the challenge.

**Where to now?**

Over the coming weeks RRT will be in contact with all member councils via the three Destination Management Organisations (DMOs), to arrange a consultation session that will assist in formulating the tactics for the 2014 program. It is crucial that all member councils are involved in this process in order to ensure how they will play a role in this 12-month program and more importantly how they can leverage their local activities to gain significantly from the program.

The Board encourages all DMO's to remain active and meet regularly to ensure they are aligning with the program and instigating new opportunities and programs as per the Riverina DMP. This is an exciting time, with increased funds available for regional tourism – lets take the opportunity to grow and position the region!

In closing I am delighted to confirm that your Council membership of \$3,489 has delivered for you a \$380,000.00 investment for your future. This is the real value of being part of Riverina Regional Tourism!

Thank you for your continued support for Riverina Regional Tourism. If you wish to discuss anything in further detail or have any queries please do not hesitate to call me personally on 02 69628174

Kind Regards,



Gregory Lawrence  
Chair  
Riverina Regional Tourism

- Cr Lord the Chair of the VEATAC asked that the discussion papers prepared by the Cr Pokoney be distributed and presented for discussion at the VEATAC meeting.
  - Cr Pokoney indicated that in 2000 Bland Shire Council had provided \$40,000 funding to produce a report on the feasibility of a standalone VIC which was tabled at the last Council Workshop. Cr Pokoney wants another Tourism report produced and asked what is Bland Shire's product and what sits behind it and stated that Councils should not be leading the pack. Cr Pokoney also mentioned that Bland Shire Council had made a considerable investment in Tourism over the previous years and that Bland Shire Council was supportive of Tourism. Cr Pokoney was also concerned that motels and fast food outlets would benefit from Tourism and made the comment that the current Bland Shire Council's website stinks. The new economic development and tourism assistant will be appointed and Bland Shire Council will define their role and that one of their activities will be to produce six new events. The Ballarat visitor numbers have hit their highest levels in a decade.
  - Other comments were that there are too many reports produced and a lot of discussion takes place but there is no action and nothing comes out of the reports and discussions.
  - We need to develop a brochure in Chinese for the increasing Chinese visitor / tourism market.
  - What is the definition of Recreation Tourism?
  - What differentiates the Bland Shire from our surrounding LGA's in that the vast majority of them have standalone VIC's funded and supported by their Councils yet Bland Shire does not.

It was recommended that copies of the reports mentioned in the discussion papers be obtained and distributed and discussed at the next VEATAC meeting along with the discussion papers.

Moved: M Lane

Seconded: B Couzens

**CARRIED**

- Cr Pokoney stated that the initial approval of the Visitor Information Shelters included an Aboriginal cultural heritage panel. Cr Lord then commented that this was not the case as the approval was based around the Junee Visitor Information Shelters which did not contain an Aboriginal cultural heritage panel. There had been some very early and exploratory discussions and artwork development for an Aboriginal cultural heritage interpretive sign to be installed at the wetlands but is dependent on receiving funding from a NSW Government Grant. The Senior Economic Development and Tourism Advisor will distribute the previous business papers and minutes relating to the Visitor Information Shelters.
- The *I Love West Wyalong* face book page is quite popular and in the future will feature past hotels of the Bland Shire.

**ITEM 5          DATE OF NEXT MEETING**

To be confirmed for Thursday 20 March 2014

**ITEM 6          CLOSE**

Meeting closed at 7:05pm.

## SECTION 2 – OFFICE OF THE GENERAL MANAGER

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### 9.1 Monthly Status Report

*Our leadership*

*Setting a benchmark for community standards*

*Vision: A well run council acting as the voice of the community*

*DP14.3 Ensure the General Manager takes on a high level role in implementing the Community Strategic Plan and associated documents*

**Author:** Executive Assistant

**Officer's Recommendation:**

**That the information contained in the March 2014 monthly status report be received and noted.**

**Introduction**

At its June 2011 meeting Council approved for the submission of a "Monthly Status Report" to each ordinary Council meeting for effective monitoring and recording of Council's decisions and actions taken.

This course of action creates greater transparency for staff responsible for implementing Council decisions and provides Councillors with a more accurate outcome of their decision making process.

When the action required from each decision is completed the item will be deleted from the report.

**Conclusion**

The actions taken by staff in implementing Council decisions and detailed in the Monthly Status Report be received and noted.

**Financial Implications**

Nil to this report



# MONTHLY STATUS REPORT - COUNCIL MEETING RESOLUTIONS FOR ACTION

Blue shading indicates action completed

## COUNCIL RESOLUTIONS 20 NOVEMBER 2012

Item Number	Action By	Council Resolution/Action Required	Outcome
MATCHING FUNDS FOR THE BLAND SHIRE HERITAGE, GOLD TRAILS AND TOURS - RUSSELL DRYSDALE MONUMENT - 24112012	GM	That Bland Shire Council endorses the Russell Drysdale Bronze monument and interpretive sign to be installed on the Tattersall's Hotel corner.	SEDATO to follow up next stage of this project. 13/12: stool to be removed from design, DES to source template to determine most suitable location 29/1: template available, onsite meeting to be scheduled 7/5: GM to follow up with SEDTA 3/7: Location of the sculpture has been determined and the Bronze work is now proceeding. 6/8: sculpture expected in October 15/10: Official opening proposed for early 2014 with Govt reps in attendance. <b>5/11 Sculpture has arrived and will be installed in the new year. Interpretive panel in hand. 5/2: Official unveiling to take place on 21/2/2014</b>

## COUNCIL RESOLUTIONS 16 APRIL 2013

Item Number	Action By	Council Resolution/Action Required	Outcome
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MULTIPURPOSE CULTURAL PRECINCT INCLUDING A VISITOR INFORMATION CENTRE - 11042013	DCCDS	That the Council confirms the inclusion of a Visitor Information Centre in the current investigations and scope for a multipurpose cultural/exhibition space and that the findings of the investigations be presented to Council for further consideration and consultation.	Investigations Underway and ongoing 6/8: to be discussed at special Council Workshop on 13/8/2013 20/8: GM to inspect proposed new property development in Main St for further consideration of options. 5/11 GM has inspected. 3/12 To be held over until February meeting pending discussion at workshop. 5/2: Facility Designer visited West Wyalong in late January, awaiting report. <b>10/3: The official unveiling was a great success.</b>
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### COUNCIL RESOLUTIONS 17 SEPTEMBER 2013

Item Number	Action By	Council Resolution/Action Required	Outcome
Awning - Park Street Recreation Ground - 03092013	DAES	1. Seek the view of the Park St Recreation Committee in regard to this development. 2. Produce cost estimates for erecting an awning at the Park St Recreation Ground over the existing concrete slab.	In hand - letter sent 15/10: awaiting response from User Group. <b>5/2: User Group to organise an onsite meeting with engineers then a response will be received.</b>

### COUNCIL RESOLUTIONS 22 OCTOBER 2013

Item Number	Action By	Council Resolution/Action Required	Outcome
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Executive Certificate For Elected Members - 08102013	GM	1. That Council agree in principle to participate in the Executive Certificate for Elected members program. 2. That the General Manager liaises with councillors and LGNSW to establish an appropriate timetable for conducting the program in West Wyalong.	Arrangements are in hand to conduct this program early in 2014. 3/12 Now looks like being in April/May 2014. 5/2: Waiting confirmation of dates from LGNSW <b>10/3: Confirmation has been received for 24-25-26 May and 5-6 July and the following clrs. have nominated - N. Pokoney / L. McGlynn / L. hampton / L. Pike.</b>
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### COUNCIL RESOLUTIONS 19 NOVEMBER 2013

Allocation from Budget for Installation of Heritage Plaques - 03112013	DCCDS	1. That Council allocate \$10,000 to the design and installation of Heritage Plaques from the 2013/2014 budget. 2. That \$10,000 for additional Heritage Plaques be included for consideration in the 2014-2015 budget	<b>3/12 Guy is working with Heritage Advisor to come up with appropriate wording etc. 5/2: Panel detail and design is being finalised. Initial quotes have been received.</b>
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### COUNCIL RESOLUTIONS 3 DECEMBER 2013

Item Number	Action By	Council Resolution/Action Required	Outcome
Expressions of Interest for the Operation of a Visitor Information Centre - 07122013	GM	That this matter be held over until February 2014.	5/2: to February Visitor Economy & Tourism Advisory Committee then back to March Council meeting <b>10/3: Refer to the minutes of the VE &amp; T AC of 13 February 2014.</b>

Proposal for a New Indoor Sporting Complex - 08122013	DCCDS	1. That Council commence investigations into the available options to establish a new indoor recreation facility or to upgrade and expand the existing indoor facility; 2. That funds for this purpose be made available from the current budget allocation for this purpose; 3. That the General Manager establishes a staff team to oversee these initial investigations; 4. That the General Manager endeavour to engage all possible stake holders in this process.	5/2: Facility Designer visited West Wyalong in late January, awaiting report.
NSW Road Naming Policy - Geographical Names Board - 10122013	DAES	That Council support the principals of the Geographical Names Board "NSW Road Naming Policy" and commence the process to rename duplicate road names within our Local Government Area.	5/2: Ongoing investigations
Sunshine Park Mirrool - 13122013	DAES	That the matter regarding the capital upgrade of the existing Sunshine Park fence be considered during the discussions for the 2014 - 2015 capital works program.	5/2: to be included in consideration in 2014/2015 Budget

<p>Planning Proposal - Neeld Street, Wyalong</p>	<p>DCCDS</p>	<p>That Council: a) Receive and note the Planning Proposal to rezone Lots 11 to 20 Section 36 DP759123, Lots 1 to 7 Section 37 DP759123, Lots 1 to 10 Section 48 DP759123 and Lots 11 to 20 Section 49 DP759123, Neeld Street, from B6 Enterprise Corridor to R1 General Residential; b) Forward the subject Planning Proposal to the Department of Planning and Infrastructure under Clause 56(1) of the Environmental Planning and Assessment Act, requesting that the Minister issue a "Gateway Determination" that would allow for the planning proposal to proceed; c) Delegate authority to the General Manager to make any minor alterations requested by the Department of Planning and Infrastructure; d) Request that the Minister delegate authority for Council to determine the planning proposal; and e) Advertise the Planning Proposal as per the provisions of Section 57 of the Environmental Planning and Assessment Act, 1979 once a Gateway determination has been issued.</p>	<p>5/2: Proposal lodged with Department, Planning Panel heard application, now awaiting gateway decision</p>
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**COUNCIL RESOLUTIONS 18 FEBRUARY 2014**

Item Number	Action By	Council Resolution/Action Required	Outcome
<p>Mobile Grandstand - 03022014</p>	<p>DAES</p>	<p>That Council obtain quotes on a mobile Grandstand for consideration in the 2014/15 Budget estimates.</p>	

Tourism in Bland Shire - 04022014	GM	That the recommendations contained within the Discussion Paper be referred to the Economic Development Committee.	10/3: The discussion paper was presented to the Committee's meeting on 13 February 2014.
Major Repairs to Naradhan Community Hall - 05022014	DCCDS	That Council provide up to \$18,000 from the Strengthening Communities Grant Program for the major repairs required at Naradhan Community Hall.	
Events West Wyalong - Request for Financial Assistance, Festival - Mexico in the West - 09022014	DCCDS	1. That Council support the Mexico in the West Festival, scheduled for 17-19 October 2014, by way of a financial contribution of \$15,000.00 and in-kind assistance to the value of \$5,000.00; 2. That the funds for this purpose be allocated from the existing Strengthening Communities funding allocation for 2013-2014; and 3. That Council consider making an annual allocation for such an event in conjunction with the preparation of the 2014-2015 budget.	10/3: letter sent to EWW
The League of Extraordinary Communities - Membership with Boring and Dull - 10022014	GM	that the confirmation of Council's official membership of The League of Extraordinary Communities be received and noted and that Council acknowledge such membership with the communities of Boring (Oregon) and Dull (Scotland).	10/3: Letters of acknowledgment have been forwarded to the communities of Boring and Dull.
Strengthening Communities - West Wyalong League Tag Knockout - 16022014	DCCDS	That Council approve a Strengthening Communities grant of \$1500 to support the inaugural West Wyalong League Tag knockout on March 1, 2014.	
Access Incentive Grant - Cuts N Curls - 17022014	DCCDS	The Council approves an Access Incentive Grant for Cuts N Curls for the amount of \$4000.	

Bald Archy Exhibition - 18022014	DCCDS	That subject to Council being offered the Bald Archy Exhibition, that the Mayor and General Manager negotiate with Splatter Gallery & Cafe to host the exhibition and that expenses not exceed \$5,000.	
Internal Reporting Policy & Complaints Handling Policy - 19022014	DCCDS	That Council adopts the Internal Reporting Policy and the Complaints Handling Policy.	Policies placed in Policy Register & on website
Local Approvals Policy 2014 - 20022014	DCCDS	that Council adopt the draft Local Approvals Policy as required by Section 158 of the Local Government Act, and place it on public exhibition for a period of 42 days.	
Children Services Policies Adoption - 21022014	DCCDS	that the Council adopts the Managing Allergy and Anaphylaxis Policy, Excursion Policy and Behaviour guidance and interaction policy as presented for the Children Services Unit.	Policies placed in Policy Register & on website
Multi-Purpose Cultural/Exhibition Space - 22022014	DCCDS	That Council conduct a community survey regarding a multi-purpose cultural space, in consultation with the chair of the Cultural Advisory Committee, commencing by April 1, 2014.	
Clean Up Australia Day - 23022014	DCCDS	That Council open its landfill sites to Bland Shire residents for free to celebrate Clean Up Australia Day on Sunday, March 2 with a limit of one sorted cubic metre per load.	
Main Street Toilet- Upgrade - 25022014	DAES	That Council proceed with the refurbishment of the Main Street toilets including two unisex toilets fitted the same and having baby change tables as shown and the additional funding of \$20,000 be sourced from the current under expenditure in the WHS-Risk area.	

Boardwalk Wetlands - 26022014	DAES	That Council approve for an increase in the Wetlands Capital Budget by \$50,000 to enable the completion of the boardwalk construction at the Wetlands, as per Proposal 1 - Addition of \$50,000 to the budget result in 2013-14 with a reduction of Capital expenditure of \$50,000 in 2014-15.	
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## 9.2 Progress Report On The Delivery Program 2013-2016

*Our leadership*

*Setting a benchmark for community standards*

*Vision: A well run council acting as the voice of the community*

*DP14.3 Ensure the General Manager takes on a high level role in implementing the Community Strategic Plan and associated documents*

**Author:** Executive Assistant

### **Officer's Recommendation:**

**That the Council receive and note the report on progress for implementation, up to 31 December 2013, of the Delivery Program 2013 – 2016.**

### **Introduction**

The attached schedule is the first progress report for implementation of the Delivery Program 2013 – 2016. It covers the period commencing 1<sup>st</sup> July 2013 and ending 31<sup>st</sup> December 2013.

The Integrated Planning and Reporting framework for NSW local government was implemented at Bland Shire Council from 1<sup>st</sup> July 2012.

The Delivery Program is a statement of commitment to the community from each newly elected council. In preparing the program, Council is accounting for its stewardship of the community's long-term goals, outlining what it intends to do towards achieving these goals during its term of office and what its priorities will be. It is designed as the single point of reference for all principal activities undertaken by Council during its term of office. All plans, projects, activities and funding allocations must be directly linked to this Program.

Supporting the Delivery Program is an annual Operational Plan. It spells out the details of the Program – the individual projects and activities that will be undertaken each year to achieve the commitments made in the Delivery Program.

The General Manager must ensure that progress reports are provided to the council, with respect to the principal activities detailed in the Delivery Program, at least every 6 months.

### **Conclusion**


The Delivery Program 2013 – 2016 came into effect from 1<sup>st</sup> July 2013 and the attached report details the actions, projects, improvements and initiatives that have been undertaken for the six month period to 31<sup>st</sup> December 2013.

Overall it has been a most successful period but there are still many challenges facing council in its endeavours to provide adequate and cost effective services and facilities.

Council's performance against the Actions in the Delivery Program and Operational Plan and the key achievements, programs and projects are internally monitored on a quarterly basis.

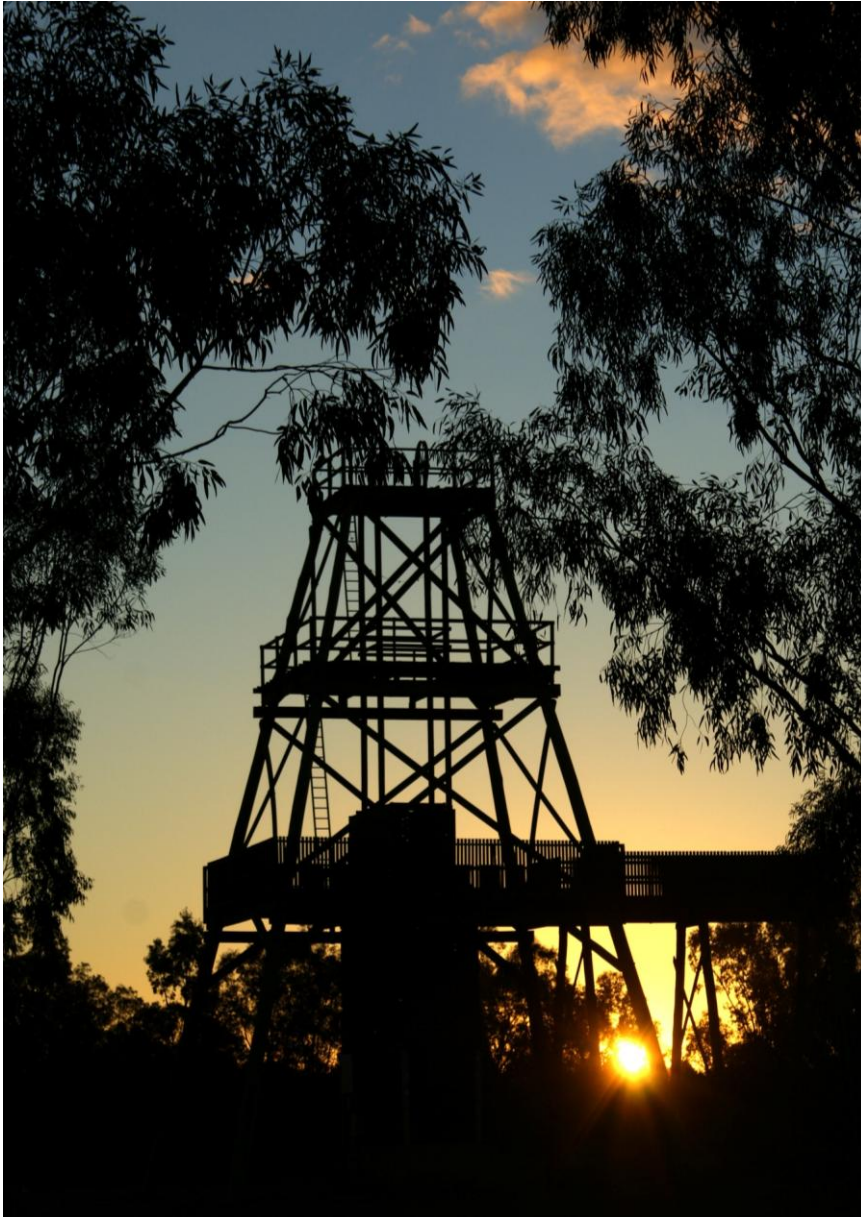
Overall performance against the 2013/14 Operational Plan Actions are presented in the table below. These Action Icons are further presented in the five Community Strategic Plan themes within the Delivery Program Progress Report.

These achievements reflect a strong teamwork approach, between the elected representatives, council staff and the community. Whilst some performance measures can be clearly quantified, it does not necessarily mean the community is aware of, or fully appreciates, or is fully satisfied with, the extent of progress made.

<b>2013/14 Operational Plan Actions</b>	
<b>Total number of Actions:</b>	<b>389</b>
 <b>Completed</b>	<b>43</b>
 <b>In progress</b>	<b>314</b>
 <b>Not progressed</b>	<b>32</b>

# *Delivery Program 2013-2016*

*Progress Report to 31 December 2013*



## Responsible Officer Key

Title	Abbreviation
Councillors	CLRS
General Manager	GM
Director Corporate, Community & Development Services	DCCDS
Director Asset & Engineering Services	DAES

# Measuring Progress Towards Achieving Our Goals

The following information details the actions, projects, improvements and initiatives that have been undertaken during the period 1<sup>st</sup> July 2013 to 31<sup>st</sup> December 2013 in Council’s Delivery Program 2013 – 2016 and Operational Plan 2013/14. Overall it has been a most successful period but there are still many challenges facing council in its endeavours to provide adequate and cost effective services and facilities. These achievements reflect a strong teamwork approach, between the elected representatives, council staff and the community.

2013/14 Operational Plan Actions	
<b>Total number of Actions:</b>	<b>389</b>
 <b>Completed</b>	<b>43</b>
 <b>In progress</b>	<b>314</b>
 <b>Not progressed</b>	<b>32</b>



# Our people

*Vision: A strong, healthy, connected and cohesive community*

**Bland Shire will continue to be a community where people feel safe and care for each other, have a sense of belonging and can contribute meaningfully to our local community and neighbourhood through participation in community life.**

2013/14 Operational Plan Actions	
<b>Total Actions for theme:</b>	<b>114</b>
 <b>Completed</b>	<b>8</b>
 <b>In progress</b>	<b>103</b>
 <b>Not progressed</b>	<b>3</b>





*Our greatest and most important asset*

Delivery Program Strategies	Performance Target	2013/14 Target Year	Responsible Officer
		Progress to 31 December 2013	

**CSP Objective: 1. Ensure health and support services and facilities address the physical, mental and general health needs of the community**


		Progress		
1.1 Lobby to preserve and expand health, medical and hospital services	Annual representation		<ul style="list-style-type: none"> <li>Responded to survey from Murrumbidgee Medicare Local (MML) regarding services</li> <li>Liaison with MML &amp; MLHD regarding new doctors</li> <li>Member of Murrumbidgee Medicare Local</li> <li>Liaised with local MP regarding doctors</li> <li>Councillor delegate on MML</li> <li>Contact maintained with local Doctors and Nursing Unit Manager</li> <li>2 media releases issued</li> </ul>	DCCDS
1.2 Liaise and communicate with area health services and relevant health and allied health providers, both locally and regionally on behalf of the community	Quarterly contact		<ul style="list-style-type: none"> <li>Contact with Community Health, Doctors Surgery, MML, and Hospital as required across all areas of Council functions</li> <li>Partnerships formed with local and Riverina services to provide information at Children’s Expo and Westfest</li> <li>Meetings frequency reviewed and Health &amp; Wellbeing Advisory Committee now meets as required</li> <li>Assisted new doctors with accommodation</li> <li>Partnerships formed for Youth Mental Health</li> <li>Donation funded to support the Royal Far West</li> </ul>	DCCDS

Delivery Program Strategies	Performance Target	2013/14 Target Year		Responsible Officer
		Progress to 31 December 2013		
1.3 Liaise with aged care providers on behalf of the frail, aged, disabled and their carers	Quarterly contact		<ul style="list-style-type: none"> <li>Organised and participated in Aged Care Expo in November 2013</li> <li>Participated in Children’s Expo.</li> <li>Attend sector forums, and interagency meetings.</li> <li>Planning for Seniors Week Luncheon on 24 March underway</li> <li>Planned commitment to holding “Heartmoves” in Daycare area</li> <li>Common Care Committee meetings held and organised by HACC Staff</li> <li>Surveys undertaken for Home Maintenance and Daycare</li> <li>Advertising Daycare monitoring in brochures. Speaking to potential service users, Allied Health Professionals, establishing client base and conducting sessions</li> </ul>	DCCDS
1.4 Facilitate relevant advisory health and community support committees	Quarterly meetings		<ul style="list-style-type: none"> <li>Corporate support provided to all relevant Advisory Committees</li> <li>All relevant information emailed and provided at advisory committee meetings</li> <li>Meetings held as scheduled for Health &amp; Wellbeing and Interagency</li> <li>All recommendations from Advisory Committees presented to Council for a decision</li> <li>Outcomes provided to relevant health professionals as required</li> </ul>	DCCDS




Delivery Program Strategies	Performance Target	2013/14 Target Year	Responsible Officer
		Progress to 31 December 2013	

**CSP Objective: 2. Partner with relevant bodies to strengthen community health and safety in the Bland Shire**


		Progress	
2.1 Foster and maintain partnerships with relevant community groups and Government agencies to promote safety in the community	Bi-annual program		<ul style="list-style-type: none"> <li>• Road Safety programs ongoing</li> <li>• Membership of Local Liquor Accord maintained</li> <li>• Ongoing provision of WH&amp;S and risk management information for volunteers and contractors as required</li> <li>• Provision of Learner Driver Workshop</li> <li>• Hosted NRMA Driving School in July/September school holidays, offering driving lessons to learner drivers. Both sessions fully booked</li> <li>• Plans to incorporate youth services information in community newsletter</li> <li>• Partnership with NSW Food Authority has continued. Council currently still is participating in Scores on Doors program. Approximately 95% of the required inspections have been undertaken to date</li> </ul>
			DCCDS DAES



Delivery Program Strategies	Performance Target	2013/14 Target Year	Responsible Officer
		Progress to 31 December 2013	

<p>2.2 Provide access to relevant community health and safety information to increase community awareness of personal and property security</p>	<p>Bi-annual program</p>	 <ul style="list-style-type: none"> <li>• Council support provided for state wide launch of RUOK? Day and fundraising gala rugby day</li> <li>• Mental health program planned for the first half of 2014.</li> <li>• Mental health talk for year 9/10 boys at West Wyalong High School</li> <li>• Facebook page used regularly to issue public notices and health and safety alerts eg asthma alert, fire and emergency information and health and safety information</li> <li>• Teamed with Temora mental health and Drug action team for alcohol education sessions at West Wyalong High School and Ungarie Central School</li> <li>• Annual Subscription to “I’m Alert Online Food Safety Program” has been renewed. 440 users on renewal</li> <li>• Online food safety program is promoted to Food Shop owners in correspondence and during inspections. Approx 12 new users since renewal</li> <li>• Annual subscription to “I’m alert Responsible Dog Ownership Training Program” has been renewed. 55 users on renewal</li> <li>• Dog Ownership Training Program is promoted in correspondence and verbally to pet owners by Council’s Ranger. Approx 5 new users since renewal</li> <li>• Council support provided for 2013 Dramatic Minds Festival held in Temora with teams from West Wyalong and Ungarie participating</li> </ul>	<p>DCCDS</p>
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Delivery Program Strategies	Performance Target	2013/14 Target Year	Responsible Officer
		Progress to 31 December 2013	


**CSP Objective: 3. Nurture a strong sense of community and enrich the cultural life for the residents of the Bland Shire**

		Progress	
3.1 Encourage and foster a strong spirit of volunteering and community pride	Annual program/event		<ul style="list-style-type: none"> <li>• Met with volunteering Central West representative Lisa Pierce to discuss various options including Time banking. Investigations continuing and discussions held with Government officials about possible participation in extended Time banking trial.</li> <li>• Met with REROC regarding youth volunteering initiative.</li> <li>• Held Workshops for volunteers through the Volunteer Bureau</li> <li>• Possibility of collaborating with community groups through REROC youth volunteering program. Links formed and partnerships solidified with local school educational programs</li> <li>• Investigations commenced for the construction of a memorial to Reg Rattey</li> <li>• Gail Platz endorsed as Bland Shire Ambassador prior to overseas visit to Dull</li> <li>• Bland Shire Ambassadors introduced to Swedish Ambassador during Sweden in the West celebrations</li> </ul>
			DCCDS

Delivery Program Strategies	Performance Target	2013/14 Target Year		Responsible Officer
		Progress to 31 December 2013		
3.2 Promote, facilitate and support a thriving cultural/regional arts community	Bi-annual event		<ul style="list-style-type: none"> <li>• Ongoing membership of Eastern Riverina Arts Inc</li> <li>• West Fest – Wet and Wild held at Holland Park pool October 23 2013.</li> <li>• Ongoing support for Cultural Advisory Committee</li> <li>• American concert pianist performance in July</li> <li>• Sosaphonics performed in September</li> <li>• Performance and mentoring sessions/workshops provided by Indigenous rap group Native Ryme – September</li> <li>• Australian Dinosaur Museum road show – August</li> <li>• Discussions commenced, architect has been engaged and an onsite visit has been completed for Multi Purpose Centre</li> <li>• Hugely successful school holiday programs implemented in June-July and September-October holidays</li> <li>• Liaison with ERA resulted in Hip hop dance workshop offered in July and visit from Sousaphonics</li> </ul>	DCCDS
3.3 Support and strengthen our indigenous culture and history	Quarterly meetings		<ul style="list-style-type: none"> <li>• Indigenous Advisory Committee meetings held quarterly, secretarial support provided</li> <li>• New introduction to monthly Council meetings introduced by Council in consultation with Lands Council</li> <li>• “Welcome to Country” incorporated into annual community Australia Day proceedings</li> <li>• Grant acquired and organisational support provided to Land Council for NAIDOC celebrations in September 2013</li> <li>• Flag flying procedure adopted to ensure Council flies the Aboriginal flag on days of Aboriginal significance</li> </ul>	DCCDS

Delivery Program Strategies	Performance Target	2013/14 Target Year	Responsible Officer
		Progress to 31 December 2013	

<p>3.4 Monitor and provide up to date and relevant resources and programs within the library</p>	<p>Bi-annual review</p>	 <ul style="list-style-type: none"> <li>• Reviewed Library end processing specifications</li> <li>• Reviewed Housebound services, from March 2014 deliveries will take place on a Monday</li> <li>• Reviewed cataloguing requirements</li> <li>• Reviewed Adult and Junior standing orders</li> <li>• Baby Bounce program has been reviewed. From Term 1 baby bounce will be held on a Tuesday morning</li> <li>• Successful author visit from Glenda Millard who visited the Bland Shire in the last week of October 2013. A total of 738 children attended a workshop, 16 sessions were conducted and 9 schools participated</li> <li>• Selecting author for 2014</li> <li>• September history talk held as a result of a successful grant application</li> <li>• Applied for a library development grant</li> <li>• Successful in receiving approval for a new Broadband for Seniors touch screen computer and \$2000 towards training</li> <li>• Introduced Playaways, an all in one audio book format</li> <li>• Introduced Ainio eMagazine resource to the library</li> <li>• Emerging trends in information delivery are reviewed regularly</li> <li>• Library collection is regularly updated and new material regularly received</li> <li>• Customer suggestions incorporated in the acquisition of new material</li> <li>• Large print standing order has been successfully introduced and new large print books are regularly received</li> <li>• Discussion with the State Library of NSW and National Library of Australia have commenced to digitise Wyalong Star and Temora and Barmedman Advertiser (13 April 1894-December 1895;1899-1907). The newspapers will be available in TROVE, scanning of publications has begun, project due to be completed by May 2014</li> </ul>	<p>DCCDS</p>
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Delivery Program Strategies	Performance Target	2013/14 Target Year		Responsible Officer
		Progress to 31 December 2013		
3.5 Implement and review recommendations contained in the Community Plan	Annual review		<ul style="list-style-type: none"> <li>• Relevant Council Advisory Committees ongoing monitoring of Community Plan implementation</li> <li>• Existing partnerships solidified and new opportunities investigated with a focus on capacity building and community wellbeing.</li> <li>• Events have included Big Air School, NRMA Driving School, Roman Ruznytsky piano concert, Manga Drawing workshop, Art without Borders exhibition, National Tree Day, Cooking workshop, Woodwork workshop, National Dinosaur Museum, RUOK Day state wide launch, Take Charge Youth Leadership forum, Sousaphonics performance, Dramatic Minds Festival and NAIDOC Day</li> <li>• Partnered with Rotary Club to provide community movie nights in Ungarie and West Wyalong.</li> <li>• Provided youth festival “West fest Wet and Wild” with support from L&amp;R Group, Headspace and Temora Mental Health. Co-ordinated Interagency meeting</li> <li>• Strong Council and community participation in identified days of significance including ANZAC Day and Australia Day.</li> <li>• Banner policy adopted with provision for purchase of banners to mark Christmas, Easter, Australia day, ANZAC Day and New Years Day. Banners displayed for Christmas and New Year</li> <li>• Lifestyle courses introduced in cooking and woodwork, investigations underway for 2014 program</li> <li>• support for RUOK Day statewide launch and gala day fundraiser.</li> <li>• Engaged local school students for national tree day planting over 1000 new trees</li> <li>• Support for Dramatic Minds Festival promoting Mental Health. Organised Mental health talks at High School. Community movie nights in Ungarie and West Wyalong</li> </ul>	DCCDS



Delivery Program Strategies	Performance Target	2013/14 Target Year		Responsible Officer
		Progress to 31 December 2013		
			<ul style="list-style-type: none"> <li>• Ongoing liaison and support to community organisation and members</li> <li>• Email distribution lists created and relevant groups organisations contacted about potential external grant opportunities with offers of assistance from Council</li> </ul>	


Delivery Program Strategies	Performance Target	2013/14 Target Year	Responsible Officer
		Progress to 31 December 2013	

**CSP Objective: 4. Ensure services are accessible for all residents including the aged, people with a disability, young people and families**



		Progress		
4.1 Work with the community to determine future needs and network with relevant Government Departments and Non-Government Organisations	Annual service surveys		<ul style="list-style-type: none"> <li>Parent survey distributed to registered Family Day Care families August 2013.</li> <li>Family Day Care Quality Assurance completed. Positive results and meeting all requirements</li> <li>Surveys in development for distribution to Mobile Resource Unit families on commencement of the 2014 program</li> <li>Preparation for annual survey to new and existing Preschool families in March 2014</li> <li>Home maintenance survey completed. Daycare survey completed. Aged care Expo Survey completed. Other service users to be surveyed in February 2014</li> <li>Evaluation forms distributed at select community workshops and events</li> <li>Youth survey online and through West Wyalong High School</li> </ul>	DCCDS
4.2 Offer youth services and events to all towns and villages in the Shire	Quarterly program/event		<ul style="list-style-type: none"> <li>Free bus offered to Ungarie and Barmedman youth to attend Big Air School and West Fest. Both cancelled due to lack of numbers despite strong promotion through community nurses in both areas as well as traditional channels</li> <li>Subsidised places offered to Barmedman youth for Borambola school holiday excursion</li> <li>Member of REROC youth committee. Attended take charge youth leadership forum and dinner in Wagga Wagga</li> </ul>	DCCDS



Delivery Program Strategies	Performance Target	2013/14 Target Year		Responsible Officer
		Progress to 31 December 2013		
4.3 Provide quality toy library facilities and promote to residents	Bi-annual review		<ul style="list-style-type: none"> <li>• Toy library purchases completed for 2013. Stock take planned for January 2014 during school holiday period</li> <li>• Educators and families issued with request for suggested/recommended resources</li> <li>• Broken/damaged toys removed and repaired or replaced when required</li> <li>• Toy library purchases completed for 2013</li> <li>• Changeover of toys occurs during school holiday sessions before each term commences</li> <li>• Collection of toys from Library for stock take purposes in December 2013</li> <li>• Toy Library service attends playgroups fortnightly, FDC educators monthly and ITAV sessions monthly</li> </ul>	DCCDS
4.4 Provide and monitor quality library services to the aged, people with a disability, young people and families	Bi-annual review		<ul style="list-style-type: none"> <li>• Housebound Service continues to grow to meet the needs of the community. Clients are visited fortnightly. Visiting days are being reviewed. In February the visiting day will change to fortnightly on a Monday</li> <li>• Story Time Service is offered each Thursday during school term. New families using the service. Service promoted regularly in school newsletters, and in the local paper</li> <li>• Baby Bounce Service provided weekly during the school term, numbers attending are steady. Dates for baby bounce are being reviewed for 2014. Propose to offer weekly on a Tuesday morning from February 2014</li> <li>• Four Library School holiday programs were run during the July School holidays. Programs were well attended. Library will be running the summer reading program over December and January focusing on reading and literacy. A range of programs have also been planned around this</li> </ul>	DCCDS

Delivery Program Strategies	Performance Target	2013/14 Target Year		Responsible Officer
		Progress to 31 December 2013		
4.5 Provide quality and affordable Family Day Care, Mobile Resource Unit, Vacation Care and Preschool services	Accreditation and licensing requirements met		<ul style="list-style-type: none"> <li>Library continues to provide library material to the deposit stations at Weethalle, Ungarie and Barmedman. Each deposit station has been provided with “tech Savvy Seniors” training DVDs for their community. Selection profile has been reviewed for each location</li> <li>History week talk held in September</li> <li>Continue to hold monthly book clubs</li> <li>Continue to hold fortnightly knit and natter</li> <li>Introduction to family history workshop held in partnership with the Wyalong Family history group</li> <li>House bound morning tea held in December</li> <li>Health care worker provided an information session on postnatal depression</li> <li>Staff participated in the Aged expo</li> <li>MLCS gave a presentation to West Wyalong High School Staff on the online resources available.</li> <li>Preschool achieved results of “MEETING_NQS” with exceeding in ‘Program &amp; Practice’ and ‘Children’s Health and Safety’. Enrolments for 2014 are good. 3 x 2 days for 4 year olds and 2 x 1 day for 3 year olds. Waiting list for 3 year olds</li> <li>MRU playgroup venues continued as per 2013 program. No schedule changes planned for 2014</li> <li>September/October school holiday program run as scheduled. January school holiday program scheduled for 13-23 January</li> <li>FDC advertising and recruitment of new educators in Temora. Successful completion of Assessment &amp; Rating of service October 2013. Advertising and recruitment of Coordination Unit Staff</li> </ul>	DCCDS

Delivery Program Strategies	Performance Target	2013/14 Target Year		Responsible Officer
		Progress to 31 December 2013		
			<ul style="list-style-type: none"> <li>• Preschool Term Parent committee meetings-good attendance. Preschool Disco organised by Parent committee. Excellent attendance and feedback. Christmas parties and concerts. Attendance by 100% of families. Cheese and Chat night held for first time. Low numbers but fantastic positive feedback by families to continue them</li> <li>• FDC and MRU attendance and promotion of service at Temora Family Expo and Bland Children’s Expo. Policies emailed to families for input. Monthly newsletter distributed to families</li> <li>• FDC monitoring visits occur monthly. Training/workshops provided each term. Educator meeting held in September to discuss the Assessment and Rating process. Visit sheet updated to include additional information recommended by DEC representative</li> <li>• Preschool Assessment and Rating visit in June. Results received and achieved a MEETING the NQS result with exceeding in Program &amp; Practice and Children’s Health and Safety. Discussions regarding NQF at staff meetings. Reference EYLF in our documentation. Preparation to add additional elements of the EYLF to each staff meeting</li> <li>• FDC standard practise to implement the NQF &amp; EYLF. Coordination Unit provide additional support and training to FDC educators as required during monitoring visits. Evidence as part of the Assessment &amp; Rating visit – October 2014</li> <li>• MRU standard practise to implement the NQF &amp; EYLF. Mobile services not yet in scope</li> <li>• Regulatory requirements are being met for all children’s services</li> <li>• Successful Children’s expo was conducted in October. Held on Saturday which received positive comments from community members</li> </ul>	

Delivery Program Strategies	Performance Target	2013/14 Target Year		Responsible Officer
		Progress to 31 December 2013		
4.6 Provide and monitor quality HACC services and promote healthy aging to the residents of the community	Annual event/activities		<ul style="list-style-type: none"> <li>• Aged Care Expo held 15 November 2013. Feedback from survey all positive</li> <li>• Catering and entertainment booked for Seniors Week activities on 23 March 2014</li> <li>• Awareness of HACC services highlighted at aged care expo. Proactive commitment by staff</li> <li>• Plans in progress for the construction of a carport (HACC/MSO)</li> <li>• Acquisition of two cars for HACC</li> </ul>	DCCDS
4.7 Encourage cooperation and cross promotion of children and youth services	Quarterly calendar		<ul style="list-style-type: none"> <li>• Calendar provided for the July school holidays</li> <li>• Calendar provided for the Sept/Oct school holidays and for the Jan school holidays</li> <li>• Calendars distributed to schools. Copies available from the library, Children’s Services Unit, Customer Services desk and available to download from the Council website</li> </ul>	DCCDS

Delivery Program Strategies	Performance Target	2013/14 Target Year	Responsible Officer
		Progress to 31 December 2013	

<p>4.8 Monitor and promote the diverse range of services available to the community within the Bland Shire</p>	<p>Annual review and promotion</p>	 <ul style="list-style-type: none"> <li>• Website content reviewed monthly and updated constantly</li> <li>• Major Council display held at the Industrial Hall during West Wyalong Show to showcase Council services and events</li> <li>• Community Newsletter publication to resume third quarter 2013-2014</li> <li>• Events are promoted on the Bland Shire Council’s and Business West Wyalong’s websites, as this allows for events that are not scheduled to be promoted which cannot be achieved with a paper based calendar</li> <li>• Media releases issued regularly promoting various Council projects, events and initiatives. Community noticeboards, website and social media also heavily utilised in promotions</li> <li>• Business and Community Guide updated and distributed</li> <li>• Updated Health and Allied Health list provided by Community Health and published on Bland Shire Council website</li> <li>• Community education initiatives - 2 x Sri Lankan cooking classes held, 2 x Woodwork classes held. Further opportunities are being investigated</li> <li>• Ongoing promotion of Council’s Grants and Donations Scheme</li> <li>• Disability day and Access Awards presentation held at Cafe Peckish in December. Brett Stanford guest speaker</li> </ul>	<p>GM DCCDS</p>
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# Our places

*Vision: Providing great community facilities for everyone to enjoy*

**Bland Shire Council will continue to provide excellent and accessible community facilities in a responsible manner and foster the contribution of community groups and organisations for the betterment of the Bland Shire.**

2013/14 Operational Plan Actions	
<b>Total Actions for theme:</b>	<b>54</b>
 <b>Completed</b>	<b>1</b>
 <b>In progress</b>	<b>49</b>
 <b>Not progressed</b>	<b>4</b>




*Where our sense of community shines*

Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

**CSP Objective: 5. Provide equal access to Council’s services and facilities for residents and visitors to the Shire**


		Progress		
5.1 Connect with the community utilising forums, committees and elected members	Annual village forums		<ul style="list-style-type: none"> <li>2013 Community Forums completed</li> </ul>	DAES
5.2 Access external grant and funding opportunities to improve Council’s community facilities	At least 1 application submitted per quarter		<ul style="list-style-type: none"> <li>Indent grant secured for West Fest 2013</li> <li>NSW Sport and Recreational Participation Program grant funding received for Mr Soccer school holiday program. Department of Families, Housing, Community Services and Indigenous Affairs funding received to support community NAIDOC event</li> <li>External grant funding for tourism and business programs and projects continually monitored and applications are sent when applicable</li> <li>External grant funding for engineering works and projects continually monitored and applications are sent when applicable</li> </ul>	GM DAES DCCDS
5.3 Utilise social media to connect with and inform residents, retailers, business, industry and visitors	Monthly monitoring		<ul style="list-style-type: none"> <li>Council’s Facebook presence expanded to promote all Council activities and initiatives. Number for followers and engaged users increasing</li> <li>Use of Social media reviewed quarterly, new opportunities explored and investigated in accordance with Communications Policy. Review undertaken into possible establishment of Council Twitter account</li> <li>Facebook page continues to be maintained and regularly updated as per Council policy</li> <li>Ongoing monitoring carried out for all social media accounts to maintain compliance with Social Media Policy</li> <li>Facebook used to promote all Council events and programs and as a key tool in the distribution of key emergency information</li> </ul>	DCCDS

Delivery Program Strategies	Performance Target	Target Year		Responsible Officer
		Progress to 31 December 2013		
5.4 Provide an informative and accessible user friendly Council website utilised to promote community services and events and keep exploring new communication methods	Monthly website updates		<ul style="list-style-type: none"> <li>• Online payment facilities investigated and put on hold until Council’s new financial management software is operational</li> <li>• Permission Slips and Enrolment Forms made available on Council website</li> <li>• Online based forms readily available including position vacant, grant applications and registrations</li> <li>• Ongoing monitoring and investigation into new communication technologies</li> <li>• Online community calendar allows Council and members of the community to add upcoming events. Council also has capacity to promote through image rotators and media releases on the website</li> </ul>	DCCDS




Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

**CSP Objective: 6. Facilitate equal access for residents to community and government services**

		Progress	
6.1 Council services and programs create opportunities to connect and are relevant and responsive to the needs of our community including innovative service provision to isolated residents	Minimum of 2 events/programs in villages each year		<ul style="list-style-type: none"> <li>Recruitment for FDC educators in Temora Aug/Sept 2013</li> <li>Playgroup venues to be reviewed for 2014</li> <li>Ongoing investigation of Family and Community funding opportunities</li> <li>Ongoing Secretarial support provided to Advisory Committee’s and outcomes actioned</li> <li>Strengthening Communities, Cultural and Community Groups Assistance and Access Incentives grants approved by Council first quarter 2013-2014</li> <li>Ungarie movie night, screening Backyard Ashes. Village movie night/s planned in the first half of 2014. Discussions commenced liking with the “It Takes a Village program”</li> <li>Service conducted visits as scheduled for MRU</li> <li>Free buses offered to youth in Ungarie and Barmedman to attend Big Air School and West Fest. Both cancelled due to lack of numbers despite strong promotion through community nurses in both areas as well as traditional channels</li> <li>Subsidised places offered to Barmedman youth for Borambola school holiday excursion</li> <li>Village youth program scheduled for April 2014 holidays</li> <li>HACC servicing Weethalle, Tallimba, Ungarie, Barmedman as required</li> <li>Family day care have regular monthly story time at the library</li> <li>Regular school visits</li> <li>Toy library provides a selection of toys each term to the library. Opportunity to showcase this service to the community</li> </ul>
			GM DCCDS

Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	
		<ul style="list-style-type: none"> <li>• Preschool classes have been visiting the library</li> <li>• MLCS visited the West Wyalong High School to showcase online resources to school staff</li> <li>• Regular visits from the schools</li> <li>• Staff visited the schools in West Wyalong in November to promote library services and the Summer Reading Club</li> <li>• Facebook utilised regularly to promote and share events and information</li> <li>• Events and local workshops are promoted on the Bland Shire Council’s and Business West Wyalong’s websites, as this allows for events and workshops that are not scheduled to be promoted and which cannot be achieved with a paper based calendar</li> <li>• Youth information will be included in community newsletters</li> <li>• Information and updates regarding NBN rollout into Villages distributed through Council’s communication networks</li> <li>• Lobby DEC regarding further provision of It Takes A Village after completion of trial</li> <li>• Additional Preschool funding to reduce costs for families</li> <li>• Partner with MML regarding recreational and social support activities</li> <li>• Investigating ways of working with the ITAV program for library service provision to isolated residents</li> </ul>	

Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	


6.2 Assist with access to visiting services information	Quarterly review	 <ul style="list-style-type: none"> <li>• link to or information provided by visiting services available on Council's website</li> <li>• Relevant community information sent with each Library deposit station delivery</li> <li>• Preschool information stand in foyer regularly checked and updated with visiting service information</li> <li>• Ongoing. Interagency meetings held in June and November each year and facilitated by Council. Meetings increased to four times per year on trial basis</li> <li>• Visiting services offered and provided Council support at various levels, depending on need</li> <li>• Visiting Government services promoted through media, social media and website</li> </ul>	DCCDS
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Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

**CSP Objective: 7. Plan, provide and support a range of community and cultural activities to meet the needs of residents and visitors**

		Progress		
7.1 Relevant Advisory Committees to support Council to meet objectives within the Community Strategic Plan	Committees meet at least quarterly		<ul style="list-style-type: none"> <li>Ongoing review and update of Community Plan</li> <li>Ongoing support provided to Council’s Advisory Committees</li> <li>Access Advisory Committee and Cultural Advisory Committee assess grant applications and make recommendation to Council. Access grants awarded first quarter 2013-2014, Cultural and Access grants award second quarter 2013-2014</li> </ul>	DCCDS
7.2 Assist community groups to access external funding opportunities	At least 2 groups supported annually		<ul style="list-style-type: none"> <li>Grant writing workshops held in conjunction with Regional Development Australia. Grant opportunities and correspondence communicated to community groups through e-mail and post</li> <li>Notification of grants distributed to relevant organisations via electronic media</li> <li>Indent funding for West Fest. Youth week funding received for 2014</li> </ul>	DCCDS
7.3 Advocate relevant Government bodies and Non-Government Organisations (NGOs) for services and facilities	1 submission per year		<ul style="list-style-type: none"> <li>Liaise with various organisations regarding services within the community such as family movie nights, police, It Takes a Village and aged care services</li> </ul>	DCCDS




Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

<p>7.4 Assist community groups to provide activities to the wider community</p>	<p>1 group assisted per year</p>	 <ul style="list-style-type: none"> <li>• Council grant programs made available throughout the year and support provided by Community Services team</li> <li>• Access Incentive Grants awarded to: West Wyalong Public School P&amp;C, Lord and Wells Optometrists, Wyalong Post Office, The Metropolitan Hotel</li> <li>• Cultural awards considered with Australia Day event</li> <li>• Investigation commenced. Architect has completed site visit for study on the existing indoor recreational facility</li> <li>• Funding provided to Department of Education for the resurfacing and marking upgrade at the Wyalong Tennis Courts</li> </ul>	<p>DCCDS</p>
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# Our infrastructure

*Vision: Maintaining & improving the Shire's assets & infrastructure in a changing climate*

**Bland Shire Council will strive to face and meet the challenges faced by a large road network and aging infrastructure to best meet community needs in a financially responsible manner while also investigating opportunities for improvements to infrastructure and efficiencies**

2013/14 Operational Plan Actions	
Total Actions for theme:	106
 Completed	24
 In progress	65
 Not progressed	17



*Reviewing, renewing and improving our core community assets*

Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

**CSP Objective: 8. Work in partnership with key stakeholders to improve road infrastructure for vehicle and pedestrian access**

		Progress		
8.1 Lobby Government for additional funding to ensure roads are maintained at an acceptable standard throughout the Shire	Annual representation		<ul style="list-style-type: none"> <li>Review of current Road &amp; Transport Infrastructure strategy ongoing in association with REROC</li> <li>Ongoing provision of relevant information to Council</li> </ul>	DAES
8.2 Continued membership of Newell Highway Task Force	Annual membership		<ul style="list-style-type: none"> <li>Cr Lord nominated as Council’s representative</li> <li>Mr Stien appointed Chair of the Newell Highway Promotional Committee</li> </ul>	GM
8.3 Lobby Government to improve conditions on the By-Pass	Quarterly contact		<ul style="list-style-type: none"> <li>By Pass upgrade ongoing</li> <li>Intersection at Railway Road re-constructed</li> </ul>	DAES
8.4 Maintain and improve general vehicle and pedestrian access within the Shire	Annual maintenance program developed		<ul style="list-style-type: none"> <li>2012/13 Pedestrian Access Mobility Plan submitted to RMS for funding</li> <li>Plans for the provision of bollards and improvements in pedestrian movements in White Tank Lane and Water Street and improvements to the adjacent carparking area prepared and adopted, in general, by Council</li> <li>Ongoing review of Main Street West Wyalong footpath renewal options</li> </ul>	DAES

Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

**CSP Objective: 9. Manage waste and recycling to improve the utilisation of existing resources, including exploring new technologies**

		Progress		
9.1 Continued monitoring of viable recycling options	Annual review		<ul style="list-style-type: none"> <li>Ongoing investigation and review of recycling options</li> </ul>	DAES
9.2 Consult with the community and relevant stakeholders regarding waste management options throughout the Shire	Annual consultation		<ul style="list-style-type: none"> <li>Liaising with REROC regarding participation in the National TV and Computer Produce Stewardship Scheme</li> </ul>	DAES
9.3 Research alternate technologies relating to waste management	Annual review		<ul style="list-style-type: none"> <li>Ongoing investigations of new innovations in waste management</li> </ul>	DAES
9.4 In consultation with relevant communities, implement and monitor Council’s waste management strategy to increase the life of existing resources	Quarterly monitoring		<ul style="list-style-type: none"> <li>Implementation and ongoing monitoring of Council’s Waste Strategy proceeding</li> <li>Waste infrastructure improvements at Barmedman- excavation of pits and construction of internal roads completed</li> <li>Waste infrastructure improvements at Ungarie – excavation of pits and construction of internal roads ongoing</li> <li>Waste infrastructure improvements at Tallimba – excavation of pits and construction of internal roads completed</li> <li>Waste infrastructure improvements at Kikoira – excavation of pits and construction of internal roads ongoing</li> <li>Waste infrastructure improvements at West Wyalong – excavation of new pits, relocation of site office to recycle shed and seal internal roads ongoing</li> </ul>	DAES



Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	



**CSP Objective: 10. Manage stormwater and sewerage resources**

		Progress		
10.1 Investigate and manage local flooding issues	Annual review		<ul style="list-style-type: none"> <li>Ongoing investigation and review of options to mitigate town and village flooding issues</li> <li>Works completed as approved</li> </ul>	DAES
10.2 Ensure adequate water storage and management for future use within Council’s community facilities	Annual review		<ul style="list-style-type: none"> <li>Review of Stormwater Recycling Plan ongoing</li> <li>Ongoing identification and plan for additional water storage facilities</li> <li>Ongoing monitoring of irrigation system performance and repairs as required</li> <li>Installation of new irrigation pipes for Saleyard reticulation ongoing</li> </ul>	DAES
10.3 Identify funding opportunities to maximise future water storage options	At least 1 submission per year		<ul style="list-style-type: none"> <li>Ongoing investigation of external funding opportunities and reports as they arise</li> </ul>	DAES
10.4 Effectively manage and maintain stormwater infrastructure	Annual maintenance program and budget		<ul style="list-style-type: none"> <li>Initial development of Stormwater Asset Plan completed with review underway</li> </ul>	DAES
10.5 Effectively manage and maintain sewerage infrastructure	Annual maintenance program and budget		<ul style="list-style-type: none"> <li>Ongoing development of Sewerage Asset Plan</li> <li>Barmedman sewer infrastructure extension and improvements to sedimentation pools ongoing</li> <li>Acquisition of sewer investigation camera</li> <li>Ongoing investigation and provision of telemetry for Ungarie and Barmedman sewerage treatment works- not required</li> </ul>	DAES

Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

**CSP Objective: 11. Ensure that public places and facilities are well maintained and easily accessible to foster community pride in their infrastructure**


		Progress		
11.1 Ensure users of Council’s facilities enter into agreements	Annual review of agreements		<ul style="list-style-type: none"> <li>Casual Memorandum of Understanding has been completed, adopted and is in use</li> <li>Working on Custodial Memorandum of Understanding with Perseverance Street users</li> <li>Ongoing liaison with User Groups</li> </ul>	DAES
11.2 In collaboration with users and budgetary constraints provide facilities that are maintained to acceptance standards	Annual works program and budget		<ul style="list-style-type: none"> <li>Development of Open Space Asset Management Plan ongoing</li> <li>Local Heritage Grants and funding programs continuously promoted</li> <li>Additional funds allocated to increase overall Local Heritage funding to \$100,000</li> <li>Four heritage funding applications completed with a total allocation paid of \$60,258</li> <li>Discussion occurring for two other possible projects for heritage funding</li> </ul>	DAES DCCDS
11.3 Facilitate access for the community and visitors to all public places and facilities	Annual review of Access Plan		<ul style="list-style-type: none"> <li>Ongoing monitoring of the effectiveness of the Access Advisory Committee</li> <li>Promotion of Parks and Sporting Facilities bookings process ongoing</li> <li>Ongoing provision of Access Incentive Scheme with participants acknowledged at Access Awards</li> <li>Program for the assessment of public facilities/buildings against compliance with Premises Standards continues to be implemented</li> <li>Access Plan reviewed and updated</li> </ul>	GM DAES DCCDS

Delivery Program Strategies	Performance Target	Target Year		Responsible Officer
		Progress to 31 December 2013		
11.4 Maintain parks, ovals and recreational facilities to approved standards and budget	Annual works program and budget		<ul style="list-style-type: none"> <li>Weekly inspections of parks, ovals and recreational facilities continue</li> <li>Ongoing fortnightly playground inspections conducted for all playgrounds within the Shire</li> <li>Routine maintenance works programs implemented and monitored</li> <li>User fees and charges for the use of Council’s sport and recreation facilities implemented</li> <li>Upgrade lighting at Ron Crowe Oval complete</li> <li>Ongoing improvements at Wetlands continue</li> <li>Replacement of BBQ and shelter in Herridge Park</li> <li>Roof repaired at Holland Park Pool</li> <li>Concrete apron between Slide and Shed at Holland Park Pool completed</li> <li>Damaged concrete at Ungarie Pool replaced</li> </ul>	DAES
11.5 Effectively manage and maintain cemeteries within the Shire	Annual works program and budget		<ul style="list-style-type: none"> <li>Weekly maintenance carried out at Wyalong Cemetery</li> <li>Village cemeteries regularly inspected and maintained</li> <li>Repair work to grave sites carried out as required at Wyalong Memorial Cemetery</li> </ul>	DAES

Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

**CSP Objective: 12. Review Council’s building assets to meet the needs of the community**

		Progress		
12.1 Complete a building review to determine if community needs are being met	Asset register updated annually		<ul style="list-style-type: none"> <li>Review of Council’s assets in progress</li> </ul>	DAES
12.2 Develop a maintenance program to ensure the integrity of Council’s buildings	Annual maintenance program and budget		<ul style="list-style-type: none"> <li>Ongoing maintenance to Council’s buildings in accordance with program and budget</li> <li>Scheduled maintenance program being developed</li> </ul>	DAES
12.3 Use planning and heritage policies and controls to protect and improve the unique built environment	Annual policy review		<ul style="list-style-type: none"> <li>New measures were adopted within Council’s Development Control Plan (DCP), Chapter 10 – Heritage Conservation and are being enforced where applicable</li> <li>Review of Heritage Assistance Funding Guidelines is pending the outcome of current funding program, taking into consideration the current success of increase in funding</li> <li>Preliminary review of Local Environmental Plan has been undertaken, awaiting Gateway approval of a planning proposal</li> </ul>	DCCDS
12.4 Manage Council’s facilities to meet health and safety expectations	Annual inspections		<ul style="list-style-type: none"> <li>Council property building maintenance works being undertaken within budgetary constraints</li> <li>Quotations called for essential fire upgrade at West Wyalong Caravan Park with no written responses received. Negotiations with Goldenfields Water regarding extension of water main finalised and order issued. Awaiting final quote from local plumber in regard to internal works</li> <li>Orders issued for remaining works in the Year 3 RCD program</li> </ul>	DAES DCCDS

Delivery Program Strategies	Performance Target	Target Year		Responsible Officer
		Progress to 31 December 2013		
12.5 Responsibly manage asset renewal and maintenance	Annual maintenance program and budget		<ul style="list-style-type: none"> <li>Initial Asset Management and Renewal Plan developed, review underway</li> <li>Removal of UPSS (underground fuel storage tanks) in Neeld Street Wyalong completed and the footpath reinstated</li> <li>Quotations called for internal alterations and roof repairs at Ungarie Museum</li> <li>Pound upgrade works completed</li> <li>Removal of festoon lighting from Main Street West Wyalong</li> <li>Capitalisation Policy adopted by Council and procedures developed</li> <li>Quotes sought and works planned for painting at Childrens Services Unit</li> <li>Acquisition of a rangehood and electrical works completed at Childrens Services Unit</li> <li>Quotes sought and works planned for the construction of a shed at Childrens Services Unit</li> <li>New air conditioning system installed at Childrens Services Unit</li> <li>Options researched and quotes sought for the provision of a shade sail at Childrens Services Unit</li> <li>Seeking staff and customer feedback on proposed landscaping works at Childrens Services Unit</li> </ul>	GM DAES DCCDS

Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

**CSP Objective: 13. Develop, implement and monitor appropriate programs, schedules, plans and budgets for the effective and efficient management of Council’s assets and infrastructure**




		Progress		
13.1 Implement and monitor a street cleaning program	Annual review		<ul style="list-style-type: none"> <li>Street cleaning monitored in accordance with contract conditions</li> </ul>	DAES
13.2 Works programs are developed, reviewed and implemented in accordance with road hierarchy and budget allocations	Annual program and budget		<ul style="list-style-type: none"> <li>Ongoing monitoring and implementation of the 2012-2022 Transportation Infrastructure Operating Program</li> </ul>	DAES
13.3 Maintain street trees to approved standards and budget	Annual program and budget		<ul style="list-style-type: none"> <li>Ongoing implementation of the Preferred Tree Species List as opportunities arise</li> <li>Monitoring of street trees and action requests to maintain trees within the approved budget ongoing</li> </ul>	DAES
13.4 Kerb and Guttering programs are developed and implemented in accordance with budget	Annual program and budget		<ul style="list-style-type: none"> <li>Ongoing monitoring and implementation of the 2012-2022 Transportation Infrastructure Operating Program</li> </ul>	DAES
13.5 Effectively manage and maintain town and village upkeep throughout the Shire	Annual program and budget		<ul style="list-style-type: none"> <li>Ongoing review, implementation and monitoring of Village maintenance programs</li> <li>Acquisition of additional small weed spray machine and ancillary equipment</li> </ul>	DAES

Delivery Program Strategies	Performance Target	Target Year		Responsible Officer
		Progress to 31 December 2013		
13.6 Airport facilities are maintained to approved standards and budget	Annual program and budget		<ul style="list-style-type: none"> <li>Awaiting advice from CASA regarding the downgrading of the West Wyalong Airport</li> <li>Maintenance program implemented and monitored for airport and facilities</li> <li>Works continuing to refurbish airport building roof, internal and some external</li> </ul>	DAES
13.7 Effectively management and maintain Council's Works Depots	Annual review		<ul style="list-style-type: none"> <li>Installation of trees and irrigations outside the Chauvel Street Depot fence</li> <li>Construction of material storage bins at Neeld Street Depot</li> <li>Options reviewed for the acquisition of an industrial extraction fan for the Store Room at the Chauvel Street Depot and it is no longer required</li> </ul>	DAES

# Our leadership

*Vision: A well run council acting as the voice of the community*

**Bland Shire Council will aim to set a benchmark in the community for leadership, governance and customer service. Council will seek to build and strengthen community partnerships and foster participation from all Bland Shire communities in the decision making process.**

2013/14 Operational Plan Actions	
Total Actions for theme:	76
 Completed	10
 In progress	59
 Not progressed	7








*Setting a benchmark for community standards*



Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

**CSP Objective: 14. To provide quality leadership, governance and management**

		Progress		
14.1 Ensure councillors are provided with appropriate support and resources to carry out their civic duty	Annual review of policy		<ul style="list-style-type: none"> <li>The Provision of Facilities &amp; Expenses for Councillors policy was last reviewed in October 2013 after public exhibition and adoption by Council</li> <li>The General Manager is investigating the feasibility of councillors undertaking the Executive Certificate for elected representatives sometime early in 2014</li> </ul>	GM
14.2 Ensure Councillors take ownership and a strong leadership role in implementing the Community Strategic Plan	6 monthly progress report on implementing the Delivery Program		<ul style="list-style-type: none"> <li>Business Paper reporting is linked to relevant CSP items.</li> <li>IPR Document is to be reviewed in early 2014.</li> <li>Inclusion of progress icons at each quarterly update within the Operational Plan</li> <li>The next Delivery Program progress report is due for early 2014 and will include progress icons for actions during the 6 month reporting period</li> </ul>	GM
14.3 Ensure the General Manager takes on a high level role in implementing the Community Strategic Plan and associated documents	Quarterly Operational Plan progress reports to Manex		<ul style="list-style-type: none"> <li>Re-establishment of the IT Committee.</li> <li>Establishment of a Leadership Group of senior managers.</li> <li>Entry of a staff team in the 2014 Rural Management Challenge</li> <li>Operational Plan items are a regular agenda item for Manex meetings</li> </ul>	GM

Delivery Program Strategies	Performance Target	Target Year		Responsible Officer
		Progress to 31 December 2013		
14.4 Ensure the long term financial sustainability of Council through effective and prudent financial management	Monthly reports to Council		<ul style="list-style-type: none"> <li>Quarterly budget review statements completed and sent to Directors for commentary and adjustments</li> <li>Overdue debtor accounts and rate assessments have been sent for debt collection with Council’s contracted collection agency</li> <li>Financial statements have been completed and lodged in accordance with statutory requirements with the DLG</li> <li>Investments have been managed effectively, investing in secure term deposits, the term of the deposit has been selected based on future cash requirements and best rate of interest at that time</li> <li>The Long Term Financial Plan is currently under review and will be sued in conjunction with preparation of the 2014-15 budget</li> <li>Ongoing monitoring of timely and accurate processing of accounts payable and receivable</li> </ul>	DCCDS
14.5 Take advantage of new and emerging technology to improve services	Annual review		<ul style="list-style-type: none"> <li>Discussions regarding review of IT security measures held with Council’s IT consultants, awaiting preliminary advice</li> <li>Technology One Package stage one implementation due 2/3/2014. Stage Two is underway</li> <li>Council’s external IT Services review has been completed. Internal review is underway</li> <li>IT Disaster recovery is under review with IT consultants</li> <li>Ongoing investigation of a Fleet Management Program</li> </ul>	DCCDS DAES

Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

**CSP Objective: 15. Develop strong community partnerships**

		Progress		
15.1 Regular consultation with key industry, business and stakeholders	Bi-monthly contact		<ul style="list-style-type: none"> <li>The General Manager has a prominent presence at regular community meetings and events</li> <li>The General Manager of the Lake Cowal Gold Mine addressed Council during October 2013</li> <li>The General Manager has a prominent profile within the community</li> <li>Review of Council’s committees undertaken</li> <li>Proposed 2014 Meetings Schedule updated for distribution</li> </ul>	GM DCCDS DAES
15.2 Working in partnership with community groups, advisory committees, Government Departments, businesses and Council staff	At least 4 programs/projects annually		<ul style="list-style-type: none"> <li>Community forums were held on 25 September 2013</li> <li>Councillor representatives and delegates were appointed to internal and external committees in September 2013</li> <li>Proposed 2014 Meetings Schedule updated for distribution</li> <li>Assets &amp; Engineering Services staff attended relevant meetings</li> <li>Staff attendance at regional meetings is ongoing</li> <li>Assets &amp; Engineering Services staff liaised with community groups, business and government departments as required</li> </ul>	GM DCCDS DAES
15.3 Assist and/or foster community events and initiatives through Council sponsored grants/sponsorship opportunities	Quarterly promotions		<ul style="list-style-type: none"> <li>Regular reports are presented to Council for consideration of grant requests</li> <li>Ongoing promotion of Council’s Grant Programs</li> </ul>	CLORS DCCDS

Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

**CSP Objective: 16. Provide opportunities in a variety of forums for all stakeholders to contribute to Council’s decision making**

		Progress		
16.1 Encourage village residents to participate in community forums	Annually		<ul style="list-style-type: none"> <li>Community forums were held on 25 September 2013</li> </ul>	DAES
16.2 Monitor and provide innovative and accessible communication strategies to all Shire residents to encourage active participation	Bi-annual review		<ul style="list-style-type: none"> <li>Newspaper and school newsletters used to promote Council events and activities</li> <li>Email distribution list used, Facebook used to promote events. Website updated regularly</li> <li>Facebook advertising introduced for key events targeting younger participants. Newspaper, mailout and posters, flyers also used as deemed appropriate</li> <li>Communications Policy reviewed, updated and adopted by Council</li> <li>The General Manager considers requests from the public to address Council and introduces each speaker individually</li> </ul>	GM DCCDS
16.3 Ensure all Council communications are targeted and clearly branded	Bi-annual review		<ul style="list-style-type: none"> <li>Signage provided as appropriate</li> <li>Logo included in all promotional materials and where possible displayed at all events and programs</li> <li>Corporate Style Guide review commenced. First draft developed</li> </ul>	DCCDS

Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

**CSP Objective: 17. Lead the community by example with sustainable, effective, efficient and customer focused practices**

		Progress		
17.1 Review Council’s customer service charter and regularly monitor Council services to ensure they are provided in a professional, timely and friendly manner and are responsive to community need	Annual review		<ul style="list-style-type: none"> <li>Customer Service Charter to be reviewed at February Manex meeting</li> <li>Customer service practices reviewed on a regular basis to meet needs of customers</li> <li>Planning to undertake external customer service survey to determine gaps in customer services delivery</li> <li>Customer Service provision monitored and action taken if required</li> <li>Incoming correspondence processing and distribution meets targets set by Council</li> <li>Ongoing delivery of Store and Purchasing services</li> <li>Development Applications continue to be processed 99% of the time within the statutory timeframe of 40 days</li> </ul>	GM DCCDS DAES
17.2 Provide a sustainable, productive, highly skilled and committed workforce which supports current and future service delivery needs	Annual review		<ul style="list-style-type: none"> <li>Continue to build relationships with Staff through provision of professional advice, with referral to the Local Government Shires Association industrial unit for expert advice when required</li> <li>Finalise recruitment after the Organisational restructure</li> <li>Continue with effective and relevant online staff training.</li> <li>Ongoing review of Training and Development opportunities.</li> <li>Successful application for funding of Skill Set Cert IV TAE Assessing training for 10 staff members</li> <li>Focus on cost effective advertising for recruitment, advertisements have been reduced in size and all applicants are referred to Council’s website and encouraged to apply online, reducing HR administration time and advertising costs</li> </ul>	GM

Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

		<ul style="list-style-type: none"> <li>All vacancies, as a result of the restructure, have been advertised</li> <li>Workforce Assessment Plan &amp; Strategy Actions: <table border="1"> <tr> <td>1.1 Further develop Council’s careers website page and online recruitment processes</td> <td>Online recruitment established</td> </tr> <tr> <td>1.2 Advertise on Council’s careers page seeking general expressions of interest for employment and ‘hard to fill’ vacancies</td> <td>Advertised when required</td> </tr> <tr> <td>1.3 Review recruitment and selection methods and processes</td> <td>Ongoing</td> </tr> <tr> <td>1.4 Explore additional traineeship or apprenticeship opportunities</td> <td>Commenced and ongoing</td> </tr> <tr> <td>1.5 Introduce graduate program for young graduates</td> <td>When required</td> </tr> <tr> <td>1.6 Continue to facilitate work experience or cadetship opportunities</td> <td>Ongoing in CSU</td> </tr> <tr> <td>1.7 Actively target local schools, TAFE, universities and other organisations for potential staff “career expos” and introduce school based programs</td> <td>Contact made with High School</td> </tr> <tr> <td>1.8 Consider the recruitment of professional staff from overseas (457 visas)</td> <td>Not commenced</td> </tr> <tr> <td>1.9 Consider the purchase of accommodation for professional staff</td> <td>Scheduled for 2015/16</td> </tr> <tr> <td>1.10 Collect and report on ‘advertising source’ data</td> <td>Ongoing, commenced</td> </tr> <tr> <td>1.11 Ongoing implementation and monitoring of EEO Management Plan</td> <td>Report provided</td> </tr> <tr> <td>1.12 Identify and support opportunities for resource sharing arrangements with other councils</td> <td>Blayney Shire – HR assistance</td> </tr> <tr> <td>1.13 Review and update position descriptions</td> <td>Commenced and ongoing</td> </tr> </table> </li> </ul>	1.1 Further develop Council’s careers website page and online recruitment processes	Online recruitment established	1.2 Advertise on Council’s careers page seeking general expressions of interest for employment and ‘hard to fill’ vacancies	Advertised when required	1.3 Review recruitment and selection methods and processes	Ongoing	1.4 Explore additional traineeship or apprenticeship opportunities	Commenced and ongoing	1.5 Introduce graduate program for young graduates	When required	1.6 Continue to facilitate work experience or cadetship opportunities	Ongoing in CSU	1.7 Actively target local schools, TAFE, universities and other organisations for potential staff “career expos” and introduce school based programs	Contact made with High School	1.8 Consider the recruitment of professional staff from overseas (457 visas)	Not commenced	1.9 Consider the purchase of accommodation for professional staff	Scheduled for 2015/16	1.10 Collect and report on ‘advertising source’ data	Ongoing, commenced	1.11 Ongoing implementation and monitoring of EEO Management Plan	Report provided	1.12 Identify and support opportunities for resource sharing arrangements with other councils	Blayney Shire – HR assistance	1.13 Review and update position descriptions	Commenced and ongoing	
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Delivery Program Strategies	Performance Target	Target Year		Responsible Officer
		Progress to 31 December 2013		

				2.13 Consider the development of a generic classification eg Field Worker, to encompass further multi-skilling and WorkCover/RMS licensing to undertake a broader range of functions Ongoing	
				2.14 Undertake regular succession planning reviews Ongoing	
				2.15 Maintain competency portfolios and coordinate staff assessments as required Ongoing	
				2.16 Encourage safe work practices and risk management processes Ongoing	
				3.1 Implement recommendations from the organisational review In July 2013 the consulting firm of Blackadder and Associates completed a comprehensive review of Council's organisation structure. Arising from that Review the major recommendation of reducing the number of Directorates from three (3) down to two (2) was implemented during September 2013.	





Delivery Program Strategies	Performance Target	Target Year		Responsible Officer
		Progress to 31 December 2013		

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Delivery Program Strategies	Performance Target	Target Year		Responsible Officer
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				<ul style="list-style-type: none"> <li>• Training</li> <li>• Rural Management Challenge</li> <li>• Leadership Team monthly meetings</li> </ul>		
			3.13	Maintain employee representation on workplace committees	Achieved, nominations called every 2 years	
			3.14	Develop knowledge transfer and capture initiatives	Scheduled for 2014/15, not yet progressed	
			3.15	EEO & Employee Engagement Survey undertaken every two years	Completed in 2013	
			3.16	Continue proactive management of Return to Work Program	Ongoing	
			3.17	Undertake regular reviews of HR policies and procedures ensuring that updates are communicated to staff	Ongoing Reviews	

Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

<p>17.3 Develop, implement and monitor HR programs to solidify Council’s reputation as an employer of choice</p>	<p>Quarterly reporting to Consultative Committee and EEO Committee meetings</p>		<ul style="list-style-type: none"> <li>• Workforce Survey was completed in May 2013. A total of 109 surveys were completed by staff. This included 90 full time staff which represents 82.57% participation by full time staff</li> <li>• Strategies and actions incorporated into plans/policies as appropriate</li> <li>• Local Government Week celebration planned for 2014</li> <li>• The Workplace Agreement is undergoing review with a new draft document to be finalised in January 2014</li> <li>• Development of a Mentoring and Coaching Program is ongoing</li> <li>• Equal Employment Opportunity (EEO) focuses on recognising and valuing diversity within the workplace. Bland Shire Council has workplace policies, practices and behaviours that are fair and do not disadvantage people who belong to particular groups. Council aims to promote an environment free from harassment, bullying, victimisation and discrimination. EEO training is delivered to staff and we have developed a set of organisational values to define how staff at Council should work together. We have an EEO Management Plan with strategies that assist members of EEO groups to overcome any disadvantage</li> <li>• A comprehensive review of Council’s Organisation Structure, involving external consultants, was undertaken and completed in September 2013. Implementation of restructure actions progressing</li> </ul>	<p>GM DCCDS</p>
<p>17.4 Review and implement Council policies and comply with WH&amp;S and Risk Management requirements</p>	<p>Quarterly reporting</p>		<ul style="list-style-type: none"> <li>• WHS Committee meeting held</li> <li>• WHS management System maintained at basic level</li> </ul>	<p>DAES</p>

Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

<p>17.5 Ensure Council’s workforce is provided with appropriate equipment and resources to meet the needs of Council and the community</p>	<p>Annual review and budget</p>		<ul style="list-style-type: none"> <li>• Plant and equipment replacement program continues to be reviewed and implemented</li> <li>• Investigations are being undertaken into all landline, mobile and telephone services upgrade</li> <li>• Video Conferencing equipment and other options are being reviewed</li> <li>• Replacement of staff BBQ is under review</li> <li>• File Server replacement review is underway</li> <li>• Installation of SQL Server is being incorporated into Tech One implementation</li> </ul>	<p>GM DAES DCCDS</p>
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Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

**CSP Objective: 18. Develop and maintain a framework of plans and policies that ensures open and transparent Council communication**

		Progress		
18.1 Develop, implement and promote best practice governance policies and procedures	Quarterly review of Policy Register		<ul style="list-style-type: none"> <li>GIPA annual report 2012/13 submitted to the Information and privacy Commissioner GIPA annual statistics included in Council’s annual report</li> <li>Formal and informal GIPA requests completed within designated timeframes</li> <li>Publication guide reviewed annually</li> <li>Open information reviewed regularly and placed on Council’s website</li> <li>Council’s Policy register has been placed on the website</li> <li>Regular in-house records training provided to staff by Senior Records Officer and Records induction training delivered to all new staff. Procedures regularly reviewed and updated. Job specific training delivered to staff as required</li> </ul>	DCCDS DAES
18.2 Council’s plans, policies and documents continue to be put on effective public display for comment and feedback from the community	Continual use of the West Wyalong Advocate and the Bland Shire website		<ul style="list-style-type: none"> <li>All plans and policies are advertised in accordance with Acts &amp; Regulations. They are advertised on Council’s website when required</li> </ul>	DCCDS

# Our prosperity

*Vision: Growing our population and jobs*

Bland Shire Council will strive to attract new tourists, new industry and business, support existing businesses and promote leading edge practices to help stimulate investment and employment to ensure a vibrant future.

2013/14 Operational Plan Actions	
Total Actions for theme:	39
 Completed	0
 In progress	38
 Not progressed	1




*Ensuring a vibrant and sustainable future*

Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

**CSP Objective: 19. Visitors and tourists are welcomed and make a positive contribution to the community and economy**


		Progress		
19.1 Work with business and property owners to rejuvenate their businesses and shop fronts and encourage the maintenance of buildings with character	Bi-annual promotions		<ul style="list-style-type: none"> <li>Heritage Assistance Program is continuously being promoted</li> <li>Verandah Upgrade Program has been implemented. Three new verandah's have been provided to the main street since August 2013. Discussions are in place in regards to two more verandah/awning projects</li> </ul>	DCCDS
19.2 Work with the tourism industry to identify and develop products and services that appeal to visitors of the Shire	Quarterly review of products and services		<ul style="list-style-type: none"> <li>Advisory Committee title changed to Visitor Economy &amp; Tourism Advisory Committee. Meetings are facilitated and supported by staff. Meetings held in July, August and September, October, November and December 2013</li> <li>Actively promote the Business Development Assistance Program with assistance packages being offered to two businesses and working on another four applications</li> <li>Meetings held with the Chairs of Business and Events West Wyalong on a regular and ongoing basis. Involved Business and Events West Wyalong with the Business Enterprise Centre workshops, Small Biz Bus and Workcover Winnebago visits to West Wyalong</li> <li>Active participation and representation in relevant regional tourism and business meetings and events including Riverina Regional Tourism, Eastern Riverina Destination Management Organisation, Bland Shire Visitor Economy &amp; Tourism Advisory Committee, Regional Development Australia, Business Enterprise, Workcover, Gold Trails, Newell Highway, Business West Wyalong, Events West Wyalong and NSW Modern Mining Trail meetings</li> <li>Wrote to the Boring Community Planning Organisation on 30 May 2013 to explore the options and opportunities in expanding the Paring Proclamation with Boring, Oregon and Dull, Scotland with Bland Shire. Official signed response on 20 December 2013 accepting the Bland Shire into the League of Extraordinary Communities with Dull, Scotland and Boring, United States</li> </ul>	GM

Delivery Program Strategies	Performance Target	Target Year		Responsible Officer
		Progress to 31 December 2013		
19.3 Visitor information is kept relevant and up to date	Monthly review		<ul style="list-style-type: none"> <li>Regular review, update and replacement of VIC information</li> <li>Developed a Newell Highway iPad App that includes West Wyalong, Gold Trails brochure and provided content on the West Wyalong Golf Course for the PGA Australian Course Guide 2014 and PGA iPad App. Visitor information shelters have been installed at Wyalong, West Wyalong and Mirrool and with another three being manufactured to be installed in Ungarie, Barmedman and Weethalle. The main street Rotary sign was also replaced with up to date visitor information panels and the Sir Russell Drysdale acknowledgement monument will be unveiled in February 2014. Brochures for Gold Trails and the NSW Modern Mining Trail have also been developed and three Gold Trails iPads have been acquired as part of the Gold Trails. One has been installed at the Lake Cowal Conservation Centre and in 2014 one Gold Trails iPad will be installed in the Bland Shire Council library and one in the Wyalong Museum which may be moved around to different locations</li> <li>Three Information Shelters being manufactured to be installed in Ungarie, Barmedman and Weethalle</li> <li>Input provided towards the development of the Riverina Region Destination Management Plan. It is a requirement to have projects identified in a Destination Management Plan to be able to apply for State Government Tourism funding</li> </ul>	GM




Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

**CSP Objective: 20. Plan for a range of industries that build on the strengths of the Bland Shire to stimulate investment and employment**

		Progress		
20.1 Encourage and actively seek out business and industry to relocate within the shire	Monthly contact with at least 1 potential new business/industry		<ul style="list-style-type: none"> <li>Regularly identify, target and liaise with existing and potential new retail business and industry opportunities</li> <li>Strong working relationship and engagement with Regional Development Australia, Trade and Investment, Enterprise Connect and AusIndustry. Bland Shire Council hosted Regional Development Australia Riverina’s Board meeting in West Wyalong in 2013. The SEDTA is active in and at participation and representing the Bland Shire in meetings with Regional Development Australia, Trade and Investment, Enterprise Connect and AusIndustry. Bland Shire Council elected to withdraw from Country Change in 2013 until the new industrial lands are developed</li> <li>Attendance at the Avalon Air Show in 2013 to promote the development opportunities at the West Wyalong Airport and in 2013 the Bland Shire hosted visits by the Bathurst Soaring Club and attendees for a gliding speed week. The Bathurst Soaring Club will be returning to West Wyalong in February 2014</li> </ul>	GM

Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

<p>20.2 Have ongoing engagement and communication with the shire’s existing and prospective industry and business including diversification into alternate industries/businesses</p>	<p>Monthly contact with business community</p>		<ul style="list-style-type: none"> <li>• Meetings held with Business West Wyalong on a regular basis. Involved Business West Wyalong with the Business Enterprise Centre workshops, Small Biz Bus and Workcover Winnebago visits to West Wyalong</li> <li>• Strong working relationship and engagement with Regional Development Australia, Trade and Investment, Enterprise Connect and AusIndustry in relation to providing guidance on business systems and strategies to local businesses. Bland Shire Council hosted Regional Development Australia Riverina Board meeting in West Wyalong in 2013. The SEDTA is active in and at participation and representing the Bland Shire in meetings with Regional Development Australia, Trade and Investment, Enterprise Connect and AusIndustry. Bland Shire Council elected to withdraw from Country Change in 2013 until the new industrial lands are developed. The SEDTA arranged for the Business Enterprise Centre to conduct business workshops in West Wyalong, the Small Biz Bus and the Workcover Winnebago visits to West Wyalong</li> </ul>	<p>GM</p>
<p>20.3 Actively promote the Business Development Assistance to new and existing businesses</p>	<p>Monthly promotions</p>		<ul style="list-style-type: none"> <li>• Working with developers of the market place to attract retail businesses and industries to the Bland Shire</li> <li>• Active promotion of the Business Development Assistance Program with assistance packages being offered to two businesses and working on another four applications</li> </ul>	<p>GM</p>


Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

**CSP Objective: 21. Promote leading edge communication technology to link everyone within and outside Bland Shire**

		Progress		
21.1 Lobby for and work with industry, Government and education providers to ensure Bland Shire residents and businesses have access to competitive telecommunication services	Bi-annual representations		<ul style="list-style-type: none"> <li>Monitoring of telecommunication and technology trends</li> <li>Keeping abreast of the program as a result of the change in the Federal Government</li> <li>Verbal and written submissions to the State and Federal Governments regarding improving telecommunications in the Bland Shire</li> </ul>	GM
21.2 Analyse, interpret and promote emerging social trends and Government initiatives in technology to benefit the community	Bi-annual promotions		<ul style="list-style-type: none"> <li>Utilise networking opportunities and online research to keep updated regarding relevant trends</li> <li>Met with representatives of NSW Government to discuss possible participation in extended community volunteering program, timebanking</li> </ul>	DCCDS

Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

**CSP Objective: 22. Work with our communities and businesses to use our resources in a sustainable way for the future of the Bland Shire**

		Progress		
22.1 Through partnership with stakeholders foster our education, learning and training industry and increase employment opportunities within the Shire	Quarterly representations		<ul style="list-style-type: none"> <li>• Review of requirements for traineeships and apprenticeships in 2014 commenced</li> <li>• Council fosters strong partnerships with various education and training providers including:                             <ul style="list-style-type: none"> <li>○ TAFE: West Wyalong, Wagga Wagga, Young</li> <li>○ TOCAL College</li> <li>○ Charles Sturt University</li> <li>○ University of New England</li> <li>○ Aust Apprenticeships – VERTO</li> <li>○ Officer of Education and State Training</li> </ul> </li> <li>• Ongoing community education on the benefits of protecting our environment</li> <li>• Arranged for the Business Enterprise Centre to conduct business workshops in West Wyalong, Small Biz Bus and Workcover Winnebago visits to West Wyalong</li> <li>• Business Development Assistance Program packages have been offered to two businesses, working on another four applications</li> <li>• Regular emails to businesses in the Bland Shire making them aware of the new technologies</li> <li>• Development of annual apprentice scholarship scheme for areas of community need</li> </ul>	GM DAES DCCDS

Delivery Program Strategies	Performance Target	Target Year	Responsible Officer
		Progress to 31 December 2013	

22.2 Ensure a sustainable environment for current and future generations through effective management and planning for the long term future by ensuring appropriate land is zoned and available to support business and industrial growth	Annual land review		<ul style="list-style-type: none"> <li>Identified a parcel of land suitable for industrial use, working with a number of parties to address the land claim that is on this land</li> <li>The controls and requirements within both the Local Environmental Plan &amp; Development Control Plan are being implemented and enforced, where applicable</li> </ul>	GM DCCDS
22.3 Promote agricultural practices which are leading edge and efficient	Annual promotion		<ul style="list-style-type: none"> <li>Workshop/program targeting the agricultural industry provided</li> </ul>	DAES
22.4 Liaise with utility providers to ensure a quality sustainable service to the community	Quarterly contact		<ul style="list-style-type: none"> <li>Councillor Peter Templeton was appointed as Council’s delegate to Goldenfields Water County Council in September 2012 for a four year period. Minutes of meetings provided to Council through business papers</li> <li>The General Manager has regular liaison with local utility providers on a range of Council and community issues</li> </ul>	GM



## 9.3 Revitalising Local Government – Final Report

*Our leadership*

*Setting a benchmark for community standards*

*Vision: A well run council acting as the voice of the community*

*15. to provide quality leadership, governance and management.*

**Author: General Manager**

### **Officer's Recommendation:**

- 1. That Council endorse the REROC response to the Revitalising Local Government Final Report;**
- 2. That Council include an additional response supporting the retention of Goldenfields Water as a separate water authority; and**
- 3. That the general manager continues to keep councillors and staff apprised of any progress on this issue.**

### **Introduction**

This report deals with Council's submission to the NSW State Government in respect to the final report prepared by the NSW Local Government Independent Review Panel.

All councillors have previously been provided with a copy of the final report and councillors will recall discussion at the March Council Workshop relating to the response to this report prepared by REROC after consultation with its member councils.

I have now included the amended REROC response which aligns very well with the response that Bland Shire Council has previously submitted and which I believe reflects this council's position in regard to amalgamations and the establishment of Joint Organisations.

In addition to council endorsing the REROC submission it would also be appropriate to provide an additional response in respect to the retention of Goldenfields Water as a separate entity and to oppose any amalgamation of this authority with any other water authority or for that matter with any local government authority.

### **Conclusion**

The closing date for submissions has been extended to 4 April 2014 but it is not known how long the state government will take to consider all submissions received. It is also an unknown as to what action the state government will take after this process so it will be 'business as usual' for the foreseeable future.

### **Financial Implications**

Nil to this report.

# Final Panel Report – Summary Recommendations

## Comments

### Fiscal Responsibility

No.	Recommendation	Comments
1	Establish an integrated Fiscal Responsibility Program, coordinated by DLG and also involving TCorp, IPART and LGNSW to address the key findings and recommendations of TCorp’s financial sustainability review and DLG’s infrastructure audit (5.1 and 5.3)	<ul style="list-style-type: none"> <li>• LGMA or IPWEA should be involved, or both.</li> <li>• Should be outcomes focused, it should not be about what process is used but what is achieved.</li> </ul>
2	As part of the program: <ul style="list-style-type: none"> <li>• Adopt an agreed set of sustainability benchmarks (5.1)</li> <li>• Introduce more rigorous guidelines for Delivery Programs as proposed in Box 9 (5.2)</li> <li>• Commission TCorp to undertake regular follow-up sustainability assessments (5.3)</li> <li>• Provide additional training programs for councillors and staff (5.3)</li> <li>• Require all councils to employ an appropriately qualified Chief Financial Officer (5.3)</li> </ul>	<ul style="list-style-type: none"> <li>• This is being covered by the DLG’s benchmarks’ project</li> <li>• Box 9 – what if a councillor and mayor don’t both sign off on the Delivery Program – sign off should be by as resolution of council.</li> <li>• CFOs – what qualifications should they hold? A qualification should be able to be replaced by substantial experience in LG.</li> <li>• Joint Organisations could employ a CFO to share across a number of councils. Councils should be able to employ a CFO if they want to.</li> </ul>
3	Place local government audits under the aegis of the Auditor General (5.4)	<ul style="list-style-type: none"> <li>• Agreed however it must be cost neutral to councils and pegged to agreed price/cost index.</li> </ul>
4	Ensure that the provisions of the State-Local Government Agreement are used effectively to address cost-shifting (5.5)	<ul style="list-style-type: none"> <li>• There must be greater recognition of cost-shifting and the past impacts of the practice by the Panel.</li> </ul>

**Notes:** Require a definition of *Councils at Risk* – asserting that populations of less than 10,000 are at risk without giving any reasons behind it is not good enough. Councils require better reasoning than a “populate or perish” mentality.



# Final Panel Report – Summary Recommendations

## Comments

### Strengthening Revenues

No.	Recommendation	Comments
5	Require councils to prepare and publish more rigorous Revenue Policies (6.1)	<ul style="list-style-type: none"> <li>Councils are supposed to do this anyway, including providing the reasoning behind the decisions.</li> </ul>
6	Commission IPART to undertake a further review of the rating system focused on: <ul style="list-style-type: none"> <li>Options to reduce or remove excessive exemptions and concessions that are contrary to sound fiscal policy and jeopardise councils' long term sustainability (6.2)</li> <li>More equitable rating of apartments and other multi-unit dwellings, including giving councils the option of rating residential properties on Capital Improved Values, with a view to raising additional revenues where affordable (6.3)</li> </ul>	<ul style="list-style-type: none"> <li>Has to take into account individual circumstances</li> <li>Differences between               <ul style="list-style-type: none"> <li>Rural and regional</li> <li>Metro</li> <li>Coastal</li> </ul> </li> </ul>
7	Either replace rate-pegging with a new system of 'rate benchmarking' or streamline current arrangements to remove unwarranted complexity, costs, and constraints to sound financial management (6.5)	<ul style="list-style-type: none"> <li>New rate benchmarking proposal is acceptable</li> <li>SRV must be easier to obtain and less complex to prepare. Where the SRV is in line with the CSP outcomes this should carry weight, otherwise what is the point of IP&amp;R.</li> <li>The 5% increase proposed is acceptable.</li> </ul>
8	Subject to any legal constraints, seek to redistribute federal Financial Assistance Grants and some State grants in order to channel additional support to councils and communities with the greatest needs (6.6)	<ul style="list-style-type: none"> <li>FAGs has decreased in real terms, this should be addressed. Proposal just cuts the pool up differently there isn't sufficient quantum of funds.</li> <li>No growth tax, LG is stuck with indexation and this does not keep up with costs.</li> <li>What should be the measures of need? Mediocrity shouldn't be rewarded.</li> <li>Some LGAs will never raise sufficient rates or own source funds to meet the costs of running their LGA. There needs to be recognition of this in the grants' process.</li> <li>Joint Organisations should not be able to access FAGs – there is not enough money in the pool now so it would just reduce money going to councils.</li> <li>FAGs are a Commonwealth process so</li> </ul>

## Final Panel Report – Summary Recommendations

### Comments

		structural changes to distribution needs to be addressed by the Commonwealth.
9	<p>Establish a State- borrowing facility to encourage local government to make increased use of debt where appropriate by:</p> <ul style="list-style-type: none"> <li>• Reducing the level of interest rates paid by councils</li> <li>• Providing low-cost financial and treasury management advisory services (6.7)</li> </ul>	<ul style="list-style-type: none"> <li>• It should be desirable for councils to have an operating surplus, it should not be seen as a retrograde step. Federal and State governments set fiscal goals for surplus budgets, LG should be able to do the same.</li> <li>• Agree with the establishment of the borrowing facility.</li> <li>• It is important that councils have access to low interest rates</li> <li>• Councils will only borrow when they are confident that they have the capacity to pay back the funds.</li> <li>• South Australian model should be adopted</li> </ul>
10	<p>Encourage councils to make increased use of fees and charges and remove restrictions on fees for statutory approvals and inspections, subject to monitoring and benchmarking by IPART (6.8)</p>	<ul style="list-style-type: none"> <li>• Productivity Commission Report indicated that the use of fees and charges by LG had “topped out” and that there was little scope to generate more funds this way.</li> <li>• Rural and regional councils have small population bases and there is little or no scope to raise revenue through the use of fees and charges.</li> </ul>

### Meeting Infrastructure Needs

No.	Recommendation	Comments
11	Factor the need to address infrastructure backlogs into any future rate-pegging or local government cost index (7.1)	<ul style="list-style-type: none"> <li>• Agree</li> </ul>
12	Maintain the Local Infrastructure Renewal Scheme (LIRS) for at least 5 years, with a focus on councils facing the most severe infrastructure problems (7.2)	<ul style="list-style-type: none"> <li>• Support the LIRS however the term of the loans needs to be longer to better reflect the type of infrastructure that is being funded. 10 years is too short a period for the loan – this limits the size of the infrastructure that can be funded.</li> </ul>
13	Pool a proportion of funds from the roads	<ul style="list-style-type: none"> <li>• Councils should be able to choose to pool</li> </ul>

## Final Panel Report – Summary Recommendations

### Comments

	<p>component of federal Financial Assistance Grants and, if possible, the Roads to Recovery program in order to establish a Strategic Projects Fund for roads and bridges that would:</p> <ul style="list-style-type: none"> <li>• Provide supplementary support for councils facing severe infrastructure backlogs that cannot reasonably be funded from other available sources</li> <li>• Fund regional projects of particular economic, social or environmental value (7.2)</li> </ul>	<p>funds if they want to but not be forced to do so. It should not be mandatory.</p> <ul style="list-style-type: none"> <li>• It should be new money that is spent under the direction of the JO not a redirection of existing funds.</li> <li>• Councils have no spare funding and therefore are not in a position to give funds away without reducing expenditure to compensate for the loss.</li> <li>• Need to find out more about how the Queensland model works</li> <li>• Any supplementary support for councils with severe backlogs must come from new money not a redistribution of existing funds.</li> <li>• Councils with significant but not severe infrastructure backlogs should not lose funds in order to meet the needs of councils with severe backlogs.</li> </ul>
14	<p>Require councils applying for supplementary support from the Strategic Projects Fund to undergo independent assessments of their asset and financial management performance (7.2)</p>	<ul style="list-style-type: none"> <li>• Agree</li> </ul>
15	<p>Carefully examine any changes to development (infrastructure) contributions to ensure there are no unwarranted impacts on council finances and ratepayers (7.3)</p>	<ul style="list-style-type: none"> <li>• Individual councils should be able to set their own charges</li> <li>• Should not set by the State Government</li> </ul>
16	<p>Adopt a similar model to Queensland's Regional Roads and Transport Groups in order to improve strategic network planning and foster ongoing improvement of asset management expertise in councils (7.4)</p>	<ul style="list-style-type: none"> <li>• Find out how the model actually works.</li> </ul>
17	<p>Establish Regional Water Alliances as part of new regional Joint Organisations proposed in section 11 (7.5)</p>	<ul style="list-style-type: none"> <li>• This issue should be dealt with as part of the formation of a JO. The member councils should be able to determine if this is the best result for the members and the organisation – there must be flexibility which should include</li> </ul>

## Final Panel Report – Summary Recommendations

### Comments

		<p>retention of county councils.</p> <ul style="list-style-type: none"> <li>• MOUs between county councils exist now.</li> </ul>
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### Improvement, Productivity and Accountability

No.	Recommendation	Comments
18	Adopt a uniform core set of performance indicators for councils, linked to IPR requirements, and ensure ongoing performance monitoring is adequately resourced (8.1)	<ul style="list-style-type: none"> <li>• Providing that the information is used for positive purposes not to hammer councils.</li> <li>• Focus on improvement</li> </ul>
19	Commission IPART to undertake a whole-of-government review of the regulatory, compliance and reporting burden on councils (8.2)	<ul style="list-style-type: none"> <li>• This must result in tangible outcomes being put forward that lead to action.</li> <li>• Agree with the second stage review proposal.</li> </ul>
20	Establish a new sector-wide program to promote, capture and disseminate innovation and best practice (8.3)	<ul style="list-style-type: none"> <li>• Yes, but who is doing it and how it is paid for</li> <li>• A role for LGNSW?</li> </ul>
21	Amend IPR Guidelines to require councils to incorporate regular service reviews in their Delivery Programs (8.4)	<ul style="list-style-type: none"> <li>•</li> </ul>
22	Strengthen requirements for internal and performance auditing as proposed in Box 17 (8.5)	<ul style="list-style-type: none"> <li>•</li> </ul>
23	Introduce legislative provisions for councils to hold Annual General Meetings (8.6)	<ul style="list-style-type: none"> <li>• Don't believe that this will achieve anything concrete.</li> </ul>
24	Develop a NSW Local Government Workforce Strategy (8.7)	<ul style="list-style-type: none"> <li>• Agree</li> </ul>
25	Explore opportunities for the Local Government Award to continue to evolve to address future challenges facing the sector and changing operational needs	<ul style="list-style-type: none"> <li>• Agree</li> </ul>

# Final Panel Report – Summary Recommendations

## Comments

### Political Leadership and Good Governance

No.	Recommendation	Comments
26	<p>Amend the Local Government Act to strengthen political leadership:</p> <ul style="list-style-type: none"> <li>• Require councils to undertake regular 'representation reviews' covering matters such as the number of councillors, method of election and use of wards (9.1)</li> <li>• Before their nomination is accepted, require all potential candidates for election to local government to attend an information session covering the roles and responsibilities of councillors and mayors (9.1)</li> <li>• Amend the legislated role of councillors and mayors as proposed in Boxes 19 and 21, and introduce mandatory professional development programs (9.2 and 9.3)</li> <li>• Provide for full-time mayors, and in some cases deputy mayors, in larger councils and major regional centres (9.3)</li> <li>• Amend the provisions for election of mayors as proposed in Box 22 (9.3)</li> </ul>	<ul style="list-style-type: none"> <li>• How is this achieved?</li> <li>• Representation Reviews should be part of the IP&amp;R process and align with the Strategic Plan.</li> <li>• How is this achieved?</li> <li>• Yes to 2 year terms for Mayors</li> <li>• PD should be encouraged but shouldn't be mandatory. PD should be accessible both financially and through multiple delivery channels.</li> <li>• Councils should not be forced to have elected mayors. It should be council choice regardless of the size of councils</li> <li>• Do not agree that the Mayor nominates the Deputy Mayor. This should be a matter for the council a a whole</li> <li>• The Mayor's role should be to "advise, oversight and provide strategic direction..." not "manage".</li> </ul>
27	<p>Increase remuneration for councillors and mayors who successfully complete recognised professional development programs (9.2-9.4)</p>	<ul style="list-style-type: none"> <li>• The base remuneration for councillors should be increased</li> <li>• PD programs should provide a pathway to increased remuneration for councillors – an increase on the base remuneration. Participation should be a matter of choice.</li> </ul>
28	<p>Amend the legislated role and standard contract provisions of General Managers as proposed in Boxes 23 and 24 (9.5)</p>	<ul style="list-style-type: none"> <li>• The no summary dismissal in the first 6 months proposal needs to include a provision for dismissal where there is evidence of gross misconduct.</li> <li>• Completion of a tailored GM Induction – who would be responsible for this? How would it work in practice?</li> </ul>
29	<p>Amend the provisions for organisation reviews as proposed in section 9.6</p>	<ul style="list-style-type: none"> <li>• Amend the first point in 9.6 to read " the governing body must consider the advice of the</li> </ul>

## Final Panel Report – Summary Recommendations

### Comments

		<p>Mayor and GM” current use of “must act” implies “must accept”.</p> <ul style="list-style-type: none"> <li>Point three in 9.6 Agreed.that the only specified roles should be those that are reporting directly to the GM. Act must be clear on this.</li> </ul>
30	<p>Develop a Good Governance Guide as a basis for ‘performance improvement orders’ and to provide additional guidance on building effective working relationships between the governing body, councillors, mayors and General Managers (9.7)</p>	<ul style="list-style-type: none"> <li>In principle agreed.</li> </ul>

### Advance Structural Reform

No.	Recommendation	Comments
31	<p>Introduce additional options for local government structures, including regional Joint Organisations, ‘Rural Councils’ and Community Boards, to facilitate a better response to the needs and circumstances of different regions (10.1)</p>	<ul style="list-style-type: none"> <li>Support JOs and support the flexible approach to their establishment. Councils should be able to choose what activities the JO undertakes and this should be based on what is the best outcome for the councils.</li> <li>Councils should be able to choose which JO they join. This should be re-affirmed by a council during the 5<sup>th</sup> year of membership.</li> <li>Councils should be able to choose to become an Associate Member of a JO.</li> <li>Assertion in 10.2 Table 4 that there is a “weak link” between regional collaboration and efficiencies and economies of scale and Strategic Capacity is not supported by REROC’s experience.</li> <li>JOs should be required to regularly speak to each other and collaborate where appropriate.</li> </ul>
32	<p>Legislate a revised process for considering potential amalgamations and boundary changes through a re-constituted and more independent Boundaries Commission (10.3)</p>	<ul style="list-style-type: none"> <li>This is pre-emptive, if the JO is operating properly then this should negate the need for amalgamations.</li> <li>Boundaries Commission should be able to undertake independent assessments that are initiated by councils and remain confidential to</li> </ul>

## Final Panel Report – Summary Recommendations

### Comments

		the councils that initiated them.
33	Encourage voluntary mergers of councils through measures to lower barriers and provide professional and financial support (10.4)	<ul style="list-style-type: none"> <li>If councils want to merge they should be supported to do that.</li> </ul>
34	Provide and promote a range of options to maintain local identity and representation in local government areas with large populations and/or diverse localities (10.5)	<ul style="list-style-type: none"> <li>Support options approach.</li> <li>Don't support community boards raising local levies.</li> </ul>

### Regional Joint Organisations

No.	Recommendation	Comments
35	<p>Establish new Joint Organisations for each of the regions shown on Maps 2 by means of individual proclamations negotiated under new provisions of the Local Government Act that replace those for County Councils(11.5)</p> <ul style="list-style-type: none"> <li>Defer establishment of JOs in the Sydney metropolitan region, except for sub-regional strategic planning, pending further consideration of options for council mergers (11.5)</li> <li>Enter into discussions with 2-3 regions to establish 'pilot' JOs (11.5)</li> <li>Re-constitute existing County Councils as subsidiaries of new regional Joint Organisations, as indicated in Table 5 (11.2)</li> <li>Establish Regional Water Alliances in each JO along the lines proposed in the 2009 Armstrong-Gellatly report (11.3)</li> <li>Set the core functions of Joint Organisations by means of Ministerial Guidelines (11.6)</li> <li>Seek federal government agreement to make JOs eligible for general-purpose FAGs (11.6)</li> </ul>	<ul style="list-style-type: none"> <li>"Scrap the Maps" councils should be able to determine which JOs they join.</li> <li>Councils should be able to choose a Primary JO and a secondary JO (for which they would be an Associate Member).</li> <li>Support the individual proclamations approach as it will provide great flexibility.</li> <li>No comment on JOs in Sydney</li> <li>REROC to nominate to pilot</li> <li>The issue of how county councils and Water Alliances are dealt with in the new structure should be left to the councils to decide. Lot more exploration of the proposal is required.</li> <li>County councils in the eastern Riverina are working well and this should be taken into account. Do not support the proposal for the automatic re-constitution of the County Councils.</li> <li>A suite of functions should be suggested but it should be up to councils to determine which functions they actually adopt</li> <li>Do not support the distribution of FAGs to JOs – the quantum of funds is already insufficient to cover LG needs, this will dilute funding further.</li> </ul>

## Final Panel Report – Summary Recommendations

### Comments

36	<p>Identify one or more regional centres within each Joint Organisation and:</p> <ul style="list-style-type: none"> <li>• Create a network of those centres to drive development across regional NSW (11.7)</li> <li>• Consider potential mergers of councils to consolidate regional centres, as indicated in Table 6 (11.7)</li> </ul>	<ul style="list-style-type: none"> <li>• The Regional Centre should reflect the community of interest of the member councils</li> <li>• The role of the Regional Centre should be up to the membership and the regional centre council.</li> <li>• It is a matter for the councils to determine if a merger is in the best interests of their community.</li> </ul>
37	<p>Develop close working partnerships between Joint Organisations and State agencies for strategic planning, infrastructure development and regional service delivery (11.8), and</p> <ul style="list-style-type: none"> <li>• Add representatives of Joint Organisations to State agency Regional Leadership Groups (11.8)</li> <li>• Give particular attention to cross-border issues and relationships in the operations of Joint Organisations and in future regional strategies (11.9)</li> </ul>	<ul style="list-style-type: none"> <li>• Supported</li> <li>• Supported</li> <li>• Supported</li> </ul>

### Rural Councils and Community Boards

No.	Recommendation	Comments
38	<p>Establish a working party as part of the Ministerial Advisory Group proposed in section 18 to further develop the concept of 'Rural Councils' for inclusion in the re-written Local Government Act (12.1)</p>	<ul style="list-style-type: none"> <li>• MAG should be established as a long term committee (at least 5 years) to provide advice to the Minister. It should have a balanced membership – rural, regional and coastal as well as GMs and councillors.</li> <li>• Why not sitting or former councillors – they have an understanding of LG gained first hand.</li> </ul>
39	<p>Include provisions for <i>optional</i> Community Boards in the re-written Act, based on the New Zealand model, but also enabling the setting of a supplementary 'community rate' with the approval of the 'parent' council (12.2)</p>	<ul style="list-style-type: none"> <li>• There is more research required on the Community Boards proposal before it is written into the Act.</li> <li>• This proposal is pre-emptive; it assumes that the Model will be adopted when there is a lot more work to be done.</li> </ul>



## Final Panel Report – Summary Recommendations Comments

### Metropolitan Sydney & Hunter, Central Coast and Illawarra

No.	Recommendation	Comments
40	Strengthen arrangements within State government for coordinated metropolitan planning and governance, and to ensure more effective collaboration with local government (13.1)	Not applicable
41	Seek evidence-based responses from metropolitan councils to the Panel's proposals for mergers and major boundary changes, and refer both the proposals and responses to the proposed Ministerial Advisory Group (section 18.1) for review, with the possibility of subsequent referrals to the Boundaries Commission (13.3)	Not applicable
42	Prioritise assessments of potential changes to the boundaries of the Cities of Sydney and Parramatta, and <ul style="list-style-type: none"> <li>• Retain a separate City of Sydney Act to recognise its Capital City role</li> <li>• Establish State-local City Partnership Committees for Sydney and Parramatta along the lines of Adelaide's Capital City Committee (13.4)</li> </ul>	Not applicable
43	Pending any future action on mergers, establish Joint organisations of councils for the purposes of strategic sub-regional planning (13.5)	Not applicable
44	Maximise utilisation of the available local government revenue base in order to free-up State resources for support to councils in less advantaged areas (13.6)	Agreed
45	Continue to monitor the sustainability and appropriateness in their current form of the Hawkesbury, Blue Mountains and Wollondilly local government areas (13.7)	Not applicable
46	Promote the establishment of a Metropolitan Council of Mayors (13.8)	Not applicable
47	Seek evidence-based responses from Hunter and Central Coast councils to the Panel's proposals for mergers and boundary changes, and refer both the proposals and responses to the proposed Ministerial Advisory Group (section 18.1) for review, with the possibility of subsequent referrals to the Boundaries Commission (14.1 and 14.2)	Not applicable
48	Defer negotiations for the establishment of a Central Coast Joint Organisation pending investigation of a possible merger of Gosford and Wyong councils (14.2)	Not applicable
49	Pursue the establishment of Joint	Not applicable

## Final Panel Report – Summary Recommendations Comments

	Organisations for the Hunter and Illawarra in accordance with Recommendation 35 (14.1 and 14.3)	
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### Rural & Regional Councils

No.	Recommendation	Comments
50	Explore options for non-metropolitan councils in Group A as part of establishing the Western Region Authority proposed in section 16 (15.1)	<ul style="list-style-type: none"> <li>Not applicable - no comment.</li> </ul>
51	Refer councils in Groups B-F to the Boundaries Commission in accordance with Table 11 and the proposed timeline (15.1)	<ul style="list-style-type: none"> <li>If JO and other initiatives should be implemented first and then an assessment made.</li> </ul>
52	Complete updated sustainability assessments and revised long term asset and financial plans for the 38 councils identified in Table 11 by no later than mid-2015 (15.2)	<ul style="list-style-type: none"> <li>This proposal is not in alignment with the rest of the Report.</li> <li>Audits should be outcomes focused – what is the purpose of the audit, what actions need to be taken as a result of the audit – it is too process driven</li> </ul>

### Far West

No.	Recommendation	Comments
53	Agree in principle to the establishment of a Far West Regional Authority with the functions proposed in Box 39 and membership as proposed in Figure 9 (16.3)	Not applicable
54	Adopt the preferred new arrangements for local government set out in Box 40 as a basis for further consultation (16.4)	Not applicable
55	Establish a project team and reference group of key stakeholders within the DPC Regional Coordination Program to finalise proposals (16.5)	Not applicable

# Final Panel Report – Summary Recommendations

## Comments

### State-Local Government Relations

No.	Recommendation	Comments
56	Use the State-Local Agreement as the basis and framework for a range of actions to build a lasting partnership, and negotiate supplementary agreements as appropriate (17.2)	<ul style="list-style-type: none"> <li>• There needs to be underpinning service and financial agreements that support relationships and service delivery.</li> <li>• Relies on the State Government changing its attitude towards its dealing with LG</li> </ul>
57	Introduce new arrangements for collaborative, whole-of-government strategic planning at a regional level (17.3)	<ul style="list-style-type: none"> <li>• Agreed. State must become a real partner in the process of regional planning, must be prepared to engage at a local level.</li> </ul>
58	Amend the State Constitution to strengthen recognition of elected local government (17.4)	<ul style="list-style-type: none"> <li>• Agreed</li> </ul>
59	Seek advice from LGNSW on the measures it proposes to take to meet its obligations under the State-Local Agreement (17.5)	<ul style="list-style-type: none"> <li>• This is a two-way street. It's not just about LGNSW taking measures, the State must also take measures to meet its obligations.</li> </ul>
60	Strengthen the focus of DLG on sector development and seek to reduce its workload in regulation and compliance (17.6)	<ul style="list-style-type: none"> <li>• Agreed</li> </ul>

## Final Panel Report – Summary Recommendations Comments

### Driving and Monitoring Reform

No.	Recommendation	Comments
61	Establish a Ministerial Advisory Group and Project Management Office (18.1 and 18.2)	<ul style="list-style-type: none"> <li>• MAG should be established as a long term committee (at least 5 years) to provide advice to the Minister. It should have a balanced membership – rural, regional and coastal as well as GMs and councillors.</li> <li>• Why not sitting or former councillors – they have an understanding of LG gained first hand.</li> </ul>
62	Refer outstanding elements of the Destination 2036 Action Plan to the Ministerial Advisory Group (18.1)	<ul style="list-style-type: none"> <li>• Agreed</li> </ul>
63	Adopt in principle the proposed priority initial implementation package set out in Box 42, as a basis for discussions with LGNSW under the State-Local Government Agreement (18.3)	<ul style="list-style-type: none"> <li>• There should be an implementation package but this should be developed after responses close and to reflect the Minister's implementation goals.</li> </ul>
64	Further develop the proposals for legislative changes detailed in Boxes 43 and 44, and seek to introduce the amendments listed in Box 43 in early 2014 (18.5)	<ul style="list-style-type: none"> <li>• Support legislation to allow implementation of JOs. All other amendments should wait until further progress is made.</li> <li>• REROC is ready to support and pilot the introduction of JOs.</li> </ul>
65	Adopt in principle the proposed implementation timeline (18.6)	<ul style="list-style-type: none"> <li>• Not agreed</li> </ul>

## 9.4 Support For Health Professionals

*Our people*

*Our greatest and most important asset*

*Vision: A strong, healthy, connected and cohesive community*

*DP1.2 Liaise and communicate with area health services and relevant health and allied health providers, both locally and regionally on behalf of the community.*

**Author:** General Manager

### **Officer's Recommendation:**

- 1. That Council, in an endeavour to maintain consistency, agrees to support Dr. Oladiran and Dr. Kumar by way of a six month rental subsidy in accordance with past arrangements and that such subsidy be made direct to the two doctors;**
- 2. That a welcome reception for the two (2) new doctors be held on Tuesday 1 April 2014 commencing at 6.00pm at the Council Chambers.**

### **Introduction**

Council will be well aware of the commencement of two (2) new doctors at the Tri-Star Medical Practice located at the Marketplace development site on the Ungarie Road.

Both doctors have made an approach to council for support, in the early stages of their arrival in West Wyalong, as they establish a viable practice for the provision of medical services to our community.

Council should also be aware that there is no specific policy in this area and that Council has previously resolved to consider each request for support on its merits.

Council at its meeting held on 20 August 2013 resolved to support both Dr. Waili and Dr. Matrook with a six (6) rental subsidy.

### **Conclusion**

I have not gone into the history of council's varying policies over the past few years in respect to the support of new health professionals to the Shire as I am certain that such information would only create confusion and unnecessary debate. However, it is important that council maintain a degree of consistency when considering these requests for such support and that is why I am recommending the six (6) month rental subsidy.

It would also be appropriate to have a welcome reception for Dr. Oladiran and Dr. Kumar, and I am suggesting Tuesday 1 April commencing at 6.00pm. This is the date of the Budget Workshop which will commence at 12 Noon and it may be convenient for councillors and staff to have a well earned break at 6.00pm for around one hour.

An alternative to this would be the following Tuesday 8 April which is a free Tuesday.

**Financial Implications**

The cost of this support will equate to approximately \$12,000.00 and although there are no specific funds allocated in the current budget for this purpose there are sufficient reserves to meet this financial obligation.

## 9.5 Expression Of Interest For The Visitor Information Centre

*Our prosperity*

*Ensuring a vibrant and sustainable future*

*Vision: Growing our population and jobs*

*DP 16.0 Community satisfaction with the quantity and quality of tourist information and resources provided by Council*

*19.0 Visitors and tourists are welcomed and make a positive contribution to the community economy*

*DP19.2 Work with the tourism industry to identify and develop products and services that appeal to visitors of the Shire*

*DP19.3 Visitor information is kept relevant and up to date*

**Author:** Senior Economic Development & Tourism Advisor

### **Visitor Economy & Tourism Advisory Committee's Recommendation:**

- 1. That Council expand the draft Expression of Interest (EOI) for the Operation of a Visitor Information Centre (VIC) to include a standalone or a combined VIC.**
- 2. That Council provide the Visitor Economy & Tourism Advisory Committee with the amount of funding that they are prepared to allocate for the different options to operate a VIC.**

### **Introduction**

An EOI for the Operation of a Visitor Information Centre paper was presented at the December 2013 Bland Shire Council Meeting. At this meeting, Council resolved to hold this matter over until February 2014.

At the November 2013 Visitor Economy & Tourism Advisory Committee (VEATAC) meeting the VEATAC expressed that they were disappointed that there has been no consultation regarding the EOI for the Operation of a Visitor Information Centre. It was agreed that this should be discussed in the New Year at the February VEATAC meeting.

Some of the issues discussed at the February VEATAC meeting include:

- That there have been a lot of current and past debates and discussions on a VIC but nothing had been done.
- Businesses would not have the required area and trained staff to properly establish and run a VIC.
- Businesses would not have adequate parking for the number and range of vehicle types.
- There is a potential for a conflict of interest relating to the promotion of other businesses;
- The VIC will be offered a poor level of service because the business's main priority will be for their primary business.
- The VIC EOI did not consider any other VIC options.
- A stand alone VIC is the preferred option and would catch most of the passing traffic.
- Surrounding LGA's have successful standalone VIC's.

- The State Government allocates \$125million towards tourism and the Federal Government \$130million. Destination NSW indicates the tourism is worth \$11.6 billion to the NSW economy.
- A VIC also offers social, environmental and secondary and multiplier benefits for the community.

It was recommended at the February 2013 VEATAC meeting that other VIC options be included in any study and/or EOI that is being considered by Bland Shire Council including a standalone and or a combined VIC. That Bland Shire Council provides the VEATAC with the dollar figure on how much Bland Shire Council are willing to contribute to the running the different VIC options.

### **Conclusions**

That the draft EOI be modified as a result of the outcomes of the discussions around this paper. That Bland Shire Council provide the VEATAC with the dollar figure on how much Bland Shire Council are willing to contribute to the running the different VIC options.

### **Financial Implications**

Any financial implications are still to be determined and it may be more appropriate to wait for the release of the EOI and review any submissions before committing to any specific expenditure on this matter.

There is no specific budget allocation for the operation of the VIC within the Library. However, an amount of \$16,000.00 is included in Tourism Overheads to help meet the cost of Library staff time that is dedicated to VIC tasks. This amount is based on 12 hours per week.



## 9.6 Request For Funding To Conduct Tourism Study

*Our prosperity*

*Ensuring a vibrant and sustainable future*

Vision: Growing our population and jobs

*DP20.2 Work with the tourism industry to identify and develop products and services that appeal to visitors of the Shire.*

**Author:** General Manager

### **Officer's Recommendation:**

**That council consider the request, from the local VIC Planning Group, for funding, in the amount of \$10,000.00, to conduct a study to identify the benefits of having a Visitor Information Centre located in a prominent site in Wyalong or West Wyalong.**

### **Introduction**

Council is in receipt of the following request from Mr. Andrew Buttenshaw, the Convener of the VIC Planning Group:

*“The V.I.C. Planning group would like to apply for funding to conduct a study to ascertain the benefits of having a V.I.C. in a prominent, highly visible site on the main thoroughfare through West Wyalong. To do this we would like to purchase a second hand caravan of between 20 and 30ft in length with 2 doors. We are hoping that the Men’s shed may be able to renovate the interior and modify it to accommodate visitor information. This could then be parked in different locations in Wyalong and West Wyalong to assess the viability of having a V.I.C.*

*A second hand van should be able to be bought for between \$3000 and \$5000 while the renovations may need another \$5000, so we request funding for \$10000 for this survey.*

*We believe the funds could come from the same area as funding for other recent infrastructure consultations.”*

This request does not meet any existing criteria that could allow consideration under any of Council's current grant programs.

### **Conclusion**

While this may appear to be an unusual request it comes at a time when there is significant debate occurring, both within council as well as within the wider community.

I also understand that it is the intention of this Group to return the caravan to council, for other possible uses, if the request is successful.

**Financial Implications**

The amount being sought is \$10,000.00 and the source of funding referred to by Mr. Buttenshaw relates to the funds allocated for the investigation into a 'cultural / exhibition' space in the amount of \$50,000.00, which was carried forward from last year's budget. There has always been discussion that such a facility could incorporate a new Visitor Information Centre.

There has been no expenditure to date from this allocation.

Apart from this source there are no other funds allocated in the current budget for such a request.

## SECTION 2 – CORPORATE, COMMUNITY & DEVELOPMENT SERVICES

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### 9.7 Financial Statements – February 2014

*Our leadership*

*Setting a benchmark for community standards*

*Vision: A well run council acting as the voice of the community*

*15 – To provide quality leadership, governance and management.*

**Author:** Director Corporate, Community & Development Services

**Officer's Recommendation:**

1. That Council receive and note the statement of Bank Balances, Rates Collections and Investments for the month of February, 2014.
2. That Council confirms the payment of accounts, for the period 1 February 2014 to 23 February 2014, summarised in the accounts summary totalling \$1,248,147.91

**STATEMENT OF BANK BALANCES, RATES COLLECTIONS AND INVESTMENTS FOR THE MONTH OF FEBRUARY, 2014.**

**BANK BALANCES AS AT 23 FEBRUARY, 2014**

<u>ACCOUNT</u>	<u>BALANCE</u>
General Fund	\$ 1,808,321.75
Invested Funds	
Fixed Deposits	\$ 9,509,369.87
Deposits at Call	\$ 627,536.39
	<b>\$11,945,228.01</b>
Percentage of investment to Net Balance	84.86%

**STATEMENT OF BANK BALANCES AS AT 23.2.14**  
**SUBMITTED TO THE ORDINARY MEETING MARCH, 2014**

Balance as at 1.02.14 \$ 403,348.96

**Add Receipts**

For month of February 2014 \$ 2,653,120.70  
Includes

<b>Receipt Date.</b>	<b>Receipt No.</b>	<b>Receipt Name</b>	<b>Received Total</b>
07/02/14	5992	Redemption of NAB Investment	\$500,000.00
19/02/14	6009	Dept Premier & Cabinet 3 <sup>rd</sup> QTR	\$820,875.75
21/02/14	6016	RMS PP10 11/12 NATDIS	\$677,600.00

**Less Payments**

For month of February 2014 \$1,248,147.91  
Includes

*No Payments Over \$200,000.00 from 01/02/14 – 23/02/14*

Cash Balance \$ 1,808,321.75

Limit of Overdraft Arranged with Bank \$350,000.00

## ACCOUNTS SUMMARY

The following is a summary of accounts paid for the period February 1, 2014 to February 23, 2014.

I CERTIFY,

That the accounts included in the accounts summary and totalling as detailed under:-

<b>Fund</b>	<b>Voucher No.s</b>	<b>Total</b>
General	23761 – 23821	\$ 111,149.70
Auto-pay      Creditors	E36536 – E36820	\$717,763.55
Auto-pay      Payroll	32/14 – 34/14	\$ 418,052.35
January Bank Charges & Commission		\$1,182.31
		<b>\$1,248,147.91</b>

1. Are fully supported by vouchers and invoices and have been fully registered.
2. The responsible officer concerned has certified that the goods for which respective accounts are submitted have been rendered to order and/or that the services for which respective accounts are submitted have been rendered according to order.
3. Official orders have been issued for the supply of such goods and services. The goods for which respective accounts are submitted have been checked with the entries in the goods order book.
4. The prices and computations of every account are correct.
5. The prices for the goods supplied or services rendered under the contract or quotation in accordance therewith and in all cases the prices charged are according to order and as far as I am able to ascertain fair and reasonable.
6. The provisions of the Local Government Act, 1993 and Regulations in connection therewith have been complied with.

Further I also certify that the Ledger has been reconciled with the bank statements for the last preceding monthly period.

.....  
Director of Corporate, Community & Development Services

**CERTIFICATE OF GENERAL MANAGER**

This accounts summary, a copy of which was submitted to each member of Council on the 18 March 2014, has been checked and is fully supported by vouchers and invoices. These vouchers have been duly certified as to receipt of goods, the rendition of services, to prices and computations, and to costings.

.....  
General Manager

**CERTIFICATE OF CHAIRMAN OF ORDINARY MEETING**

I certify that this accounts summary, covering amounts totalling \$ 1,248,147.91 was submitted to the Ordinary Meeting on the 18 March 2014 and that the amounts are presented to Council for confirmation of payment.

.....  
Chairman of Ordinary Meeting

***Note: This report contains financial transactions from the 1<sup>st</sup> of February to the 23<sup>rd</sup> of February due to the period end date cut off associated with the change of financial systems from Practical to TechnologyOne. The next report will include date ranges from the 24<sup>th</sup> of February to the 31<sup>st</sup> of March.***

**INVESTMENTS**

The following table gives details of Council's Funds invested at 28th February 2014. The funds consist of monies from the Bank Accounts of the Trust Funds, Reserve Accounts, Sewerage Fund and Combined General Account.

DATE	INVESTED WITH WHOM	INVESTED AMOUNT	TERM	YIELD	DATE DUE
04-February-2014	ING Bank (Term Deposit)	1,000,000.00	182 days	3.64%	05-August-2014
04-February-2014	NAB (Term Deposit)	1,000,000.00	121 Days	3.74%	04-June-2014
02-December-2013	NAB (Term Deposit)	1,009,369.87	90 days	3.70%	02-March-2014
18-November-2013	IMB (Term Deposit)	500,000.00	182 Days	3.60%	19-May-2014
22-November-2013	NAB (Term Deposit)	1,000,000.00	122 Days	3.75%	24-March-2014
01-January-2014	Westpac (Term Deposit)	1,000,000.00	212 Days	3.60%	01-August-2014
13-February-2014	ME Bank (Term Deposit)	1,000,000.00	120 days	3.55%	13-June-2014
31-October-2013	Bank of QLD (Term Deposit)	1,000,000.00	151 days	3.70%	31-March-2014
07-January-2014	AMP (Term Deposit)	1,000,000.00	91 Days	3.75%	08-April-2014
07-January-2014	AMP (Term Deposit)	1,000,000.00	183 Days	3.90%	09-July-2014
	ANZ Deposit at Call	50,648.41	Cash at Call		
	CBA Deposit at Call	576,887.98	Cash at Call		
	<b>TOTAL:</b>	<u>10,136,906.26</u>			

I certify that the above investments have been made in accordance with Section 625 of the Local Government Act 1993, the Regulation and Council's Investment Policies.

Lehman Brothers Managed Funds 166,077.50 Managed Funds

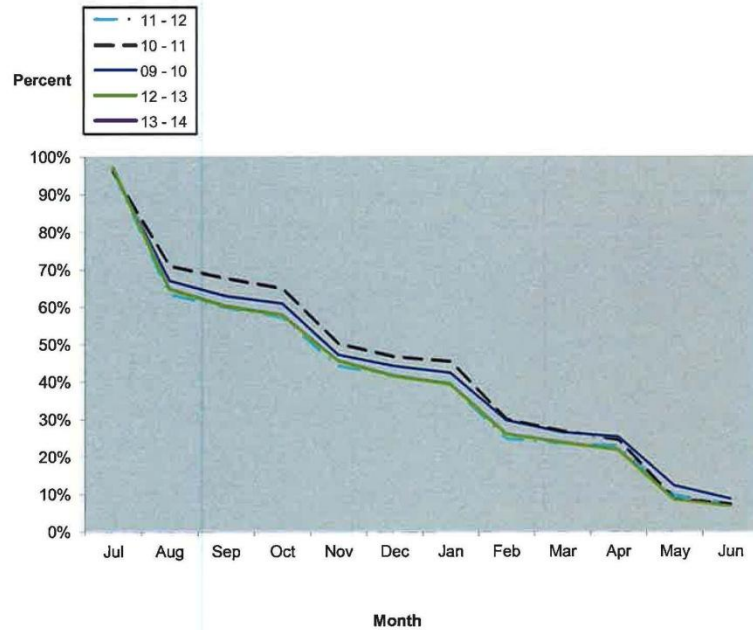
I certify that the above investment has been reconciled with Council's General Ledger Accounts.

\_\_\_\_\_  
Director Corporate Community & Development Services

**STATEMENT OF RATES AS AT 28 February 2014**

RATE	Levy	Arrears	Adjustments	Interest	Total	Pension Rebate	Collections	Balance	2013-14	2012-13
General	\$5,867,451.98	\$318,476.59	-\$4,959.25	\$17,256.55	\$6,198,225.87	-\$76,865.44	-\$4,549,699.04	\$1,571,661.39	25.68%	23.99%
Sewerage	\$1,149,328.00	\$134,237.20	-\$7,214.25	\$6,532.11	\$1,282,883.06	-\$37,085.47	-\$837,098.18	\$408,699.41	32.81%	31.41%
Garbage/Services/Legal	\$822,704.00	\$161,241.51	\$45,197.70	\$8,206.72	\$1,037,349.93	-\$46,567.18	-\$647,134.84	\$343,647.91	34.68%	33.83%
Overpayments	\$0.00	\$0.00					-\$45,668.99	-\$45,668.99		
<b>TOTALS:</b>	<b>\$7,839,483.98</b>	<b>\$613,955.30</b>	<b>\$33,024.20</b>	<b>\$31,995.38</b>	<b>\$8,518,458.86</b>	<b>-\$160,518.09</b>	<b>-\$6,079,601.05</b>	<b>\$2,278,339.72</b>	<b>27.26%</b>	<b>25.83%</b>

**% of Rates**



Debt Analysis	Properties	Balance
Sale of Land	0	\$0.00
Future Sale of Land	39	\$52,239.07
Arrangements	70	\$51,945.89
Debt Collection	124	\$394,551.40
Centrepay	43	\$35,948.15
<b>Total</b>	<b>276</b>	<b>\$534,684.51</b>

*[Signature]* 5/3/14



## 9.8 Making Of Rates & Charges 2014/15

*Our leadership*

*Setting a benchmark for community standards*

*Vision: A well run council acting as the voice of the community*

*15 – To provide quality leadership, governance and management.*

**Author:** Director Corporate, Community and Development Services

**Officer's Recommendation:**

**That the Council makes the rates and charges for the year 2014/2015 to allow for inclusion in the 2014/15 budget preparation.**

Bland Shire Council will, under Section 497 of the NSW Local Government Act 1993, levy Ordinary Rates on all rateable properties within its area. The rates that are proposed to be levied are set out hereunder. All Council Rates & Charges are exempt from Goods and services tax (GST).

The rate pegging limit for Ordinary Rates, as advised by The Minister for Local Government, has been set at 2.3% for the 2014/15 rating year. The below recommendations have been calculated on a 2.3% rate increase.

The Council will adopt the Revenue Policy and budget document at a later date, however for the budget document income to be accurate, it is necessary for the following rates and charges to be adopted at this time.

**Officer's Recommendation:**

**ORDINARY RATE**

- A. That it is hereby RECOMMENDED that Ordinary Rates be made for the year commencing on 1<sup>st</sup> July 2014 on all rateable land within the area of the Council of Bland as follows:
- (a) **Farmland Rate**  
A base amount of seventy six dollars (\$76.00) per assessment plus an ad-valorem amount of point zero zero six one eight one cents (0.006181c) in the dollar on the land value of all rateable land categorised as farmland, the base amount to yield two point nine two percent (2.92%) of the total amount payable by the levying of the Farmland rate.
  - (b) **Mining Rate**  
A base amount of one hundred and sixty three dollars (\$163.00) plus an ad-valorem amount of point zero zero nine eight six four cents (0.009864c) in the dollar on the land value of all land categorised as mining land, the base amount to yield three point zero zero percent (3.00%) of the total amount payable by the levying of the mining rate.
  - (c) **Gold Mining Rate**  
A base amount of one hundred and sixty three dollars (\$163.00) plus an ad-valorem amount of point zero four six three two one cents (0.046321c) in the dollar on the land value that is categorised as gold mining land, the base amount to yield zero point zero two percent (0.02%) of the total amount payable by the levying of the mining rate.

**Officer's Recommendation:**

B. That it is hereby RECOMMENDED that Ordinary Rates be now made for the year commencing on 1<sup>st</sup> July 2014 on all rateable land within the area of the Council of Bland as follows:

(a) Residential Rate

A base amount of seventy six dollars (\$76.00) per assessment plus an ad-valorem amount of point zero zero six eight seven four cents (0.006874c) in the dollar on the land value of all rateable land categorised as residential, the base amount to yield twenty nine point four five percent (29.45%) of the total amount payable by the levying of the Residential rate.

(b) Business Rate

A base amount of one hundred and forty one dollars (\$141.00) plus an ad-valorem amount of point zero one two five four nine cents (0.012549c) in the dollar on the land value of all land categorised as business land, the base amount to yield twenty seven point one eight percent (27.18%) of the total amount payable by the levying of the Business Rate.

But excepting there—from any land within the following areas of the Council of Bland which are hereby taken to be separate centres of population for the purposes of Section 529 (2) (b) of the Local Government Act 1993; and centres of activity for the Purposes of Section 529 (2) (d) of that Act:

- \* Land within the West/Wyalong Differential General Rating District as defined in the minutes of the meeting of the Council held on the 8<sup>th</sup> December 1992.
- \* Land within the Town Improvement District of Barmedman as defined in the minutes of the meeting of the Council held on 8<sup>th</sup> November 1940 and notified in the NSW Government Gazette of 15<sup>th</sup> November 1940.
- \* Land within the Town Improvement District of Ungarie as defined in the minutes of the Meeting of the Council held on 10<sup>th</sup> December 1926 and notified in the NSW Government Gazette of 24<sup>th</sup> December 1926.

**Officer's Recommendation:**

**WEST WYALONG - WYALONG**

**THAT Ordinary Rates be now made on all rateable land within that part of the area of the Council of Bland within the West Wyalong/Wyalong Differential General Rating District as defined in the Minutes of the Council held on 8<sup>th</sup> December 1992, as follows:**

**(a) Residential (West Wyalong/Wyalong) Rate**

: A base amount of one hundred and forty one dollars (\$141.00) per assessment plus an ad-valorem amount of point zero one two three seven eight cents (0.012378c) in the dollar on the land value of all rateable land, the base amount to yield twenty two point five zero percent (22.50%) of the total amount payable by the levying of the Residential (West Wyalong/Wyalong) rate.

**(a) Business (West Wyalong/Wyalong) Rate**

A base amount of one hundred and sixty three dollars (\$163.00) per assessment plus an ad-valorem amount of point zero two zero eight five three cents (0.020853c) in the dollar on the land value of all rateable land categorised as business land, the base amount to yield eleven point four four percent (11.44%) of the total amount payable by the levying of the Business (West Wyalong/Wyalong) rate.

**Officer's Recommendation**

**BARMEDMAN**

**THAT Ordinary Rates be now made on all rateable land within that part of the area of the Council of Bland within the Town Improvement District of Barmedman as defined in the Minutes of the Council held on 8<sup>th</sup> November 1940 and notified in the NSW Government Gazette on the 15<sup>th</sup> November 1940, as follows:**

**(a) Residential (Barmedman) Rate**

: A base amount of seventy six dollars (\$76.00) per assessment plus an ad-valorem amount of point zero two one zero four one (0.021041c) in the dollar on the land value of rateable land, that is categorised as residential land, the base amount to yield thirty seven point zero seven percent (37.07%) of the total amount payable by the levying of the Residential (Barmedman) rate.

**(a) Business (Barmedman) Rate**

A base amount of seventy six dollars (\$76.00) per assessment plus an ad-valorem amount of point zero two two zero zero four cents (0.022004c) in the dollar on the land value of all rateable land categorised as business land, the base amount to yield thirty five point two six percent (35.26%) of the total amount payable by the levying of the Business (Barmedman) rate.

**Officer's Recommendation:**

**UNGARIE**

**THAT Ordinary Rates be now made on all rateable land within that part of the area of the Council of Bland within the Town Improvement District of Ungarie as defined in the Minutes of the meeting of the Council held on 10th December 1926 and notified in the NSW Government Gazette of the 24<sup>th</sup> December 1926, as follows:**

**(a) Residential (Ungarie) Rate**

: A base amount of seventy six dollars (\$76.00) per assessment plus an ad-valorem amount of point zero three nine one five three cents (0.039153) in the dollar on the land value of all rateable land, the base amount to yield thirty five point three nine percent (35.39%) of the total amount payable by the levying of the Residential (Ungarie) rate.

**(a) Business (Ungarie) Rate**

A base amount of seventy six dollars (\$76.00) per assessment plus an ad-valorem amount of point zero four two two nine eight cents (0.042298) in the dollar on the land value of all rateable land categorised as business land the base amount to yield twenty eight point nine four percent (28.94%) of the total amount payable by the levying of the Business (Ungarie) rate.

**Officer's Recommendation:**

**SEWER SPECIAL RATE**

**It is hereby RECOMMENDED that a Sewerage Special Rate be now made for the year commencing on 1<sup>st</sup> July 2014 subject to a minimum amount of six hundred and Forty four dollars (\$644.00) excepting any assessment in respect of the land not built upon nor connected to sewer mains in which case the minimum amount shall be, one hundred and fifty six dollars (\$156.00) and that the charge to be made for non-rateable land provided with sewerage services shall be:**

**(a)** Land defined in Clause 184(1) of former Ordinance 46 under the Local Government Act 1919- \$135.00 for each water closet on the premises and \$70.00 per annum for each cistern serving any urinal on the premises.

**(b)** Land defined in Clause 184(2) of former Ordinance 46 under the Local Government Act 1919- \$135.00 for each water closet on the premises and \$70.00 per annum for each cistern serving any urinal on the premises.

**Officer's Recommendation**

**DOMESTIC WASTE MANGEMENT CHARGE**

**THAT a Domestic Waste Management Charge be now made in respect of Residential premises within the area of the Council of Bland where a domestic waste management services is available, as follows:**

**(a)** Land, which is occupied and/or built upon-

Standard 240L domestic service:

Barmedman	\$ 314.00
Ungarie	\$ 314.00
West Wyalong/Wyalong	\$ 314.00
Weethalle	\$ 314.00
plus \$314 per extra collection.	

Standard 120L Domestic Service

West Wyalong/Wyalong	\$255.00
Ungarie	\$255.00
Barmedman	\$255.00
Weethalle	\$255.00
plus \$255 per extra collection.	

**(b)** Vacant Land able to be built upon \$26.00

**Officer's Recommendation**

**TRADE WASTE SERVICE CHARGE**

**THAT an annual charge be made on land categorised as Business Land within the area of the Council of Bland and which is provided by Council with a trade waste removal service as follows:**

Standard 240L Collections

West Wyalong/Wyalong	\$326.00
Ungarie	\$326.00
Barmedman	\$326.00
Weethalle	\$326.00
plus \$326.00 per extra collection	

Standard 120L Collections

West Wyalong/Wyalong	\$266.00
Ungarie	\$266.00
Barmedman	\$266.00
Weethalle	\$266.00
plus \$266.00 per extra collection.	

**Annual Waste Management Charge**

A charge of \$26.00 per property will apply to all properties not within a serviced area for the DWMS, under Section 501 of the Local Government Act.

## 9.9 General Library Guidelines Policy

*Our people*

*Our greatest and most important asset*

*Vision: A strong, healthy, connected and cohesive community*

*DP4.4 Provide and monitor quality library services to the aged, people with disability, young people and families.*

**Author:** Manager Library and Children Services

**Officer's Recommendation:**

**That Council adopts the General Library Guidelines Policy as presented for the Bland Shire Library.**

**Introduction**

The Bland Shire Library is committed to providing the public with opportunities to satisfy both their recreational and information needs in a safe and welcoming environment. The purpose of this policy is to clearly outline responsibilities for staff and library customers in relation to access and use of collections and resources held.

The policy has been reviewed by library staff and any changes that have been done so in accordance with best practice and are indicated in red.

**Conclusion**

By keeping policies up to date will ensure that the library continues to provide a modern and up to date library service.

**Financial Implications**

Nil



# GENERAL LIBRARY GUIDELINES

**POLICY ADOPTED:** < Date policy adopted by Council...>

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### Policy Objective:

The purpose of the policy is to clearly outline the role and responsibilities of Bland Shire Library in relation to the role of library staff and the provision to access and use of collections and resources.

### Policy Statement:

Bland Shire Library is committed to providing the public with opportunities to satisfy both their recreational and information needs. Membership of Bland Shire Library is free and it also provides access to resources and access from across the entire NSW Public Library. The Library Act 1939 provides the legislative framework that determines entitlement to public library membership and the range of core services.

### Definitions:

Library Staff refers to all staff employed in the Bland Shire Library.

### Responsibilities:

*The policy applies to all library staff.*

### Recommended Practices:

#### Introduction

Everyone has the right to use a public library, whatever their age, sex, race, religion, national origin, disability, economic condition, individual lifestyle or political or social views **in a safe and welcoming environment**.

#### Collection & Access to Local Government Libraries

##### 1. Collections **and Resources**

- (i) A Local Government Library has a role as an unbiased source of recorded knowledge and ideas **including online content**. It must accept responsibility for providing free access to materials and information presenting - as far as possible - all points of view on current and historical issues, including controversial issues **or material likely to offend some sections of the library's community**.
- (ii) Libraries should endeavor to provide comprehensive and balanced collections, as far as budget, space and availability of materials allow;
- (iii) Book and non-book materials that have not been subject to Federal or State prohibition should not be excluded from a public library on moral, political, racial, religious, sexist, language, or other sensitive grounds alone, whatever pressure may be brought to bear by individuals or groups;

- (iv) Adult collections should not be limited because of the possibility that materials may fall into the hands of children. Monitoring the reading of children is the responsibility of their parents or guardians;
- (v) The arrangement of the collection should facilitate access. Restricting access to certain titles or classes of materials, e.g. by holding them in special collections available on request, can be an indirect form of censorship. No materials should be held in closed access except for the express purpose of protecting them from injury or theft.
- (vi) **The library should provide access to online library services and Internet facilities.**

## **2. Role of Library Staff**

- i) Library staff should not exercise censorship in the selection of materials by rejecting, solely on the grounds mentioned above, material which is otherwise relevant and which meets the standards of the library concerned;
- ii) The continuous review of library materials is necessary as a means of maintaining a current and useful collection. This procedure should not be used as a means of removing materials presumed to be controversial or disapproved of by sections of the community;
- iii) Library staff should protect each users right to privacy with respect to information sought or received and materials consulted, borrowed or acquired;
- iv) Library staff should co-operate with persons and groups concerned with promoting free expression and free access to ideas.
- v) **Library staff should provide free and equal access to resources and services to individuals and groups within the community in accordance to the NSW Library Act 1939.**

## **3. Accessing Library Materials**

Any person living or working in the Shire of Bland, or in its near vicinity is eligible to borrow Library materials. There is no charge for this service. Adult borrowers, upon presentation of their library card, may borrow unlimited books; periodicals, audio books, **music CDs and four DVDs. Adult borrowers are also able to borrow with the use of their library card six e-audio books and six e-books.**

Junior borrowers are entitled to borrow up to **20** books or magazines, and **four DVDs.**

**Junior borrowers are also able to borrow with use of their library card six e-audio books and six e-books.**

Borrowers under the age of sixteen years must have their library application form signed by their parent/guardian.

Fines will be charged for overdue library materials as outlined in Council's revenue policy.

**Borrowers are held responsible for items that are lost or damaged while on loan to them. The borrower is responsible the replacement cost of the item. Parents or guardians are liable for replacement charges of items, which may have been lost or damaged by junior borrowers. Members are not permitted to borrow until the replacement cost has been paid.**

**Items borrowed via the inter-library Loan facility also attract fines if items are returned damaged or are lost. The fees are dependent on the lending library's policy.**

## **4. Library Charges**

A charge will be made for non-core library services.

### **Inter-library loan**

**Is a process whereby Bland Shire Library borrows material for registered borrowers. Material may be sourced from libraries within Australia. Photocopies of material not held in Bland Shire Library's collections may be requested on behalf of registered borrowers in accordance with the Copyright Act 1968.**

**An administration fee is charged for each inter-library loan request unless the lending library charges a standard fee. Fees are set as per the revenue policy.**

### **Printing, photocopy, scanning and faxing services**

**These fees are reviewed yearly and are in accordance with the Bland Shire Council's Revenue Policy.**

## 5. Library Discipline

The following activities are not permitted in the library:

- i) Conversation that is above acceptable levels or is disturbing to other library users.
- ii) Running.
- iii) Smoking.
- iv) Eating or drinking
- v) Animals, except those used as aids to the disabled.
- vi) Vandalism of library materials.
- vii) Physical or verbal abuse of library staff or other library patrons.
- viii) Persons under the influence of alcohol **and or illicit substances**.
- ix) The unauthorised distribution of raffle tickets and leaflets.
- x) Accessing inappropriate sites on the Internet.

Persons breaching these rules should be advised of this by staff, and if these disturbances continue those persons may be expelled from the library at the librarian's discretion.

In the case of damage to library property, the librarian may institute some means of obtaining restitution for the damage.

### References:

#### Relevant Legislation:

Commonwealth of Australia Legislation 1988, Privacy Act 1988  
New South Wales Government Legislation 1939, Library Act 1939, no 40  
New South Wales Government legislation 2010, Library Regulation 2010

#### Key Resources:

Bland Shire Council Community Strategic Plan 2013-2023  
Bland Shire Council Revenue Policy 2013-2014  
Library Council of New South Wales 2007, Access to Information in New South Wales Public libraries guideline  
Riverina Regional Library policies, <http://rrl.nsw.gov.au/riverina-regional-library/policies/>  
State Library of New South Wales 2013, Children's Policy Guidelines for NSW Public Libraries

### Appendices: Nil

### Authorisation:

<b>Status</b>	<b>Committee</b>	N/A	
	<b>Manex</b>	N/A	
<b>Owner</b>	<b>Director Community &amp; Development Services</b>		
<b>EDRMS Doc. ID</b>	337016		
<b>Superceded Policy</b>			
<b>Date of Adoption/ Amendment</b>	<b>Revision Number</b>	<b>Minute Number</b>	<b>Review Date</b>
June 2000	0	53/6/00	
February 2000	1	15/2/2	
20 September 2005	2	32/9/05	June 2006

**Related Council Policy / Procedure**


DRAFT

## 9.10 NSW Public Library Association Funding Campaign

*Our people*

*Our greatest and most important asset*

*Vision: A strong, healthy, connected and cohesive community*

*3.4 Monitor and provide up to date and relevant resources and programs within the library.*

*4.4 Provide and monitor quality library services to the aged, people with disability, young people and families.*

**Author:** Manager Library and Children Services

### **Officer's Recommendation:**

**That Council provide support to the campaign mounted by the NSW Public Library Associations for increased state funding to local government for public libraries by:**

- a. Making representation to the local State member, Hon. Adrian Piccoli, in relation to the need for additional funding from the NSW State Government for the provision of public library services;**
- b. Writing to the Hon. George Souris, Minister for the Arts, calling upon the government to implement the Reforming Public Library Funding submission of the Library Council of NSW in 2012 for the reform of the funding system for NSW public libraries;**
- c. Approving the distribution of NSW Public Library Associations campaign information in Council's library and deposit stations;**
- d. Taking a lead role in activating the campaign locally.**

### **Introduction**

The NSW public library funding situation is an historic issue that has been ignored by successive NSW governments. The funding level has now reached a crisis point. The key issues are:

- NSW receives the lowest per-capita funding for public libraries from the State Government of all states in Australia;
- State Government expenditure on public libraries has decreased as a proportion of total public library expenditure from 23% in 1980 to 7% in 2013.
- NSW Local Government councils are currently paying 93% of the costs to operate public libraries in NSW\_(which are governed by state legislation);
- The current NSW Public Library Funding Strategy includes three components:
  - Per capita subsidy (legislated at \$1.85 per NSW resident) - \$13,503,243 in 2012-13,

- Disability & Geographic Adjustment (DGA) - includes a component of population-based payments and a proportion of payments based on five disability factors developed by the NSW Local Government Grants Commission (pre-school children; people over 65; people from a NESB; population distribution; isolation ) - \$6,551,966;
- Library Development Grants - \$549,996 (this amount has reduced from \$3.3m in 2005-06)
- The NSW Public Library Funding Strategy is not indexed to population growth or the consumer price index (CPI). This means that:
  - Funds have been taken from the Library Development Grant pool over a number of years to meet the increased per capita subsidy costs (and the per-capita component of the Disability and Geographic Adjustment fund) as the NSW population increases each year. If the government had not provided an “additional” \$2m to maintain the Country Public Libraries fund contribution in 2013-14, there would be no funding left for Library Development Grants; and
  - If the current funding situation is not addressed urgently, NSW councils will suffer a reduction in their Disability and Geographic Adjustment payments to meet the increase in legislated per-capita subsidy costs for additional NSW population.

#### **Action to date**

During the 2011 election campaign, the current NSW State Government made a pre-election commitment to undertake a comprehensive review of the quantum and allocation of funding for NSW public libraries. To date there has been no significant action by the government to meet this commitment.

In the absence of any government action the Library Council of NSW used the government’s pre-election commitment as a trigger to convene a committee of representatives from the Public Libraries NSW Association (representing regional and rural councils and libraries), the NSW Metropolitan Public Libraries Association (representing metropolitan councils and libraries), and the State Library of NSW, to develop an evidence-based submission about public library funding.

The Library Council of NSW then provided a submission to the State Government called *Reforming Public Library Funding* in October 2012. The evidence-based submission recommended a fairer, simplified and more transparent method for the distribution of funds. The following principles for a new approach were recommended:

- Establish a base level of funding for councils with populations below 20,000 people (a safety net for small councils);
- Grant a modest increase in per capita allocations for all councils to recognise cost movements since 1994;
- Address disadvantage transparently through the application of appropriate disability factors;
- Phase out anomalies in current allocations due to former council amalgamations;
- Ensure sustainability by providing that no council receives less recurrent funding than 2012/13; and

- Build and maintain infrastructure via a substantial capital fund, entitled the *Building Library Infrastructure Program*.

The Library Council recommended that recurrent public library funding to councils be adjusted from the current \$26.5M to \$30M per annum from 2013/14 and indexed from the following year. This would be allocated as follows: 68% (\$20.4M in 2013/14) to councils by population with a base level of funding for councils with fewer than 20,000 residents, 17% (\$5.1M) to councils by NSW Local Government Grants Commission (LGGC) disability factors to explicitly address disadvantage and 15% (\$4.5M) applied to Statewide Programs. In addition, a *Building Library Infrastructure Program* of \$30M per annum for building and maintaining infrastructure was recommended to replace the now defunct provision of grants from operating funds. This program would enable councils to renew library buildings, systems, collections and equipment in regional, urban and growth areas. It was proposed that this be phased in, rising to \$30M over the 4 years from 2013/14 and indexed thereafter. Many NSW councils wrote to Hon. George Souris, Minister for the Arts during 2012, urging the State Government to adopt *the Reforming Public Library Funding* strategy. Despite a high level of expectation that the State Government would fulfil its pre-election undertaking to review and increase its funding allocation to NSW public libraries, this did not eventuate in the 2013 state budget.

### **Campaign**

The NSW Public Library Associations (NSWPLA), representing country and metropolitan libraries, are now co-ordinating a targeted campaign to bring the situation to the attention of politicians and funding decision makers to address the problem.

Local Government NSW (LGNSW) and the Australian Library and Information Association (ALIA) are assisting NSWPLA in this campaign and information will be provided to councils and public libraries on an ongoing basis from these bodies throughout the campaign. In addition, local supporters of public libraries including Friends of the Library groups and library users will be engaged in the campaign to lobby State Members.

Given that 44% of the state's population are library users, it is anticipated that there will be strong support for the campaign in the community. Research also highlights the high value placed on public libraries by users and non-users alike. There will be high level media engagement and local and national champions of public libraries will be advocating for funding reform.

### **Conclusion**

There is currently a high degree of uncertainty as to the level of ongoing funding for public libraries in NSW from the State Government. The intent of the NSW Library Act in 1939 was for equal funding from state and local governments to provide library services. Since that time local government has increasingly carried the funding burden and the situation has deteriorated significantly over the past few decades. Without urgent action from local government and NSW Public Library Associations, this situation will continue and local councils will once again be forced to pick up the funding shortfall.

### **Financial Implications**

Unknown at this stage as it will depend on the outcome of the campaign.

## 9.11 Review Of Policy – Dealing With Development Applications Lodged By Council Staff Or Councillors And Assessment Of The Council’s Development Applications

*Our leadership*

*Setting a benchmark for community standards*

*Vision: A well run council acting as the voice of the community*

*DP18.1 Develop, implement and promote best practice governance policies and procedures*

**Author:** Manager Development Services

### **Officer’s Recommendation:**

**That Council adopt the *Dealing with Development Applications Lodged by Council Staff or Councillors* policy and the *Policy for the Assessment of Council’s Own Development Applications* as written.**

### **Introduction**

On 16 March 2010, Council adopted the both the *Dealing with Development Applications lodged by Council Staff or Councillors* policy and the *Policy for the Assessment of Council’s Own Development Applications* policy in consideration of the recommendations within the ICAC Position Paper.

*“That individual local councils take steps to manage their conflicting roles in matters where they are the regulator of land and have a financial interest in the outcome of the matter.”*

Both policies have since been reviewed in accordance with Council’s requirements taking into consideration the Council’s IPR documentation and changes to any relevant legislation.

The *Dealing with Development Applications lodged by Council Staff or Councillors* policy has been amended to clarify those staff to which the policy applies to. Changes are highlighted in red.

The *Policy for the Assessment of Council’s Own Development Applications* policy has been amended to include reference to the Joint Regional Planning Panel requirements. Changes are highlighted in red.

### **Conclusion**

In consideration that the review only required minor changes to both the policies and the proposed changes do not affect the intentions of the policies, both policies should be adopted as written.

### **Financial Implications**

Nil





## POLICY STATEMENT

### DEALING WITH DEVELOPMENT APPLICATIONS LODGED BY COUNCIL STAFF OR COUNCILLORS

**POLICY ADOPTED:** <Date adopted by Council.....>

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**Policy Objective:**

To ensure that where a Development Application (DA) is lodged, and the applicant and/ or land owner is a Council staff member or Councillor, that:

- the development assessment process is free from any conflicts of interest;
- the development assessment process is undertaken in a transparent and unbiased manner;
- the assessment of DAs for staff and/ or Councillors is undertaken strictly in accordance with Council's Code of Conduct and is free from any undue influence; and
- this procedure will also provide both the DA applicant/ land owner and assessor guidance on how to appropriately deal with the application prior to its determination.

**Policy Statement:**

This policy relates to the submission of Development Applications where the applicant and/or owner of the land are a Council staff member or a Councillor.

**Definitions:**

Nil

**Responsibilities:**

That this procedure is applied to **all** DAs lodged where the applicant and/ or land owner is a Council staff member or Councillor. Council's Code of Conduct must be adhered to in every respect.

**Recommended Practices:**

**General**

Any DA subject to this Procedure will be processed in the same way as any other DA subject to the conditions and criteria set out in this procedure to ensure transparency and public confidence.

***Relationship between Assessing Officer and Applicant and/ or Land Owner (when Applicant and/ or Land Owner is a Council Staff Member or Councillor)***

Staff need to be aware that if they are the assessing officer, referral officer, supervisor and/ or applicant and/ or land owner, the following principles should be adhered to:

- If a Council staff member is the applicant and/ or land owner, any discussion relating to the affected DA processing, status, etc, must be undertaken in the staff member's (ie, applicant) own time, in a public location (eg, foyer, front counter) and the applicant should be treated in the same manner as any other member of the public.

- If a Councillor or staff member is the applicant and/ or land owner, the Councillor or staff member must not use his/ her position to influence the Assessing Officer in the processing of his/ her application.
- The assessing officer is to ensure that all processes undertaken during the assessment of any DA are in accordance with Council's policies and procedures and the applicant is neither given any special treatment nor discriminated against unfairly.

***How to ascertain if the DA is to be reported to Council for determination***

Generally, any DA lodged where the applicant and/ or land owner is a Council staff member or Councillor, the DA should be processed in the normal manner, which may include determination under delegated authority. Nevertheless if one (1) or more of the following matters are triggered, consideration shall be given to whether the DA is to be reported to the elected Council for determination:

- The scale and extent of the DA lodged eg, pergola vs larger commercial proposal;
- The proposed DA seeks a substantive variation to any performance-based DCP or Council Policy;
- The proposed DA creates significant public interest and/ or large numbers of submissions;
- Whether an independent assessment and/ or peer review has been undertaken;
- The applicant and/ or land owner is a staff member within the development assessment sections of the **Development Services**, and
- The extent of any public perception of a possible conflict of interest that may exist between the DA lodged and the applicant's and/ or landowner's relationship with the **Development Services** (ie, relevant assessment staff).

***Declaration of Conflicts of Interest for Development Services Group staff members.***

Where a staff member, working within **Development Services**, is party to a development application as applicant and/ or land owner, the staff member shall advise their supervisor of their conflict of interest and ensure that this procedure and Council's Code of Conduct are adhered to.

**References:**

Nil

**Appendices:**

Nil

**Authorisation:**

<b>Status</b>	<b>Committee</b>	N/A	
	<b>Manex</b>	N/A	
<b>Owner</b>	<b>Director Corporate, Community &amp; Development Services</b>		
<b>EDRMS Doc. ID</b>	349511		
<b>Superceded Policy</b>			
<b>Date of Adoption/ Amendment</b>	<b>Revision Number</b>	<b>Minute Number</b>	<b>Review Date</b>

16 March 2010	0		Within one year of the election of new Council
9 January 2014	1		

<b>Related Council Policy / Procedure</b>
Council's Code of Conduct
Development Control Plan

## POLICY STATEMENT

### ASSESSMENT OF THE COUNCIL'S DEVELOPMENT APPLICATIONS

**POLICY ADOPTED:** < Date policy adopted by Council...>

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#### **Policy Objective:**

To ensure that when a Development Application (DA) is lodged and the Council is both the applicant and landowner, the assessment, the consideration of submissions and the recommendations put forward for the Council's consideration of that DA are –

- free from any conflicts of interest
- undertaken independently and in an unbiased manner
- in line with the Independent Commission Against Corruption (ICAC)'s Position Paper on "*Corruption Risks in NSW Development Approval Processes*" dated September 2007.

This policy is formulated following the Council's consideration of the ICAC Position Paper recommending: "*That individual local councils take steps to manage their conflicting roles in matters where they are the regulator of land and have a financial interest in the outcome of the matter.*"

#### **Policy Statement:**

##### 1. Application of this Policy

This policy applies to all development applications under Part 4 of the *Environmental Planning & Assessment (EP&A) Act 1979*, where the Council is the applicant and landowner [including those under the *SEPP (Infrastructure)2007*] requiring development consent, other than minor applications.

The determination of what category the development application is shall be made after consideration of the following criteria, at the discretion of the General Manager and delegated authority.

##### *Minor Small Scale*

- The estimated value of the works to be undertaken;
- The potential impact on surrounding residential amenity associated with the proposed development;
- The consistency of the proposed works with an existing Council Strategic Plan or strategy;
- Whether the proposal involves any substantial variations from existing Council policy; and
- Whether the proposal will lead to any financial benefit for the Council.

##### *General Development*

- The estimated value of the works to be undertaken;
- The potential impact on surrounding amenity associated with the proposed development;
- The consistency of the proposed works with an existing Council Strategic Plan or strategy;

- Whether the proposal involves any substantial variations from existing Council policy;
- Whether the proposal will lead to any financial benefit for the Council; and
- Current experience and qualifications of the assessing officer.

#### *Routine Larger Subdivision DA*

- The estimated value of the works to be undertaken;
- The potential impact on surrounding amenity associated with the proposed development;
- The consistency of the proposed works with an existing Council Strategic Plan or strategy;
- Whether the proposal involves any substantial variations from the existing Council policy;
- Whether the proposal will lead to any financial benefit for the Council; and
- Current experience and qualification of the assessing officer.

#### *Significant Major DA*

- The estimated value of the works to be undertaken;
- The potential impact on surrounding amenity associated with the proposed development;
- The consistency of the proposed works with an existing Council Strategic Plan or strategy;
- Whether the proposal involves any substantial variations from existing Council policy;
- Whether the proposal will lead to any financial benefit for the Council;
- Current experience and qualification of the assessing officer;
- Potential social & economical impact of the proposed development; and
- Potential environmental impact of the proposal.

Where the Council may have an interest in the land even if the Council is not the applicant; eg. the Council land under contract for sale or the Council is the trustee of the land.

## 2. Provisions

Category of development application where the Council is both the Applicant and Landowner, or where the Council has an interest on the land Provision.

*Minor, small-scale*, routine operational development, non-controversial development application

- Assessment by Council staff not involved in the application.
- Determination under delegated authority. \*\*

*General Development* (not minor) or other form of development application that takes place such as community facilities and alike, complies with zoning, landuse provisions and Council policies.

- Assessment by Council staff not involved in the application and peer reviewed by Manager Development Services.
- Determination under delegated authority by member of staff under guidance of Manager Development Services. \*\*
- Report to Council would be an option if substantial submissions received.

*Routine larger subdivision development application* (not minor) that takes place within the Council's industrial estates or on Council reserves and complies with zoning, landuse provisions and Council policies.

- Assessment by Council staff not involved in the application and peer reviewed by Manager Development Services.
- Determination under delegated authority by member of staff under guidance of Manager Development Services. \*\*
- Report to Council would be an option if substantial submissions received.

*Significant Major development application* involving complex planning issues, an external independent town planning consultant will be contracted to:

- assess the development application in accordance with requirements of Section 79C of the *Environmental Planning & Assessment (EP & A) Act 1979*;
  - ◆ Consider any submissions received following the development application's notification in accordance with the Council's Policy which may include addressing a resident briefing

- meeting; and
- ◆ prepare and submit to the Council a report on the Section 79C assessment and consideration of submissions, including recommendations for the consideration of the full Council.

\*\* Other than for development on community land under Section 47E of the *Local Government Act 1993*.

## 2.1 Exceptions to this Policy

Notwithstanding Clause 1,

- Where the original development application (eg, a parent subdivision application) has been subjected to this policy and a subsequent, proposed development is consistent with the original development application, that development application is not subjected to the provisions of the policy.

## 3. Implementation

To be implemented by the Development Services Department

## 4. Review

This policy will be reviewed within one year of the election of every new Council, or earlier should circumstances arise to warrant revision.

### **Definitions:**

Nil

### **Responsibilities:**

Nil

### **Recommended Practices:**

Nil

### **References:**

- a. Environmental Planning & Assessment (EP&A) Act 1979.
- b. “*Corruption Risks in NSW Development Approval Processes*”, Commission Against Corruption (ICAC)’s Position Paper, September 2007.
- c. SEPP (Infrastructure) 2007.
- d. Local Government Act 1993.

### **Appendices:**

Nil

### **Authorisation:**

<b>Status</b>	<b>Committee</b>	N/A	
	<b>Manex</b>	N/A	
<b>Owner</b>	<b>Director of Corpoater, Community &amp; Development Services</b>		
<b>EDRMS Doc. ID</b>	336873		
<b>Superceded Policy</b>			
<b>Date of Adoption/ Amendment</b>	<b>Revision Number</b>	<b>Minute Number</b>	<b>Review Date</b>
16 March 2010	0		One year of election of new Council
9 January 2014			One year of election of a new Council

<b>Related Council Policy / Procedure</b>

## 9.12 Review Of Policy – Planning Agreement

*Our leadership*

*Setting a benchmark for community standards*

*Vision: A well run council acting as the voice of the community*

*DP18.1 Develop, implement and promote best practice governance policies and procedures*

**Author:** Manager Development Services

**Officer's Recommendation:**

**That Council adopt the *Planning Agreement as written.***

**Introduction**

On 2 February 2011, Council adopted the Planning Agreement Policy taking into consideration amendments to the *Environmental Planning and Assessment Act 1979*(EP&A Act) being to provide a new statutory basis for the use of voluntary planning agreements instead of the use of common law agreements when dealing with planning related issues.

The policy was adopted to ensure consistency, transparency, accountability and equity for Council, the development industry and the community.

The policy has been reviewed in accordance with Council's requirements taking into consideration the Council's IPR documentation, changes to any relevant legislation as well as reformatted into Council new template.

There are no proposed changes to the policy other than the new template formatting.

**Conclusion**

In consideration that the review only required minor formatting changes the policy should be adopted as written.

**Financial Implications**

Nil



## POLICY STATEMENT

# PLANNING AGREEMENT POLICY

**POLICY ADOPTED:** < **Date policy adopted by Council...**>

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### **Policy Objective:**

The objectives of this Policy are:

- (a) To establish a framework governing the use of Planning Agreements by Council;
- (b) To ensure that the framework so established is efficient, fair, transparent and accountable;
- (c) To enhance planning flexibility in Council's area through the use of Planning Agreements;
- (d) To enhance the range and extent of development contributions made by development towards Public facilities in Council's area;
- (e) To set out Council's specific policies on the use of Planning Agreements; and

Council's objectives with respect to the use of Planning Agreements include:

- (a) To provide an enhanced and more flexible development contributions system for Council, which achieves net Planning benefits from Development;
- (b) To supplement or replace, as appropriate, the application of Section 94 and Section 94A of the Act to Development;
- (c) To give all stakeholders in Development greater involvement in determining the type, standard and location of Public facilities and other Public benefits;
- (d) To allow the community, through the public participation process under the Act, to gain an understanding as to the redistribution of the costs and benefits of Development in order to realise community preferences for the provision of Public benefits;
- (e) To adopt innovative and flexible approaches to the provision of Public facilities in a manner that is consistent with relevant controls, policies and circumstances legally recognised as relevant under Section 79C of the Act;
- (f) To provide or upgrade Public facilities to appropriate levels that reflect and balance environmental standards (including, without limitation, the principles of ecologically sustainable development), community expectations and funding priorities;
- (g) To ensure that Developers make appropriate contributions towards the cost of the provision and management of Public facilities within Council's area;
- (h) To provide certainty for the community, Developers and Council in respect to Public facilities and development outcomes; and

## **Policy Statement:**

This Policy sets out Bland Shire Council's policy, principles relating to the use of Planning Agreements under the *Environmental Planning and Assessment Act 1979*.

This Policy was adopted by resolution of Council on 2 February 2011 and became effective on 2 February 2011

Council's use of Planning Agreements will be governed by the following principles:

- (a) Planning decisions may not be bought or sold through Planning Agreements;
- (b) Development that is unacceptable on planning grounds (including, without limitation, environmental, sustainability or financial grounds) will not be permitted because of Planning benefits offered by Developers that do not make the Development acceptable in planning terms;
- (c) Council will not allow Planning Agreements to improperly fetter the exercise of its functions under the Act, Regulation or any other Act or Law.
- (d) Council will not use Planning Agreements for any purpose other than a proper planning purpose.
- (e) Council will not allow the interests of individuals or interest groups to outweigh the public interest when considering a proposed Planning Agreement;
- (f) Council will not improperly rely on its statutory position, or otherwise act improperly, in order to extract unreasonable Public benefits from Developers under Planning Agreements, and will ensure that all Parties involved in the Planning Agreement process are dealt with fairly; and
- (g) If Council has a commercial stake in Development the subject of a Planning Agreement, it will take appropriate steps to ensure that it avoids a conflict of interest between its role as a planning authority and its interest in the Development.

## **Definitions:**

**Act** means the Environmental Planning and Assessment Act 1979.

**Contributions Plan** means a contributions plan approved under Section 94EA of the Act for the purpose of requiring contributions under Section 94 or 94A of the Act.

**Council** means Bland Shire Council.

**Developer, Developers** has the same meaning given in Section 93F(1) of the Act.

**Development** has the same meaning given in Section 4 of Part 1 of the Act.

**Development Contribution** means the kind of provision made by a developer under a Planning Agreement, being a monetary contribution, the dedication of land free of cost or the provision of a material Public benefit.

**Instrument change** means a change to an environmental planning instrument to enable a development application to be made to carry out development the subject of a Planning Agreement.

**Net public benefit** is a benefit that exceeds the benefit derived from measures that would address the impacts of particular development on surrounding land or the wider community.

**Parties** mean Council and a Developer or Developers.

**Planning Agreement** means a voluntary agreement or other arrangement between Council and a Developer authorised by Subdivision 2 of Division 6 of Part 4 of the Act and includes an agreement to amend or revoke a Planning Agreement.

**Planning benefit** means a Development Contribution that confers a Net public benefit.

**Public** includes a section of the public.

**Public benefit** is the benefit enjoyed by the public as a consequence of a development contribution.

**Public facilities** mean public infrastructure, facilities, amenities and services.

**Public purpose** means any purpose that benefits the public, including but not limited to a purpose specified in Section 93F (2) of the Act.

**Regulation** means the Environmental Planning and Assessment Regulation 2000.

**Surplus value** means the value of the Developer's provision under a Planning Agreement less the sum of the value of public works required to be carried out by the Developer under a condition imposed under Section 80A (1) of the Act and the value of development contributions that are or could have been required to be made under Section 94 or Section 94A of the Act in respect of the development the subject of the agreement.

**Responsibilities:**

This Policy is not legally binding. However, it is intended that Council and all persons dealing with Council in relation to Planning Agreements will follow this Policy to the fullest extent possible.

**Recommended Practices:**

*Circumstances in which Council will consider Negotiating a Planning Agreement*

Council, in its complete discretion, may negotiate a Planning Agreement with a Developer in connection with any application by the Developer for an Instrument change or for development consent relating to any Development of land in Council's area.

*Specific Purposes of Planning Agreements*

Council may consider negotiating a Planning Agreement with a Developer to:

- (a) Compensate for the loss of, or damage to, a public amenity, service, resource or asset caused by the Development through its replacement, substitution, repair or regeneration;
- (b) Meet the demands created by the Development for new Public facilities;
- (c) Achieve the provision of affordable housing;
- (d) Address a deficiency in the existing provision of Public facilities in Council's area;
- (e) Achieve recurrent funding in respect of Public facilities;

- (f) Prescribe inclusions in the Development that meet specific planning objectives of Council;
- (g) Monitor the implementation of Development;
- (h) Secure Planning benefits for the public; and
- (i) Allow the payment of monetary contributions at various stages of Development which may differ to that specified in an adopted Contributions Plan, pending careful consideration of Public facility delivery and associated financial implications.

Acceptability Test to be Applied to All Planning Agreements

Council will apply the following test in order to assess the acceptability of a proposed Planning Agreement:

- (a) Is the proposed Planning Agreement directed towards a proper or legitimate planning purpose having regard to its statutory planning controls and other adopted planning policies and strategies and the circumstances of the case?
- (b) Does the proposed Planning Agreement provide for a reasonable means of achieving the relevant purpose and outcomes and securing the benefits?
- (c) Can the proposed Planning Agreement be taken into consideration in the assessment of the relevant Instrument change or application for Development?
- (d) Will the proposed Planning Agreement produce outcomes that meet the general values and expectations of the public and protect the overall public interest against planning harm?
- (e) Does the proposed Planning Agreement promote Council's objectives in relation to the use of Planning Agreements as set out in this Policy?
- (f) Does the proposed Planning Agreement conform to the principles governing Council's use of Planning Agreements as set out in this Policy?
- (g) Are there any relevant circumstances that may operate to preclude Council from entering into the proposed Planning Agreement?

Consideration of Planning Agreements in relation to Instrument Changes and Applications for Development

When exercising its functions under the Act in relation to an application by a Developer for an Instrument change or a development consent to which a proposed Planning Agreement relates, Council will consider to the fullest extent permitted by law:

- (a) Whether the proposed Planning Agreement is relevant to the application and hence may be considered in connection with the application; and
- (b) If so, the proper planning weight to be given to the proposed Planning Agreement.

### Application of Section 94 and Section 94A to Development to which a Planning Agreement Relates

A Planning Agreement may wholly or partly exclude the application of Section 94 or Section 94A of the Act to Development to which the agreement relates. This is a matter for negotiation between Council and a Developer having regard to the particular circumstances of the case, including, but not limited to, negotiation and agreement relating to works in kind.

Where the application of Section 94 or Section 94A of the Act to Development is not excluded by a Planning Agreement and where there are no works in kind involved, Council will generally not agree to a provision allowing benefits under the agreement to be taken into consideration in determining Development Contributions under Section 94 or Section 94A of the Act.

### Form of Development Contributions under a Planning Agreement

The form of a Development Contribution to be made under a proposed Planning Agreement will be determined by the particulars of the Instrument change or application for Development to which the proposed Planning Agreement relates. Without limitation, Development Contributions by a Developer under a proposed Planning Agreement may include:

- (a) The dedication of land to Council or another relevant Public authority;
- (b) The provision of particular Public facilities;
- (c) The making of a monetary contribution towards the cost of the provision of Public facilities; or
- (d) The provision of, or payment towards, recurrent services in respect of Public facilities.

### Recurrent Charges

Council may request Developers, through a Planning Agreement, to make Development Contributions towards the recurrent costs of Public facilities. Where the Public facility primarily serves the Development to which the Planning Agreement relates or neighbouring Development, the arrangement for recurrent funding may be in perpetuity.

However, where the Public facility or Public benefit is intended to serve the wider community, the Planning Agreement will only require the Developer to make contributions towards the recurrent costs of the Public facility until a public revenue stream is established to support the ongoing costs of the facility.

### Pooling of Monetary Contributions

Where a proposed Planning Agreement provides for a monetary contribution by the Developer, Council may seek to include a provision permitting money paid under the agreement to be pooled with money paid under other Planning Agreements or Contributions Plans and applied progressively for the different purposes under those agreements or plans, subject to the specific requirements of the relevant agreements or plans. Pooling may be appropriate to allow Public facilities that provide Public benefit, to be provided in a fair and equitable way.

### Methodology for Valuing Public Benefits under a Planning Agreement

Unless otherwise agreed in a particular case, where the benefit under a Planning Agreement is the provision of land for a Public purpose, the value of the benefit will be determined by an independent valuer with at least 10 years experience in valuing land in New South Wales (and who is acceptable to Council and the Developer), on the basis of a scope of work which is prepared by Council, in consultation with the Developer. All costs of the independent valuer in carrying out such a valuation will be borne by the Developer.

Unless otherwise agreed in a particular case, where the benefit under a Planning Agreement is the carrying out of works for a Public purpose, the value of the benefit will be determined by an independent quantity surveyor with at least 10 years experience (and who is acceptable to Council and the Developer), on the basis of the estimated value of the completed works determined using the method that would be ordinarily adopted by a quantity surveyor. Council will prepare the scope of work for this independent quantity surveyor in consultation with the Developer. All costs of the independent quantity surveyor in carrying out this work will be borne by the Developer.

Where the benefit under a Planning Agreement is the provision of a material Public benefit, Council and the Developer will negotiate the manner in which the benefit is to be valued for the purposes of the agreement.

### Credits

Council will not allow the Surplus value under a Planning Agreement to be offset against Development Contributions required to be made by the Developer in respect of other Development outside of the area of the applicable Contributions Plan.

Unless otherwise agreed by the Parties in a particular case, The Surplus value will not be refunded to a Developer until the following criteria are met:

- (a) All of the Developer's land within the area serviced by a contributions plan covering that area has been developed and all relevant contributions have been offset against the Surplus value.
- (b) 75% of the areas benefiting from the Surplus value have contributed to the scheme.
- (c) Sufficient funds exist in the fund ensuring the refund will not impact on Council's ability to carry out works contained on its rolling works programme.

### Time when Developer's Obligations arise under a Planning Agreement

Council will generally require a Planning Agreement to provide that the Developer's obligations under the agreement take effect when the first development consent operates in respect of Development that is the subject of the agreement, and will operate progressively, in accordance with its terms, as the Development proceeds from the issue of the first Construction Certificate in respect of that Development until the grant of the final Occupation Certificate.

### Implementation Agreements

In appropriate cases, Council may require a Planning Agreement to provide that before the Development the subject of the agreement is commenced, the Parties are to enter into an implementation agreement that provides for matters such as:

- (a) The times at which and, if relevant, the period during which, the Developer is to make provision under the Planning Agreement;
- (b) The design, technical specification and standard of any work required by the Planning Agreement to be undertaken by the Developer;
- (c) The manner in which a work is to be handed over to Council;
- (d) The manner in which a material Public benefit is to be made available for its Public purpose in accordance with the Planning Agreement;
- (e) The management or maintenance of land or works following hand over to Council.

### Monitoring and Review of a Planning Agreement

Council will continuously monitor the performance of the Developer's obligations under a Planning Agreement. This may include Council requiring the Developer (at its cost) to report periodically to Council on its compliance with obligations under the Planning Agreement.

Council will require the Planning Agreement to contain a provision establishing a mechanism under which the Planning Agreement is periodically reviewed with the involvement of all Parties. This will include a review of the Developer's performance of the agreement.

Council will require the Planning Agreement to contain a provision requiring the Parties to use their best endeavours to agree on a modification to the agreement having regard to the outcomes of the review.

### Modification or Discharge of the Developer's Obligations under a Planning Agreement

Council will generally only agree to a provision in a Planning Agreement permitting the Developer's obligations under the agreement to be modified or discharged where the modification or discharge is linked to the following circumstances:

- (a) The Developer's obligations have been fully carried out in accordance with the agreement;
- (b) The Developer has assigned the Developer's interest under the agreement in accordance with its terms and the assignee has become bound to Council to perform the Developer's obligations under the agreement;
- (c) The development consent to which the agreement relates has lapsed;
- (d) There has been a material modification to the development consent to which the agreement relates;
- (e) Material changes have been made to the planning controls applying to the land to which the agreement applies;
- (f) The revocation or modification by the Minister for Planning of a development consent to which an agreement relates;
- (g) The performance of the Planning Agreement has been frustrated by an event beyond the control of the Parties; and
- (h) The Parties otherwise agree to the modification or discharge of the agreement.

Such a provision will require the modification or revocation of the Planning Agreement in accordance with the Act and Regulation.

### Assignment and Dealings by the Developer

Council will require every Planning Agreement to provide that the Developer may not assign its rights or obligations under the Planning Agreement nor have any dealing in relation to the land the subject of the agreement unless, in addition to any other requirements of the agreement:

- (a) Council has given its consent to the proposed assignment or dealing;
- (b) The Developer has, at no cost to Council, first procured the execution by the person with whom it is dealing of all necessary documents in favour of Council by which that

person agrees to be bound by the agreement as if they were a party to the original agreement; and

(c) The Developer is not in breach of the Planning Agreement.

#### Provision of Security under a Planning Agreement

Council generally will require a Planning Agreement to make provision for security by the Developer of the Developer's obligations under the Planning Agreement.

Unless otherwise agreed by the Parties in a particular case, the form of security required by Council will be cash or an irrevocable Bankers Guarantee approved by the Manager of Finance in favour of Council to the full value of the Developer's provision (together with projected CPI) under the Planning Agreement.

#### Preparation and Form of the Planning Agreement

Unless otherwise agreed by the Parties in a particular case, a Planning Agreement will be prepared by Council.

Council will generally require the Planning Agreement to be in or to the effect of the standard form Planning Agreement.

#### Council's Costs of Negotiating, Entering into, Monitoring and Enforcing a Planning Agreement

Council will generally require a Planning Agreement to make provision for payment by the Developer of Council's costs of and incidental to:

- (a) Negotiating, preparing, advertising and entering into the agreement.
- (b) Registration of the agreement on the title of any relevant land.
- (c) Enforcing the agreement.

The amount to be paid by the Developer will be determined by negotiation in each case. However as a general rule, Council considers that when the Planning Agreement relates to an application by the Developer for an Instrument change, or relates to an application for Development, in each case it is fair and reasonable that the Developer will pay the whole of Council's costs.

In particular cases, Council may require the Planning Agreement to make provision for a contribution by the Developer towards the ongoing administration of the agreement.

#### Notations on Certificates under Section 149(5) of the Act

Council will generally require a Planning Agreement to contain an acknowledgement by the Developer that Council may, in its absolute discretion, make a notation under Section 149(5) of the Act about a Planning Agreement on any certificate issued under Section 149(2) of the Act relating to the land the subject of the agreement or any other land.

#### Registration of Planning Agreements

The Planning Agreement is to contain a provision requiring the Developer to agree to registration of the agreement pursuant to Section 93H of the Act if the requirements of that section are satisfied.



### Dispute Resolution

Council will generally require a Planning Agreement to provide for mediation of disputes between the Parties, at their own cost, before the Parties may exercise any other legal rights in relation to the dispute. Unless the Parties agree otherwise, the Planning Agreement will provide that such mediation will be conducted pursuant to the Mediation Rules published by the Law Society of New South Wales current at the time the agreement is entered into.

### Hand Over of Works

Council will generally not accept the handover of a Public facility carried out under a Planning Agreement unless the Developer furnishes to Council a certificate to the effect that the work has been carried out and completed in accordance with the agreement and any applicable development consent (which certificate may, at Council's discretion, be a final Occupation Certificate, Compliance Certificate or a Subdivision Certificate) and, following the issue of such a certificate to Council, the work is also certified as complete by a Council Building Surveyor or Engineer.

Council will also require the agreement to provide for a defects liability period during which any defects must be rectified at the Developer's expense.

### Management of Land or Works after Hand Over

If a Planning Agreement provides for the Developer, at the Developer's cost, to manage or maintain land that has been dedicated to Council or Public facilities that have been handed over to Council, Council will generally require the Parties to enter into a separate implementation agreement in that regard.

The failure of the Parties to reach agreement in relation to management and maintenance of the land or facilities may be dealt with under the dispute resolution provisions of the Planning Agreement.

### Public Use of Privately Owned Facilities

If a Planning Agreement provides for the Developer to make a privately owned facility available for public use, Council will generally require the Parties to enter into a separate implementation agreement in that regard.

Such an agreement may, subject to Council's agreement, provide for payment to the Developer of a reasonable fee by a member of the public who desires to use the relevant facility.

### Planning Agreements Entered into by Other Planning Authorities

The Act authorises other planning authorities to enter into Planning Agreements with Developers. These authorities include the Minister for Planning, growth centres development corporations and other public authorities designated in the Regulation. In particular, an agreement may be applied to major infrastructure and other projects approved by the Minister under Part 3A of the Act.

Such Planning Agreements may relate to proposed Developments or instrument changes applying to or affecting Council's area and Council needs to ensure that:

- (a) Any costs or impacts of the proposed Development or Instrument change will be adequately addressed by the agreement;
- (b) Any opportunities or requirements to provide Public facilities under the agreement are properly pursued; and

- (c) Any proposed benefits under the agreement are appropriately provided in the best interests of the local community.

To this end, where another planning authority proposes to enter into a Planning Agreement that:

- (a) Relates to a Development or Instrument change on land within Council's area; or
- (b) Relates to a Development or Instrument change that is likely to have a cost or impact on Council's area; or
- (c) Proposes to provide, or in the opinion of Council should provide, Public facilities within Council's area.

Council will, pursuant to Section 93F (7) of the Act, seek to become an additional party to the agreement and receive a benefit under the agreement on behalf of the State.

**NOTE: THIS POLICY NEEDS TO BE READ INCONJUNCTION WITH THE PLANNING AGREEMENT PROCEDURE**

**References:**

Environmental Planning and Assessment Act 1979.  
 Environmental Planning and Assessment Regulations 2000

**Appendices:**

Nil

**Authorisation:**

<b>Status</b>	<b>Committee</b>	N/A	
	<b>Manex</b>	N/A	
<b>Owner</b>	<b>Director Corporate, Community &amp; Development Services</b>		
<b>EDRMS Doc. ID</b>	344928		
<b>Superseded Policy</b>			
<b>Date of Adoption/ Amendment</b>	<b>Revision Number</b>	<b>Minute Number</b>	<b>Review Date</b>
2 February 2011	0		2 February 2012
9 January 2014	1		

<b>Related Council Policy / Procedure</b>
<b>PLANNING AGREEMENT PROCEDURE</b>

## 9.13 Local Heritage Funding - 93–95 Main Street West Wyalong

*Our prosperity*

*Ensuring a vibrant and sustainable future*

*Vision: Growing our population and jobs*

*DP19.1 Work with business and property owners to rejuvenate their businesses and shop fronts and encourage the maintenance of buildings with character*

**Author:** Manager Development Services on behalf of Heritage Advisory Committee

### **Officer's Recommendation:**

**That Council endorse the recommendation of the Bland Heritage Advisory Committee and approve \$10,582.00 funding to K Dodds and M Keys for repairs and alteration to the existing awning, including the repair of the existing lead lighting at 93 – 95 Main Street, West Wyalong as detailed in the application.**

### **Background**

Application for heritage funding has been received from K Dodds & M Keys for proposed works to be undertaken to the existing awning and facade of the premise at 93 – 95 Main Street, West Wyalong

The aim of the Heritage Assistance funding is to encourage as much positive work on heritage items in the area as possible and to engender a greater interest and concern for conservation of all other heritage items within the Bland Shire.

The applicant provided quotation for each of the phase of work involved in the project. The quotes totalled \$21,165.00 being;

Repair and Alter existing Awning	\$16,270.00
Restore Lead lighting	\$4,895.00

The works involves shortening the width of the existing awning to ensure the facade of the awning is setback 600mm from the gutter, the replacement of the pressed tin lining on the underside of the awning, painting of the awning and the repair and restoration of the lead lighting panels above the western shop front.

The Heritage Advisory Committee believes that the proposed works will increase the appeal of the premises and the overall appeal of this section of the Main Street.

In consideration of the above the Heritage Advisory Committee reviewed the application and subsequently moved a motion requesting that an allocation of \$10,582.00 towards the project

**Conclusion**

To date, this is one of six applications received this year, totalling \$70,840.00.

It is hoped that by accepting the recommendation of the committee and approving funds above the funding guidelines it will encourage other building owners to follow suit.

**Financial Implications**

The allocated amount in the 2013/14 budget is \$30,000, with an additional \$70,000 being carried over from the 2012/2013 financial year. It is anticipated that this project will be completed by the end of 2014.

## 9.14 Strengthening Communities Grant – West Wyalong And District Country Education Fund

*Our people*

*Our greatest and most important asset*

*Vision: A strong, healthy, connected and cohesive community*

### *DP3.5 Implement and Review recommendations contained in Community Plan*

#### **Officer's Recommendation:**

**That Council withdraw its previous offer of \$1000 funding under the Community Groups Assistance Grant program and approve a Strengthening Communities grant application from the West Wyalong and District Country Education Fund for \$5000 to assist with providing scholarships to young people within the community to access post high school education, training and vocational opportunities.**

#### **Introduction**

In November 2013, Bland Shire Council approved a Community Groups Assistance Grant application from the West Wyalong and District Country Education Fund (WWCEF) for \$1000 to assist with providing scholarships to young people within the community to access post high school education, training and vocational opportunities.

After being advised of the successful application, the WWCEF (while grateful for Council's support) indicated that it had intended to request funding of \$5000. The organisation has since submitted a grant application through Council's Strengthening Communities Program for \$5000.

To allow Council to consider the fresh application in accordance with its Grant and Donations Policy, Council can allow the initial offer of funding to lapse. Pending the outcome of the new application, the WWCEF has deliberately not signed or returned the funding acceptance form within the required six weeks which effectively allows the offer to lapse and a fresh application to be considered.

The group states that the aims of the West Wyalong & District Country Education Fund are to -

- Ensure as many young people as possible from the Bland Shire are able to access post-high school, education, training and vocation opportunities;
- Build capacity and long term sustainability in our rural communities by investing in local youth and creating diversity of skills;
- Provide a non-academically based grant program to ensure support of a broad range of abilities and interests.

The grants from WWDCEF are not awarded on academic merit, but rather they support a broad range of initiatives.

#### **Conclusion**

The request from Country Education Foundation aligns with the objectives set out in Council's Community Strategic Plan. The provision of the funding will ensure the youth of the community are given opportunities to access further education. Council has supported the WWCEF with funding up to \$5000 in the past.

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MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF BLAND HELD IN THE COUNCIL CHAMBERS WEST WYALONG ON TUESDAY 18 MARCH 2014

.....  
MAYOR

**Financial Implications**

Council has \$16,500 available in its Strengthening Communities budget.

## 9.15 Strengthening Communities – Wyalong Motor Sports Club

*Our places*

*Where our sense of community shines*

*Vision: Providing great community facilities for everyone to enjoy*

### DP8.5 Assist community groups to provide activities to the wider community

**Author:** Community Relations Officer

#### **Officer's Recommendation:**

**That Council approve a Strengthening Communities grant of \$2500 for the Wyalong Motorsports Club to assist with the costs of running the 2014 Wyalong Cup.**

#### **Introduction**

The Wyalong Motorsports Club has applied for a Strengthening Communities grant to help meet the costs of holding the Wyalong Cup dirt track race meeting at Lone Pine Speedway on May 4, 2014.

The event is expected to attract more than 100 competitors and several hundred spectators including a large number of people from outside the Bland Shire. The club believes the event will boost local business, foster the development of local riders and build community spirit.

The club is seeking a \$2500 grant from Council to assist with the costs of running the event, which include provision of an ambulance (estimated \$3000), preparation of the track (\$3000), rider permits (\$1250) and printing and promotional expenses (\$500).

#### **Conclusion**

The Wyalong Cup will attract visitors to town, provide new opportunities for local competitors and provide a source of entertainment for the local community. The costs of running a motorsports event are considerably higher than most other sporting and community events due to the mandatory requirements set by the governing body (eg provision of an ambulance). The request meets the objectives set out in Council's Community Strategic Plan.

#### **Financial Implications**

Council has \$16,500 available in its Strengthening Communities grants program.

## 9.16 Children Services Policy Adoption – Child Safe Environment Policy

*Our people*

*Our greatest and most important asset*

*Vision: A strong, healthy, connected and cohesive community*

4. *Ensure services are accessible for all residents including the aged, people with a disability, young people and families*

**Author:** Director Corporate, Community and Development Services

**Officer's Recommendation:**

**That the Council adopts the *Child Safe Environment Policy* presented for the Children Services Unit.**

**Introduction**

As required by the NSW Department of Education and Communities and the Accreditation board, children services policies are required to be regularly updated. For this process to be completed, Council is required to adopt the policy.

The policy has been created to meet the new regulations and includes updated information based on the previous 'child protection policy' as well as new information as required to meet regulation. Due to extensive changes to the policy to meet regulations, it is considered a new policy.

**Conclusion**

By keeping policies up to date and reflecting the requirements within the Education and Care Services National Regulations 2011: 168 ensures Council services remain licensed and accredited.

**Financial Implications**

Nil



# CHILD SAFE ENVIRONMENT POLICY

**ADOPTION DATE:** < *Date policy adopted by Council...*>

---

### **Policy Objective:**

Our service is committed to providing an environment that fosters health, development, spirituality, self-respect and dignity, that is free from violence and exploitation. Under the *Children and Young Persons (Care and Protection) Act 1998*, children and young people must receive the care and protection necessary to ensure their safety, welfare and wellbeing.

All educators and volunteers of our service are Mandatory Reporters and are required to report to the Child Protection Helpline (**Phone: 133 627**) if they have reasonable grounds to suspect a child or young person is at risk of significant harm and have current concerns about the safety, welfare or wellbeing of a child or young person where the concerns arise during or from their work. We are committed to ensuring all educators and staff have a full understanding of their responsibilities as a Mandatory Reporter and are supported in fulfilling these.

### **Policy Statement:**

Our goal is to ensure that every reasonable precaution is taken to protect children being educated and cared for by the service from harm. Our service (educators, staff, management and volunteers) has a responsibility to defend children's right to care and protection to ensure their safety, welfare and wellbeing, and a responsibility to report any children at significant risk of harm.

### **Definitions:**

In this policy "staff" refers to staff employed by Bland Shire Council Children's Services and educators registered with the Bland/Temora Family Day Scheme.

### **Responsibilities:**

'**At risk of significant harm**' - in relation to a child or young person means that there are current concerns for their safety, welfare or wellbeing because of the presence to a **significant extent** of any one or more of the following circumstances<sup>1</sup>.

- The child's or young person's basic physical or psychological needs are not being met or at risk of not being met;
- The parents or other caregivers have not arranged and are unable or unwilling to arrange for the child or young person to receive medical care;
- In the case of a child or young person who is required to attend school in accordance with the *Education Act 1990* — the parents or other caregivers have not arranged and are unable or unwilling to arrange for the child or young person to receive and education in accordance with that Act;
- The child or young person has been, or is at risk of being, physically or sexually abused or ill-treated;
- The child or young person is living in a household where there have been incidents of domestic violence and, as a consequence, the child or young person is at risk of serious physical or psychological harm;
- A parent or other caregiver has behaved in such a way towards the child or young person that the child or young person has suffered or is at risk of suffering serious psychological harm; or

- The child was the subject of a pre-natal report under section 25 of the *Children and Young Persons Care and Protection Act 1998* and the birth mother of the child did not engage successfully with the support services to eliminate, or minimise to the lowest level reasonably practical, the risk factors that gave rise to the report.

**'Reasonable grounds'** - means that you suspect a child may be at risk of significant harm based on:

Your observations of the child, young person or family; or

- What the child, young person, parent or another person has told you. It does not mean that you are required to confirm your suspicions or have clear proof before making a report.

### **Recommended Practices:**

#### **The Approved Provider/Nominated Supervisor will:**

- Ensure that any adult working directly with children signs a *Prohibited Employment Declaration Form* and a *Consent to a Working with Children Check*, and ensure their clearance, prior to employment;
- Ensure every adult working with children is made aware of *The Children and Young Persons (Care and Protection) Act 1998* and *Keep Them Safe: A shared approach to child wellbeing* and of their obligations under this law and action plan (*Education and Care Services National Regulation, Regulation 84, National Quality Standards QA 2*);
- Orientate every working adult to this child protection policy, *Keep Them Safe* protocols and Mandatory Reporter responsibilities and ensuring their regular review of these;

#### **Educators and staff will:**

- Develop trusting and secure relationships with all children at the service;
- Make reports of current concerns for any child at risk of significant harm to the *Child Protection Helpline* for Mandatory Reporters; and
- Make appropriate responses to all disclosures of abuse and any allegation of abuse against staff members of the service.

### **Documentation of current concerns**

#### **The Approved Provider/Nominated Supervisor will:**

- Support staff through the process of documenting and reporting current concerns of children at risk of significant harm; and
- Provide all staff and educators with clear guidelines around documentation and a template to support this.

#### **Educators and staff will:**

Make a record of the indicators observed that have led to the belief that there is a current risk of harm to a child or young person. Information on indicators of risk of harm are outlined in the *NSW Mandatory Reporters Guide* which is accessible at [www.keepthemsafe.nsw.gov.au/reporting\\_concerns/mandatory\\_reporter\\_guide](http://www.keepthemsafe.nsw.gov.au/reporting_concerns/mandatory_reporter_guide);

- Discuss any concerns with the Nominated Supervisor of the service.
- Advise the Nominated Supervisor of their intention to make a report to the **Child Protection Helpline (133 627)**;
- Advise the Nominated Supervisor when a report has been made to the Child Protection Helpline.

### **Mandatory reporting**

#### **The Approved Provider/Nominated Supervisor will:**

- Provide all staff and educators working directly with children with a copy of this *Child Protection Policy* and a copy of the *Mandatory Reporters Guide* to assist them in their reporting;
- Provide all staff and educators working directly with children with access to the *Child Wellbeing and Child Protection NSW Interagency Guidelines*; and
- Display the **Child Protection Helpline number (133 627)** on all phone and lists of emergency contact number in the interests of timely reporting.

#### **Educators and Staff will:**

1. In an emergency, where there are urgent concerns for a child's health or life, it is important to contact the police, using the emergency line **'000'**;
2. Using the *Mandatory Reporter Guide*, answer the questions relating to concerns about a child or young person. At the end of the process, a decision report will guide as to what action to take. The Nominated Supervisor is available if staff require assistance to use this online tool;
3. If the Mandatory Reporter Guide determines that there are grounds to suspect a risk of significant harm to a child or young person, the staff member or educator will phone the **Family and Community Services Helpline on 133 627**. Reports can also be made using the Reporting Fax form, available from Family and Community Services website;
4. Mandatory reporters should note that the legislation requires that they continue to respond to the needs of the child or young person (within the terms of their work role) even after a report to the **Child Protection Helpline** has been made;
5. If the *Mandatory Reporter Guide* determines that an educator or staff member's concerns do not meet the risk of significant harm threshold they do not need to make a report to the **Family and Community Services Helpline**, however, they should discuss the matter with the Nominated Supervisor to determine whether the child or family would benefit from the assistance of another agency;
6. The staff member or educator should monitor the situation and if they believe there is additional information that could be taken into account, please repeat steps **1 to 5** as required.

**A Support Line for Mandatory Reporters is available 8am to 5pm Monday to Friday on 1800 772 479.**

#### **Disclosures of abuse**

##### **Educators and staff will:**

- React calmly to child making the disclosure;
- Listen attentively and later write down the child's **exact words**;
  - Provide comfort and care to the child.
  - Follow the steps for reporting as per the Mandatory Reporters Guide.
- Reassure the child or young person that:
  - It is not their fault;
  - It was right to tell;
  - It is not OK for adults to harm children - no matter what;
  - Explain what will happen now - that it is part of your job to tell people who can help the child or young person.

##### **Educators and staff will not:**

- prompt the child for further details or ask leading questions which would make the child feel uncomfortable or has the potential to jeopardise any future legal proceedings that may arise as a result of any investigation.

#### **Allegations of abuse against staff, educators, volunteers or students**

### **The Approved Provider/Nominated Supervisor will:**

- Develop and maintain a system of appropriate record keeping for all allegations to ensure detailed documentation is made and stored as required;
- Take all allegations of abuse seriously and clarify what is being alleged with the person who is making the allegation;
- Assess whether or not a child or young person is 'at risk of significant harm' and, if so, make a report to the **Child Protection Helpline**;
- Determine whether or not the allegation is a reportable allegation, a reportable conviction, or reportable conduct. For determination, reference will be made to: [www.ombo.nsw.gov.au/publication/PDF/guidelines/Child%20Protection%20in%20the%20workplace.pdf](http://www.ombo.nsw.gov.au/publication/PDF/guidelines/Child%20Protection%20in%20the%20workplace.pdf);
- Report reportable allegations and reportable convictions to the Ombudsman within **30 days of receipt**;
- Consider whether or not the police need to be informed of the allegation and if so, make a report;
- If a report is made to the police, complete a *SI01 Notification Of Serious Incident Form* and submit to Department of Education and Communities within 24 hours of the incident;
- If a report has not been made to the police, complete a *NL01 Notification of Complaints and Incidents (other than serious incidents) Form* and submit to the Department of Education and Communities within **7 days of the incident**;
- Ensure confidentiality is maintained at all times and that systems are in place to deal with any breaches of confidentiality;
- Undertake a risk management approach following an allegation to ensure the protection and safety of children, staff and visitors to the service. Based on this risk assessment, decisions will be made in order to manage the risks that have been identified;
- Develop an investigation plan of the matter. Obtain relevant information from a range of sources. This may include a statement from the person who made the allegation; statements from witnesses and a statement from the person against whom the allegation has been made and any other relevant documentation;

If the allegation is being investigated by Family and Community Services or the Police, the service will be guided by their advice as to whether they should independently investigate the allegation;

If the investigation is carried out by the service, the information that has been gathered will be assessed and a finding made as to whether the allegation is false, vexatious, misconceived, not reportable conduct, not sustained or sustained. The reasons for the finding will be clearly recorded to ensure that the decision-making has been transparent;

The educator, volunteer or student will be advised of the outcome of the investigation in writing. Advice will be provided about the investigation finding and any follow up action that may be required. Advice will also be provided about any rights of appeal and the person will be advised that the NSW Ombudsman has been notified and the Commission of Children and Young Persons also notified of the relevant employment proceeding (if relevant);

**Part B** of the *Ombudsman Notification form* will be completed and sent to the Child Protection Division, NSW Ombudsman with all supporting documentation gathered during the investigation;

Family and Community Services will also be informed of the outcome of the investigation.

### **Informing the Educator, Volunteer/Student**

### **The Approved Provider/Nominated Supervisor will:**

- Treat the staff member/educator/volunteer/student with fairness at all times and uphold their employee rights at all times;

- Depending on the nature of the allegation, arrange to inform the person immediately (though be guided by the advice of FaCS or the police);
- Arrange for the person against whom an allegation has been made, to have a support person attend the meeting. This support person must not participate in the discussions throughout the meeting;
- Make accurate documentation of all conversations, and ensure all records are kept confidentially;
- Offer counseling or support to the person subject to the allegation;
- Depending on the nature of the allegation made, the person subject to the allegation may be suspended pending further investigation;
- After all investigations are completed, provide the educator/carer/volunteer with verbal and written notification of the outcome of the investigation.

### **Rights of all parties**

The decision making process throughout the investigation will be based on the safety and well being of the child/ren and the staff/carers/carer's household members;

Consideration will be taken in relation to actual or potential 'conflicts of interest' that may be held by the investigator

All reportable allegations will be notified to the Ombudsman. The person, against whom the allegation has been made, will be notified of this and will also be notified of the investigation find and follow up action, including the notification to the Commission of Children and Young Persons, if relevant;

The person, against whom the allegation has been made, will be notified of any appeal mechanisms if they are not satisfied with the investigation process or the outcome of the investigation;

The Licensee, Authorised Supervisor, or other nominated person who conducts the investigation, will ensure that they act without bias, without delay and without conflict of interest; and

All parties can complain to the Ombudsman if they are not satisfied with the conduct of the investigation;

Further information on the Ombudsman can be obtained by:

*Phoning: 02 9286 1000 or toll-free (outside Sydney metro) 1800 451 524*

*Emailing: [nswonbo@ombo.nsw.gov.au](mailto:nswonbo@ombo.nsw.gov.au)*

*Web: [www.ombo.nsw.gov.au](http://www.ombo.nsw.gov.au)*

### **Confidentiality**

The service will handle any allegation of child abuse in a **confidential manner**.

### **References:**

#### **Relevant Legislation:**

Children and Young Persons (Care and Protection) Act 1998

Commission for Children and Young People Act 1998

Ombudsman Act 1974

Education and Care Services National Law Act 2010

Council of Social Service of New South Wales 2010, Keep Them Safe: [www.ncoss.org.au](http://www.ncoss.org.au)

NSW Government, Department of Human Services, Community Services, Resources for Mandatory Reporters, accessed from:

[www.community.nsw.gov.au/preventing\\_child\\_abuse\\_and\\_neglect/resources\\_for\\_mandatory\\_reporters.html](http://www.community.nsw.gov.au/preventing_child_abuse_and_neglect/resources_for_mandatory_reporters.html)

NSW Government, Department of Premier and Cabinet, Child Wellbeing & Child Protection: NSW Interagency Guidelines, accessed from: [www.keepthemsafe.nsw.gov.au](http://www.keepthemsafe.nsw.gov.au)

NSW Government, 2009, Department of Premier and Cabinet, Child Wellbeing & Child Protection: NSW Interagency Guidelines: Mandatory Reporter Guide, accessed from: [www.sdm.community.nsw.gov.au/mrg/app/summary.page](http://www.sdm.community.nsw.gov.au/mrg/app/summary.page)

Community Child Care Co-Operative – Sample Policy – Child Protection – accessed 23 May 2012 from [www.ccccnsw.org.au](http://www.ccccnsw.org.au)

**Authorisation:**

<b>Status</b>	<b>Committee</b>	N/A		
	<b>Manex</b>	N/A		
<b>Owner</b>	Director of Corporate, Community and Development Services			
<b>EDRMS Doc. ID</b>				
<b>Superseded Policy</b>	Child Protection			
<b>Date of Adoption/ Amendment</b>	<b>Revision Number</b>	<b>Minute Number</b>	<b>Previous Policy Number</b>	

<b>Related Council Policy/Procedure</b>

## SECTION 3 – ASSET & ENGINEERING SERVICES

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### 9.17 Compulsory Acquisition Of Crown Land For The Sewage Treatment Works And Landfill At Barmedman

*Our infrastructure*      *Reviewing, renewing & improving our core community assets*

*Vision: Maintaining and improving the Shire's assets and infrastructure in a changing climate*

11. Ensure that public places and facilities are well maintained and easily accessible to foster community pride in their infrastructure

**Author:**            Director Assets and Engineering Services

#### **Officer's Recommendation:**

**That Bland Shire Council proceed with the compulsory acquisition of Lots 117 and 228 DP 750607 and Lot 7015 DP 94598 (as shown in the diagram attached), in accordance with the conditions contained within the letter from Crown Lands dated 17 December, 2013, plus any other conditions that may need to be complied with during the processing of the acquisition.**

#### **Background**

Bland Shire Council is in receipt of a letter from NSW Trade and Investment – Crown Lands regarding the compulsory acquisition of crown land for the sewage treatment works and landfill at Barmedman (copy of letter attached). The letter states that the Minister, on the 21 March, 2013, refused the Aboriginal Land Claims 24266 and 24528 lodged by the NSW Aboriginal Land Council over these lands. The letter continues by stating that the Department now consents for Council to proceed with the compulsory acquisition of the lands under the provision of the Land Acquisition (Just Terms Compensation) Act 1991 subject to a number of conditions. This approval lasts for twelve months from the date of the letter; therefore it is current until 17 December, 2014.

Since the land being discussed is currently being used by Bland Shire Council for its Barmedman Landfill and Sewage Treatment Works, Bland Shire Council has no real alternative but to proceed with the compulsory acquisition within the time frame given. Council officers have already organised experienced individuals in this field to do the process for the Council, but a Council resolution is needed for it to proceed.

#### **Conclusion**

That Bland Shire Council proceed with the compulsory acquisition of Lots 117 and 228 DP 750607 and Lot 7015 DP 94598 (as shown in the diagram attached), in accordance with the conditions contained within the letter from Crown Lands dated 17 December, 2013, plus any other conditions that may need to be complied with during the processing of the acquisition.

**Financial Implications**

All processing costs will be covered by existing budgets. The compensation amount is unknown at this stage, but it is also considered that this amount would be covered by existing budgets.





Our Ref: 10/00140 (Acc# 512322)  
Your Ref:  
Date: 17/12/2013

Bland Shire Council  
PO Box 21  
West Wyalong NSW 2671

**Attention: Wayne Broad**

**Proposed Compulsory Acquisition of Crown Land  
for Sewage Treatment Works and Landfill at Barmedman**

---

I refer to your letter dated 1<sup>st</sup> July 2010 regarding the proposed compulsory acquisition of Lots 117 & 228 DP 750607 & Lot 7015 DP 94598 as shown by pink on the attached diagram.

Aboriginal Land Claims 24266 & 24528 lodged by the New South Wales Aboriginal Land Council were refused by the Minister dated 21/03/2013.

This land comprises Reserve 83525 for Sewerage, Reserve 35634 from Sale or Lease Generally & Reserve 83526 for Rubbish Depot.

The Department consents to the above acquisition proceeding under the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 (LAJTCA) subject to:-

- Consent to acquire is valid for a period of 12 months from the date of this letter and as such the *Notice of Acquisition* must appear in the *Government Gazette* within this period;
- Should the land not be acquired within 12 months from the date of this letter, Council will need to reapply for consent and additional administration fees may apply;
- Until such time as the land has been acquired entry upon or use of the Crown land for any purpose will require the written consent of Crown Lands;
- The amount of compensation payable is to be assessed in accordance with Section 55 LAJTCA and determined by the Valuer General to comply with Treasurer's Direction TD92/2;
- Your instruction to the Valuer General must request the Valuer General to assess, determine and provide separate compensation amounts, for each of the items (a) to (f) prescribed in Section 55 LAJTCA;

- Acquisition is to be completed in accordance with the Native Title Act 1993 and as such you will make your own enquiries to ensure compliance with the respective requirements;

If you agree, and have satisfied the above matters, acquisition may proceed under the provisions of Section 29(4) LAJTCA.

This letter is to be treated as a formal claim for compensation by the State of NSW under Section 39 of the LAJTCA.

Following gazettal of acquisition please forward a copy of the gazette notice of acquisition, copy of the compensation advice as determined by the Valuer General and your cheque for the compensation amount. Tax invoice will then issue for the compensation payment plus any statutory interest that may be payable under Section 49 of the LAJTCA.

**Interest for late payments of Compensation:**

**Interest will be calculated from the date of gazettal to the payment date as prescribed under Section 49 of the LAJTCA. The rates of interest are those applicable from time to time as described under Section 50 of the LAJTCA.**

Regards,



Shaun Presland  
Commercial Officer 3/4  
Regional and Strategic Projects  
Crown Lands, NSW Trade & Investment


**Proposed Acquisition**  
**Bland Shire Council**

Locality: Barmedman  
Parish: Mandamah  
County: Bland  
LGA: Bland  
Lands Office: Griffith


**Legend**

 Proposed Acquisition Area.


0 95 190  
Meters



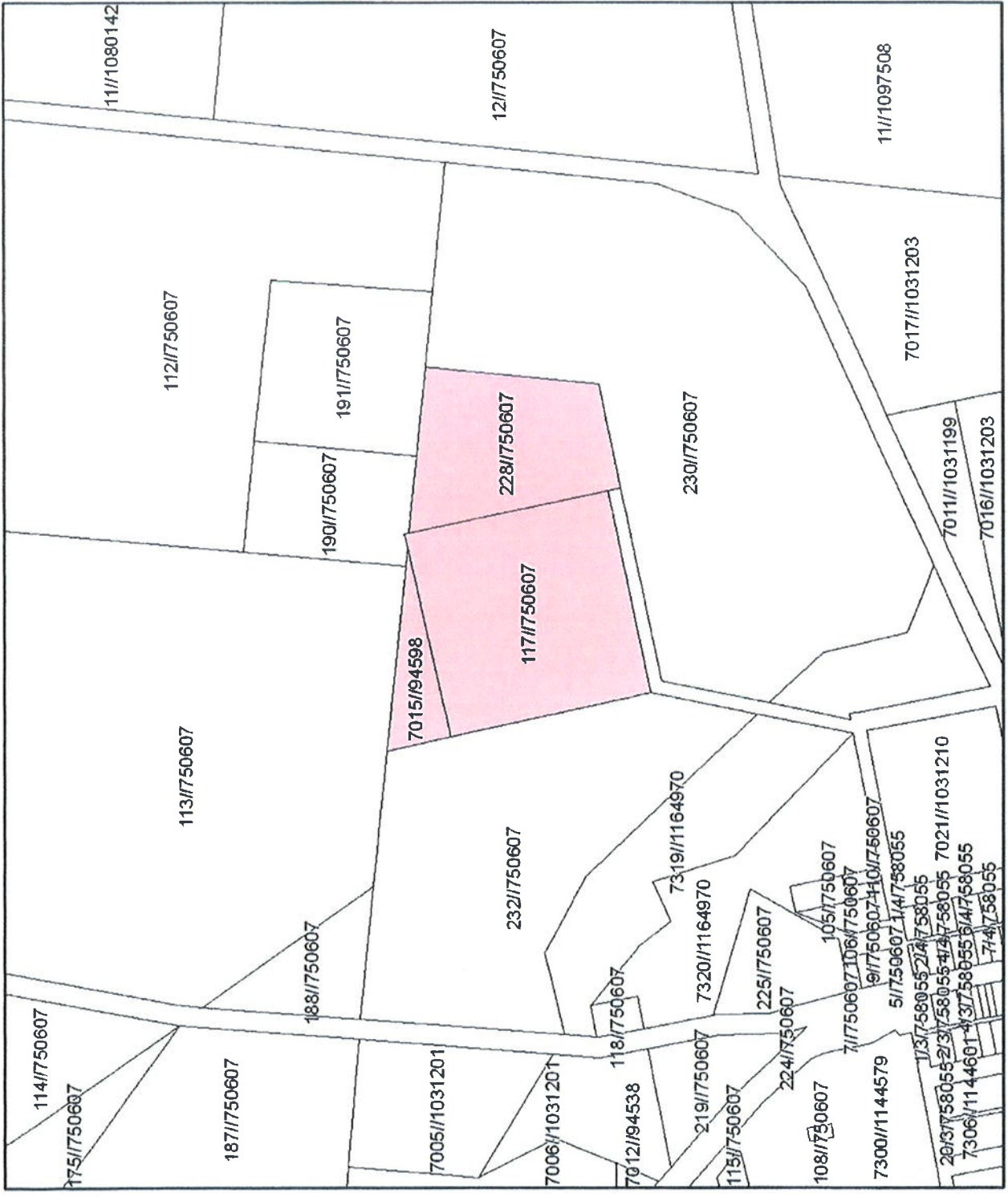
N



Prepared By: Shaun Presland  
Trade & Investment  
Crown Lands



NSW  
GOVERNMENT

The information contained in this map has been prepared by good and competent surveyors and is true and correct to the best of their knowledge and belief. It is not to be used for legal purposes.

## 9.18 Harvest Truck Warning Signs Policy

*Our infrastructure*

*Reviewing, renewing & improving our core community assets*

*Vision: Maintaining and improving the Shire's assets and infrastructure in a changing climate*

11. Ensure that public places and facilities are well maintained and easily accessible to foster community pride in their infrastructure

**Author:** Director Assets and Engineering Services

**Officer's Recommendation:**

**That the Harvest Truck Warning Signs policy be adopted.**

**Background**

During the last harvest Bland Shire Council received representations regarding warning signs for trucks turning off local roads into grain accumulation areas. The matter was discussed with some of the grain handlers and they were supportive of placing signs but wanted exact guidelines on what signs and where they were to be placed.

The Harvest Truck warning policy has been developed in order to further Council's discussion with the grain handlers on the issue. The draft policy is attached to this report.

**Conclusion**

The Harvest Truck Warning Signs policy be adopted.

**Financial Implications**

None

# BLAND SHIRE COUNCIL POLICY STATEMENT

<b>POLICY:</b>	<b>HARVEST TRUCK WARNING SIGNS</b>
<b>POLICY NO:</b>	
<b>DATE ADOPTED:</b>	
<b>RESOLUTION NO:</b>	
<b>DATE AMENDED:</b>	
<b>RESOLUTION NO:</b>	
<b>REVIEW DATE:</b>	

## Statement of Commitment

Bland Shire Council recognises that the agriculture industry is an essential part of our Shires economy and our community. During harvest periods and again when grain is on sold there is generally a significant increase of large vehicles that use our road network associated with the farming industry. The increased period of demand on our network is not pre determined and may occur with only industry knowledge. This policy recognises the potential hazards associated with the increase of heavy vehicles on our Local Roads during harvest periods and the importance of keeping our road users and community safe.

## Aims and Objectives

### Aims

To provide a consistent and structured approach to warning road users of increased movements of heavy vehicles on our road network during the harvest periods by:

- Providing the farming industry with guidelines developed for the control of traffic movement during the harvest period
- Providing a design template for the standardisation of signs to be used that comply with the relevant Australian Standards and meet the appropriate RMS / AS guidelines
- Providing guidelines for the responsibility, installation and decommissioning of warning signs used for traffic control during the harvest period

### Objectives

Warning signs may be used when it is deemed necessary to warn traffic of existing or potentially hazardous conditions on or adjacent to a roadway during harvest periods. The use of such signs has been developed using the industry standards for the control of traffic in NSW.

### Overview

Warning signs require caution on the part of the vehicle operator and may call for a reduction in speed or a manoeuvre in the interest of safety for the motorist or pedestrian. The use of warning signs should be kept to a minimum. Overuse of warning signs, especially for conditions which are apparent, tends to breed disrespect for signs in general, and they lose their effectiveness.

Warning signs often have an initial positive effect but soon lose the attention of regular passers-by. Generally, at speeds under 60 km/hr motorists using due care can respond to hazards or conditions presented in the roadway without the need for warning signs.

## **Applications**

Council as the relevant roads authority can only approve proposals on regional and local roads. State and Federal Roads will require the approval of the Roads and Maritime Services. Applications must be made on the standard application form together with other supporting information required by the "Temporary use of Harvest Truck Warning Signs" guidelines.

Where Council is the Roads Authority the applicant will be notified in writing within a target timeframe of 14 days advising whether:

- The application has been approved
- The application has been rejected
- The application must be referred to the Local Traffic Committee for consideration
- Additional information is required

Details in relation to how to make applications are provided in the guidelines.

Council shall keep and maintain a Register for all sign applications submitted to Council under this Policy. Details in relation to costs, permit period, sign and site specifications is provided in the guidelines.

## **Related Documents**

- Application/Approval Form "Temporary use of Harvest Truck Warning Signs"

## **References**

- RTA Traffic Control and Worksites
- Australian Standards AS 1742.2 (Devices) Clause 4.11.2.5
- Australian Standards AS 1742.3 (Traffic Control Devices) Clause 3.16.2
- Australian Standards AS 1743
- Austroads Part 8- Traffic Control Devices.

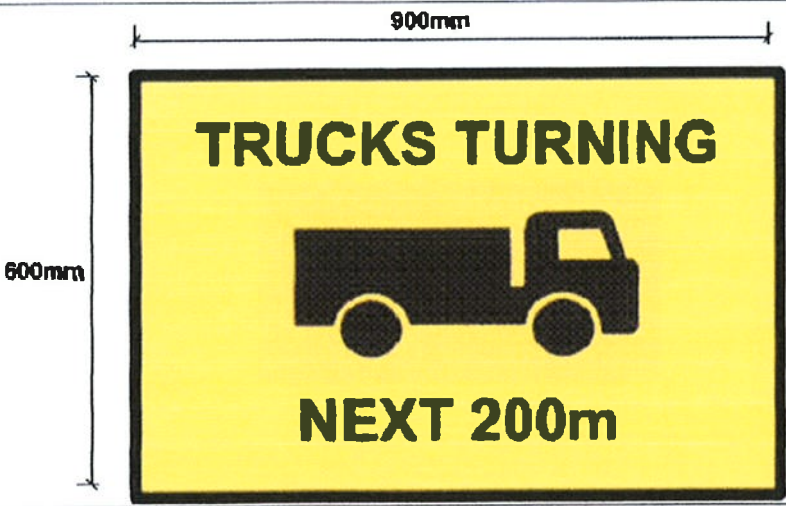
## **Review**

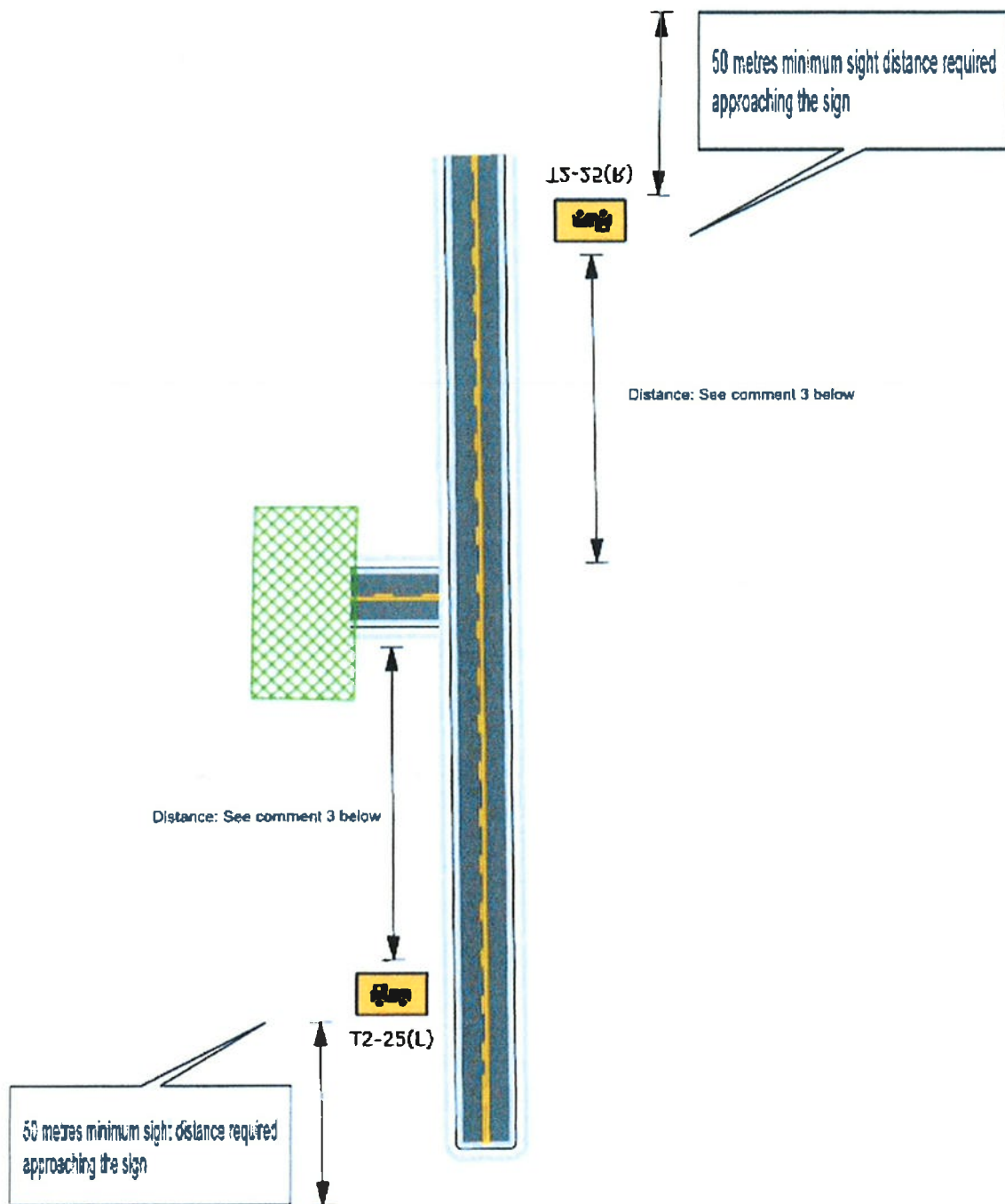
The Policy will be reviewed by Council within 2 years from date of adoption with the Guidelines "Temporary use of Harvest Truck Warning Signs" amendments as required by the Director of Asset and Engineering Services.

## Trucks (Crossing or entering) (Symbolic)

<b>Sign No:</b>	T2-25
<b>Descriptions</b>	Trucks (Crossing or entering) (Symbolic)
<b>Standard sign?</b>	Yes
<b>Delegated to council for authorisation</b>	Not Required
<b>Legislative Reference</b>	NA
<b>Primary Technical Reference</b>	<a href="#">RTA Traffic Control at Worksites</a>
<b>Additional Primary Technical References</b>	AS 1742.2 (Devices) Clause 4.11.2.5
<b>Situation Diagram</b>	AS 1742.3 (Traffic Control Devices) Clause 3.16.2

## Sign Design

<b>Sign Graphic</b>	
<b>Size</b>	A
<b>Width</b>	900
<b>Height</b>	600
<b>RTA Cat No.</b>	-
<b>Symbols/Legend</b>	Black
<b>Background</b>	Cl 1 Yellow
<b>Edge</b>	Black
<b>Border</b>	-
<b>Notes:</b>	For details please refer to AS 1743.



**Date :** 5/11/2010 **Project :** Harvest Trucks

**Comments :**

1. Plan must be Authorised by Bland Shire Council before use Ph: 69722266
2. Signs to be installed and decommissioned according to RTA Traffic Control at worksites guidelines.
3. Signs to be set-out the following approach distances from Truck turning area
  - 100kph Zone= 200m
  - 80kph Zone= 160m
  - 60kph Zone= 120m
4. Sight Distance approaching the sign will be a minimum of 50m and vegetation obscuring the sign must be cleared





# BLAND SHIRE COUNCIL

## Application to Install Temporary Harvest Trucks Warning Signage

### 1 TYPE OF APPLICATION

I/We hereby apply for permission to:

Use temporary "Harvest Trucks" warning signage (T2-25) on a Local or Regional Road to which Council are the Local Roads authority

### 2 APPLICANT

Company (if applicable)

[Empty box for Company Name]					
Contact person	<input type="checkbox"/> MR	<input type="checkbox"/> MRS	<input type="checkbox"/> MS	<input type="checkbox"/> DR	<input type="checkbox"/> OTHER _____
First Name	[Empty box]		Surname	[Empty box]	
Number/Property Name	[Empty box]		Street/Road	[Empty box]	
Town	[Empty box]		State	[Empty box]	
	[Empty box]		Postcode	[Empty box]	
Telephone	Mobile	Email		[Empty box]	
[Empty box]	[Empty box]	[Empty box]		[Empty box]	

### 3 ADDRESS OF PROPERTY/SILO

Number/Property Name	Street/Road
[Empty box]	[Empty box]
Town	[Empty box]

### 4 CONDITIONS

- 4.1 The applicant must have Workers Compensation insurance as required by current legislation and if required under legislation to maintain Workers Compensation insurance will provide a copy of their certificate of currency to Council.
- 4.2 The applicant must comply with OH&S and Workers Compensation legislation.
- 4.3 The applicant must adhere to an appropriate Traffic Control Plan as per AS742.3 or RTA Traffic Control at Work Sites (1998) (see sample plans following). Any person required to act as traffic controller is to have a current RTA approved Traffic Controllers Certificate, a copy of which is to be provided with the application.
- 4.4 The applicant will indemnify Council, its agents, servants and employees and may be required to settling claims that are brought against Council and shall provide a copy of their certificate of currency indicating Public Liability Insurance cover of not less than \$20 Million. arising out of the use of the unregistered vehicles.

## 5 APPLICANT'S SIGNATURE

The applicant, or the applicant's agent, must sign the application

Signature

Name, if you are not the applicant

In what capacity are you signing if you are not the applicant?

Date

## 6 PERMISSION

- Certificate of currency attached - Public Liability \$20 Million Cover
- Certificate of currency attached – Workers Compensation
- RTA Traffic Controllers Certificate

PERMISSION GRANTED subject to the above conditions being strictly complied with.

Authorising Council Officer

Fee Paid

Entered into Service Request System

## 7 ATTACHMENTS

- a) Approved sign design for use
- b) Sample of TCP for reference only.

## 9.19 New Proposed Rural Fire Service Sheds- Deed Of Agreement With Property Owners

*Our infrastructure*      *Reviewing, renewing & improving our core community assets*

*Vision: Maintaining and improving the Shire's assets and infrastructure in a changing climate*

### 11.1 "Ensure users of Council facilities enter into agreements"

**Author:** Senior Asset Management Officer

#### **Officer's Recommendation:**

**That Council authorise the General Manager to sign and seal the following Deeds made in relation to the erection of Rural Fire Service Sheds on private lands;**

- 1. Mildil Station- Lot 18 DP 750828 Portion 1 and 2 (Owner Terry Cattle)**
- 2. Mallee Plains Station- Lot 2 DP 792428 Portion 1 and 2 (Owner Chris Hefer)**
- 3. Thulloo Station- Lot 1 DP 1081366 Portion 1 and 2 (Owner Denis Henly)**

#### **Introduction**

The Rural Fire Service (RFS) have negotiated agreements with individual property owners to erect purpose built sheds to house RFS fire tankers. The Rural Fires Act 1997 and subsequent Regulations laden's the responsibility of RFS buildings onto Council, therefore Council is required to enter any deed of agreement on behalf of the RFS.

Deeds have been prepared and the portion for each leased area is clearly defined in these individual documents. Right of carriageways have been created to gain legal access to the leased area. Details of Prepared Deeds are shown in Table 1 below;

Station Name	Property Owner	Lot and DP	Portion
Mildil	Terry Cattle	Lot 18 DP 750828	1 and 2
Mallee Plains	Chris Hefer	Lot 2 DP 792428	1 and 2
Thulloo Station	Denis Henly	Lot 1 DP 1081366	1 and 2

*Table 1*

The RFS have indicated that this will be an ongoing program to be implemented when funding becomes available. All costs associated with the construction of the sheds will be borne by the RFS.

#### **Conclusion**

At this stage Council is still responsible for RFS buildings although a review of this responsibility is on-going in State Government. The General Manager needs to have authorisation to sign and seal the prepared Deeds on behalf of Council.

**Financial Implications**

The agreed lease terms are \$1.00 per annum for a period of twenty five (25) years. There is also a requirement for Council to Make Good the Site if either party rescinds this Deed, which may borne additional costs onto Council.

## **SECTION 4 – REPORTS FOR INFORMATION**

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**Officer's Recommendation:**

**That the following reports, provided for information only, be received and noted:**

- **9.20 - Engineering Services Report**
- **9.21 - Community Services Report**
- **9.22 - Bland Shire Library Monthly Update**
- **9.23 - Children Services Monthly Update**
- **9.24 - Development Statistics – February 2014**
- **9.25 - Ranger Activities**
- **9.26 - Economic Development & Tourism Report - March**

## 9.20 Engineering Services Report

*Our infrastructure*      *Reviewing, renewing & improving our core community assets*

*Vision: Maintaining and improving the Shire's assets and infrastructure in a changing climate*

13. Ensure that public places and facilities are well maintained and easily accessible.

**Author:** Director – Engineering Services

### 1. NOXIOUS WEEDS/ENVIRONMENTAL

Council Noxious Weeds Staff met with residents of the Yalgogrin community for a Spiny Burrgrass awareness afternoon at the Yalgogrin Hall – site of a Spiny Burr grass infestation.

Thirty private property inspections were carried out for the presence of noxious weeds.

Inspections were carried out on rail corridors, Graincorp and AWB storage sites for Spiny Burr Grass infestations. Noxious Weeds staff are working with John Holland rail spray contractors and grain handling authorities in a control program.

The following noxious weeds and other controls were undertaken:

- **Spiny Burr Grass** – West Wyalong Showground , Clear Ridge Road, Mid-Western Highway, Yiddah Graincorp area, Ungarie Town, Wargin Road, Clear Ridge Road, Barmedman Town, Yalgogrin Village, Calleen Graincorp area.
- **Silver leaf Nightshade** – Ungarie Town, Calleen, Younga Plains Road, Wells Lane, Merringreen Road, Davies Lane, West Wyalong – Condobolin Road, Lake road, Hollands lane, Dundas Road, Calleen – Girral Rail corridor.
- **Bathurst Burr** – Morangorell road.
- **Coolatai Grass** – Mid-Western highway.
- **Devils Claw** – Morangorell Road.
- **Noogoora burr** – Ungarie, Lake Road.
- **Mexican Poppy** – Lake Road.
- **General Weed control (Catheads and Khaki Weed)** – Wyalong, West Wyalong, Ungarie.
- **Shoulder vegetation control (spraying)** – Hillston Road, Williams Crossing Road, Warbilla road, Greens lane, Alleena Road, Crown Camp Road, West Wyalong – Condobolin Road, Collins Lane, Ridleys lane, Hatelys lane, Rankin Springs Road, Brolga Road, Kolkilbertoo Road, Aria Park Road, Beckom Road, Quandialla Road.
- **Roadside vegetation control (sucker spraying)** – Quandialla Road, Bygoo Road.
- **Vegetation Hazard reduction work** – Wamboyne Road, Kikoira Road.
- **Sight distance safety control work** – Kikoira Road, West Wyalong – Condobolin Road.
- **Village Parks** – Barmedman, Ungarie, Weethalle, Tallimba.

## **2. MAITENANCE**

### **Village maintenance**

- All parks mown and tidied
- Village main streets swept and rubbish removed
- Trees trimmed and fallen branches picked up
- Village entrances and streets mown and trimmed
- All village park play grounds inspected for safety
- Irrigation repairs carried out at Barmedman and Tallimba

### **Park maintenance**

- McCann park, Barnado park and small parks and areas mown, trimmed and maintained
- Council chambers new irrigation controller installed for front gardens
- Small park playgrounds weed spraying carried out
- Irrigation maintenance carried out in small parks
- HACC sprinklers replaced

### **Ovals maintenance**

- Maintenance to sporting ovals and surrounds
- Maintenance to lawn and monument cemetery
- Maintenance to Herridge park, Coinda park, Rotary park and Wyalong court house
- Irrigation checks carried out
- Ron Crowe oval preparations carried out for league knock out, sprayed with nitro iron fertiliser and grass cut low for over sowing
- Line marking for athletics, touch football and cricket carried out

### **Town maintenance**

- Main street gardens tidied, watered
- Town areas mown and trimmed
- Town trees trimmed and watered when needed
- Clean out town drains
- Wetlands work carried out
- Coinda park front garden removed
- Drysdale monument installation

## 9.21 Community Services Report

*Our people*

*Our greatest and most important asset*

*Vision: A strong, healthy, connected and cohesive community*

*DP3. Nurture a strong sense of community and enrich the cultural life for the residents of the Bland Shire*

**Author:** Community Relations Officer

### **Computing and Social Media for Seniors**

Bland Shire Council in partnership with West Wyalong TAFE Campus is holding a computing and social media information session for seniors on Wednesday, March 19 at West Wyalong TAFE to celebrate Seniors Week 2014. Not only is the information session a capacity building program to help seniors with computing skills such as email and social media, the session will also be fun and sociable and help seniors engage with family and friends through computer technology.

### **Youth Week activities**

Bland Shire Council is planning to hold a skin care and beauty demonstration as part of our Youth Week events in 2014. Council will be collaborating with a local beauty therapist to bring this event to teenage girls within the local community. The event will consist of a skin care demonstration, and a day and night wear make-up demonstration.

Also as part of Youth Week, Council is planning to hold a Master Chef competition for budding young chefs within the local community. Young people between 12-18 years will be permitted to enter individually or in groups and create a dish which will be judged by Council staff and community members. Prizes will be on offer for the best dish of the day.

The Big Air School, Australia's premier action sports youth engagement program, is coming back to West Wyalong on Sunday, April 6 as part of their 2014 youth engagement tour. This popular event actively encourages youth participation and peer support with heaps of freebies and educational giveaways on offer for participants. Strong messages about the do's and don'ts of online activity will be actively promoted by the Big Air School crew on the day. The session comprises a BMX and skating demonstration, coaching clinic and a competition as well as a DJ, break dancer and hip hop dancing workshop.

### **Heart Foundation walking**

The Heart Foundation walking program has commenced within the West Wyalong community and has been hugely successful. A number of trial walks were held in February with participation rates increasing and a strong sense of cohesion and enthusiasm from the participants. The walks will continue to be held each Thursday morning commencing at the West Wyalong Saleyards.

### **Heart Foundation Heartmoves**

A Heartmoves information session was recently held at the West Wyalong Community Care building. Community interest was much stronger than expected with over 20 participants in attendance while Council has subsequently received several more telephone enquiries. Sessions will commence in West Wyalong over the coming weeks. Due to the strong interest and enthusiasm from community members and particularly Ungarie residents, Council also plans to roll the program out in Ungarie, with the potential to also deliver the program to other villages in response to interest.



### **It Takes a Village (ITAV)**

Bland Shire Council Community Development Services have recently teamed up with the Children's Services Unit to come on board with the ITAV program. This has provided an excellent opportunity for Council staff to touch base with members of the village communities of Tallimba, Weethalle, Naradhan, and Kikiora to assess their needs and wants and focus on how Council can better assist with service provision within these communities. As a result, the ITAV program will be delivering a First Aid course to Tallimba in March and Naradhan in April.

### **Fanny Lumsden and the Thrillseekers**

Tallimba's Fanny Lumsden and her band the Thrillseekers are bringing their Country Hall Tour back to the Bland Shire this year with Weethalle hall set to host the event on Friday, April 11. Fanny writes her own music which has an alternative-country/folk/pop vibe. Community members of all ages expected to attend and enjoy the event.

### **April School holiday program**

Bland Shire Council has a number of engaging activities planned as part of its April school holiday program. Council will lead an excursion to Altina Wildlife Park in Darlington Point for a fun filled safari adventure on Monday, April 14. A new group of young people will be transported to the Narrandera fisheries centre on Tuesday, April 15 for a fresh water fishing clinic. The fishing workshops are designed to teach responsible fishing practices to children, while providing an enjoyable educational experience. An Urban Art workshop with Claire Cumming from the local Splatter Gallery will be held on Tuesday, April 22. The workshop will involve instruction from Claire around an Urban Art theme with participants making their own urban art piece on the day to take home. NRMA Driving School instructors will be heading to West Wyalong on April 23 to deliver driving lessons to local youth within the Shire. NRMA Safer Driving School is at the forefront of safer driver training. Six lessons are available for each the auto and manual car.

### **Community movie nights**

Bland Shire Council is partnering with the Rotary Club of West Wyalong to arrange community movie nights in at least four Bland Shire villages during April-May. Dates and times are to be confirmed.

### **Clean Up Australia Day**

Bland Shire Council opened its tips for free to celebrate Clean Up Australia Day on Sunday, March 2. Despite wet weather throughout Friday and Saturday which dumped more than two inches of rain on West Wyalong and surrounds, the community still turned out in force to take advantage of the offer and clean up around their neighbourhood, house and, where possible, the yard. Approximately 150 vehicles took advantage of the offer to take loads of rubbish to the West Wyalong landfill while strong numbers were also reported across village landfill sites.

### **Bland Bulletin**

The Bland Bulletin community newsletter has been dispatched for printing and will be distributed throughout West Wyalong and Wyalong in mid/late March. The four page newsletter promotes various Council and community initiatives and programs and will be produced quarterly with the next edition due to be printed in June. A separate newsletter specifically targeting village communities will be dispatched each month within a fortnight of the monthly Council meeting.

### **Royal Far West Bike Ride**

A charity bike ride from Dubbo to Wagga Wagga to raise funds for the Royal Far West will have an overnight stop in West Wyalong on Tuesday, March 18. Organisers have asked Council's community services team to recommend or organise some evening entertainment for the riders and support crew. Local solicitor Pat O'Kane has generously agreed to reform the Mallee Root Challenge committee to conduct an informal mallee root throwing competition for the entertainment of riders.

### **Sweden in the West exhibition**

A digital photography exhibition featuring images from the successful Sweden in the West festival, plus a sneak peek ahead to Mexico in the West in 2014, will be held in the Bland Shire library from April 2-9. Events West Wyalong will formally open the exhibition at 10.30am on Wednesday, April 2.

### **Media**

Council has had a strong media presence so far in 2014. Council has formally dispatched 12 media releases, covering a variety of subjects, in the first two months of the year and attracted widespread coverage in print, radio and television.

### **Council scholarships**

Council sponsored scholarships were awarded to Courtney McConnell (Bachelor of Physiotherapy), Elizabeth Daniher (Bachelor of Podiatric Medicine), Ashley Blackstock (Bachelor of Education, early childhood/primary) and David Johnston (Bachelor of Medical Radiation Science). Meanwhile, apprentice scholarships were awarded to Royce Johnston (Cert III in Engineering – Fabrication Trade) and Andrew Kelleher (Cert III Mechanical Technology – Heavy Vehicles).

### **Elite Athlete Grants**

Bland Shire Council sponsored Elite Athlete grants have recently been awarded to Mitchell Maguire, who was chosen to represent the Australian CHS Australian football team, Callan Taylor, who was chosen in the NSW CHS First XI cricket team, and Kheely Turner, who was selected to represent the Australian Budgies indigenous netball team.

## 9.22 Bland Shire Library Monthly Update

*Our people*

*Our greatest and most important asset*

*Vision: A strong, healthy, connected and cohesive community*

*DP 4.4 Provide and monitor quality library services to the aged, people with disability, young people and families*

**Author:** Manager Library and Children Services

### **Military Family History workshop**

In anticipation of the 100<sup>th</sup> anniversary of the beginning of World War 1, the library will be conducting a workshop for interested members of the community showing how to trace their family's military history particularly focusing on World War 1. The workshop will outline the web sites that are available on the internet, library resources as well as information that is available in Ancestry family history online resource.

### **Digitisation of Wyalong Star and Temora and Barmedman Advertiser**

In partnership with the National Library of Australia and the State Library of NSW the Bland Shire library has organised to have the Wyalong Star and Temora Barmedman Advertiser digitised. The Wyalong Advocate has also contributed funding towards having the Wyalong Star digitised. The period that will be digitised covers the periods 1894-1895 and 1899-1907. Once the digitisation process has been completed the selected newspapers will be accessible online through Trove, the National Library's online search service. This will allow the newspapers to be accessed anywhere across the world. It is anticipated that the newspapers will be accessible after the 30<sup>th</sup> of May. Trove currently has digitised Wyalong advocate and mining agriculture and pastoral gazette from 1900 to 1928 and West Wyalong Advocate 1928.

### **Monthly draws**

The library has introduced monthly for children from toddlers through to 16 years age. The aim of the program is to encourage children to continue to read during the school year. All children who borrow are eligible to enter the draw which will take place on the last Friday of each month.

### **Ungarie Deposit Station**

The Ungarie Deposit Station has been running out of the Ungarie Arts and Craft centre on Wollongough Street for the past 18 months. The service is continuing to run out of the same location but with new business owners, Dis & Dat taking over the day to day running of the deposit station. The Bland Shire library also had deposit stations in Barmedman and at Weethalle.

### **Conclusion**

The Library team continue to provide quality services meeting both the requirements under the NSW Library Act, Council's policies and procedures and Integrated Planning and Reporting outcomes.

## 9.23 Children Services Monthly Update

*Our people*

*Our greatest and most important asset*

*Vision: A strong, healthy, connected and cohesive community*

*DP 4.5 - Provide quality and affordable Family Day Care, Mobile Resource Unit, Vacation Care and Preschool services*

**Author:** Manager Library and Children Services

### **Preschool**

We are half way through Term 1 and the children have been extremely busy getting to know new friends, educators and the daily routine. The children have been engaging in fun learning experiences, including an excursion to see the Life Education Van for two of the classes.

### **Training**

Educators will be involved in training this month, including, 'First Aid', 'Play Based Learning', and 'Munch and Move'.

### **Upcoming events**

The Preschool Family Disco will be held later this term. It will be a great opportunity for the families, children and educators to mix and get to know each other.

The children also have planned visits from the Dentist and Zoo mobile in March, as well as a visit to the Bland Shire Library for two classes.

### **MRU Playgroup**

Playgroups recommenced 10th February and attendance numbers have been steadily increasing.

### **Toy Library**

The toy library re-opened after the Christmas break stock take was completed. The mobile toy library service is offered to families at all playgroup sessions, It Take a Village (ITAV) sessions and to Family Day Care educators. New items have been purchased and added to the collection.

### **Ungarie Preschool**

Term one commenced on the 13 February with 16 enrolments of 3-5 year old children. Four more children are enrolled to commence at the beginning of Term 2, which will make this session full.

### **Vacation Care:**

Vacation Care planning is underway with staff organising an excursion to the movies in Wagga. There will be 7 days of programs offered during the April holidays. The final program is currently under development and will be distributed along with the youth and library services holiday program.

**It takes a village (ITAV- Community Capacity Building program)**

The 'It takes a village' program has recommenced this month with new staff and collaboration with the Community Development staff. This has assisted the service to gain a wider range of access to other services for the community members that attend. The service is currently conducted on a Wednesday and rotated around Tallimba, Kikiora and Naradhan. Corinella will be reinstated as a venue commencing March.

**Family Day Care (FDC)**

There has been one resignation from a Temora educator this month which has provided challenges due to the reduced child ratios. The priority of access guidelines, which services are required to use when there is a waiting list for a child care service or when a number of parents are applying for a limited number of vacant places, has been in place in Temora for some time. The new ratios may also have an impact on the services EFT figures, which will be determined after the first quarter reports.

After the Coordination Units recruiting efforts, there have been three inquiries from prospective educators this month, which are to be followed up by staff.

**Conclusion**

The Children Services team continue to provide quality services meeting both the requirements under the NSW Regulation and Council's policies, procedures and Integrated Planning and Reporting outcomes.

## 9.24 Development Statistics – February 2014

*Our leadership*

*Setting a benchmark for community standards*

*Vision: A well run council acting as the voice of the community*

*DP17. Lead the community by example with sustainable, effective, efficient and customer focused practices*

**Author:** Development Services Officer

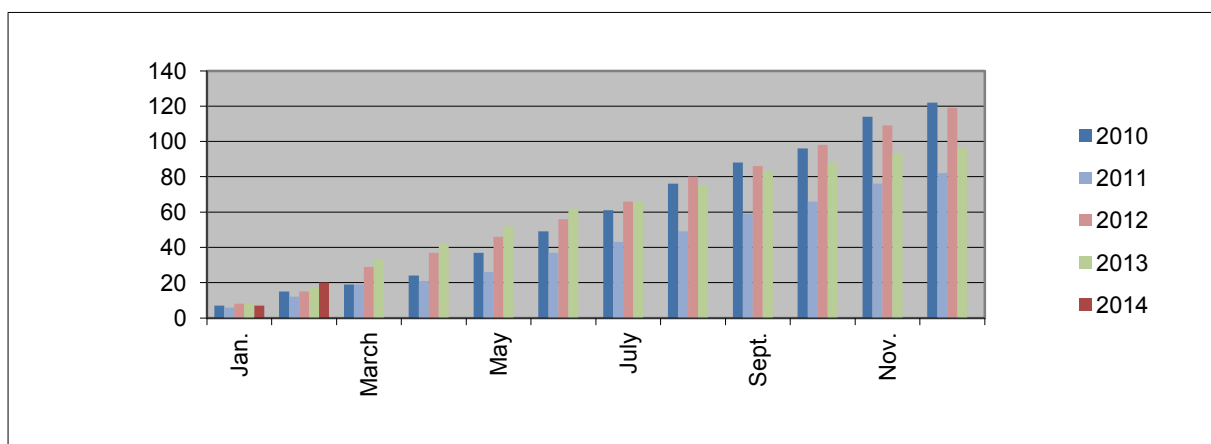
### Development Applications

The following table details the number and value of development applications received by Council, during February 2014.

Development Type	Current Year			
	February		Year to Date 1.01.14 – 28.02.14	
	Number	Value \$	Number	Value \$
Residential	4	277,600	5	299,600
Industrial	0	Nil	0	Nil
Commercial	3	9,120	6	129,120
Rural Residential	2	77,750	3	94,250
Subdivisions	0	Nil	0	Nil
Other	4	54,000	6	67,830
<b>TOTAL</b>	<b>13</b>	<b>418,470</b>	<b>20</b>	<b>590,800</b>

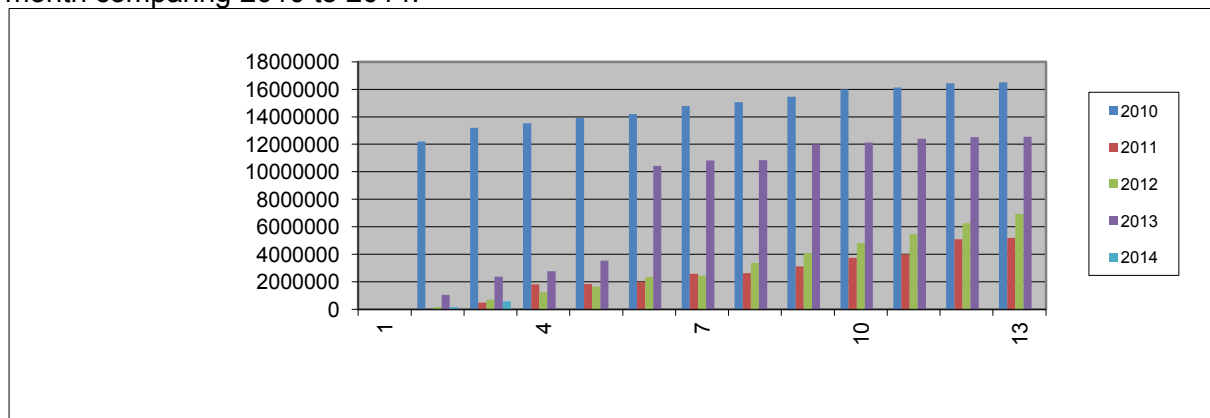
### Number of Development Applications

The following graph details the cumulative total number of development applications received by month comparing 2010 to 2014.



## Value of Development Applications

The following graph details the cumulative value of development applications received by month comparing 2010 to 2014.



**Note:** Seniors Living Development on Ungarie Road, contributed to the spike in value of development applications January 2010.

## Summary – February 2014

The following Development Applications were determined all by approval during February 2014:

App No.	Property	Development
DA/2013/052	34 McGregor Street, Morangarell	New Dwelling
DA/2013/054	44 Burns Street, Wyalong	New Dwelling & Storage Shed
DA/2014/036	516 Newell Highway, Wyalong	Replacement of Existing Signage
DA/2014/041	2 Stranger Street, West Wyalong	New Storage Shed
DA/2014/042	35 Boltes Lane, West Wyalong	New Storage Shed
DA/2014/043	80 Church Street, West Wyalong	Alterations & Additions to a Dwelling
DA/2014/046	96 Main Street, West Wyalong	Advertising Signage
DA/2014/049	77 Main Street, West Wyalong	Use of Footpath – 'A' framed Advertising Sign and 2 Flags attached to the outside of the building (3 year approval)

- Construction Certificates issued - Four (4)
- Complying Development Certificates issued – One (1)
- Activity Applications issued - Four (4)
- Building Certificates issued - Nil
- Subdivision Certificates issued - Nil
- Occupation Certificates issued - One (1)
- Completion Certificates issued- Nil
- Section 149 Certificates issued - Twenty (20)

**Heritage Week Event – “Returning Home from War” Saturday 26 April 2014**

The theme for the 2014 NSW Heritage Week is “Journeys”. With this in mind Council is proposing to hold a re-enactment of the welcoming home celebrations held for soldiers returning to Bland Shire from the First World War, in particular the first returning serviceman Corporal Mick Keegan.

The event will entail a short march/parade from in front of the old Wyalong Police station to the Wyalong Hall, where a welcome home speech and celebration will be held with items & stories from returning servicemen on display within the hall. Corporal Mick Keegan’s role in the parade will be undertaken by one of his grandsons Mr Craig Cannon.



## 9.25 Ranger Activities

*Our leadership*

*Setting a benchmark for community standards*

*Vision: A well run council acting as the voice of the community*

*DP17. Lead the community by example with sustainable, effective, efficient and customer focused practices*

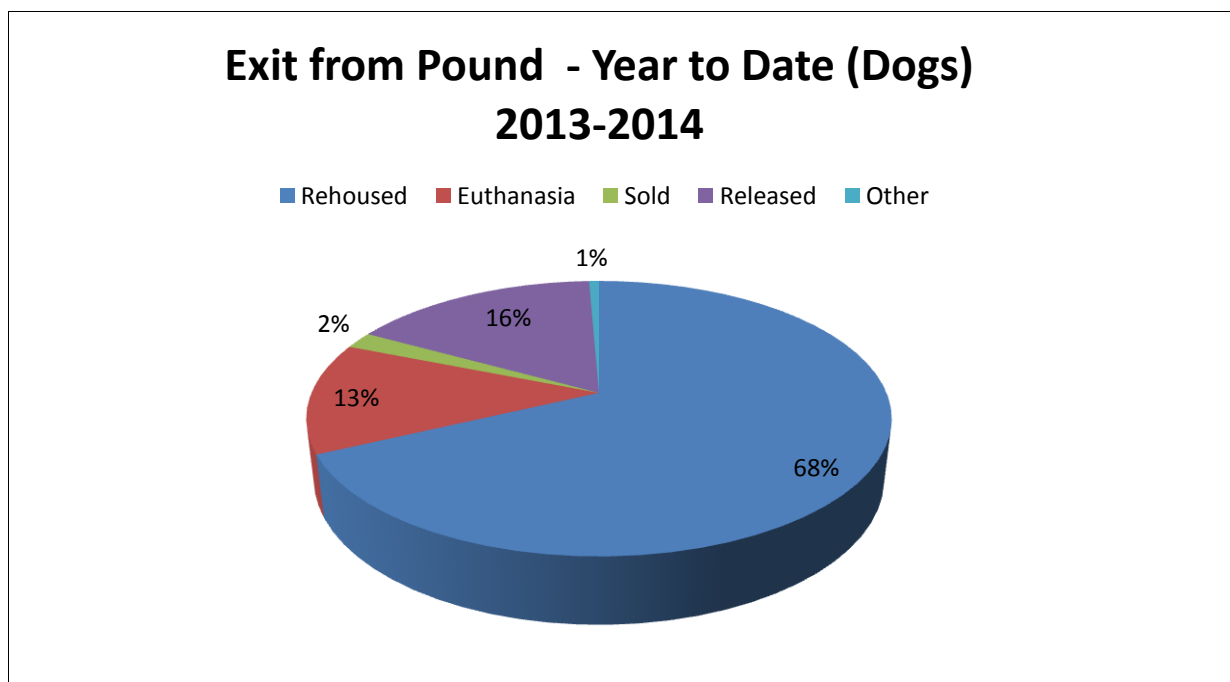
**Author:** Development Services Officer

### COMPANION ANIMAL ACTIVITIES

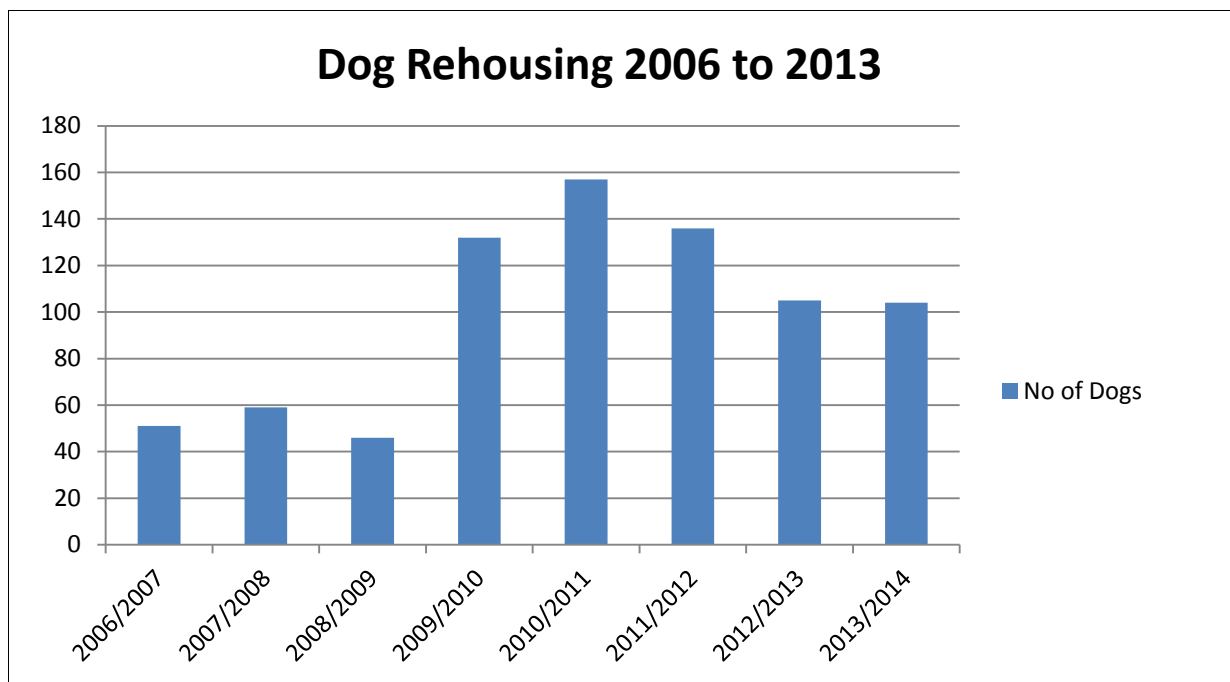
The following table summarises the management of companion animals during the month of February 2014:

	Dogs	Cats
<b>Seizure Activities:</b>		
Seized	4	0
Returned to Owner	1	0
<b>Transferred to Pound from Seizure Activities</b>		
Animals in Pound at start of month	1	0
Dumped	8	0
Surrendered	0	0
<b>Total Animals in Pound</b>	<b>12</b>	<b>0</b>
<b>Released to Owner</b>		
Euthanased	1	0
Sold	0	0
Stolen from Pound	0	0
Escaped	0	0
Died at Pound	0	0
Rehoused	7	0
<b>Total Animals Leaving Pound</b>	<b>10</b>	<b>0</b>
<b>Animals in Pound at end of month</b>		
	2	0

The following chart summarises the methods in which companion animals (dogs) exit the pound:



The following chart summarises the rehousing statistics from 2006 to 28 February 2014:



## 9.26 Economic Development & Tourism Report - March

*Our prosperity*

*Ensuring a vibrant and sustainable future*

*Vision: Growing our population and jobs*

*DP15.0 The proportion of residents satisfied with the level of economic development support Council provides to the business community  
DP 16.0 Community satisfaction with the quantity and quality of tourist information and resources provided by Council  
19.0 Visitors and tourists are welcomed and make a positive contribution to the community economy  
DP19.1 Work with business and property owners to rejuvenate their businesses and shop fronts and encourage the maintenance of buildings with character  
DP19.2 Work with the tourism industry to identify and develop products and services that appeal to visitors of the Shire  
DP19.3 Visitor information is kept relevant and up to date  
DP20.0 Plan for a range of industries that build on the strengths of the Bland Shire to stimulate investment and employment  
DP20.1 Encourage and actively seek out business and industry to relocate within the shire  
DP20.2 Have ongoing engagement and communication with the shire's existing and prospective industry and business including diversification into alternate industries/businesses  
DP20.3 Actively promote the Business Development Assistance to new and existing businesses*

**Author:** Senior Economic Development & Tourism Advisor

### **Gold Trails**

The Gold Trails will be stating their case at the 2014 LGNSW Tourism Conference and the proposed launch at NSW Parliament House was postponed.

### **Orange Business Enterprise Centre**

The Orange Business Enterprise Centre will be presenting a free two hour workshop on Doing Business In Turbulent Times in the Harmer Room West Wyalong Services & Citizens Club Thursday 13 March 2014 between 6pm and 8pm.

### **Gliding Speed Week**

Preliminary arrangements have been made for SpeedWeek14 to take place. The dates this year will be Sunday 9<sup>th</sup> November to Saturday 15<sup>th</sup> November inclusive.

### **Russell Drysdale Unveiling**

The unveiling of the Russell Drysdale monument by Minister George Souris and the interpretive sign by Lynne Clarke was successful.

*Gillie and Marc with the bronze easel*



*Bianca Acimovic Visual Arts Coordinator  
Albury Regional Art Gallery with the West Wyalong  
sketch and the West Wyalong Painting in the background*



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MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF BLAND HELD IN THE COUNCIL CHAMBERS WEST WYALONG ON TUESDAY 18 MARCH 2014

.....  
MAYOR



General Manager Ray Smith and Russell Drysdale daughter Lynne Clarke



L-R Minister Piccoli, Minister Souris and Michael McCormack MP



L-R Minister Piccoli, Minister Souris, Mayor Pokoney, Mayor Kevin Mack Albury City Council

Russell Drysdale interpretive sign



MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF BLAND HELD IN THE COUNCIL CHAMBERS WEST WYALONG ON TUESDAY 18 MARCH 2014

.....  
MAYOR