



**Bland Shire Council**  
**Business Paper**  
**Ordinary Council Meeting**  
**16 June 2015**



# OUR VISION, MISSION AND VALUES



**ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST**  
**A guiding checklist for Councillors, Officers and Advisory Committees**

**Ethical Decision Making**

- Is the decision or conduct legal?
- Is it consistent with Government policy, Council's objectives and Code of Conduct?
- What will the outcome be for you, your colleagues, the Council, anyone else?
- Does it raise a conflict of interest?
- Could your possible conflict of interest lead to private gain or loss at public expense?
- Can the decision be justified in terms of public interest?
- Would it withstand public scrutiny?

**Conflict of Interest**

- A conflict of interest is a clash between private interest and public duty. There are two types of conflict: Pecuniary – regulated by the Local Government Act and Office of Local Government and, Non-pecuniary – regulated by Codes of Conduct and policy. ICAC, Ombudsman, Office of Local Government (advice only).

**The test for conflict of interest**

- Is it likely I could be influenced by personal interest in carrying out my public duty?
- Would a fair and reasonable person believe I could be so influenced?
- Conflict of interest is closely tied to the layperson's definition of "corruption" – using public office for private gain.
- Important to consider public perceptions of whether you have a conflict of interest

**Identifying Problems**

1<sup>st</sup> - Do I have private interest affected by a matter I am officially involved in?

2<sup>nd</sup> - Is my official role one of influence or perceived influence over the matter?

3<sup>rd</sup> - Do my private interests conflict with my official role?

Whilst seeking advice is generally useful, the ultimate decision rests with the person concerned.

**Agency Advice**

Officers of the following agencies are available during office hours to discuss the obligations placed on Councillors, Officers and Advisory Committee members by various pieces of legislation, regulation and Codes.

Contact	Phone	Email	Website
Bland Shire Council	6972 2266	<a href="mailto:council@blandshire.nsw.gov.au">council@blandshire.nsw.gov.au</a>	<a href="http://www.blandshire.nsw.gov.au">www.blandshire.nsw.gov.au</a>
ICAC	8281 5999 Toll Free: 1800 463 909	<a href="mailto:icac@icac.nsw.gov.au">icac@icac.nsw.gov.au</a>	<a href="http://www.icac.nsw.gov.au">www.icac.nsw.gov.au</a>
Office of Local Government	4428 4100	<a href="mailto:dlg@dlg.nsw.gov.au">dlg@dlg.nsw.gov.au</a>	<a href="http://www.dlg.nsw.gov.au">www.dlg.nsw.gov.au</a>
NSW Ombudsman	9286 1000 Toll Free: 1800 451 524	<a href="mailto:nswombo@ombo.nsw.gov.au">nswombo@ombo.nsw.gov.au</a>	<a href="http://www.ombo.nsw.gov.au">www.ombo.nsw.gov.au</a>

## Common Acronyms Used in Bland Shire Council Reports and Documents

ABS	Australian Bureau of Statistics
AMP	Asset Management Plan
BFMC	Bush Fire Management Committee
BFMP	Bush Fire Management Plan
BSC	Bland Shire Council
BWW	Business West Wyalong
CASA	Civil Aviation Safety Authority
CDO	Community Development Officer
Cr	Councillor
CRO	Community Relations Officer
CSP	Community Strategic Plan
CSU	Childrens Services Unit
DAES	Director Asset & Engineering Services
DCCDS	Director Corporate, Community & Development Services
DCP	Development Control Plan
DEMO	District Emergency Management Officer
DEOCON	District Emergency Controller
DisPlan	Disaster Plan (Local DisPlan, District DisPlan, State DisPlan)
DP	Delivery Program
EA	Executive Assistant
ED	Economic Development
EDVETACW	Economic Development, Visitor Economy & Tourism Advisory Committee of the Whole
EEO	Equal Employment Opportunity
EWV	Events West Wyalong
FAG	Financial Assistance Grant
FDC	Family Day Care
FFTF	Fit for the Future
FYI	For your information
GM	General Manager
GWCC	Goldenfields Water County Council
HACC	Home and Community Care
HR	Human Resources
ICAC	Independent Commission Against Corruption
IPART	Independent Pricing and Regulatory Tribunal
IPR or IP&R	Integrated Planning and Reporting
ITAV	It Takes A Village Program
JO	Joint Organisation
K&G	Kerb and gutter
KPI	Key Performance Indicator
LCGMCAC	Lake Cowal Gold Mine Closure Advisory Committee
LEMC	Local Emergency Management Committee
LEMO	Local Emergency Management Officer
LEOC	Local Emergency Operations Centre
LEOCON	Local Emergency Operations Controller
LEP	Local Environmental Plan
LG	Local Government
LGA	Local Government Act or Local Government Area
LGNSW	Local Government New South Wales
LTFP	Long Term Financial Plan
Manex	Management Executive
MLC	Member of the Legislative Council
MP	Member of Parliament
MR	Main Road
MRU	Mobile Resource Unit
NSWEC	New South Wales Electoral Commission
NSWPLA	New South Wales Public Libraries Association
NSWRFS	NSW Rural Fire Service
OLG	Office of Local Government
OP	Operational Plan
P&G	Parks & Gardens
R2R	Roads to Recovery
Rd	Road
RDA	Regional Development Australia
REROC	Riverina Eastern Regional Organisation of Councils
RFS	Rural Fire Service
RMS	Roads & Maritime Services
SEDTA	Senior Economic Development & Tourism Advisor

SH	State Highway
SRV	Special Rate Variation
St	Street
STW	Sewerage Treatment Works
USU	United Services Union
VIC	Visitor Information Centre
WAPS	Workforce Assessment Plan & Strategy
WHS	Work Health & Safety



## **Council Meeting Agenda**

**16 June 2015**

**commencing at 6:30PM**

### **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 Corporate, Community & Development Services – Adele Casey

Executive Assistant – Julie Sharpe

#### **2.3 Apologies**

### 3.0 CONFIRMATION OF THE MINUTES

#### 3.1 Ordinary Meeting held on 19 May 2015

- **Confirmation**  
That the minutes of the Ordinary Council meeting held on 19 May 2015 be confirmed as a correct record of proceedings.
- **Corrections**
- **Business Arising**

#### 3.2 Extraordinary Meeting held on 2 June 2015

- **Confirmation**  
That the minutes of the Extraordinary Council meeting held on 2 June 2015 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

### 6.0 MAYORAL MINUTE

### 7.0 NOTICES OF MOTION

### 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.

### **Section 2 – Office of the General Manager** *(reports for decision)*

9.1	Monthly Status Report .....	37
9.2	Contractual Arrangements of Senior Staff as at June 2015 .....	44
9.3	Fit For The Future – A Review of Local Government in NSW (June 2015) .....	45
9.4	LGNSW Annual Conference – 2015 .....	47
9.5	Refurbishment of the Perseverance Street Sports Complex Stadium .....	52
9.6	Visitor Information Centre – Operational and Fit out Costs .....	61

### **Section 3 – Corporate, Community & Development Services** *(reports for decision)*

9.7	Financial Statements – May 2015 .....	63
9.8	Local Government Remuneration Tribunal .....	69
9.9	Reg Rattey VC Memorial Update .....	71
9.10	Local Heritage Fund Grant Application – 143-147 Main Street, West Wyalong .....	72
9.11	Strengthening Communities Grant – Mirrool Silo Kick Committee on behalf of Mirrool Cricket Club .....	73
9.12	Strengthening Communities Grant – West Wyalong Public School P&C .....	74
9.13	Investigation of 184 Main Street as a possible venue for a Theatre/Performance Space .....	76
9.14	Cultural Development Grant – West Wyalong Town Band .....	77

### **Section 4 – Asset & Engineering Services** *(reports for decision)*

9.15	Aerodrome Classification .....	78
9.16	Aerodrome Lights .....	81
9.17	West Wyalong “Creek” Water Reserves .....	83

### **Section 5 – Reports for Information**

9.18	Asset & Engineering Services Report .....	86
9.19	Bland Shire Library Monthly Update .....	88
9.20	Children Services Monthly Update .....	90
9.21	Community Services Report .....	92
9.22	Development Services Activities/Statistics for May 2015 .....	95
9.23	Economic Development & Tourism Report – June .....	100



**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 Ungarie Flood Study Contract**

*Local Government Act 1993 (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)	12 <sup>th</sup> June 2015	
<b>Australia Day Awards Committee of the Whole</b> (Whole of Council)		
<b>Australian Rural Roads Group Inc</b> (Cr Grellman)	16th June 2015	
<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)		
<b>Country Mayors Association of NSW</b> (Mayor & General Manager)	12 <sup>th</sup> June 2015	
<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> June 2015	
<b>Cultural Advisory Committee</b> (Cr McGlynn, Cr Keatley)	25 <sup>th</sup> May 2015 24 <sup>th</sup> August 2015	✓
<b>Economic Development, Visitor Economy &amp; Tourism Advisory Committee of the Whole</b> (Whole of Council)	9 <sup>th</sup> June 2015 11 <sup>th</sup> August 2015	

<b>Goldenfields Water County Council Board</b> <i>(Cr Templeton)</i>	24 <sup>th</sup> April 2015 25 <sup>th</sup> June 2015	✓
<b>Heritage Advisory Committee</b> <i>(Cr McGlynn, Cr Grellman)</i>	3 <sup>rd</sup> June 2015	✓
<b>Lake Cowal Gold Mine Closure Advisory Committee</b> <i>(Mayor Pokoney, Deputy Mayor Hampton, GM)</i>	28 <sup>th</sup> May 2015 30 <sup>th</sup> July 2015	
<b>Internal Audit Committee</b>	7 <sup>th</sup> July 2015	
<b>Local Traffic Advisory Committee</b> <i>(Mayor Pokoney, Cr Grellman - alternate)</i>	4 <sup>th</sup> August 2015	
<b>Murrumbidgee Medicare Local Board</b> <i>(Cr Monaghan)</i>	20 <sup>th</sup> May 2015	
<b>Museums Advisory Committee</b> <i>(Cr Lord, Cr Keatley)</i>	24 <sup>th</sup> September 2015	
<b>Newell Highway Taskforce</b> <i>(Cr Lord)</i>	12 <sup>th</sup> May 2015	
<b>NSW Association of Mining Related Councils</b> <i>(Cr McGlynn, Cr Hampton)</i>	8 <sup>th</sup> May 2015 13 <sup>th</sup> August 2015	
<b>Plant Committee</b> <i>(Cr Grellman, Cr Templeton, Cr Lord)</i>	March/April 2015	
<b>Public Libraries NSW South-West Zone</b>	30 <sup>th</sup> April 2015	✓
<b>Riverina Eastern Regional Organisation of Councils (REROC)</b> <i>(Mayor Pokoney)</i>	28 <sup>th</sup> April 2015 23 <sup>rd</sup> June 2015	
<b>Riverina Regional Library Advisory Committee</b> <i>(Cr Lord, Cr Monaghan - alternate)</i>	25 <sup>th</sup> March 2015 October 2015	
<b>Riverina Regional Tourism</b> <i>(Cr Lord)</i>		

**MINUTES OF THE CULTURAL ADVISORY COMMITTEE MEETING HELD AT BLAND SHIRE COUNCIL ON MONDAY 25 MAY 2015 - COMMENCING AT 5:00PM.**

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**Present:** B Cooper, T Butcher, J Sutcliffe, P McNeill, Cr K Keatley, S Howie, C Sutton (Community Relations Officer), Rebecca McDonell (Community Development Officer).

**ITEM 1 WELCOME AND APOLOGIES**

C Sutton opened the meeting at 5:04pm and thanked everyone for their attendance.

**Apologies:** J Wyse, Cr L McGlynn, S Austin

**ITEM 2 CONFIRMATION OF PREVIOUS MEETINGS MINUTES**

The minutes of the previous meeting held on Monday, 24 February 2015 were accepted.

**Moved:** B Cooper                      **Seconded:** T Butcher                      Carried

**ITEM 3 ACTIONS ARISING FROM PREVIOUS MEETING**

**3.1 Recognition of Ralph Tikerpae:** It was reported to the committee that Ralph has been contacted to discuss the notion of him receiving some form of recognition from Council for his success with the Sculptures by the Sea competition in 2014. It was noted that Ralph has declined the offer of receiving any formal recognition from Council at this time.

**3.2 Kapooka Army Band Performance:** The committee was informed that Council staff have contacted the Kapooka Army Band in regard to the possibility of having them perform at West Wyalong later in the year. It was noted that the Band had agreed to be part of the upcoming Walking Wounded event to be held in July 2015 however it was reported that this may not be the most appropriate event to showcase the Band. The committee suggested that the Band should be contacted to discuss the idea of conducting workshops with local instrument players and being part of a community performance including the local Town Bands and Choir as opposed to performing for a limited period at the Walking Wounded event.

**ITEM 4 GENERAL BUSINESS**

**4.1 Guest speaker – Cassie Geddes:** Cassie entered the meeting at 5.15pm to report on the current position of the West Wyalong Dramatic Society. She noted that:

- The Dramatic Society has recently emerged from a several year recess
- Plans currently in place to hold the 'Adams Family' production in August 2015 at the Services and Citizens Club
- Production contracts have been finalised and twice weekly rehearsals are currently underway
- There has been some difficulty attracting and retaining performers for the production
- There has been issues acquiring a suitable rehearsal space

It was noted that the Dramatic Society is currently paying for use of a suitable rehearsal space due to unavailability of the auditorium. It was suggested that Council staff enquire about the possibility of the Dramatic Society using Wyalong Hall for rehearsals at no cost.

**4.2 VIC update:** C Sutton updated the committee regarding the progress of the VIC/Cultural space. Committee members noted their desire to inspect 184 Main Street and agreed that

the committee needs to show its full support for the allocation of a cultural space at the back of the location. The committee noted that the costs associated with the development of a cultural space at 184 Main Street would be significant and need to be considered. C Sutton reported on some of the implications of the State Government's Fit for the Future Package and possible implications for the community, such as a move towards decreased expenditure in a push to demonstrate Councils capacity to remain financially sustainable.

**Recommendation to Council:**

That Council investigate the use of 184 Main Street as a potential venue for a theatre/performance space.

**Moved: B Cooper**

**Seconded: T Butcher**

**4.3 Walking Wounded Event:** Council staff informed the committee of the upcoming Walking Wounded event being held on July 22 by the Walking Wounded organisation in collaboration with Bland Shire Council. As part of the international Tribute to the ANZAC's journey, the event will centre around the Roll of Honor (Afghanistan) passing through West Wyalong, escorted by Families of the Fallen and returned Australian soldiers.

**4.4 New initiatives 2015:** The committee was asked to identify some ideas for potential cultural events and activities to be held later in the year. Some ideas put forward by committee members include:

- Dirty Dicks Theatre Restaurant
- A magician/Illusionist
- Hypnotist
- Stand-up comedy
- 2 Man plays
- Peter Casey 1 man cabaret

**4.5 Eastern Riverina Arts Report:** Scott Howie from Eastern Riverina Arts (ERA) reported that he has been working with Bland Shire Council and local organisations on the following initiatives:

- Partnering with Events West Wyalong/Bland Shire Council on developing the terms and conditions for the 'In the West' drawing competition, assisting with promotional activities and sourcing judges for the prize
- Collaborating with Bland Shire Council to provide guidance with the process of Public Art Commissioning for the proposed Reg Rattey commemorative work
- Bringing the Stop Motion animation workshop to local youth

Scott further noted that ERA have received funding for two new projects; Basin – a regional based collaborative theatre making project which local artists will be invited to participate in and 704.49R – a touring exhibition surveying contemporary Aboriginal Art Practice from our region.

**4.6 Cultural Groups report:**

**West Wyalong Community Radio:**

- The license to broadcast has been renewed by the Australia Communications and Media Authority
- Two further sponsors have been acquired
- Community Radio is still seeking new presenters
- Currently looking to upgrade transmission to extend reach to outlying communities within the Shire

**West Wyalong Town Band:**

- Recent performances held for ANZAC Day and 'Music Spectacular'
- Currently rehearsing for the 'Band Spectacular' event to be held in Leeton later in the year

**West Wyalong Choir:**

- The West Wyalong High School 'Celebrating Music' event involving musical performances by West Wyalong High School, West Wyalong Public School, Wyalong Public School and Ungarie Central School as well as community acts: West Wyalong Town Band, West Wyalong Choir, and Ungarie Community Band was extremely successful with the first show packed out and the encore performance also attracting a good audience.
- The Town Choir has recently attracted some new members and is currently working on their upcoming annual concert with hopes of holding it in September 2015

**ITEM 5 CLOSE OF MEETING**

C Sutton closed the meeting at 6:14pm

**ITEM 6 DATE OF NEXT MEETING**

The next meeting will be held on Monday, 24 August 2015.

The meeting commenced at 11.05am.

**PRESENT**

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

**ALSO IN ATTENDANCE**

Mr A Grant (General Manager), Mr G Carr (Acting Manager Finance & Administration), Cr C Lasdauskas (Manager Technology), Cr C Ansell (Manager Distribution & Construction), and Mrs A Coleman (Executive Assistant)

**1. APOLOGIES**

Nil

**2. DECLARATION OF PECUNIARY INTERESTS**

*Mr Chris Lasdauskas noted the report 9.3.11 Organisational Restructure involved his position being made redundant.*

**3. CONFIRMATION OF MINUTES OF MEETINGS HELD ON 26 FEBRUARY 2015**

**15/024 RESOLVED** on the motion of Crs McGregor and Manchester that the minutes of the meetings held on 26 February 2015 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 have been received for this meeting.

**7. ADMISSION OF LATE REPORTS**

**15/025 RESOLVED** on the motion of Crs Palmer and Morris that Council consider the late reports of

**Barellan Standpipe Reservoir Rehabilitation**

**New Concrete Balance Tank**

**8. CHAIRPERSON'S MINUTE**

The Chairperson did not submit a Chairpersons minute to the meeting.

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at  
TEMORA OFFICE on 24 APRIL 2015**

**9.0 FINANCIAL REPORTS**

**9.1.1 COUNCIL INVESTMENTS (G35507005)**

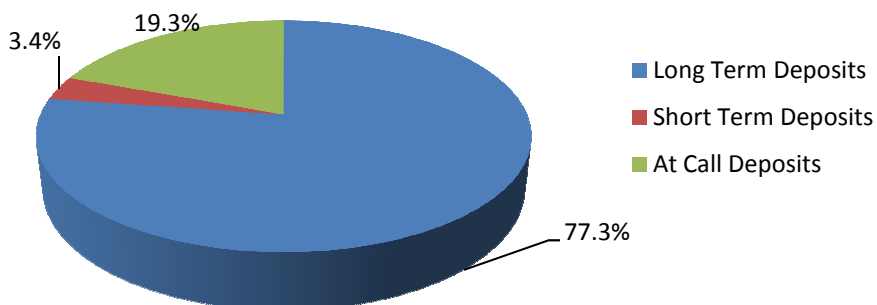
**15/026 RESOLVED** on the motion of Crs Palmer and Manchester that the report detailing Council Investments at 31 March 2015 be received and noted.

**Report prepared by Acting 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 31 March 2015:

	<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>23,000,000.00</b>				<b>77.3%</b>
Westpac Coupon Select Deposit (5yr)	2,000,000.00		3.92%	27/10/15	6.7%
National Australia Bank	3,000,000.00	1,096	3.73%	05/11/14	10.1%
Bank of Queensland	3,000,000.00	1,098	3.60%	05/12/17	10.1%
National Australia Bank	3,000,000.00	1,097	3.70%	04/12/17	10.1%
AMP	3,000,000.00	1,097	3.40%	19/12/17	10.1%
National Australia Bank	3,000,000.00	1,097	3.57%	08/01/18	10.1%
National Australia Bank	3,000,000.00	1,096	3.36%	12/02/18	10.1%
Commonwealth Bank	3,000,000.00	1,097	3.11%	17/03/18	10.1%
<b>Short Term Deposits</b>	<b>1,000,000.00</b>				<b>3.4%</b>
Rabobank Australia	1,000,000.00	270	3.65%	17/04/15	3.4%
<b>At Call Deposits</b>	<b>5,750,000.00</b>				<b>19.3%</b>
Commonwealth Bank At Call A/c	3,750,000.00	At Call	2.45%	N/A	12.6%
AMP Bank At Call A/c	2,000,000.00	At Call	3.35%	N/A	6.7%
<b>Total Value of Investment Funds</b>	<b>29,750,000.00</b>				<b>100.0%</b>

**PORTFOLIO BY TYPE**

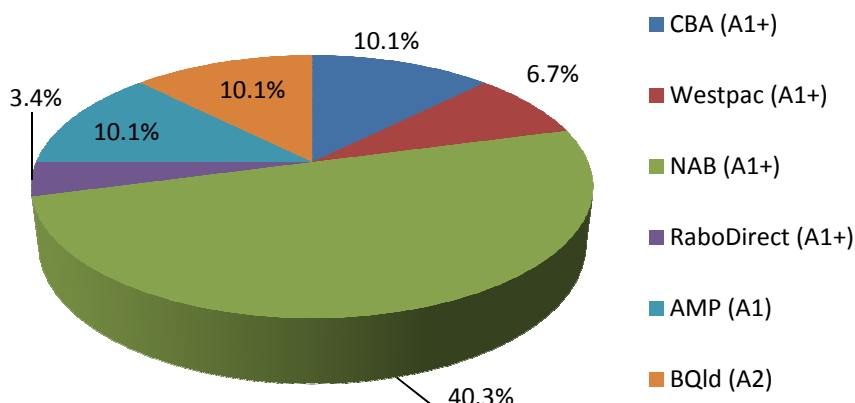




**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at  
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**PORTFOLIO BY INSTITUTION (incl S&P Rating)**



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

Cash Book balance as at 6 February 2015	916,014.81
Plus Deposits	
October	8,296,459.48
November	5,792,803.03
Less Payments	
October	8,692,841.09
November	5,262,248.41
 Cash Book balance as at 31 March 2015	 1,050,187.82
Less Outstanding Deposits	35,824.75
Plus Unpresented Cheques	108,915.49
 Bank balance as at 31 March 2015	 1,123,278.56

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 26/6/2014).

**Recommendation**

Recommendation made was adopted.

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at  
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**9.1.2 OUTSTANDING WATER DEBTORS (G35307005)**

**15/027 RESOLVED** on the motion of Crs Manchester and Clinton that the report detailing Council's outstanding water debtors as at 31 March 2015 be received and noted.

*Cr Manchester noted that the outstanding debtors appear high and need to be monitored.*

*Cr Clinton requested that the overdue notices have BPAY information included.*

**Report prepared by Acting Manager Finance & Administration**

This report is presented for information on Council's outstanding water debtors as at 31 March 2015:

<b>\$'s</b>	<b>Arrears</b>	<b>Interest</b>	<b>Current</b>	<b>Total</b>
Access Charges	121,831.98	15,567.71	256,631.79	394,031.48
Usage Charges	282,004.29	36,137.39	938,329.98	1,256,471.66
Deferred Developer Charges	23,763.00	0.00	344,133.00	367,896.00
<b>Sub-Totals</b>	<b>427,599.27</b>	<b>51,705.10</b>	<b>1,539,094.77</b>	<b>2,018,399.14</b>
Less Overpayments Received				<b>-149,814.62</b>
<b>Total Outstanding</b>				<b>1,868,584.52</b>
Less Bulk Council Accounts Outstanding				<b>-382,198.49</b>
Less Deferred Developer Chg Accounts Outstanding				<b>-367,896.00</b>
<b>Total Outstanding from Retail Customers</b>				<b>1,118,490.03</b>

**Recommendation**

Recommendation made was adopted.

**9.1.3 WATER PRODUCTION COSTS (G35201005)**

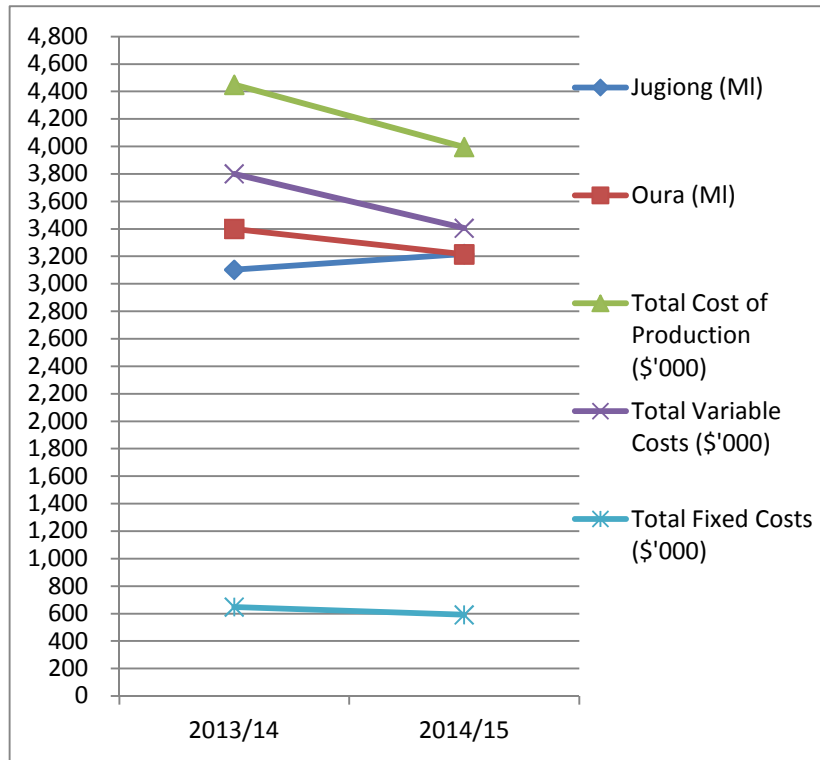
**15/028 RESOLVED** on the motion of Crs Palmer and Templeton that the report detailing Council's production cost comparatives as at 31 March 2015 be received and noted.

**Report prepared by Acting Manager Finance & Administration**

This report provides a comparison of Council's production costs as at 31 March 2015, with the previous year. It also shows the relationship between production costs and production volumes. A separate report on production volumes is presented elsewhere in the business paper.

**YTD Production Cost Comparisons through March**

	2013/14	2014/15	% Change
<b>Production Volumes (MI)</b>			
Jugiong (MI)	3,103	3,217	3.67%
Oura (MI)	3,400	3,215	-5.44%
Other (MI)	799	827	3.50%
<b>Total</b>	<b>7,302</b>	<b>7,259</b>	<b>-0.59%</b>
<b>Cost of Production (\$'000)</b>			
Mains Operations	327	314	-3.98%
Reservoirs Operations	35	35	0.00%
Pumping Stations & Bores Operations	58	60	3.45%
Treatment Operations	228	182	-20.18%
<b>Total Fixed Costs (\$'000)</b>	<b>648</b>	<b>591</b>	<b>-8.80%</b>
Mains Maintenance	710	745	4.93%
Reservoirs Maintenance	115	83	-27.83%
Pumping Stations & Bores Energy	2,180	1,813	-16.83%
Pumping Stations & Bores Maint	452	464	2.65%
Treatment Chemical Costs	236	200	-15.25%
Treatment Maintenance	108	100	-7.41%
<b>Total Variable Costs (\$'000)</b>	<b>3,801</b>	<b>3,405</b>	<b>-10.42%</b>
<b>Total Cost of Production (\$'000)</b>	<b>4,449</b>	<b>3,996</b>	<b>-10.18%</b>
<b>Cost of Prod'n (cents/KI of water produced)</b>	<b>60.93</b>	<b>55.05</b>	<b>-9.65%</b>
<b>Electricity Used YTD (MWh)</b>	<b>9,646</b>	<b>9,618</b>	<b>-0.29%</b>
<b>Electricity v Water Prod'n Ratio (MWh/MI)</b>	<b>1.32</b>	<b>1.32</b>	<b>0.30%</b>



**Recommendation**

Recommendation made was adopted.

**9.1.4 QUARTERLY BUDGET REVIEW STATEMENT – MARCH 2015 (G35201005)**

**15/029 RESOLVED** on the motion of Crs McGregor and Templeton that the Quarterly Budget Review Statement for the period ended 31 March 2015 be received and noted with the variations to income and expenditure adopted as the revised Budget estimates for the year ended 30 June 2015.

*Cr McGregor noted the excellent work Mr Gerard Carr was doing as Acting Manager of Finance and Admin.*

*Cr Clinton noted that GWCC office staff are exceptionally helpful and other customers had expressed this to him.*

**Report prepared by Acting Manager Finance & Administration**

This report is presented to Council to revise estimates of income and expenditure in accordance with clause 203 of the Local Government (General) Regulation 2005. The review is for the quarter ending 31 March 2015 and is attached for Council's consideration.

The budget review statement is provided in two formats. The first being by type and reflective of how the end of year Income Statement is reported. The second being by activity as Special Schedule 3 is reported in the Financial Statements.

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Prior to this review, the Budgeted Operating Result before Capital Items was a surplus of \$3,857,000. The March QBR anticipates a Budgeted Operating Result before Capital Items of a surplus of \$6,358,000.

The components of the reviewed surplus are listed below:

- The December review reduced overall water sales by \$1,109k. Seasonal changes February and March saw no substantial rainfall resulting in overall production to the end of March being down only 0.5% compared to 2013/14. Residential (\$333k) and Non Residential Water Sales (\$776) have been returned to the September 2014 Estimates.
- Increase in new water service connections, \$36k and sundry sales and services \$2k.
- Increase in Developer Charges totalling \$107k including Oura \$60k, Mt Arthur \$15k, Hylands Non Potable \$7k and Daylight \$26k.
- Overlooked in the December review were, LLS Grant \$100k, Environmental Trust \$33k and NSW Environmental and Education Grant \$31k.
- Reduction of \$200k in consultant's expenses that did not proceed and overall savings in Administration expenses \$180k.
- Reduction of \$120k in mains and \$40k in reservoir maintenance reflecting reduced maintenance requirements in these areas.
- Energy Costs with changes in operations provides an expected reduction of \$250k.
- Water Treatment estimate has also been reduced by \$200k reflecting changes in operations and reduced costs.
- Other Expenses reduced by \$180k.

Councillors will note changes to the Capital Budget Review Statement.

The changes are as follows:

- New Temora Depot reduced by \$150k (subject to another report)
- No further mains extensions planned -\$39k
- Cootamundra Abattoirs Mains Extension -\$120k
- A further -\$40k for the cancellation of the new Oura Bore
- Jugiong Water Treatment Plant internal painting postponed -\$50k
- Mains Replacement / Augmentation -\$30k
- Mt Daylight P/Station Pump Replacement Program postponed -\$50k
- Jugiong & Oura P/Station Investigations postponed -\$50k
- Junee Reservoir Painting postponed -\$360k

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- Laboratories including Analysers not required -\$44k
- Additional Data Network \$29k
- Mains Extension Mandamah reduced by \$350k
- Mains Extension Ulley & McDougals Ln Ardlethan \$185k
- Previously reported postponed Mains Extensions had materials ordered totalling \$22k
- Jugiong No2 Booster P/Station Hi Voltage agreement, Switch and Closer upgrade brought forward \$71k

Please refer to the attached statements for financial details and accompanying notes.

**Recommendation**

Recommendation made was adopted.

**9.2 WORKS REPORTS**

**9.2.1 FEBRUARY / MARCH 2015 (G95507005)**

**15/030 RESOLVED** on the motion of Crs Palmer and Manchester that the works report for February and March 2015 be received and noted.

**Report prepared by Manager Distribution & Construction**

**Water Losses & Mains Repairs**

NUMBER	DATE	TIME		LOCATION	PIPE DIAMETER	CONSUMERS AFFECTED	ESTIMATED LOSS (KI)	REASON
		Off	On					
147.	1/2	17:15	18:15	Weethalle, Kolkilbertoo Road	100	-	50	Hole In Pipe
148.	4/2	11:30	16:00	Weethalle, Talleeban Road	150	1	20	Joint Failure
149.	11/2	6:30	9:00	Naradhan, Monia Gap Road	80	-	20	Hole In Pipe
150.	11/2	9:00	10:30	Weethalle, Monia Gap Road	80	-	10	Hole In Pipe
151.	13/2	9:00	10:30	Marrar, Marrarvale Road	80	-	10	Split Pipe
152.	13/2	11:00	12:00	Coolamon, Doubleday Lane	100	5	10	Joint Failure
153.	14/2	8:00	11:30	Coolamon, Bruce Street	100	-	1	Split Pipe
154.	14/2	8:00	11:30	Coolamon, Doubleday Lane	100	-	2	Split Pipe
155.	15/2	7:00	16:00	Cootamundra, Old Cootamundra Road	100	-	20	Split Pipe
156.	16/2	9:00	11:00	Eurongilly, Eurongilly Road	40	2	200	Split Pipe

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NUMBER	DATE	TIME		LOCATION	PIPE DIAMETER	CONSUMERS AFFECTED	ESTIMATED LOSS (KI)	REASON
		Off	On					
157.	16/2	12:00	13:00	Junee, Wyoming Lane	150	-	200	Split Pipe
158.	16/2	13:00	14:00	Junee, Wyoming Lane	150	-	100	Split Pipe
159.	17/2	13:30	15:30	Coolamon, Doubleday Lane	100	-	1	Split Pipe
160.	17/2	16:00	19:00	Coolamon, Stinson Street	100	4	2	Hole In Pipe
161.	17/2	8:00	10:00	Coolamon, Angle Road	100	2	10	Split Pipe
162.	17/2	7:00	10:30	Weethalle, Kolkilbertoo Road	100	-	20	Split Pipe
163.	19/2	9:00	11:00	Junee, Olympic Hwy	50	50	300	Joint Failure
164.	22/2	7:30	14:00	Junee, Wyoming Lane	150	70	200	Split Pipe
165.	22/2	14:00	17:00	Coolamon, Mary Gilmore Way	80	-	50	Split Pipe
166.	22/2	19:30	21:00	Coolamon, Doubleday Lane	100	-	10	Split Pipe
167.	23/2	15:30	17:00	Coolamon, Cowabbie Street	100	5	200	Split Pipe
168.	24/2	15:30	18:00	Marrar, Mckelvies Lane	100	3	100	Split Pipe
169.	24/2	9:00	10:30	Cootamundra, Old Cootamundra Road	100	-	20	Split Pipe
170.	24/2	10:30	12:00	Cootamundra, Old Cootamundra Road	100	-	30	Split Pipe
171.	24/2	12:30	14:30	Cootamundra, Old Cootamundra Road	100	-	260	Split Pipe
172.	24/2	6:00	8:30	Coolamon, Cowabbie Street	100	5	200	Split Pipe
173.	24/2	10:00	12:00	Marrar, Crudens Lane	150	-	200	Split Pipe
174.	25/2	9:00	11:00	Cootamundra, Dirnaseer Road	100	-	300	Split Pipe
175.	25/2	11:00	13:00	Cootamundra, Dirnaseer Road	100	-	20	Split Pipe
176.	27/2	11:00	12:00	Naradhan, Naradhan Road	150	-	15	Split Pipe
177.	28/2	14:00	17:00	Matong, Deepwater Road	100	-	10	Split Pipe
178.	4/3	9:00	12:00	Junee, Wyoming Lane	150	-	10	Split Pipe
179.	4/3	7:00	9:00	Marrar, Strathmore Lane	100	-	10	Split Pipe
180.	4/3	12:00	14:00	Junee, Aerodrome Lane	200	-	10	Split Pipe
181.	5/3	20:00	22:30	Junee, Olympic Hwy	50	-	160	Split Pipe
182.	6/3	7:30	12:00	Naradhan, Naradhan Road	150	-	20	Split Pipe
183.	9/3	15:00	19:00	Junee, Lord Street	100	2	200	Split Pipe
184.	10/3	6:30	12:00	Coolamon, Dunrobin Street	100	5	500	Split Pipe
185.	10/3	15:00	19:00	Junee, Lord Street	100	2	300	Split Pipe
186.	11/3	6:30	10:30	Junee, Lord Street	100	2	1000	Split Pipe

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NUMBER	DATE	TIME		LOCATION	PIPE DIAMETER	CONSUMERS AFFECTED	ESTIMATED LOSS (KI)	REASON
		Off	On					
187.	12/3	17:30	22:00	Cootamundra, Suttons Lane	100	-	20	Split Pipe
188.	14/3	12:00	15:00	Junee, Joffre Street	100	-	500	Split Pipe
189.	15/3	13:00	16:00	Junee, Lord Street	100	-	300	Split Pipe
190.	17/3	7:00	9:00	Cootamundra, Olympic Hwy	100	-	10	Split Pipe
191.	17/3	10:00	12:00	Cootamundra, Suttons Lane	100	-	50	Split Pipe
192.	20/3	11:00	14:30	Weethalle, Talleeban Road	100	-	10	Split Pipe
193.	23/3	9:00	15:00	Stockinbingal, Troy Street	100	15	10	Split Pipe
194.	23/3	16:30	23:30	Stockinbingal, Dudauman Road	100	30	50	Split Pipe
195.	23/3	8:00	12:00	Wyalong, Gun Club Road	150	-	60	Split Pipe
196.	29/3	13:30	16:30	Stockinbingal, Dudauman Road	100	3	30	Split Pipe
197.	30/3	12:00	14:00	Naradhan, Holts Lane	80	-	80	Hole In Pipe
198.	31/3	17:30	21:30	Stockinbingal, Dudauman Road	100	-	15	Split Pipe
199.	31/3	8:30	9:30	Marrar, Cartwrights Lane	50	1	10	Split Pipe
200.	31/3	9:30	10:30	Marrar, Cartwrights Lane	50	-	1	Split Pipe
201.	*	*	*	Temora, Forbes Street	375	-	*	*
202.	*	*	*	Barellan, Evans Smyles Road	150	-	*	*
203.	*	*	*	Temora, Goldfields Way	150	-	*	*
204.	*	*	*	Weethalle, Tait's Lane	80	-	*	*
205.	*	*	*	Weethalle, Kolkilbertoo Road	100	-	*	*
206.	*	*	*	Weethalle, Youngs Lane	100	-	*	*
207.	*	*	*	Cootamundra, Old Cootamundra Road	100	-	*	*
208.	*	*	*	Weethalle, Lewes Road	150	-	*	*
209.	*	*	*	Temora, Dairy Street	375	-	*	*
210.	*	*	*	Temora, Goldfields Way	100	-	*	*
211.	*	*	*	Temora, Boundary Range Road	50	-	*	*
212.	*	*	*	Weethalle, Lewes Road	150	-	*	*

\*DATA NOT AVAILABLE



## Complaints

### Water Quality

#### Dirty Water

02/02/2015	Kingdom Drive, Coolamon
05/02/2015	Ford Street, Ganmain
09/02/2015	Deutcher Street, Temora
10/02/2015	Hall Street, Ganmain
23/02/2015	Cowabbie Street, Coolamon
23/02/2015	Cowabbie Street Coolamon
24/02/2015	Waterview Street, Ganmain
09/03/2015	Ridge Street, Junee
11/03/2015	Stinson Street, Coolamon
11/03/2015	Stinson Street, Coolamon
15/03/2015	Booth Street, Coolamon
15/03/2015	Cowabbie Street Coolamon
20/03/2015	Goldfields Way, Sebastopol
27/03/2015	Booth Street, Coolamon
29/03/2015	Kingdom Drive, Coolamon

#### Construction and Major Maintenance

- Narrandera project pre-install variations work.
- Narrandera project meter and taggle installations 42%.
- Mains replacement - (Suttons Ln) 100%.
- Mains replacement - (Bradleys) 90%.
- Mains replacement - (Monia Gap) 80%.
- Replace scour and stop valves at causing park.
- Rural meter reads.
- Jugiong Pump Station 2, Pump 2 – overhaul due to bearing failure.
- Jugiong Pump Station 1, Pump 3 – reinstall electric motor and commission.
- Jugiong WTP – repairs to filter beds.
- Carathool bores – Fabricate and install pipework for bore pump replacement.
- Pump checks across scheme.
- Servicing ACV's and PRV's across scheme.
- Vermin proofing and repairs to reservoir roofs across scheme.
- Preparation of vehicles and plant for safety inspections.
- Test and Tag electrical equipment.

#### Recommendation

Recommendation made was adopted.

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

**15/031 RESOLVED** on the motion of Crs Templeton and Clinton that the report detailing the progress of Council's Capital Works Program as at 31 March 2015 be received and noted.

**Report prepared by Acting Manager Finance & Administration**

This report is presented for information on the progress of Council's Capital Works Program as at 31 March 2015:

<b>Description</b>	<b>Total 2014/15 Projected \$</b>	<b>Review</b>	<b>New 2014/15</b>	<b>Expend to date \$</b>	<b>Status</b>
<b>New System Assets</b>					
New Temora Depot	502,000	-150,000	352,000	74,300	In Progress
Site / Easement Acquisition	30,000	0	30,000	28,000	In Progress
Mains Extensions	50,000	-38,800	11,200	11,200	Completed
Cootamundra Abattoirs Mains Extension	120,000	-120,000	0	0	Cancelled
	<b>702,000</b>	<b>-308,800</b>	<b>393,200</b>	<b>113,500</b>	
<b>Renewals</b>					
Oura Bore Replacement	300,000	-40,000	260,000	214,900	In Progress
Jugiong WTP Internal Repainting & Fittings	50,000	-50,000	0	0	Postponed
Mains Replacement / Augmentation	498,600	-30,000	498,600	166,900	In progress
Pumps Major Maintenance Program	80,000	0	80,000	0	In Progress
Mt Daylight P/Stn Pump Replacements	50,000	-50,000	0	0	Postponed
Jugiong & Oura Pump Stns Investigations	50,000	-50,000	0	0	Postponed
Lonsdale Ln P/Stn Electrical Upgrades	65,000	0	65,000	0	TBA
Junee Reservoir Painting	360,000	-360,000	0	0	Postponed
	<b>1,453,000</b>	<b>-580,000</b>	<b>873,600</b>	<b>385,800</b>	
<b>Plant &amp; Equipment</b>					
Computer Equipment	20,000	0	20,000	8,600	In Progress
Office Equipment	8,000	0	8,000	1,600	In Progress
Water Meter Acquisition and Replacement	130,000	0	130,000	104,500	In Progress
Double Check Valves	20,000	0	20,000	0	TBA
Laboratories including Analysers	44,000	-44,000	0	0	TBA
Plant Purchases	910,000	0	910,000	486,200	In Progress
Plant Sales	-662,000	0	-662,000	-246,800	In Progress
	<b>470,000</b>	<b>-44,000</b>	<b>426,000</b>	<b>354,100</b>	
<b>Totals</b>	<b>2,625,600</b>	<b>-932,800</b>	<b>1,692,800</b>	<b>1,016,300</b>	
<b>Additions</b>					
Data Network	0	90,000	90,000	84,300	Completed
Mandamah Scheme	700,000	-350,000	350,000	0	TBA
Mains Extension Ardlethan Ulliy & McDougalls Ln	0	185,000	185,000	0	TBA
Postponed Mains Replacements should Mandamah proceed	0	22,000	22,000	22,000	Materials Only
Jugiong No2 Booster Hi Voltage Agreement, Switch and Closer Upgrade	0	71,000	71,000	0	Brought Forward
	<b>700,000</b>	<b>18,000</b>	<b>718,000</b>	<b>106,200</b>	
<b>Totals</b>	<b>3,325,000</b>	<b>-914,800</b>	<b>2,410,800</b>	<b>1,122,500</b>	

**Recommendation**

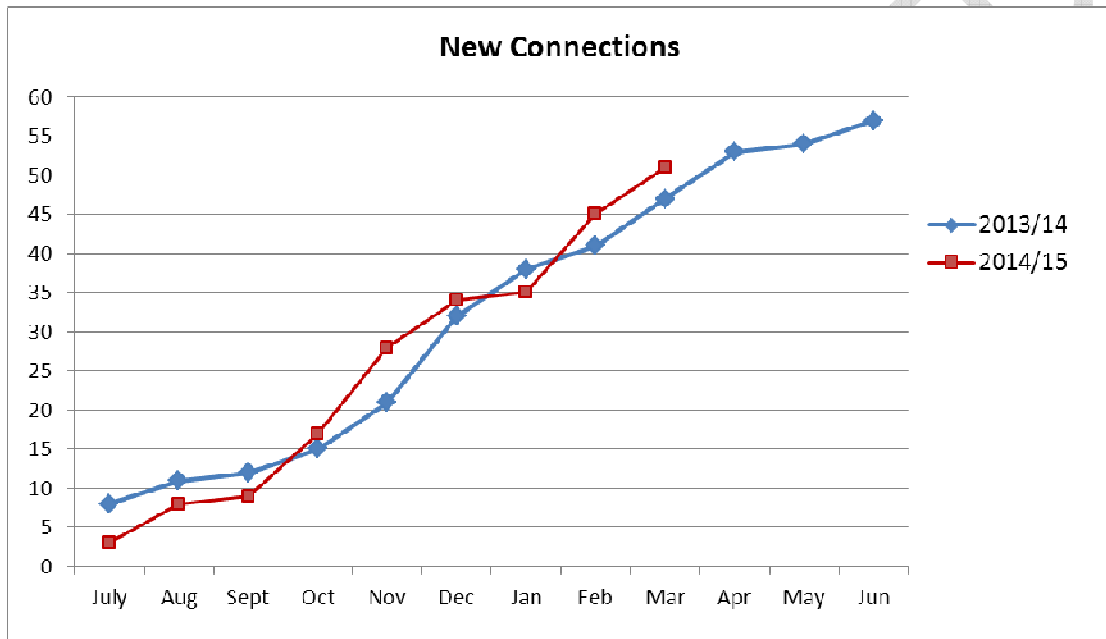
Recommendation made was adopted.

**9.2.3 NEW WATER SERVICE CONNECTIONS (G95151005)**

**15/032 RESOLVED** on the motion of Crs Palmer and McCann that the report detailing new water service connections be received and noted.

**Report prepared by Acting Senior Revenue Officer**

The following graph shows the number of new connections to 31 March 2015.



9 work orders are pending connection with 27 letters of offer issued while a further 5 applications are under investigation and 3 awaiting further information.

**Recommendation**

That the report detailing new water service connections be received and noted.

**9.3 OTHER REPORTS**

**9.3.1 WATER PRODUCTION UPDATE**

**15/033 RESOLVED** on the motion of Crs Palmer and McGregor that the reports detailing Council's water production status be received and noted.

**Report prepared by Senior Revenue Officer**

The attached graph show water production comparatives between this year, last year and the sale's estimate for Council's two main water sources, Jugiong and Oura to 26 March 2015.

While January was substantially down compared to previous years, February and more particularly March saw higher productions with total production only 0.5% below 2013/14.

**Recommendation**

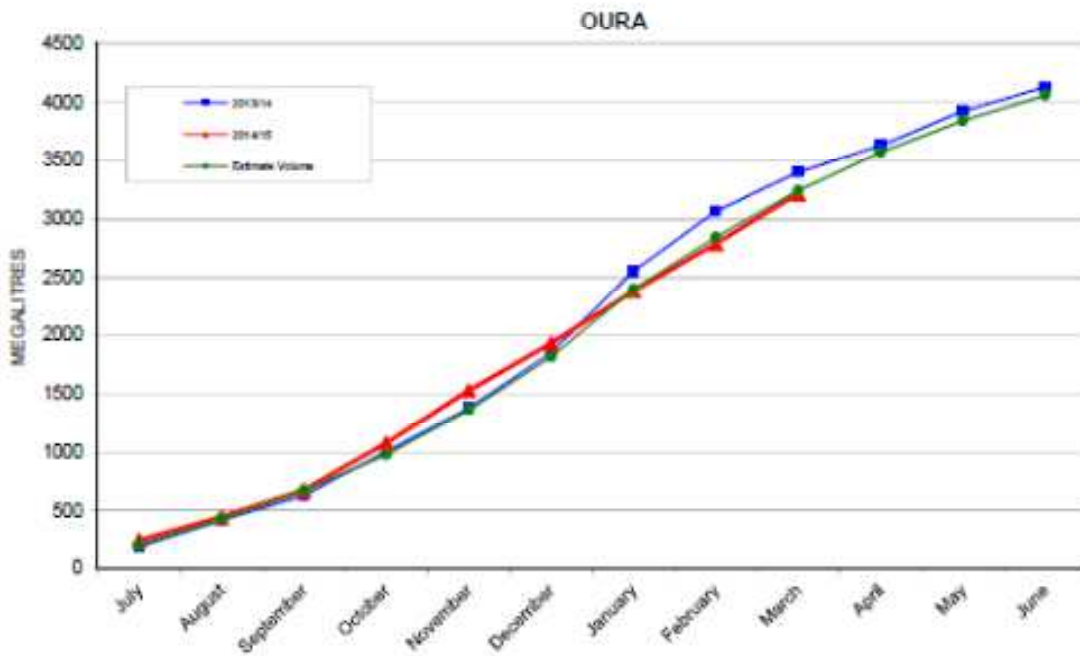
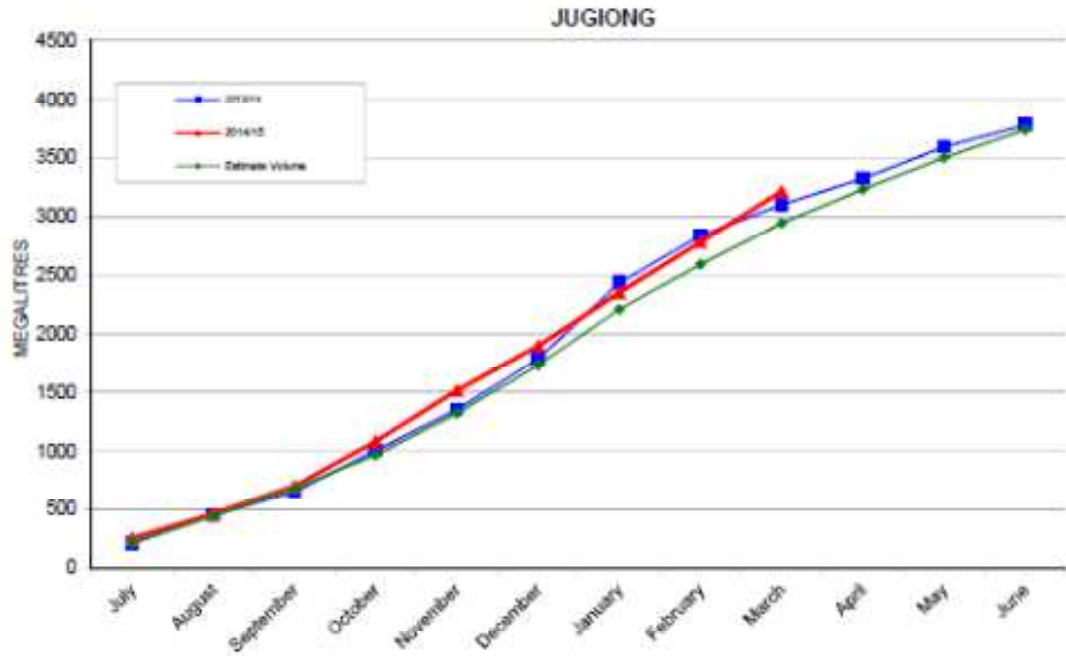
Recommendation made was adopted.

UNCONFIRMED

Attachment 9.3.1

## WATER PRODUCTION

UP TO 26/03/2015



**9.3.2 RE-COATING OF JUNE AND WYALONG RESERVOIRS (G95651010)**

**15/034 RESOLVED** on the motion of Crs Clinton and McGregor that Council re-allocate funding for the projects to future budgets 16/17 and 17/18.

**Report Prepared by Engineering Officer**

Council has allocated money in this financial year's budget for the internal re-coating of the June Balance Tank \$360,000 and internal/external re-coating of the Wyalong Balance Tank \$425,000. Although important, priorities have been the new Temora Depot, and the Mandamah/Ardlethan schemes.

**Recommendation**

Recommendation made was adopted.

**9.3.3 OURA BORE 2 REMOVAL (G95253005)**

**15/035 RESOLVED** on the motion of Crs Manchester and Morris that the report be received and noted.

**Report Prepared by Engineering Officer**

Council will recall the report and subsequent resolution regarding the Oura Bore 2 Project at the December meeting 2014.

A quote has been received and accepted for \$38,500 to remove the casing and screen from Paul Milne Drilling. The materials extracted are worth \$100,000 and upon removal can be reused elsewhere.

**Recommendation**

Recommendation made was adopted.

**9.3.4 BUSINESS ACTIVITY STRATEGIC PLAN (G05601505)**

**15/036 RESOLVED** on the motion of Crs Clinton and McGregor that Goldenfields Water halve the cost of rate rises on Consumption and Access charges to 2.5% with a 4 year price path.

**15/037 RESOLVED** on the motion of Crs Manchester and Templeton that all other fees and charges be similarly increased by 2.5%.

**15/038 RESOLVED** on the motion of Crs McCann and Templeton that Council endorse the Business Activity and Strategic Plan including the Operational Plan for 2015/16 and the plan go on public display with the General Manager to check the Development Servicing Plan and bring back to Council if required.

*The General Manager noted that any suggested changes to the BASP during the year should be sent to himself and the Executive Assistant.*

**Report prepared by Business Enterprise Officer**

The Business Activity and Strategic Plan incorporating Delivery Program and Operational Plan for 2015/16 have been updated to show the coming years targets and include an asset management strategy.

This document is Council's contract with the community for deliverables for the upcoming year and remainder of Council's term. It is also The Board's indication to the General Manager and senior managers of Council priorities.

The draft Business Activity Strategic Report is enclosed for Councils consideration.

**Recommendation**

That Council endorse the Business Activity and Strategic Plan including the Operational Plan for 2015/16 and the plan go on public display.

**9.3.5 AWA CONFERENCE AND WSSA WEBINAR UPDATE APRIL 2015  
(G40151005)**

**15/039 RESOLVED** on the motion of Crs Palmer & McGregor that Council note the report.

**Report Prepared by General Manager**

The General Manager presented at the AWA (Australian Water Association) Water Conference on March 18<sup>th</sup> in Sydney and online via a webinar on March 31<sup>st</sup> for WSSA (Water Services Association of Australia).

The AWA session was well attended and questions indicated great interest in GWCC activities. More importantly follow up request from other authorities show potential for further opportunities.

The WSSA webinar was broadcast to an estimated 160 people from dozens of organisations across Australia. Again this was well received and is a positive exercise for GWCC in relating its successes.

**Recommendation**

Recommendation made was adopted.

**9.3.6 WATER USAGE PUMP-STATION RESIDENCE APRIL 2015 (G10507505)**

**15/040 RESOLVED** on the motion of Crs Manchester and Palmer that Council endorse supply of water for use on permanent plants at the Pump-station Residence. The supply should be metered on a temporary basis and reported to Council. Should this usage be significant, Council could decide to meter on a permanent basis and transfer cost between budget areas and/or charge back to the tenant.

**Report Prepared by General Manager**

A variety of native plants have been planted at the Loftus Street Pump-station Residence for amenity and uses in relation to GWCC500.

Native species are useful to GWCC500 for promotional and educational uses; demonstrating species variety, leaf variety and characteristics such as smell and form.

The supply for watering these is currently unmetered. Water supply to the residence for domestic purposes is metered and billed to the tenant.

**Recommendation**

Recommendation made was adopted.

**9.3.7 WORK HEALTH AND SAFETY POLICIES (G40057005)**

**15/041 RESOLVED** on the motion of Crs Manchester and McGregor that Council endorse the revised Alcohol and Drugs Policy as presented.

**Report prepared by the General Manager**

Work Health and Safety policies were presented at the February meeting of Council.

Council resolved to review the policies and provide feedback and should major alternations be necessary the policies were to be brought back to the April meeting of Council for endorsement.

The Alcohol and Drugs policy has been altered and as such is presented for Council consideration.

**Recommendation**

Recommendation made was adopted.



Attachment 9.3.7



## Alcohol and Drugs Policy CP:033

Keyword: Alcohol, Drugs  
Minute adopted:  
Approved by GM:

Next Review:

### OBJECTIVE

Council is committed to ensuring staff are provided with a safe and healthy working environment. This includes being free from any potential incident or error caused by or attributed to the influence of alcohol, drugs or medication.

### DEFINITIONS

- **Medication** – A legal drug that is used to prevent, treat, or relieve symptoms of a disease or abnormal condition.
- **Prescribed medication** – A medication/drug requiring a prescription, as opposed to an over-the-counter drug, which can be purchased without one.
- **Alcohol** – A liquor or brew containing alcohol as the active agent.
- **Drug** – A chemical substance, especially one prescribed by a medical provider, that is used in the diagnosis, treatment, or prevention of a condition or disease **or** a chemical substance such as a narcotic or a hallucinogen that affects the central nervous system and is used recreationally for perceived desirable effects on personality, perception, or behaviour (commonly known as a recreational drug)
- **Non-prescription medication** – A medication/drug that can be bought legally without a prescription; over the counter etc.
- **Controlled substance** – A drug or chemical substance whose possession and use are controlled by law.

### PURPOSE

- Comply with the Work, Health & Safety Act 2011 and Work, Health & Safety Regulations 2012.
- Provide employees who exhibit altered behavioural patterns related to the use of drugs, alcohol and/or medication (prescription/non-prescription) the opportunity to "self-refer" to professional services.
- Develop a workplace culture that is built on self-responsibility, trust and confidentiality in matters affecting staff.

### INTENT

To eliminate from the work environment any danger due to drugs, alcohol and/or medication. Use relates to the effect of drugs, alcohol and/or medication during working hours and travelling to and from work.

### PROCEDURES – Working and/or living away from home

- When working and living away from home the Supervisor is ultimately responsible for the actions and behaviours of all staff under his direct supervision.
- Individuals are permitted 2 standard alcoholic drinks with their evening meal at Council's expense. Extra drinks purchased will be at the individual's expense taking into account the 0.00 alcohol limit required when commencing works the following day.
- Alcohol is not permitted to be purchased via Council's Credit Card without the specific approval of the General Manager.
- Employees shall be free from the influence of alcohol, drugs and/or medication at work and driving to and from worksites.
- Where an employee is on call they will be free from the influence of alcohol, drugs and/or medication.
- The alcohol limit for field/outdoor staff is 0.00 and Administration/indoor staff is 0.02.

Any employee, who considers that safety, is compromised because a fellow worker or contractor may be under the influence of alcohol, drugs and/or medication shall immediately in confidence advise their Supervisor.

If the Supervisor agrees, they shall immediately and discreetly advise the employee or contractor they are unfit to continue work and advise the employee that he/she may have a representative (union official or otherwise) present if discussions are continued.

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If the Supervisor thinks the employee poses a potential risk, they will be stood down for the remainder of the day (utilising any available sick leave) and **may** be advised that a return to work is subject to provision of a medical clearance.

The Supervisor must inform that counselling is available through community agencies and provide contact details.

The employee shall be advised of the potential hazards of transporting themselves from the workplace to his/her place of abode and Council will provide transport home for the employee.

All care will be duly exercised in securing the employee's property but no responsibility, will be accepted by Council for any damage or loss caused by this process.

**MEDICATION**

If the Supervisor thinks an employee or contractor is noticeably affected by prescription and/or non-prescription medication, the employee will not be permitted to commence or continue work until medical advice is received. Any employee who is required to take prescription and/or non-prescription medication will discuss the matter initially with their medical practitioner to ascertain the effect on their work environment.

**EMPLOYEE ASSISTANCE**

Council will make every attempt to support staff who seeks assistance with counselling in relation to the use of drugs and alcohol.

**ADDITIONAL ASSISTANCE**

Confidential advice etc. can be obtained from the following:  
Alcohol & Drug Information Service  
24 hour /7 days a week  
Advice/Information/Referral  
Toll Free: 1800 422599

Local agencies will be utilised where appropriate or where requested.

**APPLICATION**

If an employee's performance is repeatedly affected by drugs, alcohol and/or medication, and if the employee has been encouraged to seek assistance but failed to do so or to respond to such assistance, Council may initiate disciplinary action.

**CONSIDERATIONS**

The General Manager may waive the restriction regarding the consumption of alcohol on Council premises for occasions deemed appropriate.

**REFERENCES**

- NSW WorkCover Authority
- Work, Health & Safety Act 2011
- Work, Health & Safety Regulations 2012
- NSW Health Department

**9.3.8 DESIGN & CONSTRUCTION OF DEPOT BUILDINGS, 124-126 CROWLEY STREET, TEMORA (G10150505)**

**15/042 RESOLVED** on the motion of Crs McGregor and Templeton that the tender submitted by Coolamon Steel Works for the design and construction of depot buildings, 124-126 Crowley Street Temora be accepted for the lump sum price of \$591,405 excluding GST.

**Report Prepared by Design & Modelling Officer**

Tenders closed on March 10 2015 for the design and construction of depot buildings at 124-125 Crowley St Temora. The tender is for 47.2m x 20.0m store/work shop with adjoining 8.5m x 5.5m workshop office/amenity block and 15.0m x 8.0m training room completed to lock up stage.

8 tender prices were received ranging from \$588,860.00 to \$1,277,000.00 respectively and were assessed based on the following criteria:

- value for money
- relevant experience in similar value projects
- design
- street appeal
- construction time frame

Total scores were:

<b>Company</b>	<b>Total Score</b>
Coolamon Steel Works	4.2
Castlereagh Construction Group Pty Ltd	4.0
Parnall Pty Ltd	3.6
Cleverdons Steel Constructions	3.4
Perich Constructions	3.2
Eden Constructions Co Pty Ltd	2.8
Brownrite Building Group Pty Ltd	2.6
Builtform Constructions Pty Ltd	2.2

A copy of the full assessment has been circulated.

**Recommendation**

Recommendation made was adopted.

**9.3.9 MANDAMAH SCHEME APRIL 2015 (G95259510)**

**15/043 RESOLVED** on the motion of Crs Templeton and Clinton that Council authorise the General Manager to proceed with the scheme on the pricing basis stated above and progress with coordinating the loans funds and construction once funding is secured.

That Council budget an initial \$350K to allow materials ordering as soon as the project is confirmed.

**Report Prepared by General Manager**

The Mandamah Scheme has been costed and designed. The current estimate is approximately \$3.2M for completion of the scheme allowing for 100 nominal 1ML connections.

Signed consents from landowners indicate 42 committed parties, 87 Connections and a length of 190km.

The State Government has indicated that GWCC will be the nominated authority to coordinate funding for long term low interest loans for the customers on the scheme.

GWCC has indicated that connections would have a \$50K upfront cost. This requires an additional \$10K to be recouped from each connection over a 10 year period. Discussions with the group have centred on increasing the yearly access charge by \$500 and increasing the usage charge to the residential rate which is currently 66 cents more per KL @ 75% average usage would achieve the extra \$5k needed.

**Recommendation**

Recommendation made was adopted.

**9.3.10 ULEY LANE RURAL SCHEME (G95151010)**

**15/044 RESOLVED** on the motion of Crs McCann and McGregor that the Uley Lane rural scheme report be received and noted.

**Report Prepared by Design & Modelling Officer**

The scheme will extend south from Ardlethan towards Coolamon along the Newell Highway, Ardlethan – Coolamon Road, Uley Road and McDougalls Lane for a total length of 12,900m.

The scheme currently has 3 signed and committed water connection applications.

Council is waiting on approval from Roads and Maritime Services (RMS) and Coolamon Shire Council.

RMS has requested additional information and is currently reviewing for approval.

Coolamon Shire Council is currently assessing the impact of construction of the scheme on a short section of trees in McDougall Lane. Coolamon Shire Council has also requested that the final alignment to be pegged and inspected before final approval is given.

**Recommendation**

Recommendation made was adopted.

**9.3.11 ORGANISATIONAL RESTRUCTURE 2015 (G70157005)**

- 15/045 RESOLVED** on the motion of Crs Palmer and Morris that the Organisational Restructure be considered in CLOSED SESSION.

**9.3.13 BARELLAN STANDPIPE RESERVOIR REHABILITATION**

- 15/046 RESOLVED** on the motion of Crs McCann and Templeton that the Barellan Standpipe Reservoir Rehabilitation report be received and noted.

**Report Prepared by Design & Modelling Officer**

Barellan standpipe reservoir was rehabilitated in September 2012 using a coating system supplied by Carboline and the product carries a 25 year warranty.

Late 2014 field staff reported that a small leak had formed and Council had contacted the manufacture about the failure of the coating. Recently field staff have reported that the leak is getting worse. Carboline have been informed of the issues and have offered to inspect the coating and determine the cause of the failure.

Council is currently waiting on Carboline to supply a detailed plan of action.

**Recommendation**

Recommendation made was adopted.

**9.3.14 NEW CONCRETE BALANCE TANK**

- 15/047 RESOLVED** on the motion of Crs Manchester and Palmer that Council retains the bank guarantee and not to issue the final completion until the issues are resolved.

**Report Prepared by Design & Modelling Officer**

The 12 month defect liability expired on the 17/02/15 for the new concrete balance tank at Albert St Junee.

An inspection of the tank was performed on the 19/01/15 and found 3 small leaks from a construction joint and the wall floor joint. Council has been in contact with Hornick Constructions about repair of the leaks and they have given a commitment by Email to inspect and repair within the next 3 months and have requested that Council grants final completion of the tank.

**Recommendation**

Recommendation made was adopted.

### 9.3.12 NEXT MEETING

The next Ordinary Meeting of Council is scheduled to be held on Thursday 25 June 2015 at 1.00PM.

*The General Manager delivered an update to Council on the GWCC500 Expression of interest from landholders.72 EOI's were received - excellent response.*

- 15/048 RESOLVED** on the motion of Crs McCann and Manchester that Council authorise \$50,000 toward Round 1 of the GWCC and Local Land Services GWCC500 project after substantiation with Engineering that it meets approval.

### 10. QUESTIONS AND STATEMENTS

*Cr Clinton asked that staff be congratulated on their efforts toward the forecasted profit.*

- 15/049 RESOLVED** on the motion of Crs Manchester and Morris that the meeting be adjourned for lunch.

The meeting was adjourned at 1.25PM.

The meeting resumed at 1.48PM.

### 11. CLOSED SESSION 1.48PM

*In accordance with the Local Government Act 1993 and the Local Government (General) Regulations 2005, in the opinion of the General Manager the following business is of a kind as referred to in section 10A(2) of the Act and should be dealt with in part of the meeting closed to the media and public.*

- 15/050 RESOLVED** on the motion of Crs McGregor and Palmer that Council meet in Closed Session.

*1.48PM - Mr G Carr, Mr C Lasdauskas and Mr C Ansell left the meeting and did not return.*

### 11.1 USU CORRESPONDENCE AND RESPONSES TO CLAIMS APRIL 2015 (G70204010)

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

*(a) personnel matters concerning particular individuals (other than councillors)*

- 15/051 RESOLVED** on the motion of Crs Manchester and Clinton that the board acknowledges the information provided and endorses the direction the Management team is taking.

**11.2 ORGANISATIONAL RESTRUCTURE 2015 (G70157005)**

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

*(a) personnel matters concerning particular individuals (other than councillors)*

**15/052 RESOLVED** on the motion of Crs Manchester and McCann that Council endorse the structure and ongoing negotiations with staff and the USU to progress these changes.

**15/053 RESOLVED** on the motion of Crs McCann and Palmer that Council authorise the General Manager to progress private capital discussions to a political state level.

**OPEN SESSION – 3.06PM**

**15/054 RESOLVED** on the motion of Crs Templeton 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 3.06pm

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**MINUTES OF THE BLAND SHIRE HERITAGE ADVISORY COMMITTEE HELD IN THE COMMITTEE ROOM ON WEDNESDAY 3 JUNE 2015 COMMENCING AT 5.00PM**

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**Present:** Cr Liz McGlynn, Cr Peter Grellman, David Scobie (Heritage Advisor), Lesley Duncan (Manager Development Services), Dot Smith

**Apologies:**

**CONFIRMATION OF MINUTES**

Moved by Cr Grellman and seconded by Dot Smith that the minutes of the meeting held on 15 April 2015 be taken as read and confirmed.

**CARRIED**

**ITEM 1 MATTERS ARISING FROM MINUTES**

- Wyalong Interpretive Panel – it was decided that committee members would independently inspect the panel with regard to its location for discussion at the next meeting.

**ITEM 2 CORRESPONDENCE**

Correspondence In

- Nil

Correspondence Out

- Annual Heritage Reports

**ITEM 3 HERITAGE ADVISORY REPORTS**

**6 May 2015**

- Rural Buildings - Younga Plains Road – site visit to review the condition and repair options for a number of early farm buildings.
- Vehicle Damaged Awning – Main Street, West Wyalong – provided two options for repair of damaged awning.
- 93-95 Main Street – progress inspection on restoration works.
- Verandah Reinstatement Proposal – Main Street, West Wyalong – research for new verandah proposal.
- Verandah Reinstatement Proposal – Main Street, West Wyalong – options on how to include the reinstated verandah on the building as well as the adjoining hotel.
- Building Character Report – Church Street, West Wyalong – preliminary research, further advice to be provided.



**ITEM 4 HERITAGE ASSISTANCE FUND**

- It was moved by Cr McGlynn and seconded by Dot Smith that an amended funding amount \$30,000.00 be recommended for the Heritage Assistance Grant for 143 – 147 Main Street, West Wyalong.

**ITEM 5 PROJECTS**

- Reg Rattey Memorial – Dot Smith and Cr McGlynn requested that the whole Heritage Committee be included in the planning and decision making for the Reg Rattey Memorial.

**ITEM 6 GENERAL BUSINESS**

- Nil

**ITEM 7 DATE OF NEXT MEETING**

The next meeting of the Heritage Advisory Committee is 5 August 2015 commencing at 5.00pm in the Council Committee Room.

**ITEM 9 CLOSE**

There being no further business the meeting closed at 5.55 pm.

**MINUTES of the Meeting of  
PUBLIC LIBRARIES NEW SOUTH WALES  
SOUTH-WEST ZONE  
held on THURSDAY 30 APRIL 2015  
at Harden Library, Trinity Centre, Cnr Albury & East Streets, Harden**

***Delegates Attending***

Trevor Drowley	Cathy Lange
Cr David Evans	Cr Tony Lord
Sonya Gee	Anne Nevins
Cr Denis Glanville	Janice Ottey
Sharon Hawkins	Cr Kevin Poynter
Amy Heap	Judy Robinson
Cr John Horton	Cr Cathy Sanderson
Cr Jim Howard	Cr Graham Smith
Penny Howse	Sharon Smith
Vicki Hulm	Andrew Southwell
Judy Jordan	Karen Wendt
Sue Killham	Tracy Wiggins
Robert Knight	

***Election of Chairperson for the meeting***

Cr Yvonne Braid, Chairperson, and Cr Dallas Tout, Deputy Chairperson, were apologies for the meeting.

A single nomination for the position of Chairperson for the meeting was received for Cr Kevin Poynter. Cr Kevin Poynter accepted the nomination.

***Meeting Opening & Welcome***

Mayor, Cr John Horton, welcomed attendees to Harden and opened the meeting.

***Guest Speaker***

**Sonya Gee**, ABC Open Producer for the Riverina, addressed the meeting about the work that ABC Open does to bring stories about communities across Australia together for people to explore and enjoy.

**1. Acknowledgement of Country**

Cr Poynter provided the Acknowledgement of Country:

I would like to acknowledge the Traditional Custodians of the Land on which this meeting takes place. I would also like to pay respect to the Elders both past and present and extend that respect to other Community members present.

**2. Apologies**

Apologies were received from:

Cr Tony a'Beckett	Carina Clement
Cr Peter Batey	Ali Cowie
Cr Yvonne Braid	Christine Del Gigante
Claire Campbell	Eileen England
Adele Casey	Ariane Fehring

Cr Sue Fletcher  
Cr Patricia Gould  
Peggy McKenzie  
Cr Margaret Merrylees  
Lyn Middleton  
Kate Monaghan  
Brian Plummer  
John Proctor  
Cr Jan Renwick

Cr Lindsay Renwick  
Dot Smith  
Janice Summerhayes  
Cr Dallas Tout  
Helen Underwood  
Cr Bill Wheeldon  
Cr Rosalind Wight  
Pam Young

**Motion:** That the apologies be accepted.

Moved: Cr Poynter    Seconded: Robert Knight

**3. Confirmation of Minutes**

The minutes of the previous meeting held on 30 October 2014 at Gundagai were presented.

**Motion:** That the minutes of the meeting held on 30 October 2014 be confirmed.

Moved: Sue Killham    Seconded: Cr Howard

**4. Business arising from the minutes of the last meeting**

There was no business arising from the minutes of the meeting held on 30 October 2015.

**5. Correspondence**

Nil.

**6. Report from State Library of New South Wales**

Robert Knight presented highlights from the State Library report. A copy of this report will be circulated with the minutes.

**Motion:** That the report from the State Library of NSW be noted.

Moved: Cr Evans    Seconded: Janice Ottey

**7. Report from the NSW Public Libraries Association Executive**

Cr Graham Smith, President, NSW Public Libraries Associations (NSWPLA) presented a verbal report including an update on the matter listed at 8.1 below. A copy of this report will be circulated with the minutes.

**8. Report from the NSW Public Libraries Association Executive Office**

**8.1 Public Library Funding Campaign**

Cr Graham Smith provided an update on the Public Library Funding Campaign.

**8.2 2015 NSWPLA SWITCH Conference**

The 2015 NSWPLA SWITCH Conference will be held on 17-20 November 2015 at Australian Technology Park. Further information regarding this conference can be found on the following website:  
<http://nswpla.org.au/switch2015/>

**8.3 2015 NSWPLA AGM**

The 2015 NSWPLA AGM will be held on 20 November 2015 (in conjunction with NSWPLA Conference).

#### **8.4 NSWPLA Membership Renewals**

Membership renewals will be issued in July 2015. The association currently has a strong membership base.

#### **8.5 NSWPLA Trade Exhibition Stand at Local Government NSW Conference, Rosehill Gardens Racecourse, Sydney, 11-13 October 2015**

**Motion:** That the update of the NSWPLA Executive Office be noted.

Moved: Cr Poynter    Seconded: Sue Killham

#### **9. Public Libraries Consultative Committee update (Robert Knight)**

Robert Knight, PLNSW representative on the PLCC, provided an update of recent activities of the Committee. A copy of the report will be circulated with the minutes.

**Motion:** That the Public Libraries Consultative Committee report be noted.

Moved: Cr Poynter    Seconded: Sue Killham

#### **10. NSW Arts & Cultural Policy Framework**

Robert Knight highlighted the brief mention of libraries in the NSW Arts and Cultural Policy Framework. See link attached:

[http://www.arts.nsw.gov.au/wp-content/uploads/2015/02/CreateInNSW\\_NSWArtsAndCulturalPolicyFramework.pdf](http://www.arts.nsw.gov.au/wp-content/uploads/2015/02/CreateInNSW_NSWArtsAndCulturalPolicyFramework.pdf)

#### **11. Report on SW Zone Library Managers Meeting – 18 March 2015**

Robert Knight provided an update of the SW Zone Managers meeting held on 18 March 2015 at Henty. A copy of the minutes will be circulated with these minutes.

##### **11.1 Update on SW Zone Children's & Youth Services Group**

Amy Heap presented an update on the activities of the group and the meeting held on 25 February 2015. It was noted that there has been significant attrition in attendance at CYS meetings, and that the viability of the CYS Group will be reviewed based on attendance at the next meeting.

##### **11.2 Update on SW Zone Digital Library Project**

Robert Knight provided an update on the SW Zone Digital Library project.

#### **12. South-West Zone Libraries update – Library Managers**

Highlights of library activities were received from:

Penny Howse – Cootamundra Library  
Sue Killham – Narrandera Library  
Tracy Wiggins – Tumbarumba Library  
Anne Nevins – Berrigan Shire Library Service  
Cathy Lange – Bland Shire Library  
Janice Ottey – South West Regional Library  
Robert Knight – Riverina Regional Library

#### **13. Other Business**

Nil.

#### **14. Future South-West Zone Meetings**

##### **14.1 Schedule of Meetings**

**Motion:** That future meetings of the South West Zone be held on the last Thursday in April and October each year.

Moved: Cathy Lange    Seconded: Anne Nevins

**14.2 Location of Meetings** (*currently alphabetical rotation through all member Councils*)

After lengthy discussion, it was proposed that alternate meetings be held at Wagga Wagga due to its relatively central location within the Zone with remaining meetings continuing to rotate amongst other SW Zone Councils in alphabetical order.

**14.3 Strategies to maximise attendance**

**Motion:** That, in order to maximise attendance at future meetings, a letter be circulated to all SW Zone Councils asking for their preference of the following options for meeting rotation:

- a) Every second meeting be held at Wagga Wagga due to its relatively central location within the Zone, with remaining meetings continuing to rotate amongst other SW Zone Councils in alphabetical order
- b) The current meeting rotation regime, being that meetings be rotated amongst SW Zone Councils in alphabetical order, be retained.

Moved: Cr Kevin Poynter      Seconded: Cr Evans

**15. Presentation about Historypin**

Amy Heap, Outreach and Promotions Coordinator, Riverina Regional Library, delivered a presentation on Historypin.

**16. Next meeting**

The next meeting date and venue will be advised after the results of the survey referred to at 14.2 above are received.

Cr Kevin Poynter proposed a vote of thanks to the Harden Shire Council and Library for their organisation of a very successful meeting, and for their excellent hospitality. Cr Poynter also thanked Councillors and staff for their attendance and presentations. The vote of thanks was carried by acclamation.

Cr Kevin Poynter thanked delegates for their attendance and wished everyone a safe trip home.

**Meeting Close**

The meeting closed at 12.35pm.

The meeting was followed by lunch at the Barnes Store Emporium Cafe

**Our sincere thanks to the Harden Shire Library for their generous hospitality.**

## 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 June 2015 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 17 MARCH 2015

Item Number	Action By	Council Resolution/Action Required	Outcome
Indigenous Advisory Committee - 12032015	GM	1. That the Indigenous Advisory Committee be dismantled and in its place an Indigenous Liaison Committee be established; 2. That the new Indigenous Liaison Committee consists of the following members: All members of the LALC Board, the mayor of the day, at least two councillors and the general manager of the day. 3. That the general manager be delegated authority to establish this committee in consultation with the WW LALC.	30/4: The Mayor and General Manager attended the LALC Board meeting on 22 April and arrangements are in hand to establish the liaison committee. <b>1/6: Arrangements are in hand for the release of a Joint Statement highlighting the positives achieved over the past 18 months as a result of the good working relationship between BSC and the WWLALC.</b>
Rezoning of Airport Land - 23032015	DCCDS	That Council resolves to prepare a planning proposal to rezone Lot 10 DP1141509 and Lot 11 DP1141509 from SP2 Infrastructure to IN1 General Industrial.	30/03 Initial discussion with Planning underway. <b>19/5: on hold pending negotiations with LALC in relation to industrial land</b>
Visitor Economy & Tourism Advisory Committee of the Whole Item 10 - Bland Shire's Relationship with Dull and Boring -	GM	That further concepts be developed to promote the Bland, Dull and Boring relationship.	30/3: concepts being investigated <b>30/4: Concepts being developed.</b>

## COUNCIL RESOLUTIONS 21 APRIL 2015

Item Number	Action By	Council Resolution/Action Required	Outcome
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Indigenous Cultural Officer - 10042015	GM	That Council approve of the addition of a temporary part time Indigenous Cultural Officer to the organisation structure, for a period of 12 months and that the position is part funded, in the amount of \$30,000.00, from an allocation from the current budget for matching grants.	30/4: The recruitment process has commenced and council will be kept informed of progress.
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### COUNCIL RESOLUTIONS 19 MAY 2015

Item Number	Action By	Council Resolution/Action Required	Outcome
Annual Performance Review of the General Manager - 03052015	GM	that the General Manager, Mr. Ray Smith is congratulated on his successful and positive annual performance review and that a 2.5% increase in his Total Remuneration Package is approved, effective from the 17 May 2015, being the anniversary of his commencement date with Council.	1/6: complete
Fit for the Future - A Review of Local Government in NSW (May 2015) - 09052015	GM	1.That the information regarding progress with the Fit for the Future council improvement proposal be received and noted; 2.That a draft of council's submission be considered at the 2 June workshop; 3.That the results of the community survey be included in council's final submission; 4.That the final submission be submitted to the June Ordinary Council meeting for endorsement.	1/6: Report to be submitted to the June Council meeting with the final submission under the Fit for the Future Framework.



Financial Assistance Grants to Local Government - 10052015	GM	1. Acknowledges the importance of federal funding through the Financial Assistance Grants program for the continued delivery of council services and infrastructure; 2. Acknowledges that the council will receive \$6,577,428.00 in 2014/2015; and 3. Will ensure that this federal funding, and other funding provided by the federal government under relevant grant programs, is appropriately identified as Commonwealth grant funding in council publications, including the annual report. 4. Provide appropriate support to ALGA and LGNSW in their campaign to restore Financial Assistance Grants funding.	1/6: complete
Internal Audit Committee - 11052015	GM	that the Internal Audit Function Charter and Internal Audit Committee Terms of Reference be adopted with the amendments as discussed and noted.	1/6: complete
Internal Audit Committee - 12052015	GM	that Council appoint Cr Templeton and Cr Monaghan as voting members of the Internal Audit Committee for the ensuing council term.	1/6: complete
Refurbishment of the Perseverance Street Sports Complex Stadium - 13052015	GM	that the report on the refurbishment of the Perseverance Street Sports Complex Stadium be deferred to a later date.	1/6: On-site meeting with the consultant to be held on 3 June 2015.
Refurbishment of the Perseverance Street Sports Complex Stadium - 14052015	GM	that the Stadium Committee seek grant funding opportunities in addition to Council's \$2M contribution.	1/6: Steering Committee notified
Establishment of a Visitor Information Centre at 184 Main Street West Wyalong - 16052015	GM	1. That a further report be submitted to the June Ordinary Council meeting with more specific details on the operational costs of a Visitor Information Centre including staffing and technology along with the identification of appropriate benchmarks / KPI's. 2. That council consider the use of volunteers to staff the Visitor Information Centre.	1/6: Report to be submitted to the June Council meeting

Appointment of New Town Crier - 17052015	GM	1. That council endorse the honorary appointment of Mr. Kyle Sturgess as the new Bland Shire Council Town Crier for a period of two (2) years; 2. That Mr. Sturgess liaise with council's general manger in respect to the roles and responsibilities of the position; and 3. That the costs associated with this appointment in relation to appropriate attire and attendance at the annual Town Criers Conference be met from within the Tourism Promotions Budget.	1/6: complete
Proposed Rotary Peace Community - 18052015	GM	that council supports in principle the establishment of West Wyalong as a Rotary Peace Community subject to receiving a more specific and detailed proposal from the Rotary Club of West Wyalong.	1/6: complete
Deed Of Funding - Commonwealth Home Support Program (CHSP) - 21052015	DCCDS	that Council sign and affix the seal to the Deed of Variation 2 between the Australian Government Department of Social Services and Bland Shire Council for the provision of Home and Community Care (HACC) services via the Commonwealth Home Support Program.	Complete.
Licence Agreement with the Department of Family and Community Services - Ageing Disability & Home Care - 22052015	DCCDS	that Council sign and affix the seal to the Licence Agreement between Bland Shire Council and Government Property NSW in respect to the West Wyalong Community Care Centre occupation.	Complete.
Lease Agreement with Murrumbidgee Local Health District for 186 Main Street West Wyalong - 23052015	DCCDS	that Council sign and affix the seal to the Lease Agreement between Bland Shire Council and Murrumbidgee Local Health District in respect to 186 Main Street West Wyalong.	Complete.

Local Heritage Fund Grant Application - 143-147 Main Street, West Wyalong - 24052015	DCCDS	that the report on Local Heritage Fund Grant Application - 143-147 Main Street, West Wyalong be deferred.	To be presented to June meeting
Local Heritage Fund Grant Application - 143-147 Main Street, West Wyalong - 25052015	DCCDS	that the Heritage Grant Guidelines be presented to the June Council Workshop for review.	Presented to June workshop and Heritage committee for acceptance. Complete
Hanlon Enterprises Business Assistance Funding - 28052015	GM	that Council endorse the recommendation of the Senior Economic Development & Tourism Advisor and approve \$10,838 in Business Assistance Funding to Hanlon Enterprises for the purchase and expansion of a grain storage and handling facility located on the Giral-Lake Cargelligo Road Ungarie.	1/6: complete
Donaldson Industries Business Assistance Funding - 29052015	GM	that Council endorse the recommendation of the Senior Economic Development & Tourism Advisor and approve \$18,607 in Business Assistance Funding to Donaldson Industries for the establishment of a multipurpose automotive facility located at 18-24 Showground Road Wyalong.	1/6: complete
Street Sweeping Contract - 30052015	DAES	1. That Contract No 4/13, awarded to Specialised Pavements P/L, be extended to the first of September, 2016. 2. That the Director Asset and Engineering Services be given the delegated authority to extend this contract a further year provided the street sweeping machine being used is still well maintained, environmentally friendly, and performing the task required by Bland Shire Council satisfactorily.	

Option to Take Up Loan Repayment Extension - 31052015	DCCDS	1. That Council resolve to extend the repayment of the Holland Park Pool Loan to the National Australia Bank from 13 July 2020 to 12 July 2030. 2. That Council authorise the General Manager to negotiate the best available rate of the day. 3. That Council give the General Manager and Mayor delegated authority to sign and affix the seal to the loan documents.	Underway, awaiting paperwork.
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## 9.2 Contractual Arrangements of Senior Staff as at June 2015

*Our leadership*

*Setting a benchmark for community standards*

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

*DP17.2 Provide a sustainable, productive, highly skilled and committed workforce which supports current and future service delivery needs.*

**Author:** General Manager

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

**That the information provided to Council under S.339 of the Local Government Act 1993 in respect to the contractual arrangements for senior staff be received and noted.**

### **Introduction**

In accordance with S.339 of the Local Government Act 1993 the General Manager must report to council on an annual basis on the contractual arrangements of any senior staff. Bland Shire Council has resolved to designate the following positions as Senior Staff under the Local Government Act 1993 and both positions are under contract as follows

- Director of Corporate Community & Development Services  
Position holder – Mrs. Adele Casey  
Contract Term – 5 years commencing on 30 September 2013  
Contract Package - \$186,913.82
- Director of Assets and Engineering Services  
Position holder – Mr. Will Marsh  
Contract Term – 5 years commencing on 9 July 2012  
Contract Package - \$187,022.72

### **Conclusion**

This report complies with s.339 of the Local Government Act 1993.

### **Financial Implications**

Sufficient funds have been allocated in the current budget to meet the financial obligations of Council in respect to these contractual arrangements

## 9.3 Fit For The Future – A Review of Local Government in NSW (June 2015)

*Our leadership*

*Setting a benchmark for community standards*

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

*DP14.1 Ensure councillors are provided with appropriate support and resources to carry out their civic duties.*

**Author:** General Manager

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

- 1. That the information regarding progress with the Fit for the Future council improvement proposal and the results of the community survey be received and noted;**
- 2. That council now endorses the final submission to IPART confirming the completion of Template 2 (Council Improvement Proposal) under the Fit for the Future framework;**
- 3. That council acknowledges the hard work of the staff involved in preparing this submission; and**
- 4. That the general manager advises council immediately an outcome is known on the outcome of the IPART assessment of council's submission.**

### **Introduction**

#### Council Improvement Proposal

Based on advice from the Office of Local Government (OLG) Bland Shire Council has confirmed that it will complete the 'council improvement proposal'. This decision was reaffirmed at the May council workshop.

The draft submission was discussed in detail at the June Council Workshop where it was explained that the initial outcome of the 'self assessment' tool provided by the OLG shows that council meets only two (2) of the seven (7) benchmark criteria.

However, based on a number of assumptions, such as the inclusion of a Special Rate Variation, inclusion of the FAG's as own source income and inclusion of funding received for contracted services such as HACC and Children's Services, council could meet as many as six (6) out of the seven (7) benchmarks.

These assumptions have been included based on advice gained at the IPART Hearing held in Wagga on 21 May 2015.

The consideration of all council submissions will be undertaken by IPART who are required to make their determinations by 18 October 2015. The results will then be passed onto the Minister for Local Government for a final decision which should be known prior to the end of the year.

#### Community Survey

The community survey has been distributed through a number of channels including council's website, council's facebook page, e-mail to all local businesses and by promotion through the West Wyalong Advocate.

The results of the survey which are included in council's submission to IPART overwhelmingly indicates that the Bland Shire community is committed to keeping the status quo and remaining a standalone Shire.

#### Rural Council Proposal

While Bland Shire Council meets all of the criteria of a rural council there has been no indication from the NSW State Government as to what will be the implications of being recognised as a 'rural council'. It is in the absence of this confirmation that there are fears that a rural council will have significantly reduced powers. This is why Bland Shire Council has chosen to complete Template two (2).

#### Joint Organisations

The joint Organisation Pilot is continuing and when further relevant information is available it will be reported to council.

#### **Conclusion**

The deadline for submission of council's Fit for the Future proposal is 30 June 2015 which council will meet comfortably. It will then be a matter of awaiting the outcome of the assessment undertaken by IPART.

#### **Financial Implications**

Nil to this report.

#### **Bibliography**

- September 2014 Ordinary Council Meeting
- October 2014 Extraordinary Council Meeting
- November 2014 Ordinary Council Meeting
- December 2014 Ordinary Council Meeting
- February 2015 Council Workshop
- February 2015 Ordinary Council Meeting
- March 2015 Ordinary Council Meeting
- April 2015 Budget Workshop
- April 2015 Ordinary Council Meeting
- May 2015 Council Workshop
- June 2015 Council Workshop
- June 2015 Ordinary Council Meeting

## 9.4 LGNSW Annual Conference - 2015

*Our leadership*

*Setting a benchmark for community standards*

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

*DP14.1 Ensure Councillors are provided with appropriate support and resources to carry out their civic duties.*

**Author:** General Manager

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

**That Council list for discussion at the July workshop their preferred level of representation at the LGNSW Annual Conference being held in Sydney from 11-13 October 2015.**

### **Introduction**

This year's annual LGNSW Conference is being held in Sydney from Sunday 11 to Tuesday 13 October 2015 at Rosehill Gardens Racecourse, James Ruse Drive, Rosehill.

Included as an attachment to this report is a copy of the most recent correspondence from LGNSW regarding this year's conference.

It is noted that there is reference to there being two types of voting relating to motions and office bearers. There are also stricter guidelines this year in respect to the submission of motions.

### **Conclusion**

Given that registrations do not open until early July I have recommended that this report be referred to the July Council Workshop for further discussion.

### **Financial Implications**

The actual costs related to attendance at this conference will be determined when council confirms how many delegates, if any, are to attend.



Our ref:R14/0020 Out:23602  
(Adam Dansie)

4 May 2015

Cr Neil Pokoney  
Mayor  
Bland Shire Council  
PO Box 21  
WEST WYALONG NSW 2671

File:.....	RECORDS ✓	Action
Action Officer:.....		<input type="checkbox"/>
REC'D	11 MAY 2015	
Copy to:.....	ORIG: MAYOR	
	Bland Shire Council	

Dear Cr Pokoney

### **Local Government NSW Annual Conference 2015**

The purpose of this letter is to provide members with important information about the Local Government NSW Annual Conference 2015 (Conference), including requirements arising under the rules of the Local Government and Shires Association of New South Wales ("the rules").

The Conference will take place from **Sunday 11 – Tuesday 13 October 2015** at Rosehill Gardens Racecourse, James Ruse Drive, Rosehill.

Details about the Conference, including information about the venue, sponsorship and accommodation options will be published on the Association's website as they become available. This will include specifics about the Gala Dinner, President's Opening Reception, Conference business sessions, voting, partners programs, and Early Bird pricing.

All attendees must register and online registration will open in early July on the LGNSW website.

### ***Voting***

This year the Conference will involve two types of voting.

Our rules mean that we will develop two rolls of voters, one for voting in the elections for Office Bearers and the Board, and a separate roll of voters for voting on motions.

Separate from Conference registration, members will need to nominate the names of their voting delegates for voting on motions and, where applicable, the names of their voting delegates for voting in the elections for Office Bearers and the Board. The Association will notify members of the number of both types of voting delegates that they are entitled to send to the Conference in approximately July 2015.

Ordinary members will need to nominate the names of their delegate(s) for both types of voting (i.e. voting for the Board and voting on policy motions). Associate members will need to nominate the names of their delegate(s) for voting on motions. Forms for nominating the names of each member's delegate(s) will be made available on the Association's website in due course.

Each member must nominate its delegate(s) to the Conference by 18 September 2015.

Nominations received after the closing date will not be accepted, however a member may substitute the name(s) of its delegate(s) at any time, in accordance with Rule 34 of the Association's Rules.

### ***Voting for Office Bearers and the Board***

Ordinary members of the Association who are financial can vote in the elections for Office Bearers and the Board of the Association.

The Australian Electoral Commission (AEC) will be conducting the elections for the Office Bearers and Board of the Association.

To be eligible to vote in the elections for Office Bearers and the Board, Ordinary members must be "financial on the seventh (7th) day prior to the date upon which the Returning Officer calls for nominations for the elections". The precise date, which will be determined by the AEC, is expected to be approximately eight (8) weeks prior to the first business day of the Conference (i.e. approximately mid-August).

### ***Voting on motions***

Ordinary members and Associate members of the Association who are financial can vote on policy motions that require consideration by the Conference.

### ***Motions***

Councils will be able to submit motions for consideration of Conference online. This online facility will be made available on the Association's website.

The Board has resolved that motions will be included in the Business Paper for the Conference where they:

1. are consistent with the objects of the Association (see Rule 4 of the Association's rules);
2. relate to Local Government in NSW and/or across Australia;
3. concern or are likely to concern Local Government as a sector;
4. seek to advance the Local Government policy agenda of the Association and/or improve governance of the Association;

5. have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws);
6. are clearly worded and unambiguous in nature; and
7. do not express preference for one or several members over one or several other members.

Further, for a motion to be included in the Business Paper for the Conference the submitting member needs to provide accompanying evidence of its support for the motion to be included. Such evidence may include an extract of the minutes of the meeting at which the member resolved to submit the motion for consideration by the Conference.

To allow printing and distribution of the business paper, members are strongly encouraged to submit their motions by **24 August 2015**. The absolute closing date for submitting motions for inclusion in the Business Paper for the Conference is 14 September 2015.

### ***Business Papers***

It is our aim that a full Conference Business Paper be made available on the Association's website and forwarded to members approximately two weeks prior to the Conference. The Association's financial reports will be made available to members at least 21 days before the Conference.

### ***Accommodation***

We encourage attendees to pre-book accommodation listed on the website prior to registering online as you need to indicate where you are staying in order to book transfers in the registration process. These transfers will be priced at \$9.90 each way. There is plenty of parking at the Conference main venue for those wishing to drive instead.

### ***Outstanding Service Awards***

The Outstanding Service Awards will be presented at the Gala Dinner during the Conference. For information about the Awards, including where to apply and eligibility, please visit the Association's website at: [www.lgnsw.org.au/member-services/long-service-awards](http://www.lgnsw.org.au/member-services/long-service-awards).

### ***Registration***

Delegates, partners and attendees will be able to collect their voting cards and other Conference material at Rosehill Gardens Racecourse from the Conference registration desk on Sunday 11 October between 3.00pm – 7.00pm. The registration desk will be open during the President's Opening Reception which runs from 5.00pm to 7.00pm and on Monday 12 October from 7:30am.

***Privacy Statement***

The Association, which is regulated by the *Privacy Act 1988* (Cth), collects private information about registered attendees to the Conference such as names, addresses, telephone numbers, credit card information and email addresses. We use the private information you give us to process your registration and to send you information in relation to the Conference. If you choose not to provide some or all of the private information that we have sought, LGNSW may be unable to process your registration or it may result in you being unable to vote at the Conference. Further information about how LGNSW collects, holds and uses private information is contained in LGNSW's Privacy Policy which is available on the website at the following web address: <http://www.lgnsw.org.au/privacy>

I very much look forward to seeing you at the Conference in October.

Yours sincerely



Cr Keith Rhoades AFSM  
**President**

## 9.5 Refurbishment of the Perseverance Street Sports Complex Stadium

*Our infrastructure*      *Reviewing, renewing & improving our core community assets*

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

11.2. In collaboration with users and budgetary constraints provide facilities that are maintained to acceptable standards.

**Author:**      General Manager

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

- 1**      That the minutes of the Sports Stadium Refurbishment Steering Committee of 27 February 2015, 12 May 2015 and 3 June 2015 be received and noted for information purposes;
- 2**      That council receive and note the initial two (2) concept designs and probable costings;
- 3**      That council confirm acceptance of concept design no.1 for the extension of the existing complex to the east to allow for two (2) full size basketball courts and other associated improvements;
- 4**      That council also acknowledge the development of a concept plan for possible future expansion of this facility that could be used in future grant applications;
- 5**      That the general manager in conjunction with the Facility Design Group now calls for expressions of interest for the provision of the construction services phase of this project based on concept 1; and
- 6**      That a further report be submitted to council once the expressions of interest have been received and assessed.

### **Introduction**

Following the successful EOI process and the appointment of the Facility Design Group, Stage 1 of this project has been completed with a geotechnical report showing that there are no impediments to progressing to Stage 2 being the design and construction phase.

A copy of the minutes of the Steering Committee meetings held on 27 February 2015, 12 May 2015 are included as an attachment to this report as well as the minutes of the most recent meeting held on 3 June 2015.

It was at this latest meeting that the consultant, Mr. Stephen Johanson explained to the steering committee members and to those councillors in attendance, the basis of his concept designs and probable costings.

The two (2) concept designs were discussed in detail noting that the probable costs of each were: Concept 1 - \$1.9M - Concept 2 - \$3.1M.

Council is well aware that some members of the steering committee expressed disappointment at the capping of \$2M on the project which will only allow for the creation of two (2) full size basketball courts. The minutes of the last few meetings reflect many of the comments from the members and while there is an appreciation that the \$2M being allocated to the project will result in refurbishment of the existing facility it does not meet the initial list of essential and desirable list of works that were identified by the committee.

While there was still some conjecture over the fact that concept 1 was only achieving two (2) full size basketball courts there was consensus that if the design of concept 1 allowed for future expansion then it would be acceptable.

### **Conclusion**

If council agrees to proceed to the next stage there will be a review of the estimated timeframe for completion of the project noting that the facility will not be available for use between November 2015 and June 2016.

This was discussed with the Steering Committee who is aware of the need to reschedule events and venues during this period.

The next step in this process is for council to determine which concept design is acceptable but given the expenditure cap of \$2M the reality is that only concept 1 is acceptable.

The consultant will then prepare more detailed plans and a scope of works to allow for the calling of tenders for the construction phase. It is expected that more detailed concept plans will be available for perusal on the evening of the meeting.

The Steering Committee will continue to meet with the aim of developing a model for the future management of the refurbished facility. This will also include determining appropriate fees and charges that would come into effect in the 2016/2017 financial period.

### **Financial Implications**

The estimated cost of concept 1 at \$1.9M includes all professional fees, builders profit and overheads and a contingency sum.

Council has now also resolved that any grant funding obtained for this project can be added to the \$2M cap. While this is a generous gesture by council it is unlikely that any grants would become available after commencement of works. In this respect I am investigating the possibility of a grant application under the National Stronger Regions Funding program and I will report to council accordingly.

## **Minutes of the Sports Stadium Refurbishment Steering Committee meeting held at the Sports Stadium on Tuesday 27 February 2015 commencing at 1.13pm.**

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**Attendance:** Ron Pilon, Derek White, Barry Cooper, Carmel Smith, Michael Pursehouse, Wendy Worner, Betty Seberry, Ray Smith, Wayne Broad, Leon Sharpe, Julie Sharpe and Stephen Johansson – Facility Design Group.

**Apologies:** Tony Parkes, Melissa Ryan

The General Manager opened the meeting, thanked everyone for their attendance and introduced Stephen Johansson, Director, Facility Design Group.

### **Confirmation of Minutes – 27 January 2015**

The Committee confirmed the minutes of the meeting held on 27 January 2015 as a correct record of proceedings.

### **Discussion on priorities and the Sports Stadium**

The Committee discussed the following matters:

- Usage – facility is used on a daily basis however there are no activities during the Christmas holiday period.
  - Lifeball runs all year round
  - Basketball train all year round, approximate membership of 140 Senior, 250 Junior and 80 Ladies Day. 2 Basketball competitions per year of 17 weeks each held over 2 nights per week, 9 junior representative teams that train from 3-7pm daily.
  - Tennis have 2 competitions per year from February – June and June – December, it was noted that there is no other regional competitions for Tennis
  - Aero Club meet 1 night per week
  - Tickles regularly use the Stadium
  - Indoor Soccer and Softball previously
- Management Arrangements –
  - Weekly planner with regular users allocated fixed periods as required, bookings and keys can be accessed from Sport Spot
  - Fees are charged and determined by use and can be paid to Sport Spot or directly into the Stadium account
  - Committee operate and maintain the facility as required, there is a hired cleaner
  - Floor repaired as required and was recoated in approximately 2007
  - Lighting installed approximately 2-3 years ago, scaffold hired and some globes tied to ceiling, approximately 5 globes per year are replaced
  - Council has had no involvement for a long time, part of the process at completion of the refurbishment will be to consider options and review the management format

S. Johansson advised that initial findings indicate works that may be required include flooring, internal wall sheeting, disabled access ramp, fire hydrant, additional hose reels, electrical upgrade, car parking facilities, natural ventilation and air intake, roof and skylight system, improved air conditioning.

It was noted that the roof leaks at the ridge and laser sheeting areas. The Committee discussed options for skylighting and LED lighting.

The Committee referred to the previously identified essential/desirable priority works and noted that as a minimum 3 full sized courts will provide opportunity to attract events/camps and develop sporting tourism, only 2 courts would be an improvement however not provide any real benefit to the domestic competition.

The Committee discussed the options and provided S. Johansson with a copy of sketches of a 4 court proposal for further consideration and discussion.

S. Johansson advised that he is awaiting further survey and engineers reports on the site and that there appear to be many peripheral issues to be assessed and examined. It was noted that if the building area is increased additional requirements under the BCA may then apply and his challenge will be to develop a design that meets all the requirements and will provide as much as possible within the allocated budget.

At this stage the Committee inspected the outside areas around the Stadium and continued to discuss options.

### **Proposed Timeframes & Next Steps**

S. Johansson advised that the additional survey and engineering reports should be provided in approximately 3 weeks and then concept designs can be prepared.

J. Sharpe provided the Committee with the timeframes for the Council budget process and opportunities for the Committee to address Council in relation to the development of sporting and economic development potential.

### **Next Meeting**

It was noted that the next meeting will be scheduled once further information is received from Facility Design Group.

There being no further business the meeting then closed at 2.53pm.



## **Minutes of the Sports Stadium Refurbishment Steering Committee meeting held at the Sports Stadium on Tuesday 12 May 2015 commencing at 5.33pm.**

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**Attendance:** Ron Pilon, Derek White, Barry Cooper, Carmel Smith, Wendy Worner, Betty Seberry, Michael Pursehouse (arrived 5.38pm), Ray Smith, Wayne Broad, Leon Sharpe and Julie Sharpe.

**Apologies:** Tony Parkes, Melissa Ryan

The General Manager opened the meeting and thanked everyone for their attendance.

### **Confirmation of Minutes – 27 February 2015**

The Committee confirmed the minutes of the meeting held on 27 February 2015 as a correct record of proceedings.

### **Presentation and discussion on concept options**

The General Manager provided a copy of Option 1- Base Model Concept. This concept includes an Easterly extension towards Ron Crowe Oval, 2 full sized basketball courts, refurbished amenities plus new amenities, multi purpose room and carpark upgrade. Probable costs are estimated at \$1.9M.

It was noted that as a Council project it must comply with all building codes, requirements and standards.

The General Manager provided a copy of Option 2 – Rear Model Concept. This concept includes a new free standing structure at the rear of the existing stadium, 2 full sized basketball courts, new amenities and carpark upgrade. Probable costs are estimated at \$3.1M

The Committee further discussed the concepts and options.

At this stage, 5.38pm, Michael Pursehouse arrived.

The General Manager advised that Councillors were provided with this information at their May Workshop and confirmed the budget allocation of \$2M. A report will be provided to Council's meeting on 19<sup>th</sup> May for consideration and acceptance of a concept. Following Council's decision on the approved concept further detailed plans will be finalised.

It was noted that the provision of a fire hydrant and other necessary works are included in both concept options.

### **Presentation and discussion on proposed timeframes**

The General Manager provided a copy of the proposed timeframe program for discussion. It was noted that the project allows for a 30-32 week period with no access to the site being available. The Committee discussed the impact, availability and options for alternate venues.

The General Manager advised that Stage 1 of the project is complete with no geotechnical issues identified and significant savings made in the process.

The Committee discussed the concepts and timeframes and the following issues were noted:

- Limiting sporting tourism concept opportunities
- Adjoining laneway
- Awaiting quote from Goldenfields Water for the hydrant
- Project management process
- Stages 1 and 2 development and costs
- Details of options included in the concepts presented
- Building codes and standards

- Reconfiguration of concept options to allow for future expansion
- Queried the inclusion of any improvements to the external building surfaces

At this stage, 6.43pm, Ron Pilon, Barry Cooper and Betty Seberry left the meeting.

**Next Meeting**

It was noted that the next meeting will be held on 23<sup>rd</sup> June. Agenda items to include detailed concept plans and management options for the facility including fees and charges.

There being no further business the meeting then closed at 6.43pm.

## **Minutes of the Sports Stadium Refurbishment Steering Committee meeting held at the Sports Stadium on Wednesday 3 June 2015 commencing at 12.00 noon.**

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**Attendance:** Tony Parkes, Ron Pilon, Derek White, Barry Cooper, Carmel Smith, Wendy Worner, Michael Pursehouse, Betty Seberry (arrived 12.30pm), Stephen Johansson – Facility Design Group, Ray Smith, Wayne Broad, Cr Leeanne Hampton, Mayor Neil Pokoney (arrived 12.08pm) and Julie Sharpe.

**Apologies:** Melissa Ryan, Leon Sharpe

The General Manager opened the meeting and thanked everyone for their attendance.

### **Confirmation of Minutes – 12 May 2015**

The Committee confirmed the minutes of the meeting held on 12 May 2015 as a correct record of proceedings.

The General Manager advised that:

- Council confirmed the budget of \$2M for the refurbishment at their Workshop on June 2
- S. Johansson will provide further information and details of the concepts and costings provided
- Any savings identified in Option 1 will not provide sufficient funds for Option 2 to be progressed
- Council at its May meeting resolved that the Steering Committee seek grant funding opportunities in addition to Council's \$2M contribution

M. Pursehouse expressed his disappointment in the comments made by the Mayor at the May Council meeting in relation to the project cap of \$2M. The General Manager advised that discussions had occurred on a Council level and there is no formal resolution that any grant funding sourced would reduce the Council allocation to maintain the project cap at \$2M.

The General Manager advised that current grant funding opportunities are available through the National Stronger Regions Fund and investigations are underway into the criteria and suitability of the project. Funding applications close at the end of July 2015.

### **Presentation and discussion on concept options and timeframes**

S. Johansson advised that further CAD format plans for Option 1 were in development prior to the project being put on hold. Included in the option is a large multi-purpose room at the front of the existing stadium.

At this stage, 12.08pm, Mayor Pokoney arrived.

Further considerations for Option 2 (structure out the back of the existing stadium) include the location and requirements for amenities, property boundaries, ventilation, fire egress and rating on walls.

M. Pursehouse questioned the concept design options for expansion and future growth opportunities.

S. Johansson advised that issues and considerations include dysfunctional areas, the number of courts plus BCA and Certifier requirements.

S. Johansson circulated a copy of the partial incomplete sketch design for Option 1 and breakdown of costings. It was noted that this information is for the Steering Committee members only and is to be returned at the close of the meeting. The costings are an opinion of probable costs based on early concept discussions, historical evidence and data. It was noted that further considerations will be required to meet the budget allocation.

The Committee discussed the information provided and the following issues specifically:

- Council's requirement to ensure all building codes and standards are met
- Parking upgrade – Council to assist and reduce costs
- Services augmentation – electrical, water, hydrant, etc
- Lighting – yet to be determined, considerations for new Cree lighting, guaranteed for 10 years
- Flooring – proposed sports ash strip floor over the existing
- Roof – to be checked and measured, proposed to relay a new roof and replace skylights
- Builders profit and overheads
- Role of S. Johansson and contract responsibilities
- Expression of interest and tender processes
- Project budget allocation and actual build price
- Timeframes and construction period
- Multi-purpose room
- Air conditioning – requires further investigation
- Access ramp and stairs – any requirements for both or is ramp only satisfactory
- Linemarkings – plan and grid may be provided for input
- Impacts of the certifier and interpretation of the BCA requirements
- Canteen – investigate scope for upgrade
- Old asphalt area behind the existing stadium – to be tidied

At this stage, 12.30pm, B. Seberry arrived.

The Mayor queried the engineering design of the current floor. S. Johansson advised that further investigations are required however photographs and initial inspections appear satisfactory.

T. Parkes queried the proposed allocation and location for amenities.

M. Pursehouse stated that there was no clear definition on the components proposed when the concepts were provided to the Steering Committee.

Cr Hampton queried the ability to provide for 2 netball courts with a reduced run off area of 1 metre within the proposed concept. S. Johansson advised that the area will be sufficient and provided details of a litigation incident and suggested that Council seek legal advice on the matter.

The Mayor advised that this project is expected to be the last significant capital project for the foreseeable future.

T. Parkes queried the proposed downtime period stating the November – February was the most convenient time for Junior Basketball and seeking minimum impact. The Committee discussed other available options. S. Johansson provided an overview of processes and timeframes, further consideration and review of timeframes is to be undertaken.

R. Pilon queried the impact of the project and works on the Rugby League Knockout held during February at Ron Crowe Oval.

S. Johansson advised that a consensus on the option footprint is required to move the project forward and the budget as listed will then be reviewed further. M. Pursehouse sought for a concept design with consideration for future expansion. The Committee continued to discuss the concept design options and costs.

At this stage, 1.15pm, C. Smith left the meeting.

The General Manager advised that a report is being prepared for the Council meeting on June 16 and confirmed that the Committee's consensus on a preferred design option is required to proceed.

M. Pursehouse queried the option of preparing plans and seeking tenders for 2 concept options.

The Committee discussed the costings for builders profit, overheads, professional fees and contingency. S. Johansson outlined the industry standards and noted that large scale projects enable these fees to be reduced.

M. Pursehouse provided the Steering Committee with copies of plans and a summary of 2 quotations obtained from large structural manufacturing firms for a shed structure and sports flooring. It was noted that the costings are for a "bare bone" structure with no electricity, water, etc.

At this stage, 1.40pm, Mayor Pokoney left the meeting.

The Committee discussed all the information provided at the meeting and the plans, costs and options. It was noted that the Steering Committee would not be seeking any additional funding from Council for any future expansion and grant opportunities were further discussed.

S. Johansson advised that further investigations into the requirements for amenities will be undertaken and further sketches developed.

The Steering Committee agreed as follows:

- The development of plans for Concept 1 taking into consideration discussions from the meeting and to allow for future expansion opportunities.
- The development of plans for possible expansion taking into consideration discussions from the meeting to demonstrate capacity to grow in the future for submission with any applications for grant funding.

### **Next Meeting**

It was noted that members will be notified of the details for the next meeting.

The General Manager thanked S. Johansson for his attendance and members for their participation in the meeting. There being no further business the meeting then closed at 2.07pm.

## 9.6 Visitor Information Centre – Operational and Fit out Costs

*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*

*DP 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:** General Manager

### **Officer's Recommendations:**

- 1. That Council allocate an additional \$250,000.00 to establish the Visitor Information Centre at 184 Main Street West Wyalong;**
- 2. That these funds be allocated from the Community Facilities Reserve;**
- 3. That the Visitor Information Centre operate for a trial period of three years; and**
- 4. That the general manager report back to council with a progress report prior to the official opening of the Centre.**

### **Introduction**

In accordance with Council's resolution of 19 May 2015 this report is submitted with more specific details on the operational costs of a Visitor Information Centre (VIC) including staffing and technology.

### **Staffing**

Upon investigations and consultations conducted by Senior Bland Shire Council staff it is recommended that the VIC must be staffed by paid Bland Shire Council staff. Further to the recommendations from Aurora Research and other VIC's, the use of volunteers is in the decline and attracting, recruiting and retaining suitable volunteers is also an issue.

The proposed hours of operation will be 9am to 5pm on weekdays and 9am to 4pm on weekends and public holidays. This is a major but not unexpected cost and will ensure that the Centre is operated on a professional basis with appropriate operational control under the responsibility of the general manager.

### **Financial Implications**

#### **Budgeted Costs to Date**

Budget for staffing and fitting out	\$150,000
Budget for building modifications	\$ 80,000
Total budgeted amount to date	<b>\$230,000</b>

The amount of \$150,000.00 was an ad hoc amount included in the 2015/16 budget but was always going to be substantiated when the investigations into the cost of running the Centre were more clearly identified.

Upon further investigation to set up and run a VIC at 184 Main Street would involve the following costs:

Building costs	\$166,940
Staffing costs	\$149,760
Fit out costs	\$163,300
Total Costs	<b>\$480,000</b>

The existing building will need significant modification to meet Building Code of Australia (BCA) standards as well as VIC accreditation requirements. The provision of suitable and appropriate technology is also a vital ingredient into the successful operation of a VIC.

The building modification and technology costs will be a 'once off' investment however there will be an annual running cost of around \$180,000.00 to \$ 200,000.00. This will certainly have an effect on council's annual operating budget as well as an effect on council's Long Term Financial Plan.

### **Conclusion**

The location and limited parking at 184 Main Street may well affect the number of visitors entering the VIC. The number of visitors will be measured by an electronic people counter system and statistics collected by the paid VIC staff.

Parkes and Cowra VIC's are in ideal locations with easy access and plenty of parking for both the normal passenger vehicles as well as the large recreational vehicles. Parkes averages 4,500 visitor a month or 54,000 visitors a year and Cowra averages 5,000 visitors a month or 60,000 visitors a year.

The completion of works, purchases of equipment and recruitment of staff will take approximately three (3) months so we can expect that the Centre will be operational by mid to late September 2015.

## SECTION 3 – CORPORATE, COMMUNITY & DEVELOPMENT SERVICES

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### 9.7 Financial Statements – May 2015

*Our leadership*

*Setting a benchmark for community standards*

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

*DP14.4 Ensure the long term financial sustainability of Council through effective and prudent financial 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 May, 2015**
- 2. That Council confirms the payment of accounts, for the period 01 May to 31 May 2015, summarised in the accounts summary totalling \$ 3,527,864.21**

**STATEMENT OF BANK BALANCES, RATES COLLECTIONS AND INVESTMENTS FOR THE MONTH OF MAY, 2015.**

**BANK BALANCES AS AT 31 MAY, 2015**

<b>ACCOUNT</b>	<b>BALANCE</b>
General Fund	\$ 1,254,373.04
BCard	\$ 15,990.00
	<b>\$ 1,270,363.04</b>
Invested Funds	
Fixed Deposits	\$12,500,000.00
Deposits at Call	\$ 1,461,780.25
	<b>\$13,961,780.25</b>
Net Balance	<b>\$15,232,143.29</b>
Percentage of investment to Net Balance	91.66%



**STATEMENT OF BANK BALANCES AS AT 31.05.15**  
**SUBMITTED TO THE ORDINARY MEETING JUNE, 2015**

Balance as at 01.05.15 \$ 502,021.29

**Add Receipts**

For month of May 2015 \$ 4,280,215.96

Includes

<b>Receipt Date.</b>	<b>Receipt Name</b>	<b>Received Total</b>
08/05/2015	RMS Block Grant	\$ 249,750.00
18/05/2015	OLG FAG Grant	\$1,653,188.00
19/05/2015	Department of Infrastructure	\$1,167,096.00

**Less Payments**

For month of May 2015 \$3,527,864.21

Includes

<b>Payment Date.</b>	<b>Payee Name</b>	<b>Payment Total</b>
26/05/2015	Bank of Queensland Investment	\$2,000,000.00

Cash Balance \$ 1,254,373.04

Limit of Overdraft Arranged with Bank \$ 350,000.00

## ACCOUNTS SUMMARY

The following is a summary of accounts paid for the period May 01, 2015 to May 31, 2015.

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>
Cheques	024519 - 024559	\$70,265.84
Auto-pay      Creditors	E004374 – E004643	\$2,932,832.16
Auto-pay      Payroll	03/05 – 31/05	\$ 517,083.02
May Bank Charges & Commission etc		\$797.27
Direct Debits	Repayments & Vehicle Lease	\$6,885.92
		<b>\$ 3,527,864.21</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 16 June 2015, 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**

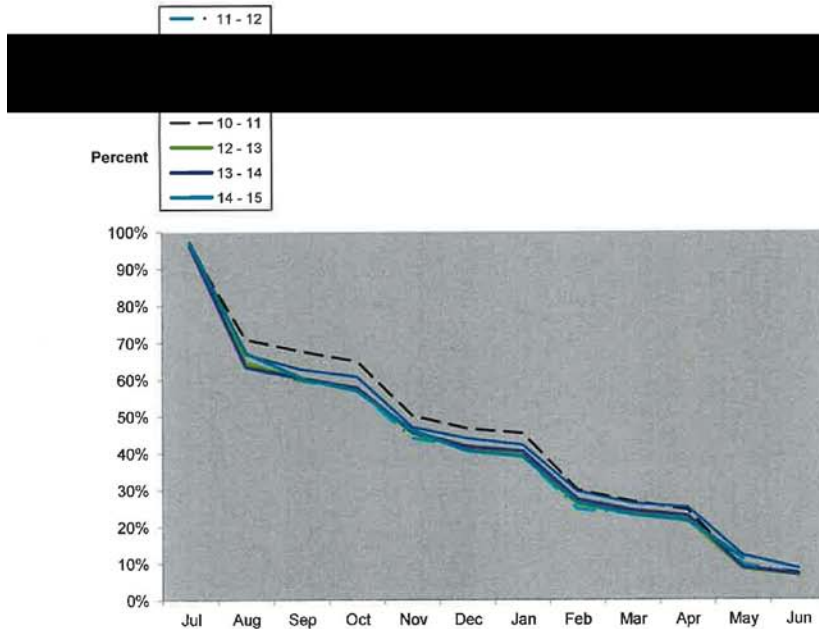
I certify that this accounts summary, covering amounts totalling \$ 3,527,864.21 was submitted to the Ordinary Meeting on the 16 June 2015 and that the amounts are presented to Council for confirmation of payment.

.....  
Chairman of Ordinary Meeting

**STATEMENT OF RATES AS AT 31 May 2015**

RATE	Levy	Arrears	Adjustments	Interest	Total	Pension Rebate	Collections	Balance	2014-15	2013-14
General	\$6,004,291.81	\$353,068.17	-\$4,130.09	\$23,081.54	\$6,376,311.43	-\$78,861.18	-\$5,689,230.46	\$608,219.79	9.66%	7.37%
Sewerage	\$1,245,540.00	\$145,938.73	\$1,390.47	\$10,087.38	\$1,402,956.58	-\$37,599.78	-\$1,140,431.30	\$224,925.50	16.47%	14.13%
Garbage/Services/Legal	\$846,636.00	\$157,784.54	-\$36,100.76	\$10,562.66	\$978,862.44	-\$47,824.19	-\$728,241.71	\$202,816.54	21.78%	17.49%
Overpayments	\$0.00	\$0.00					-\$79,688.72	-\$79,688.72		
<b>TOTALS:</b>	<b>\$8,096,467.81</b>	<b>\$656,791.44</b>	<b>-\$38,840.38</b>	<b>\$43,731.58</b>	<b>\$8,758,150.45</b>	<b>-\$164,285.15</b>	<b>-\$7,637,592.19</b>	<b>\$956,273.11</b>	<b>11.13%</b>	<b>8.72%</b>

% of Rates



Debt Analysis	Properties	Balance
Sale of Land	0	\$0.00
Future Sale of Land	53	\$118,268.02
Arrangements	62	\$17,431.05
Debt Collection	105	\$285,618.18
Centrepay	43	\$29,808.18
<b>Total</b>	<b>263</b>	<b>\$451,125.43</b>

APR 1/6/15

2/6/15

### INVESTMENTS

The following table gives details of Council's Funds invested at 31st May 2015. 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
05-August-2014	Bank of QLD (Floating Rate Note)	1,000,000.00	731 days	0.95% + BBSW	05-August-2016
04-March-2015	Rural Bank (Term Deposit)	1,000,000.00	120 days	3.05%	02-July-2015
17-March-2015	ING Bank (Term Deposit)	1,000,000.00	185 Days	3.03%	14-September-2015
04-December-2014	NAB (Term Deposit)	1,000,000.00	182 Days	3.56%	04-June-2015
01-May-2015	NAB (Term Deposit)	1,000,000.00	185 Days	2.95%	02-November-2015
22-January-2015	NAB (Term Deposit)	1,000,000.00	182 days	3.52%	23-July-2015
19-May-2015	NAB (Term Deposit)	1,500,000.00	181 days	2.95%	16-November-2015
01-February-2015	Westpac (Term Deposit)	1,000,000.00	184 days	3.43%	01-August-2015
14-April-2015	Bank of QLD (Term Deposit)	1,000,000.00	183 days	2.95%	14-October-2015
31-March-2015	NAB (Term Deposit)	1,000,000.00	184 days	3.00%	01-October-2015
26-May-2015	Bankwest (Term Deposit)	2,000,000.00	150 days	3.00%	23-October-2015
	ANZ Deposit at Call	50,711.59	Cash at Call		
	CBA Deposit at Call	1,219,068.66	Cash at Call		
	<b>TOTAL:</b>	<u>13,769,780.25</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 192,000.00 Managed Funds

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

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

## 9.8 Local Government Remuneration Tribunal

*Our leadership*

*Setting a benchmark for community standards*

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

*DP14.3 Ensure Councillors are provided with appropriate support and resources to carry out their civic duty*

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

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

**That Council adopt the 2.5% increase in Mayor and Councillor fees for the 2015/16 financial period and the operational plan be amended accordingly.**

### **Introduction**

The most recent determination of the Local Government Remuneration Tribunal, in respect to fees and charges to be made to Mayors and Councillors has been released.

Pursuant to section 241 of the LG Act the Tribunal determines in each category of council, the maximum and minimum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils.

In determining the maximum and minimum fees payable to each of the categories, the Tribunal is required, pursuant to section 242A of the LG Act, to give effect to the same policies on increases in remuneration as those that the Industrial Relations Commission is required to give effect to under section 146C of the Industrial Relations Act 1996 (IR Act), when making or varying awards or orders relating to the conditions of employment of public sector employees.

The current policy on wages pursuant to section 146(1)(a) of the IR Act is articulated in the Industrial Relations (Public Sector Conditions of Employment) Regulation 2014 (Regulation). The effect of the Regulation is that public sector wages cannot increase by more than 2.5 percent, and this includes the maximum and minimum fees payable to councillors and mayors.

The Tribunal has reviewed the key economic indicators, including the Consumer Price Index and Wage Price Index, and finds that the full increase of 2.5 percent available to it is warranted. Tribunal considers that an increase of 2.5 percent in the maximum and minimum fee for each category of councillor and mayoral office, including county councils, is appropriate and so determines.

## Conclusion

Bland Shire Mayor and Councillor Fees are currently set at the maximum allowable rates.

The tribunal has set an allowable increase of 2.5 percent in line with Public Sector Employees and Council should give consideration to again adopting the maximum allowable Rate recommended by the Local Government Remuneration Tribunal effective from 1 July 2015.

### Local Government Remuneration Tribunal

Fees for General Purpose and County Councils				
Category	Councillor/Member Annual Fee		Mayor/Chairperson (In Addition to Councillor/Member Annual Fee)	
	Minimum	Maximum	Minimum	Maximum
<b>General Purpose Councils</b>				
Rural	8,330	11,010	8,860	24,030

## Financial Implications

### COUNCILLOR FEES – PER ANNUM

Current Remuneration	Max Increase	2015/16 Remuneration
\$10,740	\$270	\$11,010

### TOTAL COUNCILLOR FEES – PER ANNUM

Current Remuneration	Max Increase	2015/16 Remuneration
\$96,660	\$2,430	\$99,090

### ADDITIONAL MAYORAL FEE – PER ANNUM

Current Remuneration	Max Increase	2015/16 Remuneration
\$23,440	\$590	\$24,030

The overall increase in fees equates to \$3,020

## 9.9 Reg Rattey VC Memorial Update

*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:** Director Corporate, Community & Development Services

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

**That the information regarding the progress with the Reg Rattey VC Memorial be received and noted.**

### **Introduction**

Based on Council resolution to erect a memorial to honour VC recipient Reg Rattey, a Public Art Expression of Interest, Artist Briefing Document was advertised and released to the public by Bland Shire Council on 30 March 2015, with submission closing date of 15 May 2015.

Fifteen (15) submissions were received and the Committee consisting of Councillor Liz McGlynn, Director Corporate, Community and Development Services, Acting Manager Development Services, Eastern Riverina Arts Advisor and members of the Rattey family met on Monday 18 May to review applications, which initially shortlisted to five (5) potential artists. Further investigation has occurred to clarify some aspects of the submissions with the Committee yet to meet to determine the final number.

The Committee have discussed potential locations which are yet to be finalised however, will be within the Reg Rattey Drive precinct. Several suggested sites will be investigated however constraints from Roads and Maritime Services regarding road reserves, line of sight, etc need to be taken into consideration in the final decision.

The public launch was initially agreed to take place on 22 March 2016, the date of the battle which Reg Rattey was awarded the Victoria Cross medal. However, family are reviewing this date to best fit those that will be travelling to the event.

### **Conclusion**

The Reg Rattey VC Memorial project is progressing and as the project progresses, further information will be provided to Council.

### **Financial Implications**

Nil to this report.



## 9.10 Local Heritage Fund Grant Application – 143-147 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 the Heritage Advisory Committee

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

**That Council endorse the recommendation of the Heritage Advisory Committee to approve Local Heritage Funding for the amount of \$30,000.00 for the replacement of the awning at 143-147 Main Street with a single storey verandah and that the amount of \$1,808.00 be allocated from the Verandah/Façade Restoration Reserve.**

### **Introduction**

An application was received from the owners of building situated at 143-147 Main Street, West Wyalong for the amount of \$40,000.00 to replace the existing awning with a one storey verandah. The total cost of the project (excluding development application fees) is \$80,000.00.

The applicant has provided two quotations to support the application, \$78,855.00 and \$87,577.00 respectively and inclusive of GST.

The project expenditure includes:

Erection of verandah	\$78,855.00
Owners Travel & other costs	\$ 1,145.00
<b>Total Cost</b>	<b>\$80,000.00</b>

### **Conclusion**

The project is consistent with the aims of the Bland Local Heritage Strategy and is generally consistent with funding previously approved for significant buildings. The inclusion of costs associated with owner's travel has not previously been included in grants funded from the Local Heritage Fund. The amount of \$1145.00 has been excluded applicant's contribution to the project, and the Heritage Committee has recommended that grant funding of \$30,000.00 be allocated to this project.

### **Financial Implications**

To date a total of \$21,808.00 has been approved for funding from the Local Heritage Fund. The inclusion of this project would increase the allocation of to \$51,808.00 for the current financial year. The approval of this project would require additional funds from the Verandah/Façade Restoration Reserve of \$1,808.00 to ensure that sufficient funds are available.

## 9.11 Strengthening Communities Grant – Mirrool Silo Kick Committee on behalf of Mirrool Cricket Club

*Our people*

*Our greatest and most important asset*

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

*DP 7.4 Assist community groups to provide activities to the wider community.*

**Author:** Community Development Officer

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

**That Council approve the Strengthening Communities grant application of \$2500 from the Mirrool Silo Kick Committee on behalf of the Mirrool Cricket Club to assist with the supply and laying of a synthetic turf pitch for the Mirrool Cricket Ground.**

### **Introduction**

The Mirrool Silo Kick Committee on behalf of the Mirrool Cricket Club has applied for a Strengthening Communities grant of \$2500 to assist with the costs associated of supplying and laying a synthetic turf pitch at the Mirrool Cricket Ground.

The Mirrool Cricket Ground is used on a regular basis by community members and visitors for competitive cricket providing a great social opportunity for players and spectators alike.

Installing a new synthetic pitch at the Mirrool Cricket Ground will enable the community to continue to offer a safe and suitable playing facility for locals, visitors and their children.

### **Conclusion**

The provision of a new synthetic turf pitch at Mirrool will allow the local competitive cricket competition to continue, providing regular social opportunities for both competitors and spectators and a means of physical activity for players.

This request accords the objectives set out in Councils Community Strategic Plan.

### **Financial Implications**

There is currently \$9677 available in Council's Strengthening Communities Grant Fund.

## 9.12 Strengthening Communities Grant – West Wyalong Public School P&C

*Our leadership*

*Setting a benchmark for community standards*

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

*DP15.3 Assist and/or foster community events and initiatives through Council sponsored grants/sponsorship opportunities*

**Author:** Community Relations Officer

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

**Council approve a Strengthening Communities grant of \$3,970 to the West Wyalong Public School P&C to assist with the cost of installing synthetic grass in part of the playground.**

### **Introduction**

Council has received a Strengthening Communities grant application from the West Wyalong Public School Parents and Citizens Association (P&C) to assist with the cost of installing synthetic grass in part of the playground.

The total cost of the project is \$38,970 and the P&C has raised \$35,000 from various fundraising activities during 2014 and 2015. The P&C has applied to Council for a grant of \$3970 to meet the remaining costs and allow the project to proceed in the near future.

The synthetic grass will cover an area of approximately 670 square metres and run from the covered outdoor learning area (COLA) to the current playground equipment. It will also include four handball courts for the children to enjoy. Consistent high foot traffic across the area has made it unsuitable for lawn to grow and survive.

The P&C believe the project will enhance the aesthetic nature of the school and help create a positive impression of West Wyalong for families living in and considering relocating to West Wyalong.

The project is also expected to significantly reduce the amount of dust created at West Wyalong Public School which will provide medical benefits for the students and staff who suffer with asthma or other respiratory conditions.

### **Conclusion**

While Council's grants guidelines generally require only a \$1 for \$1 contribution from applicants, the West Wyalong Public School P&C has raised almost 90 per cent of the funds required on its own.

This demonstrates a significant "buy-in" or contribution from the P&C, school families and the community in general and sets a strong example for future applicants.

The project will deliver direct benefits to students, staff and visitors as well as enhancing the aesthetics of the overall area by reducing dust. The project also aligns with a number of priorities listed in Council's Community Strategic Plan.

**Financial Implications**

Council has \$9,677 available in its Strengthening Communities budget.

## 9.13 Investigation of 184 Main Street as a possible venue for a Theatre/Performance Space

*Our places*

*Where our sense of community shines*

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

*7.4 Assist community groups to provide activities to the wider community*

**Author:** Community Development Officer, on behalf of the Bland Shire Cultural Advisory Committee

### **Cultural Advisory Committee's Recommendation:**

**Council investigate the use of 184 Main Street as a potential venue for a theatre/performance space.**

### **Introduction**

The Cultural Advisory Committee has recommended that Council investigate the use of 184 Main Street as a possible venue to house a theatre/performance space. The committee has noted that there is substantial shed space at the rear of the building that could potentially be converted into a multipurpose area suitable for a theatre and performance space and a space to host exhibitions.

The current lack of such a space was noted by the committee as being a significant community issue. The establishment of such a space is likely to encourage the development of new cultural opportunities and initiatives for community members and potentially carries positive implications for the community from both an economic and tourism perspective.

### **Conclusion**

The establishment of a multipurpose theatre/performance space would offer new opportunities for Bland Shire residents and community groups and contribute to the cultural capacity of the Bland Shire community. The establishment of a theatre/performance space accords with a number of the priorities outlined in Council's Community Strategic Plan including:

- 3.2 Promote, facilitate and support a thriving cultural/regional arts community
- 7.4 Assist community groups to provide activities to the wider community
- 12.6 Determine community need and develop design for indoor multi-purpose facility

### **Financial Implications**

#### Comment from the General Manager

There are no available funds in the current budget for any costs associated with such an investigation.

## 9.14 Cultural Development Grant – West Wyalong Town Band

*Our people*

*Our greatest and most important asset*

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

**DP3.2** *Promote, support and facilitate a thriving cultural/regional arts community*

**Author:** Community Development Officer

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

**Council approve the Cultural Development Grant application from the West Wyalong Town Band for the amount of \$2000**

### **Introduction**

The West Wyalong Town Band has applied to Council for a Cultural Development Grant to assist with the costs of purchasing new instruments, sheet music and instruction books, updating uniforms and repairing instruments. The West Wyalong Town Band provides musical entertainment for the residents of the Bland Shire, performing at various community events including ANZAC Day celebrations, the 'In the West' festival, annual Australia Day celebrations, the West Wyalong High School Music Spectacular and numerous other community events.

Performing in the band provides a great opportunity for members to improve their musical skills and showcasing their talents with the community well entertained by the band on numerous occasions.

All band members and the extended community will benefit from the acquisition of new music, with the band able to increase its repertoire and conduct additional performances around the Shire. Members will also greatly benefit from the upgrade of uniforms and the repair of instruments allowing members to continue utilising the equipment the band has on offer.

### **Conclusion**

The request for this funding was received following the May Cultural Advisory Committee meeting. The request does however strongly parallel with a request for funding submitted by the West Wyalong Town Band in the 2013/2014 financial year that was fully endorsed by the Cultural Advisory Committee and approved by Council. This request is compatible with priorities identified in Council's Community Strategic Plan including – Promote, facilitate and support a thriving cultural/regional arts community; and provide and support a range of community and cultural activities to meet the needs of residents and visitors.

### **Financial Implications**

There is currently \$4083 remaining in Council's Cultural Development Grant budget.

## SECTION 4 – ASSET & ENGINEERING SERVICES

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### 9.15 Aerodrome Classification

*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 Asset and Engineering Services

**Officer's Recommendation:**

**That Bland Shire Council re-classify its West Wyalong aerodrome from “Certified” to “Registered” under the terminology for aerodromes as applied by the Civil Aviation Safety Authority.**

**Background**

The West Wyalong airport is currently classified as a “Certified” aerodrome. This means that under the Civil Aviation Safety Authority (CASA) requirements, Bland Shire Council ( see highlighted in blue in the table below) must have an Aerodrome Safety Manual, Safety Management System, and Aerodrome Technical Inspection Regime; which are set up to suit CASA’s framework. This is a similar requirement for all large airports such as Sydney airport. The problem associated with this is that council is then rigidly required to meet the conditions in the plans since CASA is responsible for the Certification. This is time consuming of staff time, and costs money to keep the airport to the Manual standards especially during specialised technical inspections.

Nearly all airports in our region have re-classified their aerodromes from “Certified” to “Registered”, including Temora. The main changes are administrative. Registered aerodromes have far less paperwork and controls (see table below) and are cheaper to look after.

If Council changed to a “Registered” aerodrome it would still maintain the three manuals listed, but the requirement to submit them to CASA, and be controlled by their inspection regime, is removed, since the registration responsibility lies with Council.

The reclassification will have no effect on the current operation of the aerodrome. Under a “Registered” Aerodrome regime, the aerodrome can receive aircraft of over 30 passengers but not regularly or frequently. This control is more than sufficient for the current running of the council’s airport. If in the future the airport intends to receive aircraft of over 30 persons regularly, then Council can then increase its status back to a “Certified” Aerodrome.

The table following gives a summary of the differences between the categories.

	Certified Aerodromes	Registered Aerodromes	Other Aerodromes more than 9 but not more than 30 passengers	Other Aerodromes operations under proposed Civil Aviation Safety Regulation 135
Maximum level of service provided	Regular Public Transport or frequent charter with more than 30 passengers	Same physical standards as certified aerodrome	Not certified or registered but served by Regular Public Transport or by charter operations at least once per week	
Who is responsible for the certification/registration	Civil Aviation Safety Authority (CASA)	Approved Person	Air Operator's Certificate Holder Responsibility	Air Operator's Certificate Holder Responsibility
Where are the standards defined	Manual of Standards	Manual of Standards	Manual of Standards	Manual of Standards Chap 13
Is an aerodrome manual required	Yes	No	No	No
Is a Safety Management System required	Yes	No	No	No
Is an Aerodrome Technical Inspection required	Yes	No	No	No
Is an Aerodrome Safety Inspection required	No	Yes (if Regular Public Transport or charter operations with more than 9 passenger seats)	Yes	No
Is a Trained Reporting Officer required	Yes	Yes	Yes	Air Operator's Certificate Holder Responsibility
Are Aerodrome details published in ERSA/NOTAM	Yes	Yes	No	No
Is the aerodrome operator required to monitor obstacles	Yes	Yes	Air Operator's Certificate Holder Responsibility	Air Operator's Certificate Holder Responsibility
Can non-precision instrument approach procedures be made available	Yes	Yes	No	No

Operation for private, military or government aircraft would not change

### Conclusion

That the cost of looking after the aerodrome would greatly reduced without loss in current service. In addition, with Council replacing CASA as the certifier/registerer, there would be a little more flexibility on how Council uses the lands.



**Financial Implications**

Council would be able to run the aerodrome in future budgets over the next few years with minimal increases to the current existing expenditure.

## 9.16 Aerodrome Lights

*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 Asset and Engineering Services

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

**That Council remain with the status quo regarding aerodrome lighting and NOT pursue the replacement of the existing elevated lights at West Wyalong airport with in-ground domed lights.**

### **Background**

A report was put to Council on the 14<sup>th</sup> July, 2014, regarding the lights at the airport. This report, abbreviated and updated, stated that;

- a) The Council's light spacing does not meet the current codes and guidelines, so if Council replaced the existing lights the new ones would have to have a closer spacing than the existing layout. The code spacing has been changed from 90m to 60m, so that where we have three lights now we will need four if we renewed. This was not allowed for in the estimates.

***" Manual of Standards Part 139 – Aerodromes***

*9.10.2.2 The longitudinal spacing of runway edge lights must be uniform and be:*

- (a) for an instrument landing, 60m +0/-5m"*

- b) Regarding below ground lights:

***" Manual of Standards Part 139 – Aerodromes***

*9.1.12.2 Elevated lights, in general, are preferable to inset lights, because they provide a larger aperture from which light signals can be seen. Elevated lights must be used in all cases except:*

- (a) where the use of inset lights is specified in this Chapter; or*
- (b) where it is not practicable to use elevated lights.*

*(2.1.3.3 Those standards which include phrases such as – if practicable, - where physically possible, etc, still require an exemption to standards when aerodrome operators wish to take advantage of the non-practicability of full compliance.)*

CASA states it that they would facilitate an application for an exemption (cost \$500 - \$650) but to get it approved a strong safety case has to be provided. This would be a safety case for the "users" that CASA is concerned about, which are powered aeroplanes.

The recommendation of the previous report was:

That, due to advice by CASA, Bland Shire Council NOT pursue the replacement of the existing elevated lights at West Wyalong airport with in-ground domed lights.

The Council resolution was "That, due to advice by CASA, Bland Shire Council NOT pursue the replacement of the existing elevated lights at West Wyalong airport with in-ground domed lights be carried over until information is obtained."

In line with Council's resolution, further investigation has been carried out and the results are as follows:

- 1) The only two exemptions Council has found which has been given by CASA to allow below ground lights instead of above ground lights are:
  - i) Where jet blast knocks over above ground lights; and
  - ii) Where two active bitumen runways cross, below ground lights are allowed at the cross over.
- 2) There are more maintenance problems with below ground lights, and these are:
  - i) Time consuming when replacing bulbs;
  - ii) Not clearly seen when mowing;
  - iii) Issues with the rubber seals;
  - iv) Can often fill with water if rubber seals wear.
  - v) Harder to replace glass for they do not have a clip and spring system like the above ground lights.
- 3) Temora stated that they had had problems with gliders breaking the glass of the above ground lights, but they had discussions with the Aero club who, with a little more care, seem to have resolved the issue.

With respect to our glider issue, there are only a few occurrences of gliders breaking lights. Definitely the situation is that light(s) are not broken every visit. The idea of below ground lights seems to come about from one glider owner saying that when hitting the lights they could damage their expensive craft. However, we have been told by most of the glider community using our aerodrome that the lights are not a great problem and that they use many aerodromes with above ground lights.

The main problem is that the gliders do not like using the asphalt and prefer to land on the grass strip adjacent to the asphalt which puts one wing close to the lights, but with a bit of care this does not seem to be a problem for most pilots.

### **Conclusion**

Due to:

- a) The problems experienced with below ground lights;
- b) The cost of putting in new lights;
- c) The little likelihood of getting CASA approval; and
- d) The gliders can overcome above ground lights with care.

It is believed that the status quo should remain at the airport and that the placing of below ground lights should not proceed.

### **Financial Implications**

If status quo remained, a saving of \$120,000 will be made on the 2014 – 2015 budget.

## 9.17 West Wyalong “Creek” Water Reserves

*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 Asset and Engineering Services

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

**That Bland Shire Council purchase additional water entitlements to satisfy the future storage needs for Bland Shire.**

### **Background**

Bland Shire Council has a number of water “reserves” along its town creek. Boundary Street Dam, McCann Park Dam and the sales yard dam. We also have reserves along the water course that leads across the south of the town and feeds into the town creek, the most notable, at this time, being the airport dam.

The “Creek”, even though it does not exist after Goldfields Way, is a registered water course with the NSW Government, and Bland Shire Council has a water volume limit for our registered Boundary Street dam. Under the Murray-Darling basin directives a person or body cannot detain storm waters over and above their entitlements.

Currently Bland Shire Council needs more entitlements to cover the current capacity of the Boundary Street Dam; the additional capacity of the airport dam funded in the 2014 – 2015; and the additional capacity of the stockyard dam funded in the 2015 – 2016 budget, and any future proposals.

These additional capacities are necessary to improve our effluent/waste water recycling to optimise Councils ability to maintain it services in drought periods.

These additional water reserves/ entitlements can be purchased from other parts of the catchment. The general cost, at this time is between \$550 - \$600 per Megalitre. Councils staff believes to cover our requirements we need 110 extra Megalitres. This would incur a cost of between \$60,500 and \$66,000. The effluent/wastewater systems are uniquely connected to the sewer system and historically these works have been funded out of the sewer area.

It would be prudent to buy all our water storage requirements now because as “reserves” dwindle the price will go up.

The manager of finance has stated that the monies do exist in the Sewer Reserve to cover this purchase.

**Conclusion**

That Bland Shire Council purchase additional water entitlements.

**Financial Implications**

Up to \$66,000 be transferred from Sewer Reserves to cover purchase

## **SECTION 5 – REPORTS FOR INFORMATION**

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**Officer's Recommendation:**

**That the following reports, provided for information only, be received and noted:**

- **9.18 Asset & Engineering Services Report**
- **9.19 Bland Shire Library Monthly Update**
- **9.20 Children Services Monthly Update**
- **9.21 Community Services Report**
- **9.22 Development Services Activities/Statistics for May 2015**
- **9.23 Economic Development & Tourism Report - June**

## 9.18 Asset & 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

The following work was carried out:-

### 1. NATIONAL AND STATE ROAD MAINTENANCE

Routine maintenance as per single invitation contract carried out on MR57 South and SH17.

### 2. REGIONAL ROADS MAINTENANCE

Bitumen patching carried out on MR231, MR57 North and MR398.  
Line marking carried out on MR371 and MR57 north

### 3. LOCAL ROADS CONSTRUCTION – RTR

Kolkilbertoo Road heavy patching has been completed.  
Bygoo Road heavy patching has been completed.

### 4. SHIRE ROADS MAINTENANCE

- Bitumen patching carried out on the following;
  - Bygoo Road
  - Burcher Road
  - Kolkilbertoo Road
- Wet Grading
  - Naradhan Road
  - Browns Lane
- Guide posting has been done on a number of rural sealed roads, minor gravel patching and drainage works has been done on a number of unsealed roads within the shire.
- Drainage pipes have been placed in Wargin Road.
- The Calleen silo contract work for Graincorp has been completed.

### 5. Sewerage Treatment Works – May 2015

- Service Line Chokes – 4
- Main Line Chokes – 1

### 6. Noxious Weeds/Environmental

- Traffic control training was undertaken by Noxious Weed control staff
- Twenty five private property inspections and several Rail corridor inspections were carried out.
- The following noxious weeds and other controls were undertaken:
  - **Spiny Burr Grass (Burning) – Clear** Ridge Road, Youngs Lane.
  - **Coolatai Grass** – Goldfields Way, Newell Highway.
  - **Roadside vegetation control of tree saplings** – Brolga Road, Kolkilbertoo Road, MR 368, Wamboyne Road, Wargin Road, Belarwi Road, MR 57N, Greens Lane, Warbilla Road, Kildary Road.

- **General weed control** – West Wyalong Cemetery, West Wyalong Township.
- **Roadside vegetation control of shoulders** – MR 368, Warbilla Road, Alleena Road, Williams Crossing, Greens Lane, Kildary Road, Mary Gilmore Way, Mandamah Forest Road, Belarwi Road, Clear Ridge Road.

**7. 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 checks carried out at Barmedman, Tallimba, Ungarie and Mirrool

**8. Park maintenance**

- McCann park, Barnado park and small parks and areas mown, trimmed and maintained
- Aero drome Maintenance work carried out
- Monash and Barnado parks have had water pipe line repairs carried out
- Council chambers and H.A.C.C Maintenance carried out
- Annuals have been planted in McCann, Barnado parks as well as main street and H.R building front
- Barnado park fountain cleaned
- Clean up at Parks and gardens depot
- McCann park tree limbs removed

**9. Ovals maintenance**

- Maintenance to sporting ovals and surrounds
- Maintenance to lawn and monument cemetery
- Maintenance to Herridge park, Cooinda park, Rotary park and Wyalong court house
- Cooinda park tree watering carried out
- Ron Crowe oval fertilised and irrigation repairs carried out
- Ovals and pump sheds irrigation checks carried out
- Line marking on ovals for Australian rules, athletics, soccer, rugby union and rugby league

**10. Town maintenance**

- Main street gardens tidied, watered and replanted
- Star lane cleaned and tidied
- Town areas mown and trimmed
- Town trees trimmed and watered when needed
- Small pot holes repaired in roads
- Clean out town drains
- West Wyalong and Wyalong spraying on nature strips carried out
- Water street car park maintenance
- Perseverance street ovals water tanks final fit out completed
- Water street car park weeding and clean up



## 9.19 Bland Shire Library Monthly Update

*Our people*

*Our greatest and most important asset*

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

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

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

Author: Senior Library Assistant

### Library Programs and Services

Library staff continue to provide programs and services – both onsite and online – for the wider community, with a commitment to promoting literacy and reading; and creating a community space for flexible learning and social interaction.

### Library and Information Week

- National Simultaneous Storytime was well attended with 38 children in attendance.
- A Biggest Morning Tea was held for Council staff, library patrons and community members. \$380 was raised for Cancer Council.
- A Littlest Morning Tea was held to coincide with the library's regular Storytime. Over 60 parents and children attended.

### Preschool Visits

The library hosted a number of class visits from the Bland Preschool and Little Wattle Day Care. Pictured is Bland preschool teacher Carlie Mayberry with one of her classes.



### **School Holiday Activities**

The library's July school holiday program has been organised to include knitting, wire craft, cooking and recycled craft.

### **Pre-Budget Lobbying**

- NSWPLA has launched a social media campaign "Love my local library" on Facebook and Twitter.
- A petition for increased public library funding has been initiated by the Hon Jan Barham MLC, Greens spokesperson on the Arts.
- Councils and community members are encouraged to continue lobbying MPs at a local level.

### **Meetings / Training**

The next South West Zone Library Managers Meeting will be held on Wednesday 23<sup>rd</sup> September 2015 – to be hosted by Bland Shire Library.

### **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.

### **Financial Implications**

Nil

## 9.20 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:** FDC/MRU Nominated Supervisor/Coordinator

### **Children's Services Unit**

Mobile Resource Unit and Family Day Care staff arranged for the 'Gigalees Crazy Circus Show' to visit and perform for us this month. Two sessions were held with the morning session for playgroup, family day care, Monday Preschool children and Little Wattle invited to attend. There was also an afternoon session for everyone to attend. It was a great show, with around 200 children and their parents attending and everyone had a fantastic time!



### **Mobile Resource Unit**

#### **Playgroup**

Playgroup sessions have been well attended this month with the new Barmedman venue slowly picking up. The Monday playgroup was held at the Bowling Club this month to allow families to attend the Gigalees Show on the 27 May.

#### **Ungarie Preschool**

Numbers for Ungarie Preschool have increased this month with 15 children now enrolled. The children are continuing to enjoy the gardening in their new vegetable garden corner and everyone is excited in anticipation of the new cubby house arriving.

#### **Vacation Care**

A request for the Vacation Care Quality Improvement Plan was received this month due to the commencement of the rating and assessment process for this service. Proposed dates have been provided with the expectation that the assessment and rating visit will occur during the first week of the school holidays.

The Quality Improvement Plan was reviewed and submitted as scheduled and receipt of this document has been confirmed.

The staff are now preparing the July school holiday program in consultation with Councils Youth services and Library staff. At a recent meeting of these areas, it was decided that advertising for each service will be done separately to avoid any confusion with local community members.

#### **It takes a village (ITAV)**

During May ITAV participants were asked to complete a survey request from FNSW. This survey is required as part of our funding agreement. The number of responses was pleasing and the general feedback was very positive.

“It takes a village” began the month with Rachael Samson visiting Mirrool for an interactive music and movement session called ‘Tickles’. This session concentrated on numeracy for children aged between 2 and 6 yrs old. The children joined in the session happily and Rachael said she had a great time.

Naradhan participated in a popular scrapbook session with West Wyalong local Rhonda Humphries. Participants stated they would love for Rhonda to visit again for more scrapbook gatherings. Children who attended were able to do a card making session with educators Julie and Sarah.

The Tallimba session participated in Dru Yoga with Diane Nicholson. Dru Yoga is a graceful and potent form of yoga, based on soft flowing movements, directed breathing and visualisation. Dru yoga works on body, mind and spirit—improving strength and flexibility, creating core stability, building a heightened feeling of positivity, and deeply relaxing and rejuvenating your whole being. Children were able to join in if they wished. Several alternate activities were made available.

### **Bland/Temora Family Day Care**

The Coordination Unit staff are gathering the required evidence to support the Community Support Programme (CSP) funding application. This has included statistical information, letters of support and documents to support the need for childcare in the Bland and Temora Shires.

FDC week celebrations were held with a visit to Little Munchkin’s Indoor play centre. It was great to see the educators attend with the children to join in the celebrations. Playgroups sessions also celebrated FDC Week with a special dress up day. The family day care educators and children also had a busy month with lots of fun at excursions.

The Sustainability workshop planned for this month was cancelled due to lack of bookings.



West Wyalong FDC Week Playgroup



Temora FDC Week Playgroup



A visit from Croc Encounters



Temora FDC Week Celebrations at Little Munchkins Indoor Play Centre

## 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 Development Officer

### **Volunteer Morning Tea**

A celebratory morning tea was hosted by Bland Shire Community Services staff on Thursday, 4 June to pay tribute to the volunteers within our community and express Council's gratitude for the selfless contribution they make to numerous local organisations and community members. Volunteers are the lifeblood of the Bland Shire community without whom, many of the organisations and activities often taken for granted would cease to exist and occur. Our community volunteers dedicate so much of their own time to improving the quality of life for others. As such, the morning tea was a fitting manner in which to mark our appreciation for their dedication to the community. Over 30 local volunteers attended the morning tea and noted that they greatly appreciated being thanked for the service they provide to the community.

### **The 5 Tibetans Weekend Workshop**

Bland Shire Council is proud to be partnering with two other local businesses to bring health and wellbeing initiative the 5 Tibetans Weekend Workshop to West Wyalong on Saturday 27 and Sunday 28 June. The 5 Tibetans are a set of 5 simple yet highly effective energizing exercises that originated from the so-called "ageless monks" in Tibet. Known also as the Five Rites of Rejuvenation, the 5 Tibetans are a timeless way to keep fit and well, strongly contributing to an overall sense of well being. These five simple, yet powerful exercises take only 10-15 minutes per day of daily effort - but once mastered can dramatically increase your flexibility, physical strength energy and mental acuity, as well as assist in improving sleep patterns. Practised regularly they can improve your respiration and your digestion; relieve muscular tension and reduce nervous stress. They are also known to benefit your cardiovascular system and lead you to a deep sense of well-being and relaxation.

### **June/July Youth Activities**

#### **Stress Less Workshop**

Bland Shire Council is holding a Stress Less Workshop for local High School students on Monday 29 June at the Bland Shire Council Chambers. During the one hour session wellness Guru Barbra Elkins will demonstrate some simple breathing techniques that are proven to assist with relaxation, reducing tension, and relieving stress. This is a fantastic opportunity for young people to learn some simple, timely and highly effective ways to manage stress and anxiety at a young age to assist them in coping with exam stress and the pressures of school and studying.

#### **NRMA Safer Drivers Program**

Bland Shire Council is again hosting the ever popular NRMA Safer Drivers program on Thursday 2 and Friday 3 July. The course is available to NSW learners under the age of 25 who have completed 50 on-road driving hours in their learner logbook. Delivered in two modules, the Safer Drivers Course has been designed to assist young learner drivers to:

1. Improve their own levels of safety when driving, by learning how to manage on road safety risks.
2. Increase current driving skills and acquire new ones through a combination of classroom learning and practical supervised instruction from a professional driving instructor.

Module one is a three hour theory component, in which professionally accredited, NRMA trainers are on hand to assist drivers in making safer driving decisions and increasing their awareness of the on road risks learner drivers' face. Module two involves a two hour in-vehicle coaching session in an automatic car with an instructor in which a range of practical safe driving behaviours will be demonstrated. It is expected that local participants will gain great driver knowledge through the completion of the course with 20 driving hours being deducted from the log book requirements of those who attend.

### **Astronomy workshop**

Bland Shire Council is excited to be hosting an Astronomy Workshop for local children aged between 8 – 12 years. The star gazing workshop will take place on Tuesday, 7 July providing a fantastic opportunity to engage in the science of astronomy.

### **Stop Motion Animation Workshop**

As part of our jam packed June July youth program, Bland Shire Council, in partnership with Eastern Riverina Arts is hosting a two day Stop Motion Animation Workshop on Monday 6 and Tuesday 7 July for local High School aged youth. During the workshop participants will learn a range of stop motion animation techniques that can be used on iPads and/or smart phones before working together as a group to create a short music video clip.

### **Raise the Roof Youth Disco**

At the direct request of the youth focus group Council has been liaising with at West Wyalong High School, community services staff will stage a youth disco, titled "Raise the Roof", at the West Wyalong Sports Stadium on Friday night, July 3. The theme of the evening will be to dress up as something beginning with the letter S.

### **Bubble Soccer**

On Friday 10 July Bland Shire Council is hosting Bubble Soccer, the latest sporting craze that's sweeping the nation! An exciting twist on the traditional game of soccer, bubble soccer participants are wrapped in a giant, inflatable Bubble Ball with shoulder harnesses and handles inside before commencing the game. Players have an absolute blast once they strap on one of these huge, bouncy balls laughing nonstop and bumping into opponents while trying to kick the soccer ball into the goal. Bubble soccer is tons of fun for players and spectators alike and is expected to be a real hit with local youth.



### **Youth Focus Group sessions**

Community Services Staff are continuing to meet with local youth on a fortnightly basis. The sessions continue to be highly successful with the members of the group being instrumental in assisting Council staff to identify the most appropriate ways of engaging young people and implementing activities and programs that are desirable and beneficial to the youth in our community. The Raise the Roof disco and Bubble Soccer are initiatives directly identified by the youth focus group.

### **Youth Facebook and Instagram**

Bland Shire Council has recently created both a 'Bland Shire Youth' Facebook and Instagram page. The utilisation of social media platforms such as Facebook and particularly Instagram has been specifically identified by local youth as one of the most effective, timely and cost efficient manners in which to engage young people.

As directly requested by local youth, the pages will contain information regarding upcoming youth events; careers, training and scholarships; volunteering initiatives; youth opportunities; mental health and wellbeing.

### **Elite athlete grant**

Local basketball star Thomas Preston is the latest recipient of the Bland Shire Elite Athlete grant. Thomas will represent Australia in basketball at the Special Olympics World Games being held in Los Angeles from 25 July-2 August.

### **Media**

Council has had an active media presence over the last month. As well as positing relevant news and information on the weekly Council notices page in the West Wyalong Advocate, Council was on the front foot formally reacting to announcements from Barrick Gold regarding the sale of the Cowal gold mine to Evolution Mining and from Argent Minerals regarding plans to accelerate testing at its "West Wyalong Gold Project" site. The Council media release relating to the Argent announcement was posted on Facebook and was viewed by more than 3200 people within 24 hours. Last month, a media release regarding plans to re-establish Business West Wyalong and updating the community regarding the closure of Target was hand delivered by community services staff to Main Street businesses and warmly received.

### **Ice Forum**

Council staff are currently planning a forum that will be held in West Wyalong to educate community members about the dangers associated with the drug ice (methamphetamine). It is well documented that the use of ice is on the rise, particularly in rural areas. Present at the forum will be drug and alcohol related health professionals, a police officer and a previous ice user who will inform and educate community members about methamphetamine use, the effects and risks, treatment and the extent of the problem currently facing communities.

## 9.22 Development Services Activities/Statistics for May 2015

*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*

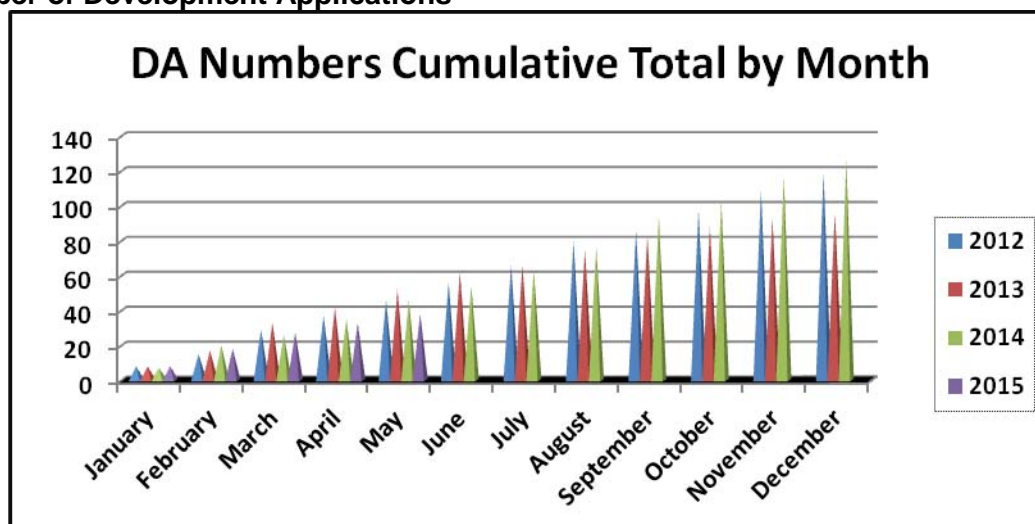
**Author:** Manager Development Services

### Development Applications

The value of development applications received by Council during May 2015 is detailed in the following table.

Development Type	Current Year			
	May 2015		Year to Date 1.01.15 31.05.15	
	Number	Value \$	Number	Value \$
Residential	2	468,000	22	1,769,610
Industrial	Nil	Nil	Nil	Nil
Commercial	3	125,000	13	5,178,600
Rural Residential	Nil	Nil	1	150,000
Subdivisions	1	Nil	2	Nil
Other	Nil	Nil	1	Nil
<b>TOTAL</b>	<b>6</b>	<b>593,000</b>	<b>39</b>	<b>7,098,210</b>

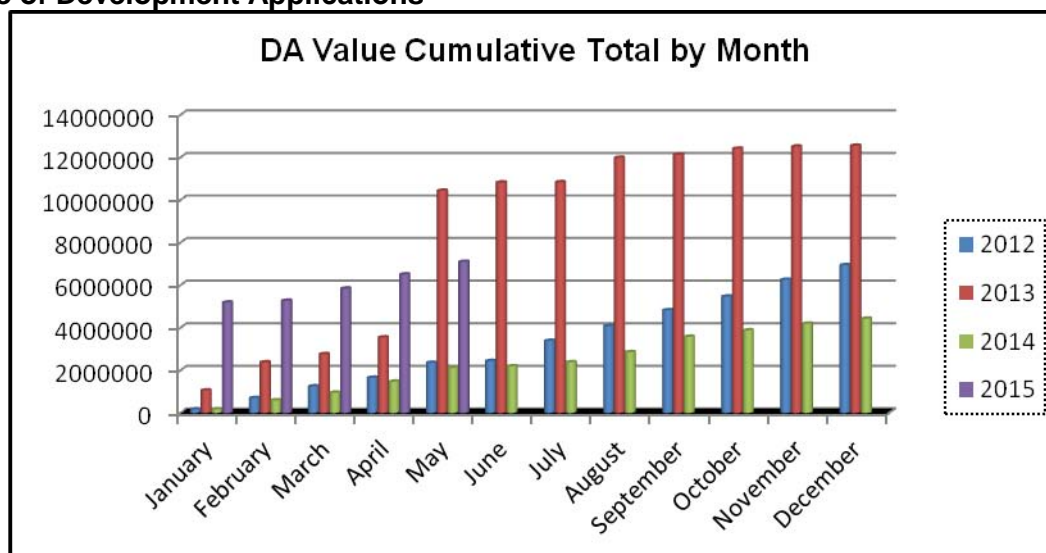
### Number of Development Applications



This graph details the cumulative number of development applications received by month comparing 2012 to 2015.



## Value of Development Applications



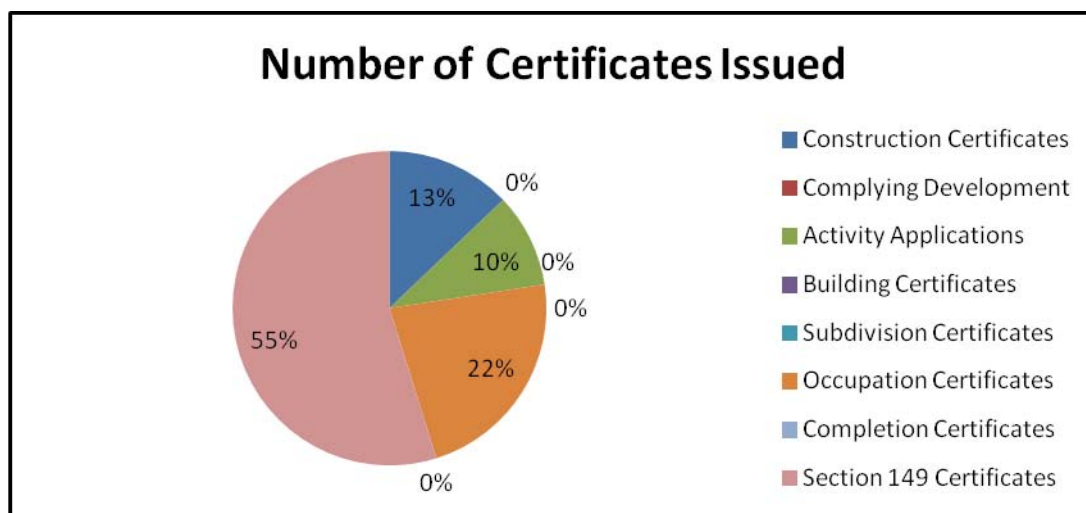
This graph details the cumulative value of development applications received by month comparing 2012 to 2015.

The following Development Applications were determined all by approval during May 2015:

App No.	Property	Development
DA/2015/086	36 Old Hospital Road, West Wyalong	New dwelling including a double garage
DA/2015/093	69 Court Street, West Wyalong	Decking attached to dwelling
DA/2015/094	1A Alleena Street, West Wyalong	Removal of one (1) tree
DA/2015/095	35 Maitland Street, West Wyalong	Demolition of an existing dwelling and construction of a new dwelling
DA/2015/096	9 – 11 Conway Street, Wyalong	Two (2) storey storage shed
DA/2015/097	1A Alleena Street, West Wyalong	New dwelling and storage shed

## Certificates issued during May 2015:

Certificate Type	Number Issued
Construction Certificates	4
Complying Development Certificates	Nil
Activity Applications	3
Building Certificates	Nil
Subdivision Certificates	Nil
Occupation Certificates	7
Completion Certificates	Nil
Section 149 Certificates	17



## Public Health Activities Update

Food Shop Inspections Undertaken in May – Nil

- Number Compliant – Nil
- Number Non-compliant – Nil

No. of “I’m Alert Online Interactive Food Safety Program Users for May - Nil Total - 509

Swimming Pool Inspections Undertaken in May – Nil

- Number Compliant – Nil
- Number Non-compliant – Nil

In accordance with Council’s Swimming Pool Inspection Policy these inspection have been carried out on rural properties – Quandialla / Naradhan / Weethalle / Ungarie. Most of the pools inspected were not listed in Council’s records prior to the introduction of the NSW Swimming Pool Register in 2013.

## Heritage Grant Information – 1/01/2014 – 31/1/2015

Grant No.	Address	Description	Grant Value	Date Completed
HER/2014/006	93-95 Main Street West Wyalong	Repair and alter awning and restore leadlighting	\$10,582.00	16/12/2014
HER/2014/007	93-95 Main Street West Wyalong	Painting of building facade above the awning and verandah	\$7,397.00	
HER/2014/008	169 Main Street West Wyalong	Painting of building facade above the awning and the verandah	\$6,418.50	17/06/2014
HER/2015/001	23 Church Street West Wyalong	Painting of front facade of building and signage	\$2,204.00	
HER/2015/002	176 Main Street West Wyalong	Painting of front facade of building	\$1625.00	

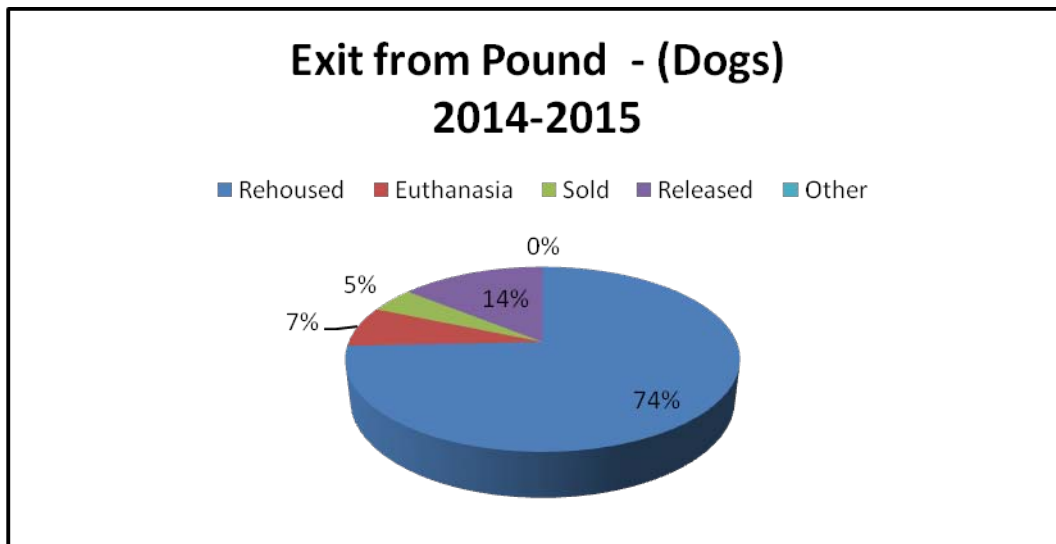
## Companion Animal Activities

The following table summarises the management of companion animals during May 2015:

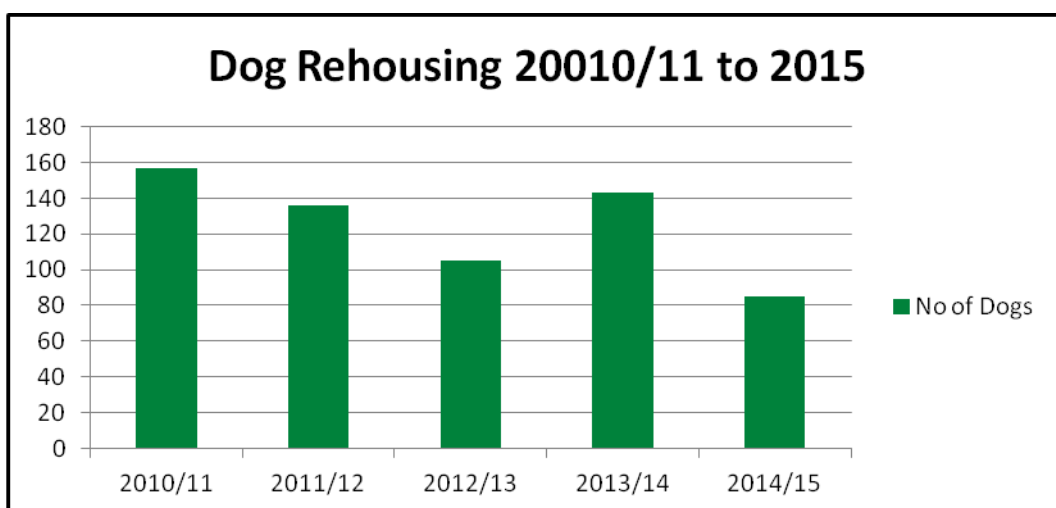
	Dogs	Cats
<b>Seizure Activities:</b>		
Seized	2	0
Returned to Owner	0	0
Transferred to Pound from Seizure Activities	2	0
Animals in Pound at start of Month	4	2
Dumped	5	4
Surrendered	4	0
<b>Total Animals in Pound</b>	<b>15</b>	<b>6</b>
Released to Owner	1	0
Euthanased	1	5
Sold	0	0
Stolen from Pound	0	0
Escaped	0	0
Died at Pound	0	0
Rehoused	10	0
<b>Total Animals Leaving Pound</b>	<b>12</b>	<b>5</b>
Animals in Pound at end of Month	3	1

Animals into Pound - Monthly Cumulative Totals

Month	Dogs	Cats
July	9	0
August	17	6
September	27	8
October	31	16
November	38	21
December	49	23
January	63	26
February	78	32
March	93	32
April	111	41
May	126	47
June		



This chart summarises the methods in which companion animals (dogs) exited the pound for the period 1 July 2014 to 31 May 2015.



This chart summarises the annual rehousing statistics from 2010/11 to 31 May 2015:

#### Break In Figures at Pound

- May - Nil

No. of "I'm Alert Online Responsible Dog Ownership Users for May – Nil Total - 61

## 9.23 Economic Development & Tourism Report - June

*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*

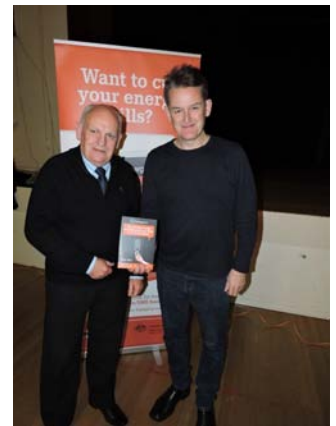
*DP20.2 Have ongoing engagement and communication with the shire's existing and prospective industry and business including diversification into alternate industries/businesses*

*DP20.3 Actively promote the Business Development Assistance to new and existing businesses*

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

### Energy Cut

32 attendees participated in the Energy Cut presentation that was held at West Wyalong Services & Citizens Club on Monday 1 June 2015. Bruce Buchanan from the Central West BEC gave a presentation on their up and coming programs. The Why Leave Town presentation was followed by the Business Wyalong.



### Newell Highway Promotions Website

The new Newell Highway promotions mobile friendly website [www.newellhighway.org.au/route39/](http://www.newellhighway.org.au/route39/) has been launched.

### Business Assistance



Peter and Josh Hanlon receiving Business Assistance letters from Ray Smith at Bland Shire Council on Wednesday, 27 May 2015.

Peter and Josh Hanlon and Phil Donaldson receiving Business Assistance letters at Bland Shire Council on Wednesday, 27 May 2015.



## GrainCorp

GrainCorp have started construction on their primary grain receival site in the Bland Shire.

