



Bland Shire Council
Business Paper
Ordinary Council Meeting
27 September 2016



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

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

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

3rd - 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	council@blandshire.nsw.gov.au	www.blandshire.nsw.gov.au
ICAC	8281 5999 Toll Free: 1800 463 909	icac@icac.nsw.gov.au	www.icac.nsw.gov.au
Office of Local Government	4428 4100	dlq@dlq.nsw.gov.au	www.dlg.nsw.gov.au
NSW Ombudsman	9286 1000 Toll Free: 1800 451 524	nswombo@ombo.nsw.gov.au	www.ombo.nsw.gov.au

Common Acronyms Used in Bland Shire Council Reports and Documents

ABS	Australian Bureau of Statistics
ACAT	Aged Care Assessment Team
AFZ	Alcohol Free Zone
AGM	Annual General Meeting
ALIA	Australian Library and Information Association
AMP	Asset Management Plan
AMRC	NSW Association of Mining Related Councils
BCA	Building Code of Australia
BDCP	Bland Development Control Plan
BEC	Business Enterprise Centre
BFMC	Bush Fire Management Committee
BFMP	Bush Fire Management Plan
BSC	Bland Shire Council
BWW	Business West Wyalong
CASA	Civil Aviation Safety Authority
CBD	Central Business District
CDAT	Community Drug Action Team
CDO	Community Development Officer
CENTROC	Central West Regional Group of Councils
CEO	Chief Executive Officer
CIV	Capital Improved Value
CLRS	Councillors
CPD	Continuing Professional Development
CPI	Consumer Price Index
CPP	Cowal Partnering Program
Cr	Councillor
CRO	Community Relations Officer
CSP	Community Strategic Plan
CSU	Childrens Services Unit
CT	Community Technology
CWA	Country Women's Association
DA	Development Application
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
DPI	Department of Primary Industries

EA	Executive Assistant
EAP	Employee Assistance Program
ED	Economic Development
EDVETACW	Economic Development, Visitor Economy & Tourism Advisory Committee of the Whole
EEO	Equal Employment Opportunity
EFO	Electoral Funding Authority
EOI	Expression of Interest
EPAA	Environmental Planning & Assessment Act
ERA	Eastern Riverina Arts
EWSA	Educator Workplace Safety Audit
EWV	Events West Wyalong
EYLF	Early Years Learning Framework
FAG	Financial Assistance Grant
FDC	Family Day Care
FFTF	Fit for the Future
FRRR	Foundation for Rural and Regional Renewal
FYI	For your information
GHMS	Grain Harvest Management Scheme
GIPA	Government Information (Public Access) Act
GM	General Manager
GTAN	Government Training & Assistance Network
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
LALC	Local Aboriginal Lands Council
LBDC	Little Bangs Discovery Club
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
LIAC	Legal Information Access Centre
LTFP	Long Term Financial Plan
M	Million
Manex	Management Executive
MHDA	Mental Health Drug & Alcohol
MLC	Member of the Legislative Council
MML	Murrumbidgee Medicare Local
MOW	Meals on Wheels
MoJ	Memorandum of Understanding
MP	Member of Parliament
MPHN	Murrumbidgee Primary Health Network
MPR	Multi Purpose Room
MR	Main Road
MRU	Mobile Resource Unit
NAIDOC	National Aboriginal & Islander Observance Committee
NFAR	No further action required
NGO	Non-Government Organisation
NQF	National Quality Framework
NSRF	National Stronger Regions Fund
NSWEC	New South Wales Electoral Commission
NSWPLA	New South Wales Public Libraries Association
NSWRFS	NSW Rural Fire Service
OGM	Office of the General Manager
OLG	Office of Local Government
OP	Operational Plan
P&G	Parks & Gardens
PA	Per Annum
PC	Personal Computer
PCBU	Person Conducting a Business or Undertaking
PHaMs	Personal Helpers and Mentors
PLA	Public Library Association
POEO	Protection of the Environment Operations Act & Regulations
PSITAB	NSW Public Sector Industry Advisory Board
PSSA	NSW Primary Schools Sports Association
R2R	Roads to Recovery

Rd	Road
RDA	Regional Development Australia
RDO	Rostered Day Off
Rec	Recreation
REROC	Riverina Eastern Regional Organisation of Councils
RFBI	Royal Freemasons' Benevolent Institution
RFS	Rural Fire Service
RMAP	Risk Management Action Plan
RMS	Roads & Maritime Services
RRL	Riverina Regional Library
RTO	Registered Training Organisation
RV	Recreational Vehicle
SEDTA	Senior Economic Development & Tourism Advisor
SEPP	State Environmental Planning Policy
SES	State Emergency Service
SH	State Highway
SLA	Service-level agreement
SLNSW	State Library New South Wales
SRC	Summer Reading Club
SRV	Special Rate Variation
St	Street
STW	Sewerage Treatment Works
TASAC	Tourist Attraction Signposting Assessment Committee
TCORP	Treasury Corporation
TSR	Travelling stock route
TVET	TAFE Delivered Vocational Education & Training
USU	United Services Union
UV	Unimproved Value
VC	Victoria Cross
VIC	Visitor Information Centre
VPA	Voluntary Planning Agreement
WAPS	Workforce Assessment Plan & Strategy
WHS	Work Health & Safety
WWBC	West Wyalong Bowling Club
WWFHG	West Wyalong Family History Group
WWRL	West Wyalong Rugby League



Council Meeting Agenda

27 September 2016

commencing at 6:30PM

1. 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. ATTENDANCE

2.1 Councillors

Cr Bruce Baker

Cr Rodney Crowe

Cr Penny English

Cr Kerry Keatley

Cr Tony Lord

Cr Liz McGlynn

Cr Brian Monaghan

Cr Murray Thomas

Cr Jan Wyse

2.2 Staff

General Manager – Ray Smith

Executive Assistant – Julie Sharpe

2.3 Apologies

Director Asset & Engineering Services – Will Marsh

Director Corporate, Community & Development Services – Adele Casey

3. STAFF REPORTS – PART A

That the Council receive the staff reports.

General Manager to Chair meeting for this section

3.1	Oath or Affirmation of Office for New Councillors	114
3.2	Election of Mayor – September 2016	115
3.3	Election of Deputy Mayor – September 2016	119

4. CONFIRMATION OF THE MINUTES

4.1 Ordinary Meeting held on 16 August 2016

- **Confirmation**

That the minutes of the Ordinary Council meeting held on 16 August 2016 be confirmed as a correct record of proceedings.

- **Corrections**

- **Business Arising**

5. 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.

Councillor/ Officer	Item	Nature of Interest

6. PUBLIC FORUM

7. MAYORAL MINUTE

8. NOTICES OF MOTION

9. DELEGATES & ADVISORY COMMITTEE REPORTS

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

10. STAFF REPORTS – PART B

That the Council receive the staff reports.

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11. URGENT BUSINESS WITHOUT NOTICE

12. QUESTIONS AND STATEMENTS

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

13. CLOSURE OF THE MEETING TO DISCUSS CONFIDENTIAL BUSINESS UNDER THE PROVISIONS OF SECTION 10A(2) OF THE LOCAL GOVERNMENT ACT

14. RESUMPTION OF THE MEETING AND CONSIDERATION OF RECOMMENDATIONS OF THE CLOSED SECTION OF THE MEETING

15. 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
Access Advisory Committee	5 th August 2016	✓
Australia Day Awards Committee of the Whole	December 2016	
Australian Rural Roads Group Inc		
Bland Rural Fire District Zone Liaison Committee		
Bland – Temora RFS Zone Bushfire Management Committee		
Country Mayors Association of NSW	12 th August 2016	✓
Cowal Gold Project Community Environmental Monitoring & Consultative Committee (CEMCC)	31 st August 2016	✓
Cultural Advisory Committee		
Goldenfields Water County Council Board	25 th August 2016	✓
Heritage Advisory Committee		
Lake Cowal Gold Mine Closure Advisory Committee		
Internal Audit Committee		
Lachlan Valley Noxious Plants Advisory Committee		
Local Traffic Advisory Committee		
Murrumbidgee Primary Health Network Board		
Museums Advisory Committee		
Newell Highway Taskforce		
NSW Association of Mining Related Councils		
NSW Public Libraries Association		

Plant Committee		
Riverina Eastern Regional Organisation of Councils (REROC)		
Riverina Regional Library Advisory Committee		
Riverina Regional Tourism		

**MINUTES OF THE BLAND SHIRE ACCESS ADVISORY COMMITTEE MEETING HELD
AT THE WEST WYALONG COMMUNITY HEALTH CENTRE ON FRIDAY 5 AUGUST
2016 - COMMENCING AT 10:30AM.**

Present: W Bowles (Chair), R Asmus, G Platz, A Casey (Director Corporate, Community and Development Services), R McDonell (Community Development Officer).

Apologies: P Grellman

ITEM 1 WELCOME

W Bowles opened the meeting at 10:41am and thanked everyone for their attendance and further noted the changes to the committee regarding the new Council coming in.

ITEM 2 COFIRMATION OF PREVIOUS MINUTES

The minutes of the meeting held on Friday 6 May 2016 were accepted.

Moved: Robin Asmus **Seconded:** Adele Casey **Carried**

ITEM 3 MATTERS ARISING

3.1 Actions from previous meeting

3.1.1 Mobility Access Map

It was reported to the committee that the Mobility Access Map has been printed and distributed to local businesses and displayed on community notice boards. It was further noted that the new map is also accessible on Councils webpage.

Motion:

Members of the Access Committee wish to thank and congratulate Council on the redevelopment and distribution of the Mobility Access Map.

Moved: W Bowles **Seconded:** R Asmus

3.1.2 Riding for the Disabled (RDA) update

It was reported to the committee that the local RDA branch is due for official commencement at the end of August. The committee raised \$1200 from the recent Melbourne Cup event and received a \$2500 donation from Intereach (Ability Links) to be put towards the cost of a new trailer.

ITEM 4 GENERAL BUSINESS

4.1 National Disability Awards 2016 nomination submission

Bland Shire Council staff have submitted a nomination for the Bland Shire Access Advisory Committee in relation to the committee's ongoing assistance in ensuring the success of a number of projects including the Mobility Access Map and the Access Incentive Scheme Grants.

4.2 Thanks to committee members

A Casey thanked all committee members for their ongoing dedication to the Access Advisory Committee over the current term, and discussed the process required should committee members wish to re-nominate. Adele further noted the current situation for Bland Shire regarding the Fit for the Future reform and noted changes that are occurring with the Local Government Act.

ITEM 5 MEDIA

- Promotion of Access Incentive Scheme Funding and the Mobility Access Map

ITEM 6 PRIORITIES

The priorities for this quarter include:

- Promotion of Access Incentive Scheme Funding and Mobility Access Map
- Robin to inform Rebecca of details regarding the upcoming NDIS information session which are to be promoted to the community.

ITEM 7 FINANCE

There is currently \$10,000 available in the Access Incentive Scheme Grant budget

ITEM 8 DATE OF NEXT MEETING

The next meeting is scheduled for Friday 4 November, 2016 at 10:30am.

ITEM 9 CLOSE OF MEETING

W Bowles closed the meeting at 11:31am.



Country Mayors Association of NEW SOUTH WALES

Chairman: Cr Rod Kendall
PO Box 20 Wagga Wagga NSW 2650
02 69269111
ABN 92 803 490 533

MINUTES

GENERAL MEETING

FRIDAY, 12 AUGUST 2016, JUBILEE ROOM, PARLIAMENT HOUSE, SYDNEY

The meeting opened at 9.32 a.m.

1. ATTENDANCE:

Albury City Council, Cr Hank Van de Ven, Mayor
Armidale Dumaresq Council, Mr Glen Wilcox, Interim General Manager
Bathurst Regional Council, Cr Gary Rush, Mayor
Bathurst Regional Council, Mr David Sherley, General Manager
Bega Valley Shire Council, Cr Michael Britten, Mayor
Berrigan Shire Council, Cr Bernard Curtin, Mayor
Edward River Council, Cr Ashley Hall, Administrator
Edward River Council, Mr Des Bilske, Interim General Manager
Forbes Shire Council, Cr Phyllis Miller, Mayor
Forbes Shire Council, Mr Danny Green, General Manager
Gunnedah Shire Council, Cr Gail Swan, Deputy Mayor
Inverell Shire Council, Cr Paul Harmon, Mayor
Kempsey Shire Council, Cr Liz Campbell, Mayor
Leeton Shire Council, Cr Paul Maytom, Mayor
Leeton Shire Council, Ms Jackie Kruger, General Manager
Lockhart Shire Council, Cr Peter Yates, Mayor
Lockhart Shire Council, Cr Roger Schirmer, Deputy Mayor
Lockhart Shire Council, Mr Rod Shaw, General Manager
Moree Plains Shire Council, Cr Katrina Humphries, Mayor
Murray River Council, Ms Margot Stork, Interim General Manager
Narrabri Shire Council, Cr Conrad Bolton, Mayor
Oberon Shire Council, Cr Kathy Sajowitz, Mayor
Oberon Shire Council, Mr Gary Wallace, Acting General Manager
Parkes Shire Council, Cr Ken Keith, Mayor
Shoalhaven City Council, Cr Allan Baptiste, Assistant Deputy Mayor
Tamworth Regional Council, Cr Col Murray, Mayor
Wagga Wagga City Council, Cr Rod Kendall, Mayor
Wagga Wagga City Council, Mr Alan Eldridge, General Manager

APOLOGIES:

As submitted

SPECIAL GUESTS:

Hon Julian Skinner MP, Minister for Health

Mr Mike Tom, Leader, Rural and Distance Education, Department of Education

2. ADOPTION OF MINUTES OF PREVIOUS MEETING:

RESOLVED that the minutes of the General Meeting held on 10 June 2016 be accepted as a true and accurate record (Leeton Shire Council / Tamworth Regional Council).

3. Matters Arising from the Minutes

NIL

4. Hon Jillian Skinner MP, Minister for Health

Devolution benefits rural NSW, it empowers decision making, re-engages clinician ownership, and improves transparency and accountability. The Health workforce in NSW increased by 3,000 between 2012 and 2016 – Junior Medical Officers 12.1%, Registrars 39%, Staff Specialists 47.2%, Visiting medical Officers 41.4%, Nurses 6.7%, and Allied Health 13.7%. The Rural Health Plan was released in 2014. The Government is improving health for rural communities in particular aboriginal health, access to cancer treatment, Community Palliative Scheme, Integrated Health Care and Transport and Accommodation Assistance Scheme (IPTAAS) upgrades. The investment in eHealth is \$48million in the Electronic medical Record, the Community Health and Outpatient Care System, Healthnet and telehealth. The Capital budget allocation this year is \$1.6billion and has been \$10billion over the two terms of Government.

5. Membership

RESOLVED That Oberon Shire Council and Snowy Monaro council be admitted as members of the Association (Bathurst Regional council / Moree Plains Shire Council)

6. CORRESPONDENCE

Outward

- (a) Cr Clover Moore thanking her for providing the meeting facilities for the meeting held on 10 June 2016
- (b) Cr Linda Scott thanking her for arranging the meeting facilities at the Sydney Town Hall on 10 June 2016
- (c) Cr John Seymour, Mayor Coolamon Shire Council, advising that Coolamon Shire was admitted as a member of the Association
- (d) Cr Liz Campbell, Mayor, Kempsey Shire Council, advising that Kempsey Shire was admitted as a member of the Association

- (e) Hon Nail Blair, Minister for Primary Industries, Minister for Lands and Water, seeking an explanation on how translucent flow releases tie in with the Murray Darling Basin Plan
- (f) Hon Susan Ley MP MLC, Minister for Health, Minister for Aged Care and Minister for Sport, asking that the health impacts to communities residing in proximity to Grey Headed Flying-fox camps be investigated and the results published and used to educate the community
- (g) Hon Jillian Skinner MP, Minister for health, asking that the health impacts to communities residing in proximity to Grey Headed Flying-fox camps be investigated and the results published and used to educate the community
- (h) Dr Bligh Grant, Institute for Public Policy and Governance, University of Technology, Sydney, thanking him for his presentation on 10 June 2016
- (i) Thase Hon Gladys Berejiklian MP, Treasurer and Minister for Industrial Relations, thanking her for her presentation on 10 June 2016
- (j) Mr Tim Hansen, National Heavy Vehicle Regulator, thanking him for his presentation on 10 June 2016
- (k) Ms Donna Rygate, Local Government NSW, asking the Association to urgently petition Government to amend the definition of Government under the Copyright Act to include Local Government

Inward

- (a) Hon Jillian Skinner MP, Minister for Health Re Grey Headed Flying Fox

NOTED

7. FINANCIAL REPORT

RESOLVED That the financial reports for the last quarter were tabled and accepted (Albury City Council / Parkes Shire Council)

8. **Mr Mike Tom, Leader, Rural and Distance Education, Department of Education**
 In NSW there are 2233 schools with 742,000 students. There are 1046 non metropolitan schools 46%. Rural education issues identified by communities are isolation, rural recession, reduced services, resource access, drought, falling population, reduced staffing, staff support, small cohorts and reduced curriculum breadth. Rural NSW wants curriculum enhancement, peer integration and connectiveness. Rural children are not given the same resources as metropolitan children and therefore do not achieve the same educational outcomes. To bridge the gap a virtual secondary school was established with the first students commencing in February 2015, education networks established, preschool education strengthened, virtual facilities established, strengthened transition from primary to secondary school, and professional learning, mentoring and coaching opportunities for school leaders and teachers introduced. Distance Mode Learning includes Traditional distance Education, Access program, and the Aurora College for gifted students (Virtual Secondary School). The access program provides a shared curriculum for senior secondary students across five clusters of schools.

9. General Business

(a) Council Amalgamations

Cabonne Amalgamation No Thank You one voice campaign. LGNSW has responded and advised the organization that its policy is “No Forced Amalgamations”

(b) Voting Rights LGNSW

Amalgamated Councils not in existence on 1 March 2016 do not have voting rights under the LGNSW Constitution even though each of the Councils that were amalgamated were members of the Association. The matter is being looked into by LGNSW

(c) Local Government Elections

The Chairman thanked those Mayors not contesting the elections for their support of the Association and wished those re-contesting the best of luck

There being no further business the meeting closed at 12.10pm.

Cr Rod Kendall

Chair – Country Mayor’s Association of NSW

Rural and Remote Education

A blueprint for action



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Minister's introduction

As a country Member of Parliament I understand very well the challenges we face in closing the education divide between rural and urban students.

Students in rural and remote areas of NSW under-perform, on average, when compared to students in metropolitan locations on all educational indicators.

Our schools do fantastic work, but we need to better support them to improve these results, because Australia will not be able to compete internationally if we leave our rural students behind.

We need to step in and stop this decline. This is not just an issue of equity. Skills are a vital part of the economic future of our regions. Helping children to transition effectively to school, and young people to stay in school so they can go on to attain higher level qualifications, will support economic development in regional and remote areas.

One of my first acts upon being sworn in as NSW Education Minister was to successfully negotiate an agreement in April 2011 between State, Territory and Commonwealth Education Ministers to make the issue a key priority of the Standing Council on School Education and Early Childhood (SCSEEC).

I am determined to keep the focus on lifting educational achievement in regional NSW.

This year, I have met with academics from leading regional universities and principals and student leaders from across NSW, to find out what more we can do to improve the outcomes for students in rural and remote schools in NSW.

I asked the Department to undertake a consultation process with key stakeholders to look at the way rural and remote schools operate, and to find out what would need to change or be done differently so the state-wide education system can better support them.

I also commissioned the Centre for Education Statistics and Evaluation to review the evidence for reasons to explain the different outcomes of rural students, and the ways other systems in Australia and around the world have responded to the challenges of rural education.

The reforms and practical actions outlined in *Rural and Remote Education: A blueprint for action* are based on this consultation and evidence to specifically address the unique needs of students, teachers, school leaders, parents and carers living in rural and remote NSW.

The Rural and Remote Education blueprint also builds on the broad reform agenda already commenced under this Government with initiatives such as: *Local Schools, Local Decisions; Great Teaching, Inspired Learning; Every Student, Every School; the Literacy and Numeracy Action Plan* and *Connected Communities*.

I would like to thank everyone I have spoken to for their insights and ideas for improving rural and remote education in this State.

I can assure you that I remain committed to seeing the actions in this blueprint implemented to ensure we close the gap for students in regional NSW.



Adrian Piccoli MP
Minister for Education

A case for action

Children and young people need access to inspiring and quality preschool, school and post-school education that equips them to live in, and contribute to, our complex and globalised society. This is true for all children and young people regardless of where they live.

The NSW Government's commitment to improving the learning outcomes for all students is underpinned by a broad reform agenda comprising a number of evidence-based initiatives:

- *Universal access* – providing all children with access to quality early childhood education in the year before school, including improved support to early childhood education services in rural and remote areas.
 - *Every Student, Every School* - providing better learning and support for students with disability, learning difficulties or behaviour support needs through a strong focus on professional learning and support for teachers and other staff.
 - *Literacy and Numeracy Action Plan* – a plan to turn around the performance of the lowest achieving schools by focusing on quality instructional leadership, combined with an emphasis on the needs of individual students and early intervention.
 - *Local Schools, Local Decisions* – giving public schools more authority to make local decisions about how best to meet the needs of their students, including giving them greater capacity to make decisions about how to use the money spent on public education.
 - *Great Teaching, Inspired Learning* - a whole of career reform plan to improve initial teacher education, provide better support for beginning teachers, align career progression with professional teaching standards and support the ongoing professional development of teachers and school leaders.
- *Connected Communities* – targeting 15 schools in 11 selected communities in rural and regional NSW. The strategy aims to use stronger partnerships between schools, the local community and government agencies so that schools can become community hubs driving better educational outcomes for all students.
 - *Needs-based funding* – community preschools and public schools to receive government funding based on more equitable, transparent and needs-based funding models.

While these initiatives will help to improve the quality of education for children and young people in rural and remote schools, evidence shows that more needs to be done.

Note that for the purpose of this document, rural and remote schools are those schools in provincial, remote and very remote locations as defined by the **MCEETYA Geographical Location Classification**¹.

Evidence for action

Impact on student performance

The 'remoteness gap' is not unique to NSW or to Australia. Students from rural areas underperform in the Programme for International Student Assessment (PISA) reading test in almost every country in the Organisation for Economic Cooperation and Development (OECD). However the gap is larger in Australia than the average of other OECD nations, and it is larger in NSW than almost any other state or territory in Australia.

The disadvantage experienced by students in rural and remote communities begins in early childhood. In their first year of formal full-time schooling, children in very remote Australia are almost three times more likely to be developmentally vulnerable on two or more domains of the Australian Early Development Index (AEDI) than children in major cities.

This disadvantage flows through to school outcomes. NSW Year 7 students from remote areas have lower National Assessment Program – Literacy and Numeracy (NAPLAN) results than Year 5 metropolitan and rural students.

Impact on quality teaching

Supporting students in rural and remote schools means supporting teachers and school leaders. The evidence suggests that:

- Regional schools find it harder to recruit qualified teachers in key subject areas. Schools in regional NSW report a higher level of difficulty in filling secondary science and mathematics positions than schools in metropolitan areas. The situation is much worse for remote and very remote schools.
- Schools in regional NSW often have a very large proportion of inexperienced, first year teachers and teachers who are in their first three years of teaching.
- Small and isolated schools do not always have the specialist teachers needed to deliver some aspects of the curriculum.
- The opportunity for teachers and school leaders to access professional learning, work collaboratively and learn from each other is limited by distance and isolation.
- Regional universities enrol a higher number and, in many cases, a larger proportion of Year 12 graduates with lower Australian Tertiary Admissions Rank (ATAR) scores than metropolitan universities.

Details of the evidence for action and evidence of what works can be found in the Centre for Education Statistics and Evaluation publication, *Rural and remote education: Literature review*².

Evidence of what works

The actions in this blueprint are based on national and international evidence of 'what works' in rural and remote schools. While research into what works with particular reference to rural and remote schools is scarce, it is clear that students in rural and remote communities will benefit from being exposed to the same opportunities and teaching practices as their metropolitan peers.

This means focusing on areas such as:

- **Access to quality early childhood education.** Research shows that experiences in the early years have a significant impact on children's cognitive, social, emotional and academic development. Access to quality early childhood education helps children be better prepared for the transition to school, by laying down a solid foundation for children's learning. All children benefit from quality early education experiences, but these experiences are especially beneficial for children from vulnerable and disadvantaged backgrounds.
- **Providing students with quality teaching.** This will require giving teachers the skills to teach multi-grade classes, which are much more common in rural and remote schools. This means focussing on individual student learning needs through the effective use of student assessment data, monitoring and feedback, adopting explicit teaching techniques and equipping teachers with strong subject knowledge. Quality teaching also means focussing on literacy and numeracy, particularly in the early years of school.
- **Providing students with access to a broad and rigorous curriculum.** Students in rural and remote areas should have the same access to a broad and rigorous curriculum as their metropolitan peers. This should include access to a wide range of subject choices, extension opportunities and vocational education and training (VET) options.
- **Raising student expectations and pathways into further study.** Evidence suggests that the best way to raise student expectations is to raise awareness of career options, use innovative technologies to engage students, and provide appropriate role models and mentoring for rural students. Ultimately, for most rural and remote students to take a tertiary pathway they must not just aspire to further study, they must also achieve the academic results that will enable them to go on to further training, study or employment.
- **Effective use of technology to support quality teaching and learning.** Technology can provide new ways to deliver curriculum breadth and options, as well as professional learning for staff. While technology by itself will not transform student outcomes, it can be a powerful tool for stimulating student engagement and motivation, and for providing students and teachers in rural and remote communities with access to information and resources.

- **Transforming teacher training to equip teachers to teach effectively in rural and remote areas.**

Evidence suggests that providing student teachers with practicum placements in rural schools has a positive impact on their attitudes toward living in rural communities. Strategies that encourage students to train in rural areas may improve recruitment and retention of quality teachers in these areas.

- **Encouraging great teachers to stay in rural areas.**

While there is limited evidence on the effectiveness of incentive schemes, encouraging and retaining the right teachers in rural schools would clearly benefit rural students.

- **Providing rural teachers with appropriate professional learning.**

Evidence suggests that the need for professional learning increases with distance from metropolitan areas. At the same time, access to effective professional learning decreases. Online professional learning activities and cluster approaches across schools are options for increasing access to professional learning for rural teachers.

- **Providing quality school leadership.**

Evidence confirms that quality school leadership is critical in improving teacher practice and student outcomes. Attracting and retaining great school principals, and providing them with professional learning and support, are critical to maximising student outcomes.

- **Establishing strong relationships with community.**

Evidence suggests that effective leaders in rural schools know how to leverage resources to overcome limitations associated with geographic isolation. Providing rural schools with the resources to establish relationships with their community, including local early childhood services, is one effective way of lifting rural school performance.

Implementation of the Rural and Remote Education blueprint will be independently evaluated.

The actions outlined in this blueprint are based on what current evidence suggests can close the gap between rural and metropolitan students. However, the literature review conducted by the Centre for Education Statistics and Evaluation shows that there are many gaps in our knowledge about what works. Few programs are evaluated and, where evaluations are carried out, they tend to be of poor quality.

It is therefore critical that the actions carried out in response to this blueprint are independently evaluated. Additional funding of \$1 million has been committed over the next four years as part of a 10 year evaluation horizon. This will enable the evaluation to address the long-term nature of some actions in the blueprint, and fit within a broader strategic evaluation across all key Government reforms.

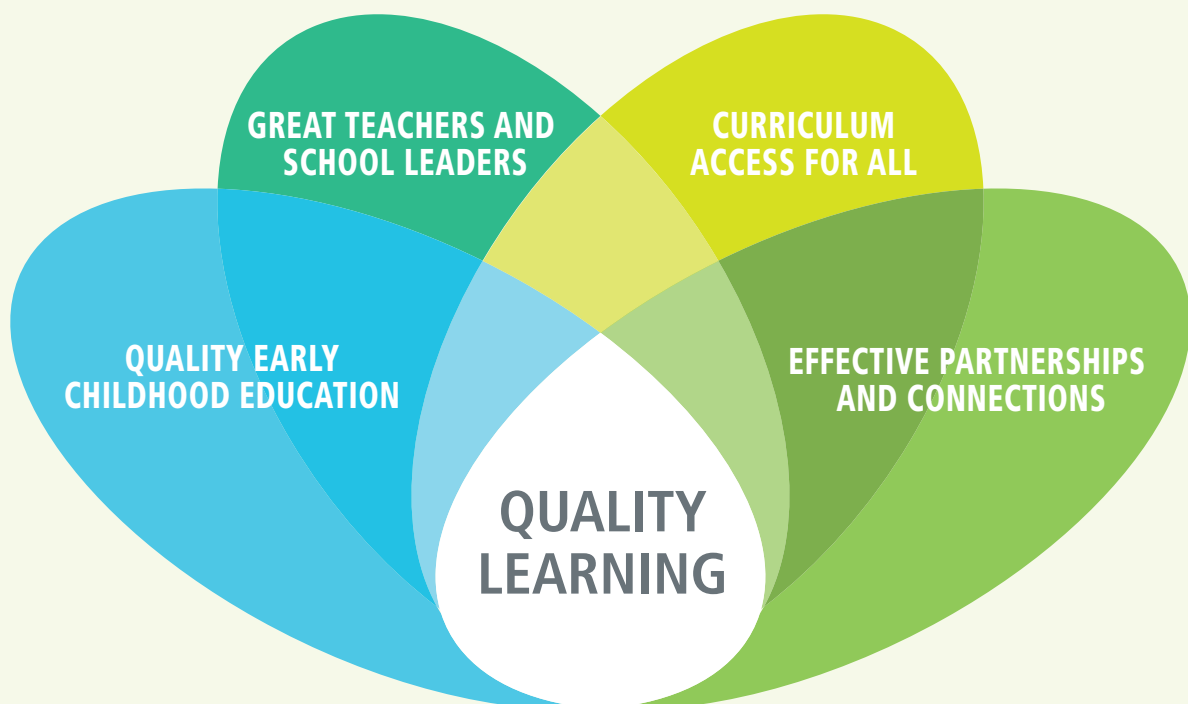
A Rural and Remote Education Advisory Group will be established to bring key stakeholders together to guide implementation of the blueprint.

A new Rural and Remote Education Advisory Group (RREAG) will guide and advise on the implementation of the Rural and Remote Education blueprint. The Group will provide a rural perspective and voice on rural education and related issues, from early childhood education through to school and post-school transitions.

Quality learning for every community

At the centre of the Rural and Remote Education blueprint is the goal of quality learning for all rural and remote school communities. To make this a reality, action is required in four key areas:

- **Quality early childhood education**
- **Great teachers and school leaders**
- **Curriculum access for all**
- **Effective partnerships and connections.**



HIGH EXPECTATIONS • LOCAL SOLUTIONS

Students in rural and remote communities have hopes, aspirations and learning needs as diverse as the communities in which they live. Rural and remote schools face unique challenges in delivering a broad curriculum, attracting and retaining quality teachers and meeting the learning needs of their students.

Rural and Remote Education: A blueprint for action sets out a range of actions designed to ensure that children and young people in rural and remote communities:

- can access quality early childhood education in at least the year before school
- are taught by great teachers and school leaders
- have access to a broad range of curriculum opportunities and experiences from preschool to Year 12
- receive effective support through coordinated services and partnerships and increased collaboration across schools.

Specific actions to meet these objectives are presented in the following four chapters. Each action recognises the need for high expectations and local solutions.

Future State

Government funding will be allocated to community preschools and schools based on more equitable, transparent and needs-based funding models.

Rural and remote schools will be supported to collaborate in the development of an education strategy that best meets the needs of their school communities.

Current State

Government funding for community preschools has not been targeted to children who need it most.

Funding to schools has not been transparent, nor responsive to changing school and student needs.

Ways of providing equity funding to schools have been complex, short-term and not based on individual student needs.

Schools in some communities work in isolation from other schools.

There are 571 small primary schools in rural and remote areas with teaching principals, 472 primary schools with fewer than 100 students and 127 primary schools with fewer than 20 students.

The Department's state-wide 'one size fits all' approach to all policies and processes restricts locally developed solutions.

Outcomes and actions

1. Government funding will be allocated to community preschools and schools based on more equitable, transparent and needs-based funding models.

1.1 A more equitable, needs-based funding model will be implemented for community preschools to support the achievement of universal access.

From 2014, a more equitable, needs-based funding model³ for community preschools will be introduced to more closely align funding with community circumstances.

The new funding model, based on the recommendations by Professor Deborah Brennan in her review of funding⁴, will build on the commitment to keeping fees as low as possible for parents and carers to ensure greater access. Professor Brennan's review found that children from disadvantaged communities are not participating to the same extent as children from more advantaged communities.

The new community preschool funding model will deliver the highest subsidies for children enrolled at preschools in the most disadvantaged areas. This includes increases of more than 40 per cent in average per-child base funding rates for preschools in remote and very remote areas. Remote preschools will receive an almost 50 per cent increase in service loadings to better recognise the needs of services operating in remote communities.

1.2 Increased funding will be allocated to rural and remote schools through a new, fairer Resource Allocation Model to reflect the different needs of their students and the nature and location of their schools.

Under *Local Schools, Local Decisions*⁵, schools in rural and remote communities will have a greater share of the public school education budget, and principals will have more authority to decide how best to use the resources to meet their students' learning needs. On full implementation, schools will manage over 70 per cent of the public school education budget, up from the current level of 10 per cent.

To enable this shift of resources to the school level, a new Resource Allocation Model (RAM)⁶ has been developed to deliver a simpler, fairer and more transparent distribution of government school funding and transform the way resources are managed across the public school system.

The RAM takes into account the fact that students and school communities are not all the same; they have different needs and will need different levels of support.

There are three components that make up the RAM; targeted (individual student) funding, equity loadings and a base school allocation. The base school allocation will have a site loading to reflect the additional costs associated with remoteness and isolation.

There are also equity loadings within the RAM that reflect both the number and percentage of Aboriginal students in schools and the socio-economic background of parents. These loadings will provide additional funding to support schools in rural and remote areas of NSW.

Phased implementation of the RAM will commence in 2014 with all schools receiving their targeted (individual student) funding and equity loadings. Approximately 126,000 students representing 32 per cent of all students in NSW public schools in quarter 1 and quarter 2 of the Department's Family Occupation and Education Index (FOEI)⁷ are enrolled in rural and remote schools. Fifty-five per cent of the Aboriginal students in NSW public schools also reside in a provincial, remote or very remote location.

In 2014, a total of \$112.5 million will be available to the 916 rural and remote schools through the RAM for the equity loadings related to socioeconomic background and Aboriginal students. This represents an increase of \$42.3 million compared to previous equity funding, an increase of over 60 per cent. It also means that for the first time all Aboriginal students in every public school will attract funding support.

2. Rural and remote schools will be supported to collaborate in the development of an education strategy that best meets the needs of their school communities.

2.1 From 2014, education networks will be established in some rural and remote communities.

The *Local Schools, Local Decisions* reform recognises that the 'one size fits all' approach does not work. In rural communities, particularly those in remote areas, schools in partnership with their communities need to develop local solutions to meet the learning needs of all their students.

This Rural and Remote Education blueprint provides the stimulus and authority for rural and remote schools to work together in a planned and consistent way. Over the next four years, all schools in rural and remote areas will be supported to collaborate and consult with their communities, and each other, to plan an overall strategy for education that best meets their needs.

As part of this planning, a community may decide to establish an education network to bring together the resources of the whole community to support quality learning. The type of network established will depend on local needs and local decisions and need not be limited by geographical boundaries.

Some schools are already discussing with their community how best to develop an education network to meet local needs. From 2014, Directors Public Schools NSW and Directors Educational Services will work with principals and communities wanting to establish networks.

Education networks will draw on effective models and programs including the Access schools program, the

Connected Communities strategy and resource sharing under *Every Student, Every School*.

Examples of where education networks can support rural and remote education include:

- strategies that bring together early childhood services, preschools and schools to support effective transition to school programs
- sharing of curriculum and teachers across a group of schools
- providing an integrated primary and secondary curriculum across a group of schools
- sharing of school, TAFE NSW and non-government expertise, resources and facilities
- strategies that connect teachers from different schools to wider opportunities for professional learning
- combining resources and sharing staff across primary and secondary schools to ensure transition programs have a strong curriculum and student wellbeing focus.

In some education networks, communities may agree, through local consultation, to have all schools operating with one principal based at a coordinating school. This model would include a coordinating school that manages the combined resources of the education network, while individual schools would still retain their local identity. The education network would operate with one school plan, one budget and staff working across all schools. Schools in the network would have a management agreement that summarises how resources will be shared, where teachers and school executive are located and how decisions will be made.

Schools will be given support to undertake planning for the network approach. The support will include a one-off funding grant, assistance to facilitate community meetings and access to a broad range of school and community data that will form the basis of discussion and planning.

Additional funding of over \$1 million has been allocated over the next four years to assist with the initial establishment and coordination of the education networks. Schools will also be able to access expertise to support them as they establish their education network.

This support could include:

- administrative support to organise consultations and provide ongoing community feedback
- teacher release to coordinate planning and initial implementation across schools
- expertise in early childhood education for those networks wanting to include better transition to school programs
- advice about the most suitable technologies to share curriculum

- curriculum expertise to plan curriculum sharing across schools
- expertise in wrap-around services for those networks wanting to include other agencies and services
- access to a traineeship where the network schools decide to employ a student support officer
- VET expertise for networks sharing VET provisions.

Schools will also be able to draw on the expertise of the Department's Educational Services teams in planning and establishing education networks. As part of the new model of support for schools, Educational Services teams made up of expert, non school-based staff with recent school-based experience are being established across the State. These teams will support rural and remote schools as they implement the actions in the Rural and Remote Education blueprint.

Quality early childhood education



Future State

More children in rural and remote communities gain the benefits of quality early childhood education in at least the year before school.

Early childhood education services are responsive to the needs of families in rural and remote communities.

Children in rural and remote communities enter kindergarten as confident learners.

Current State

One in four children in remote and very remote areas may not be accessing early childhood education in the year before school.

National data from the AEDI⁸ show that when starting school, about one in three children in remote and very remote communities are developmentally vulnerable on one or more domains, compared with one in five children from metropolitan areas.

*Best Start*⁹ results show that almost 90 per cent of children who have attended early childhood education are more confident with language and literacy – a rate 20 per cent higher than children with no early childhood education.

Many parents living in rural communities find it difficult to access or pay for early childhood education for their children.

A lack of facilities often limits participation in early childhood education for children living in rural communities.

Rural and remote early childhood education services can find it difficult to attract and retain qualified early childhood teachers.

Standalone early childhood education services in rural and remote communities can struggle with the large administrative workload and professional isolation.

Outcomes and actions

3. More children in rural and remote communities gain the benefits of quality early childhood education in at least the year before school.

3.1 Vulnerable and disadvantaged children will have access to high quality and more affordable early childhood education.

The new funding model for community preschools more closely aligns funding with community circumstances, providing the highest subsidies for children in the most disadvantaged areas. The model targets funding for children in their year before school and provides increased average base rates and loadings for remote preschools.

Aboriginal children and those from families with low incomes will have access to two years of subsidised preschool. This is consistent with what the research tells us about when early learning can have the greatest impact.

3.2 Departmental preschool services will better target areas of greatest need.

In accordance with the recommendation of the Brennan Review, the Department will undertake an analysis of the cost of provision in departmental preschools and consider focusing its efforts on meeting needs in the most disadvantaged communities, including rural and remote communities.

Currently, parents and carers can only apply to enrol their child in the Department's Distance Education preschool classes if they intend to enrol the child in Distance Education for Kindergarten. The Department's Distance Education Guidelines will be changed from 2014, to consider all children in very remote areas irrespective of where they will be enrolled for

Kindergarten. This will ensure more children in very remote areas are eligible for preschool education.

4. Early childhood education services are responsive to the needs of families in rural and remote communities.

4.1 Specific strategies are in place to enable greater participation in early childhood education in rural and remote communities.

\$7 million in capital works funding has been allocated to rural and regional areas where children are missing out on preschool because of a lack of facilities, and where the market cannot respond effectively to demand because of local economic conditions. This includes \$2 million to complete capital projects under the *Preschool Investment and Reform Plan*, and \$5 million in 2013-14 for new projects in rural and remote areas identified as having a high level of need for more preschool places.

Additional funding will be provided to enable rural and remote preschools to improve engagement and access for 'hard to reach' children through outreach initiatives. This may involve funding to enable preschool services to provide transportation to children who would otherwise be unable to attend or to set up a regular breakfast program. Targeted support will also be available to expand the availability and reach of mobile community preschools in those communities where no alternative preschool provision is available. Together an additional \$1 million will be allocated each year for this extra support. Consultation will occur to ensure the initiatives funded meet the specific needs and circumstances of each community.

4.2 Scholarships will be provided to build the capabilities of early childhood teachers.

The skills and capabilities of early childhood teachers are our most important resource for building quality early childhood education. The early childhood education sector is being supported to build a sustainable workforce, especially in rural and remote areas, through the provision of scholarships, worth \$10,000 per recipient, to assist early childhood educators to upgrade their qualifications to bachelor degree level.

Of the 32 scholarships awarded to date, 16 have been made to educators from rural and remote areas. In 2014, a further 70 scholarships will be made available, and the program will include a specific focus on encouraging applications from rural and remote areas where there are known shortages of early childhood qualified teachers.

4.3 Support will be provided to encourage sustainable and flexible delivery of preschool services.

Most community preschools are managed by local volunteer committees which have to deal with the complex regulatory and legislative requirements of running a preschool service. To support the sustainability of local community preschools, a cluster management trial will be implemented in 2014, which includes a focus on rural services.

Preschools involved in the trial will be supported by a cluster manager who will take on responsibility for a range of administrative functions, enabling parent-run committees to focus on educational outcomes for children.

Many children in rural and remote NSW access early childhood education through a mobile preschool, enabling children to participate in early learning programs regardless of where they live. The new funding system for community preschools will provide specific funding arrangements for mobile service providers to ensure that they are viable and continue to deliver effective and flexible services based on community need.

To further support the provision of early childhood education in rural and remote areas and to make the best use of existing infrastructure, the Brennan Review recommended greater use of schools as service hubs. In 2013-14, funding will be allocated to those *Connected Communities* locations without departmental preschools to work with local early childhood education providers to meet the specific needs of their communities. This will include funding for the upgrade and refurbishment of preschool facilities to ensure appropriate service delivery.

5. Children in rural and remote communities enter kindergarten as confident learners.

5.1 Transition to school statements will be introduced to strengthen information sharing between parents, early childhood educators and schools.

A transition to school statement based on the *Early Years Learning Framework* will be trialled in 2013-14 for a wider roll out to early childhood education services and schools in 2014-15. The statement will address the early childhood development domains such as language and cognitive skills, social and emotional development and physical wellbeing.

The statement will provide a template for early childhood educators to complete, with input from families, which summarises each child's strengths, interests and approaches to learning, and suggests ways these can be supported. The statement will ensure important information is shared with teachers and schools to support each child as they move into formal schooling.

From the start of 2014, new transition to school initiatives will be developed to bring together early childhood services and local schools. The initiatives will include parents, staff from early childhood services, kindergarten teachers and school principals from the local communities.

5.2 New initiatives will provide support for the Department's current distance education preschool.

In 2014, a specialist centre will be established for preschool children and families accessing the Department's distance education provision. The centre will showcase quality early learning and provide professional learning and mentoring for departmental preschool teachers, principals, preschool supervisors and parents in rural and remote locations.

Great teachers and school leaders



Future State

Great Teaching, Inspired Learning reforms build the capacity of teachers and leaders in rural and remote schools.

Rural and remote schools have greater capacity to attract and retain quality teachers and leaders.

Distance and time are not a barrier to working and learning together.

Current State

Rural and remote schools find it difficult to attract and retain teachers and leaders. Some schools are unable to fill executive positions despite multiple merit selection processes.

Teachers and principals in metropolitan schools have on average more experience than teachers and principals in rural and remote schools.

Rural and remote schools may have only one suitably qualified teacher in some curriculum areas and, in some schools, teachers may be asked to teach courses for which they have little or no formal training.

Head teachers in central and small secondary schools have curriculum responsibilities for areas in which they may have little or no expertise.

Geographic isolation and school size limits the opportunities for teachers and school leaders to work together, and collaborate and learn from those with expertise in learning and support.

Sometimes, teachers are not sure that a move to a rural and remote location will work for them.

Principal classifications are based on student numbers and do not reflect school complexity.

Newly arrived students and refugee students in rural and remote areas have limited access to intensive English literacy support, and their teachers do not have the same access to this expertise as teachers in metropolitan areas.

Teachers and leaders in rural and remote schools have limited experience with NAPLAN and HSC marking. This affects their understanding of the performance standards expected of their students in these types of assessments.

There are limited professional development opportunities for administrative and support staff in rural and remote areas.

Outcomes and actions

6. *Great Teaching, Inspired Learning*¹⁰ reforms build the capacity of teachers and leaders in rural and remote schools.

6.1 Graduates from NSW teacher education programs will have the skills and personal attributes for teaching in rural and remote schools.

In 2014, the Department will broker partnership agreements between schools and initial teacher education providers to improve the quality of the professional experience teachers receive. Partnership agreements will be based on the new professional experience framework being developed by the NSW Institute of Teachers (the Institute)¹¹. Under these partnership agreements, the Department will identify up to 15 schools to be showcase schools for quality professional experience.

These schools will be required to demonstrate a whole school commitment to quality professional experience, support other schools and work closely with their university.

The Department will work with the Institute and initial teacher education providers to ensure the new framework and partnership agreements better support professional experience placements in rural and remote schools including placements for early childhood teachers.

This will include:

- the provision of incentives for teacher education students willing to undertake a professional experience placement in a rural and remote school
- strengthening the Department's personal suitability interview process to explicitly address suitability for teaching in rural and remote schools
- identifying and supporting a small number of rural and remote schools to be the showcase schools for quality professional experience.

The Institute will work with initial teacher education providers to support them to include specific content relating to teaching in rural and remote schools in teacher education courses.

The Institute will also make available registered professional learning courses to support those teachers who will take on the role of mentoring and supervising teacher education students in rural and remote schools.

6.2 Incentives will be targeted to attract more of the best and brightest into teaching in rural and remote schools.

New *teach.Rural* scholarships will be offered to talented prospective teachers prepared to teach in rural and remote schools. The first 20 *teach.Rural* scholarships are being offered in 2013, to start in 2014. Fifty scholarships will be offered in subsequent years.

New cadetship and internship programs are being introduced in 2013, in areas of workforce need, including in rural and remote locations. The new cadetship program will target high achieving final year school students. The students will be employed part-time as paraprofessionals and placed in a school from the time they commence their initial teacher education program. The first 10 cadetships will be offered in 2014, increasing to an intake of 30 in 2017.

The new internship program will target high achieving final year teacher education students. Students will be employed part-time as educational paraprofessionals in schools while completing their final year of study. The first 10 interns will commence in 2014, increasing to an intake of 30 in 2017.

6.3 Beginning teachers will receive quality induction, reduced teaching loads and mentor support.

From the start of 2014, new guidelines and support resources will be available to ensure beginning teachers receive quality induction into both the profession of teaching generally and the context of the school and its community. Rural and remote schools will tailor induction programs to help teachers understand and adjust to the local community.

From 2014, all permanent beginning teachers (those on their first permanent appointment with the Department) will be provided with:

- the equivalent of two hours per week release in their first year (to support probation)
- the equivalent of one hour per week release in their second year (when they are finalising accreditation at the Proficient level).

Schools will also be provided with:

- the equivalent of one hour per week release to allow an experienced teacher to provide mentor support during the beginning teacher's first year of teaching.

In addition, eight teacher mentor positions will be allocated across up to 40 schools with significant numbers of beginning temporary teachers. The teacher mentors will work with beginning temporary teachers across up to five identified schools. Four of these teacher mentor positions will be allocated to support schools with significant numbers of beginning temporary teachers in rural and remote locations.

The Department will also review the requirement for casual and temporary teachers in remote locations to have a block of continuous teaching of one term or its equivalent over five school terms before they can be accredited at the Proficient level.

6.4 Teachers will be better supported by strategies and processes that allow for professional collaboration and conversations about their teaching practice.

Teachers and schools in rural and remote areas will be able to share and showcase their practice through the making of classroom documentaries. Teachers will also be supported to share and analyse their practice, and schools to build collaborative teaching cultures, through 'Quality Teaching Rounds'.

Both of these initiatives will be resourced to ensure teachers in rural and remote locations can participate using technologies that allow groups of teachers across multiple schools to watch and discuss lessons.

7. Rural and remote schools have greater capacity to attract and retain quality teachers and leaders.

7.1 The benefits of teaching in rural and remote locations will be actively promoted.

The Department through *teach.NSW* will develop a new campaign to promote the career and personal benefits of teaching in rural and remote schools. This campaign will begin at the end of 2013 and use social media and mobile technology to target universities, school leavers, those yet to decide on a career or interested in a career change, as well as existing teachers and leaders.

Principals will be provided with communication support to help them actively promote and market their school and community to new and experienced teachers and school leaders.

The Department will also introduce a Rural Teacher Exchange Program to provide an opportunity for teachers in rural and remote schools to exchange with teachers in other schools for one year at a time, returning to their substantive school at the end of the year. This will allow rural and remote teachers to experience a different teaching environment and for other teachers to consider whether teaching in a rural and remote school is a longer term option for them.

7.2 A new range of incentives will be offered to attract and retain teachers and school leaders.

From 2013, the principal positions in the *Connected Communities* schools have been upgraded to Executive Principals to attract outstanding school leaders for these schools. The employment package for these Executive Principals also includes an incentive to reward those principals who succeed and remain in the position beyond three years.

Over the next four years, over \$30 million in additional funding will be available for a range of new incentives to attract experienced teachers and leaders to rural and remote schools and encourage them to stay.

These incentives will include:

- in rural and remote six-point and eight-point incentive schools, principals will have the option of having a suitable temporary teacher, who has worked continuously for at least two years in the school directly appointed into a permanent vacant position in their school. In eight-point incentive schools, principals will also have the option of permanently appointing those teachers above establishment, if there is no vacant position at the school
- principals in rural and remote eight-point incentive schools will be able to recommend that following two continuous years successfully relieving or acting in an executive role, a teacher is assessed for direct appointment into the role
- newly appointed teachers and school leaders in rural and remote schools may be offered a 10 week trial before their permanent appointment is confirmed

- in rural and remote eight-point incentive schools, a recruitment benefit of \$10,000 may be used to attract suitable applicants, if two consecutive selection processes have not filled a vacancy
- the payment of a 50 per cent rental subsidy to teachers in rural and remote four-point incentive schools
- the payment of the NSW Institute of Teachers' submission fee for accreditation as Highly Accomplished or Lead teacher for teachers and leaders in rural and remote schools.

Currently principal classification and salary are linked to student enrolments and this does not reflect the complexity of each school or the principal's workload. The *Local Schools, Local Decisions* reform and the introduction of the RAM provide both an opportunity and a mechanism for designing salary arrangements that reflect and respond to changing school complexity. The Department proposes to discuss future options to address this as part of negotiations with the NSW Teachers Federation on a new School Teachers Award.

7.3 More options will be available to develop the leadership skills of current and aspiring school leaders in rural and remote schools.

In 2014, the Department will develop and publish resources and guidelines to better support succession planning for school leaders and teachers aspiring to be principals. Around \$8 million in additional funding will be allocated over the next four years to provide specific support to newly appointed school leaders in rural and remote schools including:

- a rural and remote mentoring program to link newly appointed leaders with experienced school leaders. This will include the option of short-term shadowing opportunities for newly appointed school leaders in rural and remote schools, to work alongside experienced leaders in high performing schools
- a range of coaching and mentoring programs for principals of rural and remote schools to assist them to develop further their leadership capabilities.

8. Distance and time are not a barrier to working and learning together.

8.1 Teachers, school leaders and administrative and support staff in rural and remote schools will have access to quality professional learning, mentoring and coaching programs.

Teachers, school leaders and administrative and support staff will have access to a range of professional learning and training options to fit their local circumstances, including online courses, online sharing and face-to-face opportunities. For example:

- the online professional learning program, *The Classroom Teacher Program*, will be enhanced during 2014 and additional, registered professional learning courses developed that align to each career stage of the *Australian Professional Standards for Teachers*

- induction support for early career teachers will also be provided online and teachers will be able to access mentor support through virtual and online technologies. Teacher mentors for early career teachers in rural and remote locations, will be provided with assistance to work in virtual environments
- new and experienced teachers in small schools will be supported through virtual Key Learning Area (KLA) networks using online mentoring and coaching and interactive technologies
- online professional learning modules will be developed which will allow administrative staff to pursue individual development pathways. They will include support for leadership development, contemporary school management, communication and administration practices, as well as other specific role-related activities.

The Department will also identify opportunities to share professional learning across school sectors by working with local Catholic and Independent school colleagues.

8.2 Teachers will have increased opportunity to experience real or simulated NAPLAN and HSC marking.

From 2014, the Department and the Board of Studies NSW (the Board)¹¹ will provide access to support and analysis for teachers in rural and remote schools in relation to NAPLAN, the Record of School Achievement (RoSA) and the HSC.

HSC teachers will have increased opportunity to experience real HSC marking, particularly in subjects marked online, as well as access to simulated HSC marking through both face-to-face and online presentations. Rural and remote teachers in their first three years of teaching will be particularly targeted and provided with opportunities to participate in NAPLAN and HSC simulation marking.

The Board will also make HSC Showcase events, such as ARTEXPRESS, Encore and OnStage, available in electronic form and annotated with markers comments. The Board will also rearrange the HSC Showcase calendar to cluster as many events as possible in the one place to increase access for rural and remote students and teachers.

These experiences will provide teachers in rural and remote schools with increased access to support related to NAPLAN, the RoSA and HSC marking within their subject areas. This support can help teachers and students gain a better understanding of expected standards and requirements for high achievement.

8.3 Virtual faculties will be established for Learning and Support and ESL teachers linking them to experienced head teachers, assistant principals and other expertise.

Learning and Support teachers have an important role in providing professional learning and expert advice, particularly in areas where specialist services are limited.

Newly arrived students with English as an Additional Language or Dialect (EAL/D) require intensive English support. The support of other agencies may also be needed to help students deal with trauma.

Current models of virtual faculties that already link teachers in rural and remote schools to subject expertise will be expanded from 2014 to include virtual faculties for:

- teachers providing personalised learning and support and those working with students with additional needs
- ESL and other teachers of newly arrived students.

Curriculum access for all



Future State

Rural and remote students have improved access to a broad and quality curriculum.

Gifted and talented rural and remote students have the same curriculum opportunities as students in metropolitan areas.

Rural and remote students have access to quality transition pathways from secondary school to further education, training or employment.

Current State

Teachers and students sometimes find it hard to share curriculum resources and collaborate with each other because of distance, as well as technological and school organisational limitations.

Students in rural and remote areas have fewer opportunities to participate in transition activities due to geographical barriers.

Students in rural and remote areas have less opportunity to participate in curriculum enrichment, career related learning, cultural and sporting programs because of distance and the cost of travel.

Academically gifted students and those who require curriculum adjustments have limited subject choice and learning experiences because the right types of resources and support are not always available in small rural and remote schools.

Students in rural and remote areas have fewer opportunities to be exposed to a broad range of career options and may have fewer career role models.

Students in rural and remote areas are less likely than students in metropolitan areas to go on to further study.

Less than 50 per cent of Aboriginal students in rural NSW complete Year 12 or equivalent.

Rural and remote teachers find it hard to develop links with universities and to provide their students with enrichment activities that build student engagement in science, mathematics and agriculture.

Rural and remote schools find it difficult to offer a broad range of VET courses linked to quality work placements. Local employers want VET courses to meet local employment needs.

Outcomes and actions

9. Rural and remote students have improved access to a broad and quality curriculum.

9.1 A virtual secondary school will be established, delivering quality curriculum to rural and remote students across the state.

The Department will establish a virtual secondary school to allow Years 7-12 students in rural and remote schools to study specialist subjects they cannot access in their home school. It will also be partially selective, offering selective classes for gifted and talented students in some secondary subjects. Teachers and students will use the most up to date technology to create engaging learning environments, building on what we have learnt from current programs such as *Access*, *e2* and *Xsel*, as well as international evidence about how best to deliver curriculum in rural and remote areas.

Secondary students across rural and remote NSW will be able to study a 'blended' curriculum, with selected courses provided

through the virtual school and the remainder through their local school. The virtual school will specialise in providing selective classes and curriculum extension for those stage 5 and 6 courses small schools find difficult to consistently offer because of size and isolation. This will include courses in mathematics, science, engineering studies and economics.

The virtual school will provide opportunities for students in small schools to work with other students at similar academic levels. Students will have targeted support from teachers in their own school to assist them to work effectively in a virtual learning environment.

The virtual school will complement existing distance education provisions available to students in rural and remote NSW and be coordinated from a central location such as the existing Distance Education Centre at Dubbo.

Priority for enrolment in stage 5 and 6 courses will be given to those in the most remote locations. Students in the selective classes will apply through the current Departmental processes for selective schools.

The Department will allocate over \$8 million over the next four years to establish and operate the virtual school. The first students will enrol in 2015.

9.2 Electronic curriculum documents and syllabus support materials will be developed to meet the needs of rural and remote teachers.

The Board of Studies will factor into its processes specific advice on the implications for rural and remote schools of new materials developed to support the NSW curriculum. The Board will consult with rural and remote teachers and principals, as materials are developed, on their perspectives as to the usefulness of any new materials. The Board will consider this advice as part of the curriculum endorsement process and will include it with all curriculum recommendations to the Minister.

9.3 Teachers, students and school leaders will be able to collaborate and share curriculum resources.

To overcome the barriers of very small student numbers, distance and travel time, curriculum will be delivered across a number of schools and by teachers who are not in the student's school. Teachers and students will also have access to teaching and learning resources, regardless of geographic location.

From 2014, school leaders, teachers and students will be able to access a range of online communication and collaboration technologies, including video conferencing, the *Microsoft* and *Adobe* suites of software, *Google Apps* and *NSW Scootle* for access to all national digital learning resources, collaboration and assessment tools.

These technologies will assist in the flexible delivery of classroom learning, the development and sharing of resources and access to specialist expertise. They will also allow teachers and students to build local and global communities and to connect with other interested students and experts worldwide.

9.4 Processes will be strengthened to ensure smooth curriculum transition from primary to secondary school.

Students will be provided with more opportunities to participate in Year 6 to Year 7 transition activities. Educational Services teams will coordinate professional learning for staff in rural and remote areas to help them better plan for students as they transition from primary to high school.

Online professional networks will support staff to develop early and middle years learning experiences targeted at rural and remote students. These programs will include a focus on curriculum continuity through the use of the interactive K-10 Literacy and Numeracy Continuums.

From 2014, primary schools will be assisted to work together on strategies to broaden the career aspirations of primary students. Primary and secondary teachers will be able to access professional learning that will support them to collaborate and coordinate career-related learning as students transition from Year 6 to Year 7.

10. Gifted and talented rural and remote students have the same curriculum opportunities as students in metropolitan areas.

10.1 New approaches will be developed to address the impact of isolation, distance and small peer groups on gifted and talented students.

The Department will investigate the establishment of additional opportunity classes in rural and remote primary schools to provide for gifted and talented Years 5 and 6 students. The Department's new virtual secondary school will be partially selective providing curriculum extension for gifted and talented Years 7-12 students.

During 2014, additional support will become available to specifically assist rural and remote teachers to address the unique needs of gifted and talented students in their classes. Teachers will be able to access professional learning, assistance to provide extension and enrichment activities, flexible models of curriculum delivery, virtual learning, distance education and opportunities for acceleration of their students.

10.2 New programs will be developed to give students access to and engage them in science, mathematics and agriculture courses¹².

New approaches will be developed, such as sharing of curriculum across schools, mentoring for students with experts and online 'masterclass' experiences led by experts during and out of school hours. This will give gifted and talented students access to these courses, provide them with the links needed for genuine enrichment and help them to better understand related careers.

To ensure rural and remote students are able to visit universities and have virtual access to HSC preparation seminars and curriculum enrichment programs, the Department will work with principals and universities to develop new ways of delivering these programs.

10.3 More options will be provided for rural and remote students to participate in State arts and sports programs and other enrichment opportunities.

In 2014, the current local school sports programs offered to students in rural and remote NSW will be expanded. A number of new initiatives, including online programs, will also be developed to support teachers. One of these new initiatives will be the development of a Physically Active Schools Portal that will provide teachers with exemplars of school sport programs and community sporting partnerships.

New strategies will be developed to expand and strengthen the opportunities for rural and remote students to access a wide range of high quality arts performances, exhibitions, camps, workshops, programs and events. The Department will also expand access to online and virtual rehearsals and auditions to support teacher professional learning and increase student participation in performances for State arts activities.

In circumstances of extreme hardship resulting from distance or family circumstances, financial support will be provided to students to ensure they can participate in these State programs.

11. Rural and remote students have access to quality transition pathways from secondary school into further education, training or employment.¹³

11.1 New partnerships will be developed between schools, TAFE NSW, universities, employers.

Schools and Educational Services teams will work in partnership with TAFE NSW, local businesses and Chambers of Commerce to link VET courses to local employment needs. Assistance will be provided for groups of schools to work together, including options for working with TAFE NSW and local non-government schools to share resources and facilities, to better meet the needs of all students in a local area.

Online student mentoring programs, linking students with experts in and beyond their community, will be developed for students in rural and remote areas. In 2014, the Department will work with the Australian Business and Community Network and their participating companies to extend their current school programs to rural and remote schools and to use e-mentoring in combination with face-to-face sessions.

In addition, the Department will better tailor and promote existing careers and mentoring programs to rural and remote schools.

11.2 Aboriginal students will be provided with additional support through personalised learning to achieve their aspirations as they move into further training and/or work.

A number of strategies from the Government's plan for Aboriginal education, employment and accountability – *Opportunity, Choice, Healing, Responsibility, Empowerment* (OCHRE)¹⁴ – will underpin personalised learning and support to enable Aboriginal students in rural and remote communities to gain skills and build confidence and resilience.

Under the OCHRE plan, Aboriginal communities across NSW will have the opportunity to rejuvenate, revitalize and maintain Aboriginal language and culture through Language and Culture Nests. Opportunity Hubs will also be established to give Aboriginal young people pathways to real jobs by coordinating employment and training opportunities between schools, local businesses and the community.

In the 15 *Connected Communities*¹⁵ schools, Aboriginal students will have personalised learning plans to ensure teaching and learning is targeted to their individual needs.

In addition, each school will have a local School Reference Group, which will work collaboratively with the Executive Principal in the development, planning and shared decision-making of each school's *Connected Communities* strategy. This will ensure that the *Connected Communities* schools have a broader influence within the local community to better deliver key services to support children and young people from birth through school into further training, study and employment.

Effective partnerships and connections



Future State

Teachers and school leaders have access to professional learning and expert advice so they can meet the learning and support needs of every student.

Schools are able to access specialist assistance for students whose needs are challenging or complex.

State borders do not prevent students from obtaining the support they need.

Current State

Access to allied health services in rural and remote communities may be limited or non-existent. Schools have difficulty accessing and linking students and their families to these services even when they exist.

School staff and leaders have varying skills and expertise in facilitating support for students with additional learning needs.

State boundaries can limit teachers' opportunities to work with nearby colleagues and build professional networks.

Some students and families travel long distances to access services in their own state when the closest service is available in the neighbouring state or territory.

Schools located near state boundaries find it frustrating that there is limited coordination of education and support services across state borders.

Outcomes and actions

12. Teachers and school leaders have access to professional learning and expert advice so they can meet the learning and support needs of every student.

12.1 Professional learning will build the capabilities of school leaders and staff in creating and sustaining safe and supportive school communities.

From the start of 2014, schools will have access to teams of expert staff, who are part of Educational Services teams, to assist them to meet the diverse needs of their students, including those requiring additional learning and support. These teams will have a strong focus on providing and facilitating professional learning targeted to school needs. Examples include expanded access to:

- tutor-supported online courses that extend teacher knowledge and skills in supporting students with autism, behaviour support needs, dyslexia, hearing impairment and significant difficulties in reading, communication and motor coordination
- the *Connecting to Country* program, whereby school leaders and staff gain the knowledge, confidence and understanding to teach all students about Aboriginal culture and history, and implement culturally responsive teaching and learning practices for Aboriginal students
- advice and assistance about positive behaviour practices that schools might adopt and opportunities to network with schools already implementing these programs.

12.2 Teachers will be supported with tools to assist them to personalise learning and support.

Through the *Every Student, Every School*¹⁶ strategy, tools will be developed to assist teachers to personalise learning and support for students with additional needs. These tools will help schools to:

- collaborate with students, parents, carers and community
- identify the specific needs of individual students
- identify, implement and assess the impact of support.

While these tools will be available to all schools from 2014, they are particularly important in rural and remote schools where specialist support services and expertise may be harder to access.

Approximately 70% of schools currently participating in the *Early Action for Success*¹⁷ initiative are in rural and remote areas of NSW, including *Connected Communities* schools. From 2014, the number of schools in rural and remote areas with Instructional Leaders will be increased. Instructional Leaders will coordinate the identification of the literacy and numeracy achievement of all Kindergarten to Year 2 students, and strategically plan personalised learning and interventions for students. They will work with the school executive to determine the professional learning needs of staff to differentiate instruction, and lead the professional learning of teachers in effective literacy and numeracy teaching practices.

12.3 Student Support Officer traineeships will be offered to engage youth workers in schools.

Based on the Student Support Officer initiative in secondary schools, traineeships will be offered for schools to engage young people as youth workers to help schools respond to the needs of their students. Traineeships will provide opportunities for young people from the community to train and work locally with professional supervision and support from specialist staff.

The first traineeships will be offered in 2014 to groups of schools in rural and remote areas forming an education network.

13. Schools are able to access specialist assistance for students whose needs are challenging or complex.

13.1 Specialist centres will be established to bring together expertise and specialist staff.

From 2014, schools will progressively access a state-wide network of specialist assistance through a single local point of contact. Specialist centres will bring together coordinated inter-agency health and wellbeing services through the expertise of specialist departmental staff working in collaboration with other government and non-government agencies. These services will be in addition to what is already available in schools¹⁸.

Specialist centres will build on what we have learned from existing programs and strategies such as virtual faculties, the Student Support Officer initiative, and the NSW Centre for Effective Reading. Specialist centres will have a key role through their Senior Psychologists, Education in supporting schools to address and manage complex cases where students may be at risk of disengaging from education because of issues related to learning, health and/or wellbeing.

Specialist centres already existing in Dubbo and Wagga Wagga will be extended in 2014 to provide additional expertise in areas such as education psychology, school attendance and student health and wellbeing. New centres will be established in Broken Hill and Tamworth.

From 2015, more specialist centres will be established and by the end of 2016, 15 of 20 specialist centres will be operating in rural and regional NSW.

Each specialist centre will reflect local student wellbeing needs. The centres will provide advice and assistance, as well as direct assessment and support for schools, students and their families. As schools progressively access specialist centres, school counsellors will be better supported in delivering their psychology expertise in schools. Some centres will also provide opportunities for families, early childhood educators and schools to work together to achieve seamless transition to school for young children.

The Department has begun discussions with the NSW Ministry of Health and other agencies over how it will staff centres to reflect local student wellbeing needs. Over the next four years, over \$15 million in additional funding will be provided for operational support and to enhance expertise in areas such as youth, social and welfare work, speech, language and health care across the State's network of specialist centres.

In 2014, departmental staff appointed to the centres will be able to access ten new post graduate scholarships so that they have the expertise to support their work with schools, students and their families. In 2014-15, four early childhood scholarships will also be provided to early childhood educators working in Wagga Wagga, Tamworth, Dubbo and Broken Hill centres. This will enable them to upgrade their qualifications specifically in relation to working with young children with special needs

13.2 There will be more coordinated case management and planning for students with significant behavioural issues who are enrolled in distance education.

From the start of the 2014 school year, the guidelines for enrolment in distance education will be amended so there is stronger case management of, and support for, those students with complex needs. Currently, more than half of the students enrolled in distance education are not able to attend their local school because of their very challenging behaviour. While distance education is an effective intervention, these students and their families need other options for re-engaging with further education, training or employment.

14. State borders do not prevent students from obtaining the support they need.

14.1 The Department will simplify bureaucratic processes to make it easier for schools to work across state borders.

Teachers and school leaders find departmental processes frustrating when they try to work across a state border. The Rural and Remote Education Advisory Group will be asked to identify examples where schools wanting to work across state borders encounter difficulty, and the Department will look to review those processes. For example, the Department will review and simplify processes for approving excursions and professional learning held in another state or territory.

14.2 The Minister for Education will seek support from the Cross Border Commissioner and the Standing Council on School Education and Early Childhood (SCSEEC) for schools operating near borders to be able to share education services.

The Cross Border Commissioner will be asked to investigate and make recommendations about:

- strategies that will enable children and students to enrol in preschools and specialist support classes in another state when these are the closest service to them
- ways education resources can be shared between states and territories
- solutions to issues impacting on students' education in border communities.

The Minister will also seek the support of other State and Territory Ministers for schools operating near borders to share resources and facilitate staff professional learning and networking.

References

- 1 MCEETYA Geographical Location Classification www.mceecdya.edu.au/mceecdya/geolocation_questions_and_coding_index,11968.html
- 2 Centre for Education Statistics and Evaluation, 2013, *Rural and remote education: Literature review*, NSW Department of Education and Communities. www.cese.nsw.gov.au
- 3 For more information on the community preschool funding model, go to: www.dec.nsw.gov.au/what-we-offer/regulation-and-accreditation/early-childhood-education-care/funding/community-preschool-funding
- 4 Professor Deborah Brennan, 2012, *Review of NSW Government Funding for Early Childhood Education*, NSW Government. https://www.det.nsw.edu.au/media/downloads/about-us/statistics-and-research/public-reviews-and-enquiries/review-of-nsw-government-funding-for-early-childhood-education/review_nsw_gov_funding_ece.pdf
- 5 For more information on *Local Schools, Local Decisions*, go to: www.dec.nsw.gov.au/about-the-department/our-reforms/local-schools-local-decisions
- 6 For more information on the RAM (Resource Allocation Model), go to: www.dec.nsw.gov.au/about-the-department/our-reforms/local-schools-local-decisions/reform-agenda/resource-allocation-model
- 7 FOEI is based on the occupation and education status of each student's primary carers. It uses information on parental level of school education, highest non-school qualification and occupation category drawn from school administrative data collected on student enrolment forms and recorded on the Department's Enrolment Registration Number (ERN) system. For more information go to: www.cese.nsw.gov.au/images/stories/PDF/CESE_Learning_Curve5_FINAL_FOEI.pdf
- 8 For more information on the AEDI, go to: www.rch.org.au/aedi/
- 9 For more information on *Best Start*, go to: www.curriculumsupport.education.nsw.gov.au/beststart/information/index.htm
- 10 For more information on the *Great Teaching, Inspired Learning* reforms, go to: www.dec.nsw.gov.au/our-services/schools/great-teaching-inspired-learning
- 11 In September 2013, the NSW Government announced its intention to merge the current functions of the NSW Institute of Teachers and the Board of Studies NSW to form a new body called the Board of Studies, Teaching and Educational Standards (BoSTES). Legislation is planned to take effect in January 2014.
- 12 Office of the Chief Scientist, 2013, *Science, Technology, Engineering and Mathematics in the National Interest: A Strategic Approach*, Australian Government, Canberra. www.chiefscientist.gov.au/wp-content/uploads/STEMstrategy290713FINALweb.pdf
- 13 *NSW Government Review of Tertiary Pathways*, June 2012, NSW Government. www.det.nsw.edu.au/media/downloads/about-us/statistics-and-research/public-reviews-and-enquiries/review-tertiary-pathways.pdf
- 14 *OCHRE: Opportunity, Choice, Healing, Responsibility, Empowerment*. NSW Government Plan for Aboriginal affairs: education, employment and accountability, NSW Government, 2013. www.aboriginalaffairs.nsw.gov.au/nsw-government-aboriginal-affairs-strategy
- 15 For more information on *Connected Communities*, go to: www.dec.nsw.gov.au/about-us/careers-centre/school-careers/focus-areas/connected-communities
- 16 For more information on *Every Student, Every School*, go to: www.dec.nsw.gov.au/what-we-offer/education-and-training/disability-support/every-student-every-school
- 17 For more information on *Early Action for Success*, go to: www.det.nsw.edu.au/media/downloads/about-us/news-at-det/announcements/yr2013/early-action-success-2013-implementation-plan.pdf
- 18 More information about the importance of linking education and health to support mental health in young people can be found at: <http://nswmentalhealthcommission.com.au/assets/File/Living-Well-in-Our-Community-FINAL-20130523.pdf>

For more information go to:

[www.dec.nsw.gov.au/about-the-department/
our-reforms/rural-and-remote-education](http://www.dec.nsw.gov.au/about-the-department/our-reforms/rural-and-remote-education)

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November 2013



Education &
Communities

MINUTES OF MEETING

COWAL GOLD OPERATION COMMUNITY ENVIRONMENTAL MONITORING AND CONSULTATIVE COMMITTEE (CEMCC)

Wednesday 31 August

8.00am – Bland Shire Council Chambers

Minutes taken by: Elliot Willemsen-Bell

Attendees:

Independent Chair:	Margaret MacDonald-Hill (MMH)
Evolution:	Garry Pearson (GP), Elliot Willemsen-Bell (EWB), Jason Grieve (JG), Jason Floyd (JF), Bronwyn Flynn (BF), Kerry Mudge (KM), Jamie Coad (JC)
Lake Cowal Landholders:	Bruce Dent
Community Members:	Angus Stitt (AS),
Bland Shire Council:	Neil Pokoney (NP), Liz McGlynn (LM)
Forbes Shire Council:	Graeme Miller (GM) Brian Mattiske (BM)
Lachlan Shire Council:	Graham Scott (GS)
Wiradjuri Condobolin Corporation:	Lawrie Hutchinson (LH)

Apologies: Dave Carter, Leanne Hampton, Ally Coe, , Lucy Buttenshaw, Max Finlayson

ITEM	ACTION
<p>1.0 Welcome</p> <p>Independent Chair, Margaret MacDonald-Hill opened the meeting at 8:01 am.</p>	
<p>2.0 Declaration of Interest</p> <p>Margaret MacDonald-Hill declared her interest as Independent Chair of the CEMCC, appointed by the Director General of the Department of Planning and Environment. For record purposes, Margaret advised the committee she is a member of the Mine Subsidence Board. Margaret also declared that she receives payment via a Trust established by the Bland Shire Council for her work as Chair of the CEMCC.</p> <p>For a full Declaration of Interest for all members, see Attachment A</p>	
<p>3.0 With the CEMCC's concurrence, the Chair suspended standing orders to allow an update from JG, JF and BF on the proposed exploration program.</p>	

<p>4.0 Confirmation of Previous Minutes</p> <p>Moved by Angus Stitt, moved by Brian Mattiske</p> <p>5.0 Business Arising from previous Minutes</p> <p>AS enquired about the progress of the Evolution shop front. EWB said that there had been some delays with the real estate agent and that EVN were now planning a longer term lease and fit out.</p> <p>AS enquired about a news article to promote the extensive drill program. EWB said that there had been some meeting with various Government Departments required before the information could be made public, but that it was planned for the coming weeks.</p> <p>MMH announced that Max Finlayson had been appointed by the LCF Board as the Scientific Representative, and that he will be present at the December CEMCC Meeting</p> <p>Committee endorsed Kate Dean as a Local Community Representative replacing Jenene McGrath.</p>	<p>MMH to make recommendation to DP&E</p>
<p>5.0 Correspondence</p> <p>The Chair noted as the correspondence had been included in the agenda, she did not intend to repeat it unless there were any questions. The CEMCC did not have any questions.</p>	
<p>6.0 Reports</p> <p>Garry Pearson provided a detailed account of Cowal Gold Operation's Environment Department Activities over the past three months.</p> <p>The presentation also included:</p> <ul style="list-style-type: none"> • A review of the EVN Environmental Policy will be undertaken in 2017 • EVN is awaiting offset area changes from Department of Planning and Environment • Request to change Hazardous Material Transport route due to new contractors • Kerry Mudge provided a brief overview of the current status of the farmland surrounding the mine and elements of the proposed Land Management Strategy • NP asked if the recent land acquisition would mean a loss of agricultural productivity for the Shire? KM explained that the land may be rested for a period, however the long term plan was to restore productivity to the land • LM asked what percentage of Evolution's land portfolio was arable 	

<p>land? KM said that 36% was currently arable, but we would be investigating options for environmentally sensitive agriculture may be applied on the Lake area</p> <p>Elliot Willemsen-Bell provided a detailed account of Cowal Gold Operation's Community Relations Activities over the past three months.</p> <ul style="list-style-type: none"> • Activities since last CEMCC • Complaints/Grievances • Review and discussion of Cowal Partnering Program applications received. • Upcoming activities <p>Complaints/Grievances</p> <p>There has been one complaint since the last CEMCC meeting, relating to blasting impacts. A full description of the complaint and subsequent actions may be found in the July Complaints register on the Evolution Cowal external website.</p>	
<p>7.0 General Business</p> <p>MMH acknowledged that it was Neil Pokoney's final CEMCC, as he was retiring from Bland Shire Council. MMH recognised Neil's consistent passion, dedication and contribution to the CEMCC throughout his time.</p> <p>GP suggested an updated photo of the CEMCC at the December meeting.</p>	EWB/GP
<p>8.0 Meeting Closed – 10:05 am</p>	
<p>9.0 Next Meeting</p> <p>December 7 at the Cowal Gold Mine</p> <p>2017 Meeting Dates:</p> <ul style="list-style-type: none"> • TBC 	

ATTACHMENT A – CEMCC MEMBERS' DECLARATIONS OF INTEREST

DRAFT

Community Environmental Monitoring and Consultative Committee (CEMCC)

Declarations of interest:

Margaret MacDonald-Hill - Independent Chair

- ***Appointed by DG of DP&E, paid via Trust administered by Bland Shire Council***
- ***Member of the Mine Subsidence Board***

Angus Stitt – Community Representative, West Wyalong

- Receives reimbursement of travel costs for attending CEMCC meetings, from time to time

Lucy Buttenshaw – Community Representative, West Wyalong

- Nil

David Carter – Community Representative, Condobolin

- Nil

Bruce Dent – Lake Cowal Landholders Association

- Noise Mitigation Agreement in accordance with Development Consent Conditions
- Receives reimbursement of travel costs for attending CEMCC meetings, from time to time

Neil Pokoney – Bland Shire Council Representative

- Evolution Mining is a ratepayer within the Bland Shire
- Evolution Mining has entered into a Roads Maintenance MOU with Bland Shire Council
- Evolution Mining has provided financial support for certain community events, initiatives, and infrastructure operated by the Bland Shire Council

Graham Scott – Lachlan Shire Council Representative

- Evolution Mining has been a ratepayer within the Lachlan Shire
- Evolution Mining is a customer (subscriptions and advertising) of The Lachlander newspaper, of which, Cr Scott is the Editor
- Evolution Mining has entered into a Roads Maintenance MOU with Lachlan Shire Council
- Evolution Mining has provided financial support for certain community events, initiatives, and infrastructure operated by the Lachlan Shire Council

Brian Mattiske – Forbes Shire Council Representative

- Evolution Mining is a ratepayer within the Forbes Shire
- Evolution Mining pays annual easement payments to the Forbes Shire Council for properties owned by Council
- Evolution Mining pays annual easement payments to entities which Mr Mattiske maintains a financial interest in for properties owned by those entities
- Evolution Mining pays an annual fee for Temporary Water Transfer Agreements to entities which Mr Mattiske maintains a financial interest

- Evolution Mining has provided financial support for certain community events, initiatives, and infrastructure operated by the Forbes Shire Council

Graeme Miller – Forbes Shire Council Representative

- Evolution Mining is a ratepayer within the Forbes Shire
- Evolution Mining pays annual easement payments to the Forbes Shire Council for properties owned by Council
- Evolution Mining has provided financial support for certain community events, initiatives, and infrastructure operated by the Forbes Shire Council

Ally Coe – Wiradjuri Condobolin Corporation

- Wiradjuri Condobolin Corporation receives compensation payments in accordance with Native Title requirements
- Wiradjuri Condobolin Corporation is a contractor to Evolution Mining at the Cowal Gold Project

DRAFT

Cowal Gold Operations

Environmental Management

CEMCC



31 August 2016

www.evolutionmining.com.au/Cowal/



Evolution
MINING

Environmental Management Overview



- Environment and Sustainability Policy
- Environmental Incidents
- Environmental Summary
- Government Interactions
- Cyanide Management
- 2017 Look Ahead

Environment and Sustainability Policy



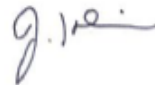
Evolution Mining Limited ("Evolution Mining" or the "Company") is committed to attaining an outstanding level of environmental performance in all of our workplaces.

Evolution Mining shall incorporate environmental considerations into all areas of our business to effectively manage environmental impacts and risks.

Our environmental care and culture will be formed on the basis of:

- Commitment to this Policy, with supportive funding and a belief that the majority of environmental incidents are preventable and controllable with foresight, relevant training, purposeful attitude and appropriate equipment
- Accountability of Management with the support of all personnel to ensure that the workplace and the practices comply with statutory and license conditions
- Implementing leading industry practices and environmental management systems at all levels; including exploration, development, operations, decommissioning, closure and rehabilitation
- Regular assessment of the environmental performance of the Company's activities to ensure compliance with the Company's commitments and conditions; and to report findings to stakeholders, the community and regulatory authorities
- Continually striving to identify opportunities to effectively manage energy and water whilst minimising waste and reducing our environmental footprint
- Increasing awareness of personnel on the potential environment impacts of activities in which we are involved, and how those impacts can be minimised or controlled
- Maintaining appropriate emergency and critical incident response programs, and to notify the relevant authority in the event of any reportable environmental incident; and
- Contribute to conservation of biodiversity and integrated approaches to land use.

Periodical review shall ensure that Company targets and objectives are being achieved in regards to environmental performance.



Jake Klein
Executive Chairman

Issue Date:
February 2015



Environmental Incidents

▪ Reportable Incidents

All incidents related to death of native fauna on the mining lease.

▪ June 2016

- 1 Welcome swallow – behind main Admin cupboard (found during rescue).
- 1 juvenile Sparrow – leg entanglement / sep from parents/ fall from height.

Four (4) native animals rescued - Bush Wallaby (STSF bush); Welcome Swallow (Admin); Pobblebonk (bitumen); Snake-necked Turtle (SLDC spill roadway). WIRES.

Nil (0) feral animal euthanased – – WIRES.

Pest Control:

- Addressing feral cats numbers.
- Mouse baiting stations continuing. Minimal mice since 2012 mini-plague.
- 1080 Fox baiting ceased May 2015. Resumed mid-February 2016.
- Pindone baits for Rabbits (ceased May 2015, resumed mid-2016).

Mutual Aid: Two (2) requests – juv Pigeon (WWy euth); Tawny Frogmouth (Weethalle)- WIRES.

All incidents were reported to Government agencies in accordance with regulatory approvals. Deceased fauna were forwarded to Veterinary Clinic to confirm cause of death. No death was associated with chemical toxicity & no further action necessary.

**BEEP
FOR
BIRDS
Use car
horn to
Scare**

Environmental Incidents

▪ Reportable Incidents

All incidents related to death of native fauna on the mining lease.

▪ July 2016

- 1 Emu – bitumen access road.
- 1 Grey Kangaroo – bitumen access road.
- 1 Masked Lap-winged Plover – juvenile, east side outside Pond D6.
- 2 Hoary-headed Grebes – beheaded by Nankeen Kestrel.

Two (2) native animal rescued – Grey Kangaroo (bitumen access); female Australian Magpie (barbed wire fence/ L elbow. WIRES Calls.

Four (4) feral animals euthanased – juvenile Rabbits sep from parents NTSF – WIRES.

Pest Control:

- Addressing feral cats numbers.
- Mouse baiting continuing. Minimal mice since 2012 mini-plague.
- 1080 Fox baiting ceased May 2015. Resumed mid-February 2016.
- Pindone baits for Rabbits (ceased May 2015, resumed mid-2016).

Mutual Aid: None (0) – . WIRES.

All incidents were reported to Government agencies in accordance with regulatory approvals. Deceased fauna were forwarded to Veterinary Clinic to confirm cause of death. No death was associated with chemical toxicity & no further action necessary.

**BEEP
FOR
BIRDS
Use car
horn to
Scare**



Environmental Incidents

▪ Reportable Incidents

All incidents related to death of native fauna on the mining lease.

▪ August 2016

- 2 Welcome swallows – FP and MMtce Workshop concrete floors.
- 1 Grey Kangaroo – armco railing bend of bitumen access road.
- 2 Emu – bitumen access road.
- 1 unknown bird – 300 m in from edge wet beach STSF.

None (0) native animal/s rescued - . WIRES.

None (0) feral animals euthanased – – WIRES.

Two hundred (200) large Grey Kangaroos at ‘Hillgrove’ NPWS-OEH Permit to Harm (May 2016).

Pest Control:

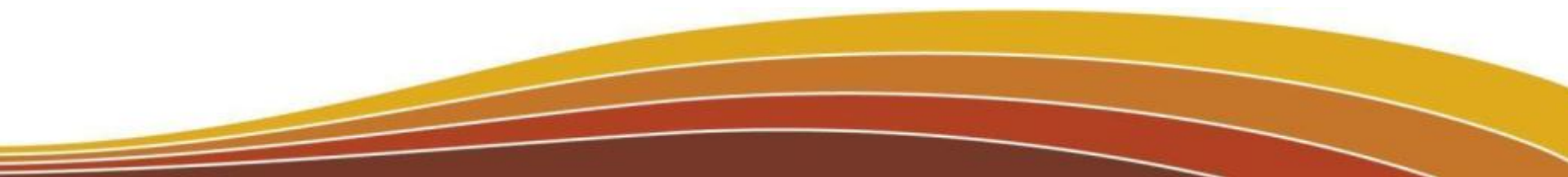
- Mouse baiting continuing. No mice since 2012 mini-plague.
- 1080 Fox baiting ceased May 2015. Resumed mid-February 2016.
- Pindone baits for Rabbits (ceased May 2015, resumed mid-2016).

Mutual Aid: Nil (0) request – - WIRES.

All incidents were reported to Government agencies in accordance with regulatory approvals. Deceased fauna were forwarded to Veterinary Clinic to confirm cause of death. No death was associated with chemical toxicity & no further action necessary.

**BEEP
FOR
BIRDS
Use car
horn to
Scare**

Record wet June 2016



CGO Legal Compliance

NSW **DP&E** Development Consent – granted 26 February 1999
– MOD12 granted 13 May 2016.

NSW DSIRD-**DRE** Mining Lease 1535 – granted 13 June 2003.
– MOP (Sept 2016 - August 2018) submitted 20 July 2016.

NSW **EPA** EPL11912 (last varied Sept 2015; lodged 5 Aug 2016).

NSW Office of Water (**NOW**) Water Access Certificates (2025/ 2026)

- WAL 31864 (BCPC 3,650 ML)
- WAL 36569 (ESB zero allocation)
- WAL 36615 E42 Pit (366 ML, includes lake floor bores)
- WAL 36617 E42 Pit lower MDB (3,294 ML/annum)

Regulatory Interactions

DP&E (December 2010 – 11 May 2016):

- Voluntary Planning Agreement – Offset Areas + Bond.
- DP&E extended process until 30 June 2016.

2016 Independent Env Audit (2013-2016):

- 26-29 April 2016. Final report distributed 8 July 2016.

2016 triennial Hazard Audit (16-19 May 2016):

- Final report distributed 16 June 2016.

Regulatory Interactions

DSIRD-DRE, Orange Inspectorate (20 July 2016):

- Submitted EVN CGO MOP (2016 – 2018), 20 July 2016.

Lake Cowal IMP (15-16 September):

- IMP reports/ EVN CGO responses are on www.
- Next visit scheduled Clive Bell & Craig Miller.



EPA – EPL11912 (5 August 2016):

- Lodged a variation application to conform with DC MOD11.

Regulatory Interactions

Bunding Integrity Audit (12-14 July 2016):

- 2016 annual independent bunding integrity audit occurred for mid-July 2016.

LCF Board (28 July 2016):

- Max Finlayson and Angus Stitt were appointed; and
- 25 November 2016 is the AGM.

MOD11 work list – strategies/ EMPs

Environmental management strategy	Decommissioning strategy for water management structures & long-term management of Final Void and LPB
Rehabilitation Strategy – appended to EVN CGO MOP (1 Aug 2014 – 31 Aug 2016)	
Noise Management Plan	Blast Management Plan
Soil Stripping Management Plan	Erosion and Sediment Control MP
Rehabilitation Management Plan	Indigenous Archaeology CH MP
Air Quality Management Plan	Land Management Plan
Biodiversity Offset Management Plan	Lake Protection Bund Management Plan
Flora and Fauna Management Plan	SGWM&BMP (Programme)
Water Management Plan	

MOD12 work list – strategies/ EMPs



By end-November 2016:

Transport of Hazardous Materials Study

By end-December 2016:

Environmental management strategy

Biodiversity Offset Management Plan

Flora and Fauna Management Plan

EVN CGO Development Consent Condition 9.1(c)(v)

Required to review the strategies, plans and programs required within 3 months of the approval of any modification to the DC.

2015-2017 Exploration Drilling Program



EVN CGO REF:

- **Stage 1 (Dec 2015 – Dec 2016) – priority exploration focus areas**
 - E46 North
 - Central Cowal

- **Stage 2 (Dec 2016 – Dec 2017) – target exploration focus areas**
 - Eastern Corridor
 - South Cowal
 - North Cowal

2015-2017 Exploration Drilling Program



Source: Department of Industry (2015); Orthophoto - Evolution Mining (Cowl) Pty Limited (Flown February 2015)

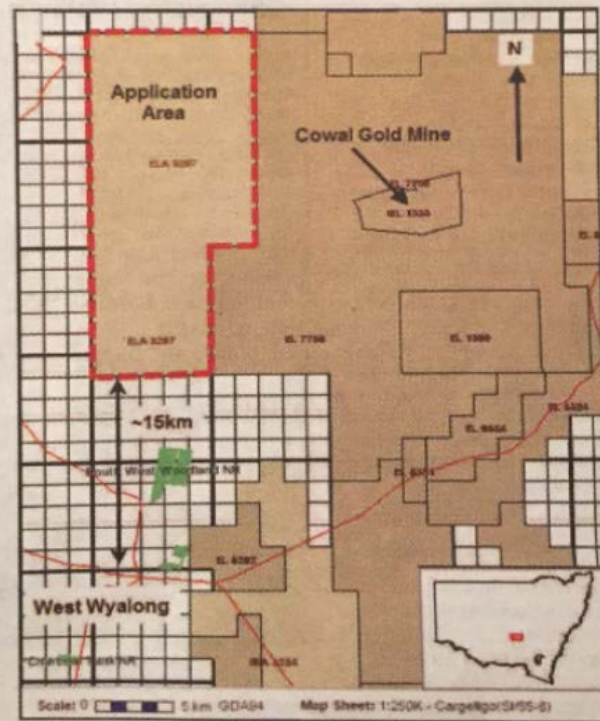
New EL – Blowclear - Burcher

Exploration Licence Application

Notice is given in accordance with Section 13A of the *Mining Act 1992* and Clause 15 of the *Mining Regulation 2010* that Exploration Licence Application Number 5297 for Group 1 Metallic Minerals has been lodged with the Department of Industry, Skills and Regional Development by Evolution Mining (Cowel) Pty Limited, ABN 75 007 857 598, over an area of about 300 square kilometres (100 units) which is located approximately 15 kilometres north of the town of West Wyalong, as shown on the diagram below.

Information regarding this application can be obtained from Elliot Willemssen-Bell, phone number: (02) 6975 3454.

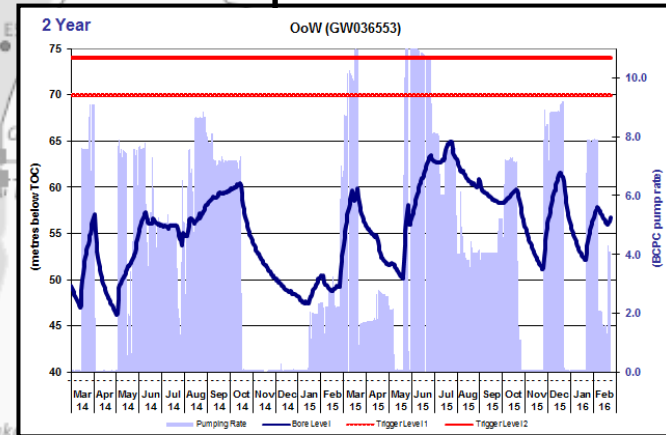
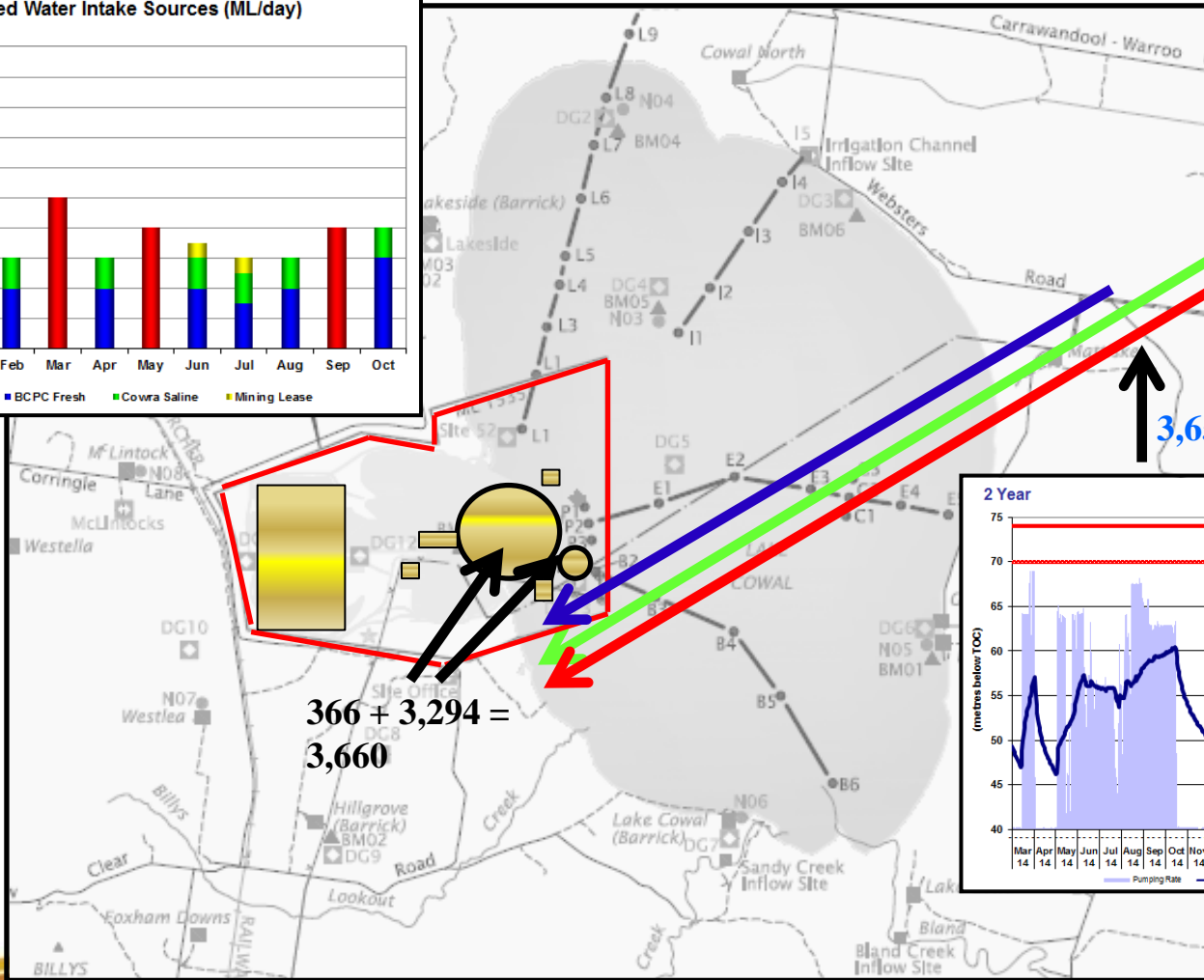
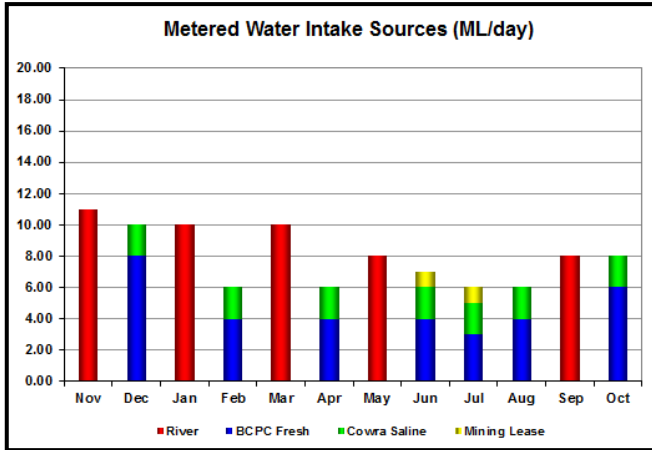
Information about landholder's rights is available on the department's website: <http://www.resourcesandenergy.nsw.gov.au/landholders-and-community/landholders-rights>



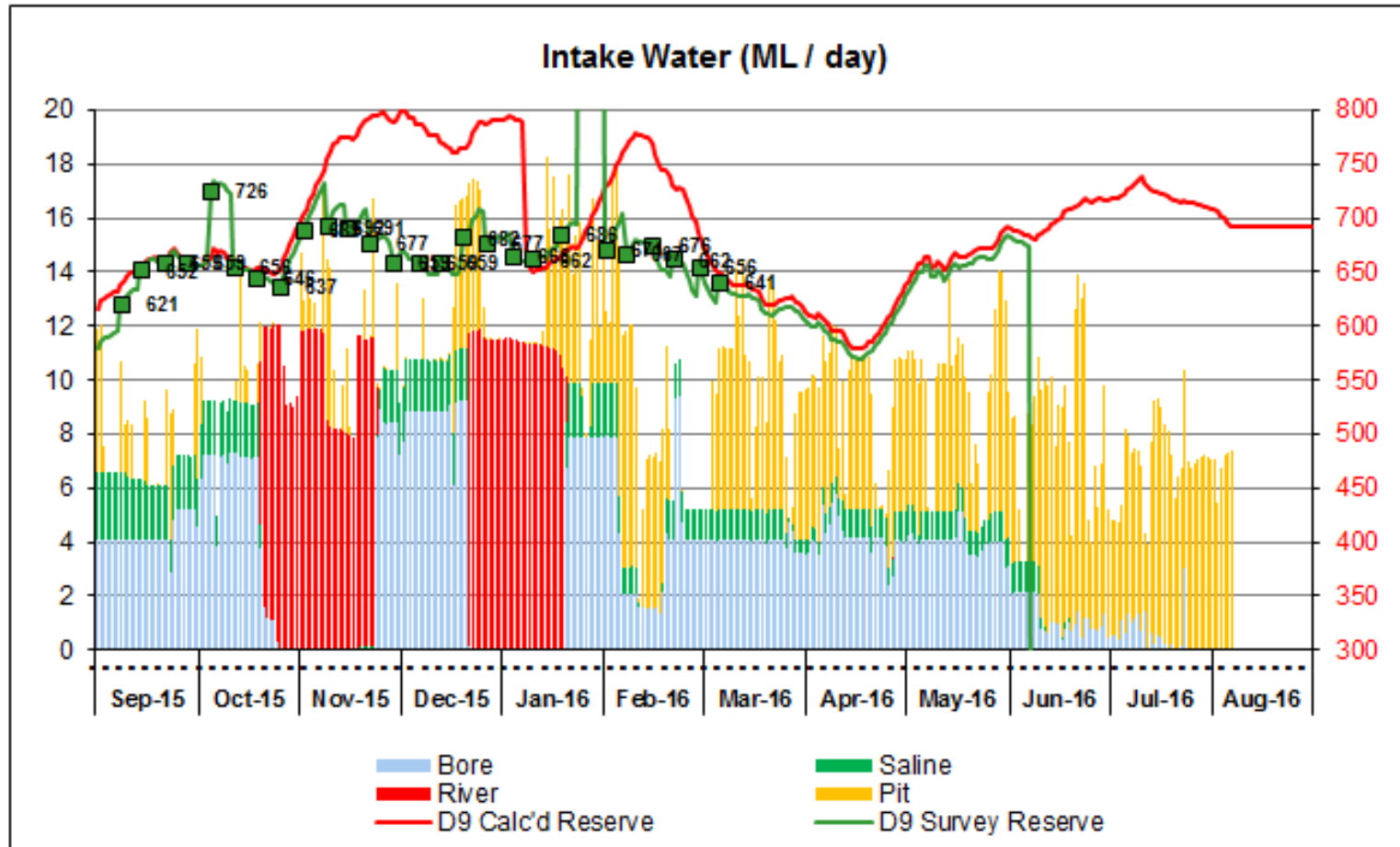


ML & Groundwater Sources

- ESB
- BCPC
- Pit/ Rain
- Reg River



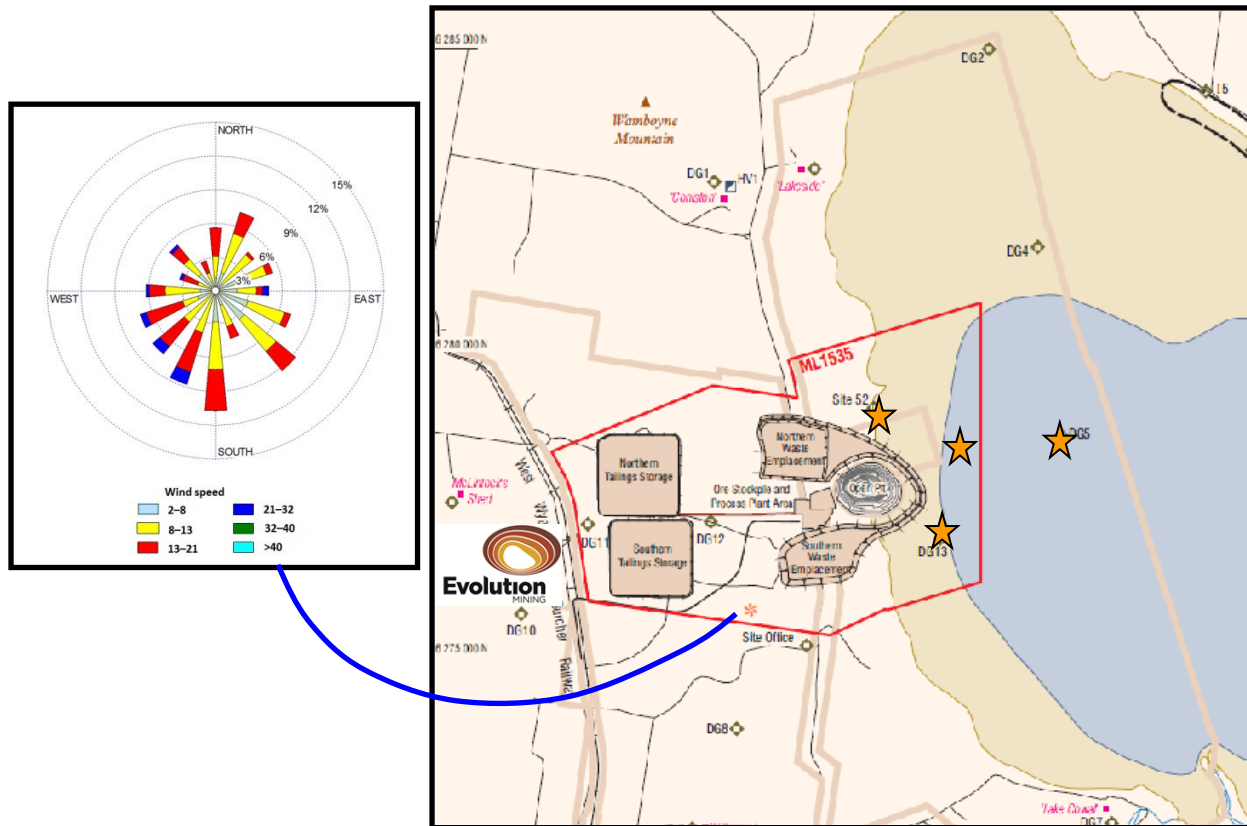
Water summary





2014-2015 CGO Annual Reviews

■ Ongoing depositional dust monitoring

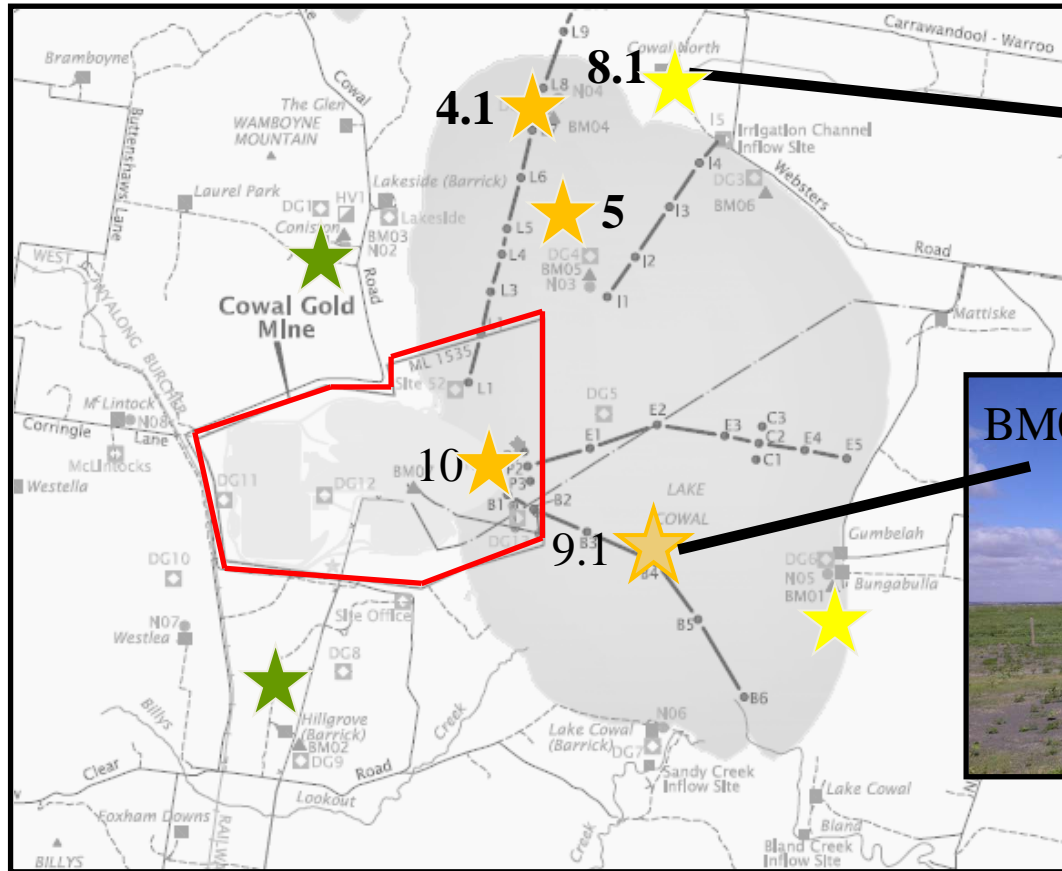


Compliance with DC criteria for depositional dust ($4\text{g}/\text{m}^2/\text{month}$) was achieved during 2014

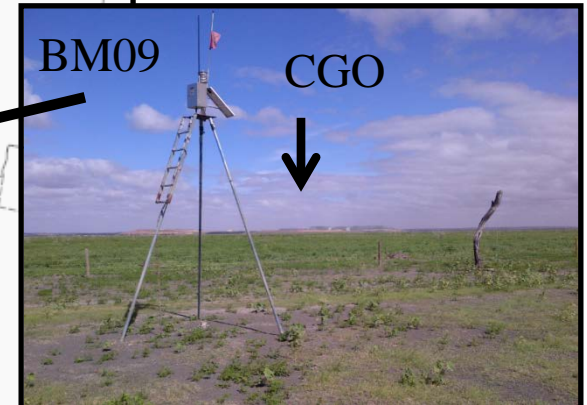


2014-2015 CGO Annual Reviews

- Ongoing blast overpressure monitoring



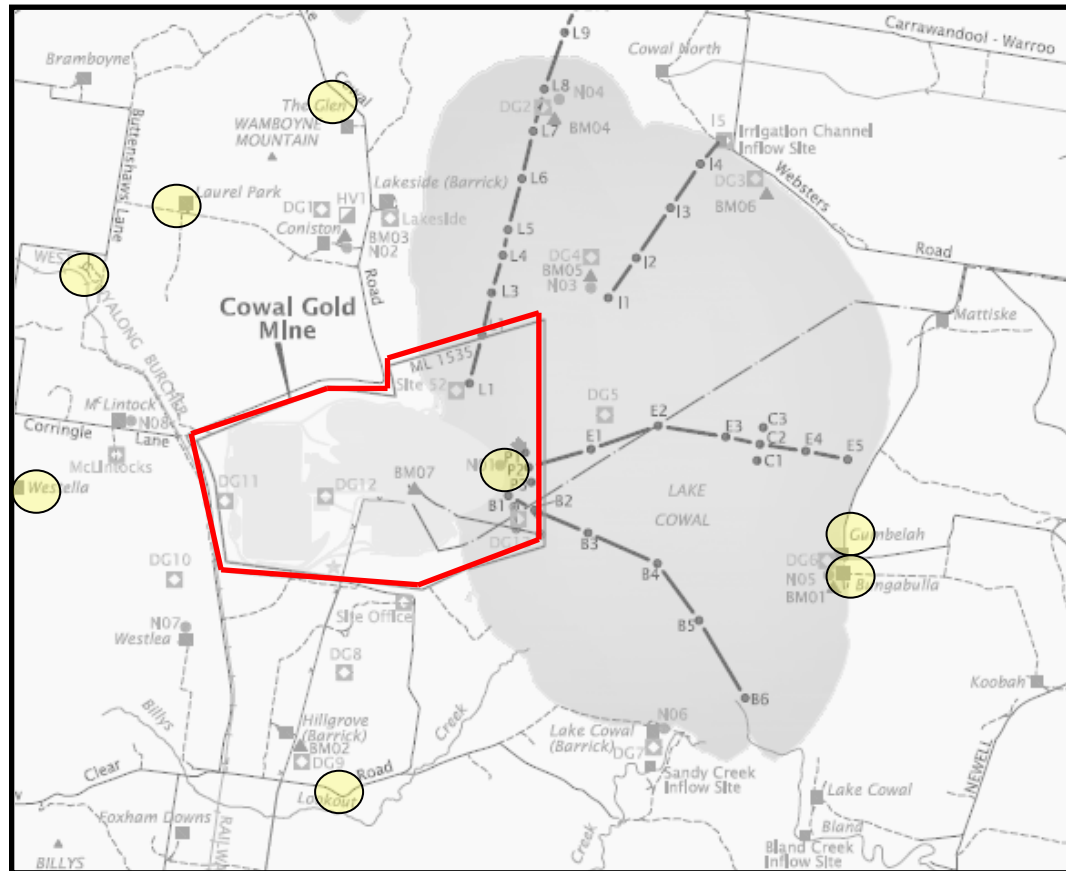
‘Cowal North’ permanent unit.





2014-2015 CGO Annual Reviews

- Ongoing quarterly ambient noise monitoring





2014-2015 CGO Annual Reviews

. Ongoing surface & groundwater monitoring

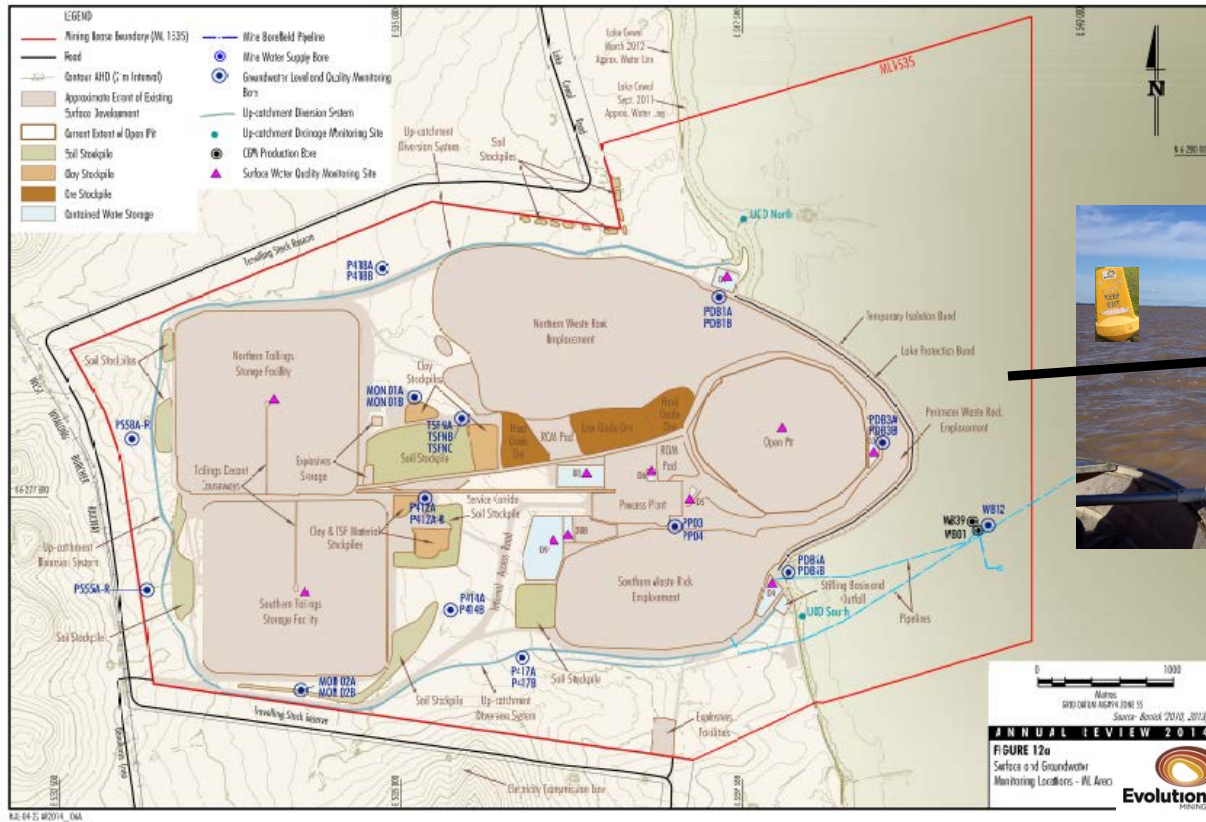


FIGURE 12a
Surface and Groundwater
Monitoring Locations - W. Area

ANNUAL REVIEW 2014

Evolution
Mining



CGO Final Closure Works

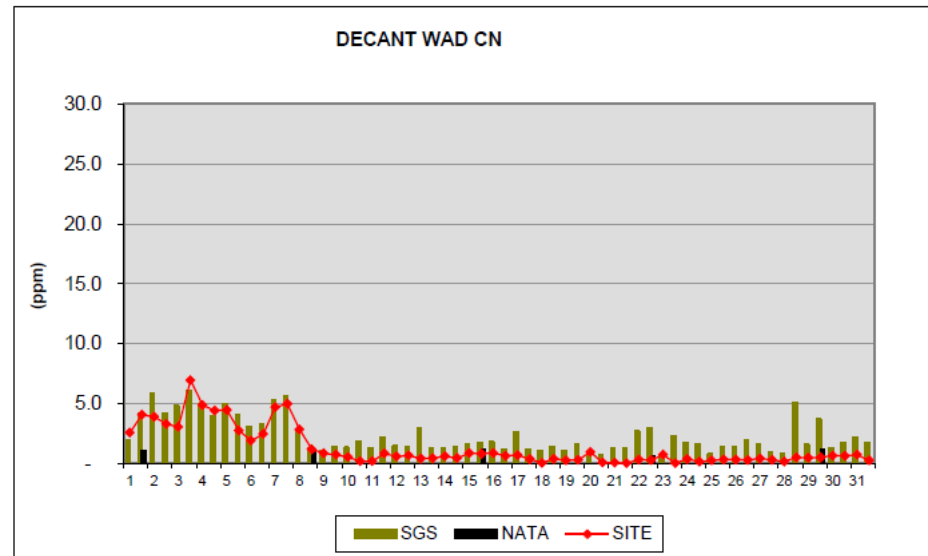
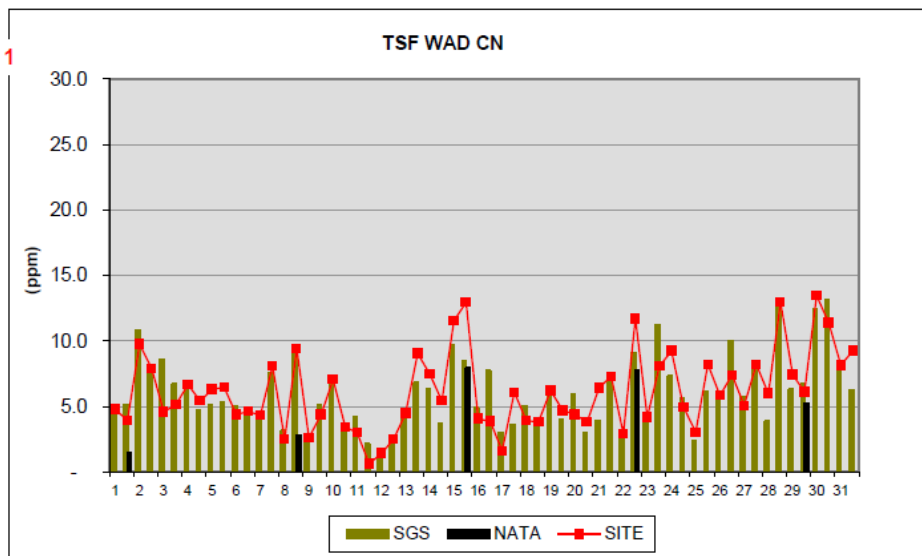
- Ongoing rehabilitation and monitoring as per CGO MOP (2014 – 2016). SRCE Model.
- NAB and ANZ @ AUD 63.5 million.



NWE north (23 Feb 2016)

Cyanide Monitoring Results

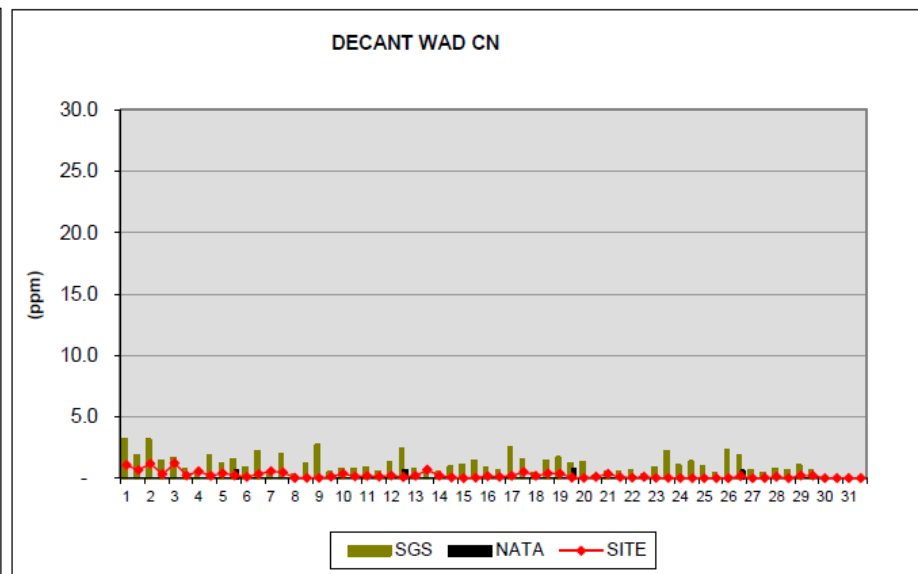
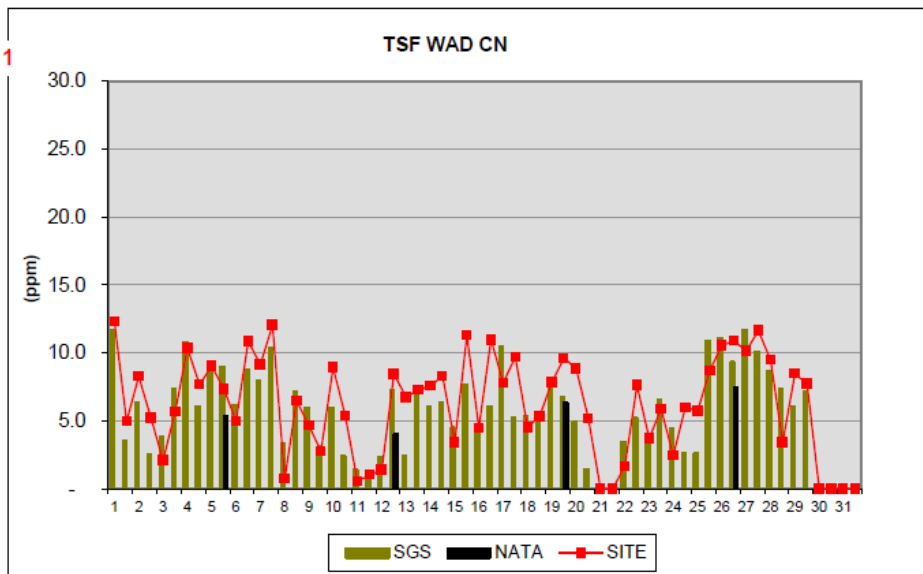
May 2016 – TSF - Decant



Switched over from 4th Lift NTSF to new 5th Lift STSF at end-September 2015.

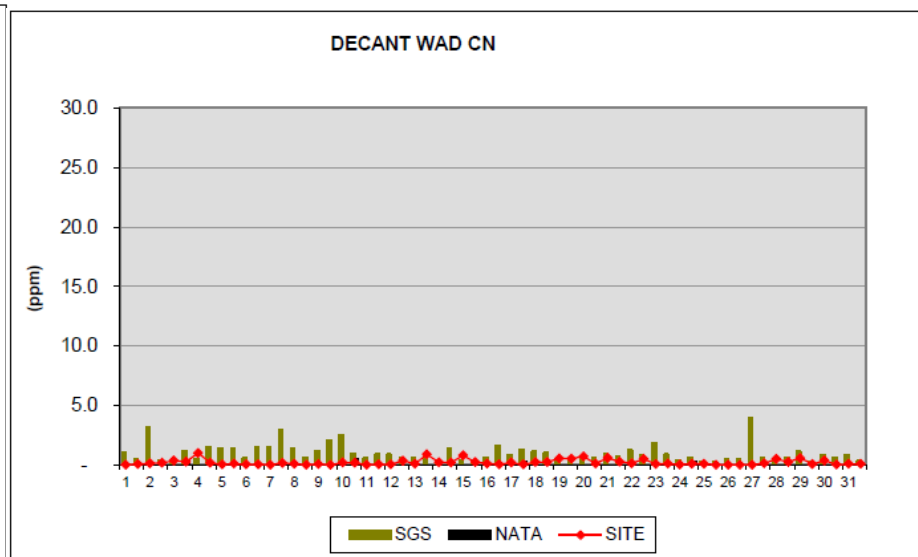
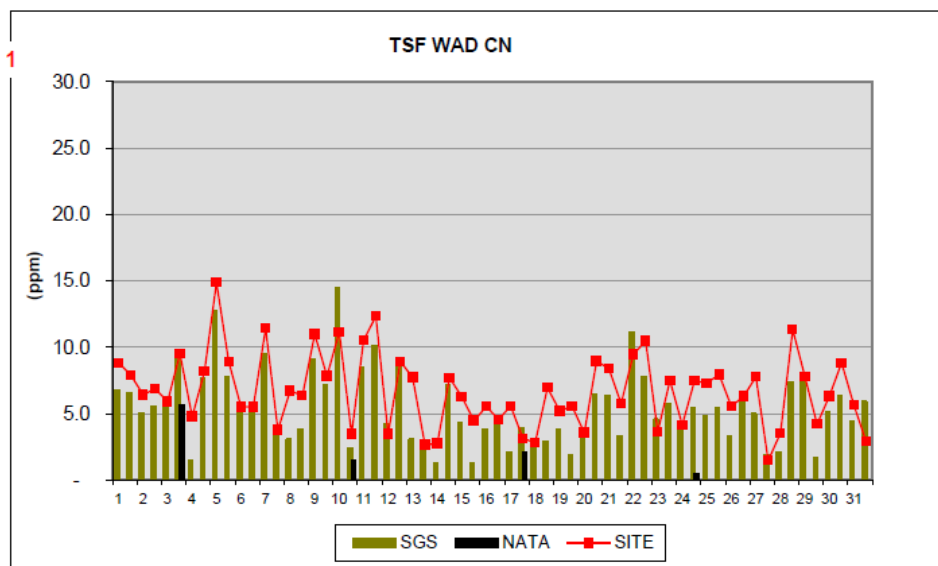
Cyanide Monitoring Results

June 2016 – TSF - Decant



Cyanide Monitoring Results

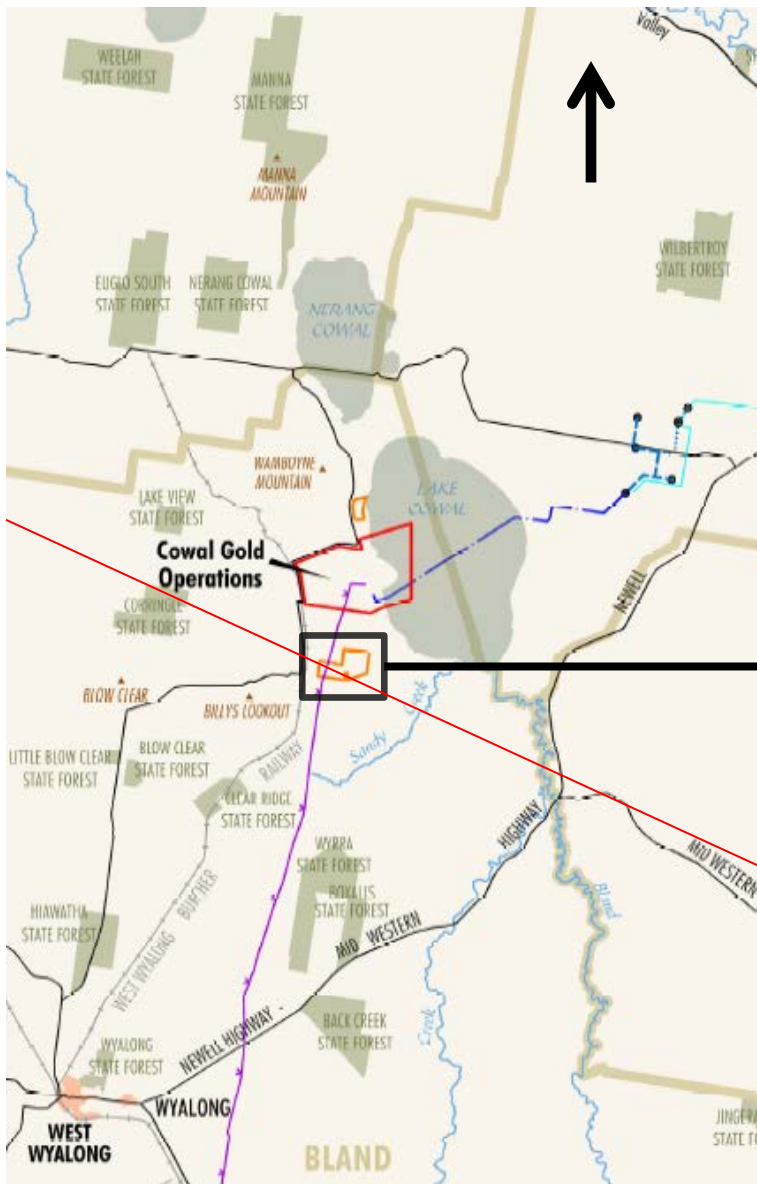
July 2016 – TSF - Decant



Cyanide Monitoring Results

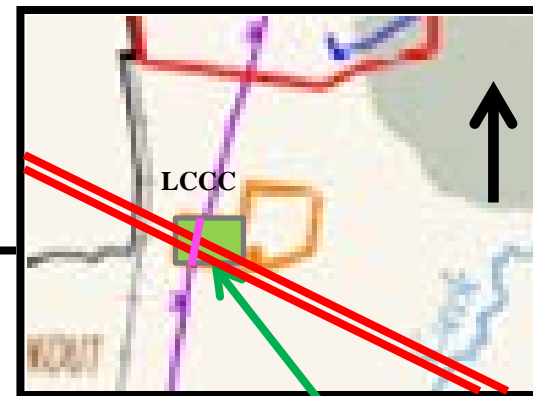
August 2016 – TSF - Decant

As per usual. Umpire data from SGS Laboratories in West Wyalong and Sydney will be available soon. Showing at CEMCC (31 August 2016).



 Dual HP Nat Gas lines to Sydney

 132 kV ETL Temora - CGO



'Hillgrove'
(about 10 ha)

6,000 Trees & shrubs



Grey Kangaroo – control action

EVN CGO non-commercial control action before plant trees and shrubs.
 - Independent advice that 'Hillgrove' is suffering from grazing over pressure.

Company Name: EVOLUTION MINING (COWAL) PTY LIMITED
 Licence expires: 30/06/2016
 To permit a person holding a general licence under the Wildlife Act 1974 to harm the fauna specified below on land with the conditions attached to this licence.

Scientific Name	Maximum Number
CROPUS GIGANTEUS	50

Licensee: JAMES COLLINS
 Location: LAKE COWAL ROAD LAKE COWAL NSW 2671
 Method: Shoot (firearms), 50 tag(s), Tag Range: 584651

JAMES COLLINS



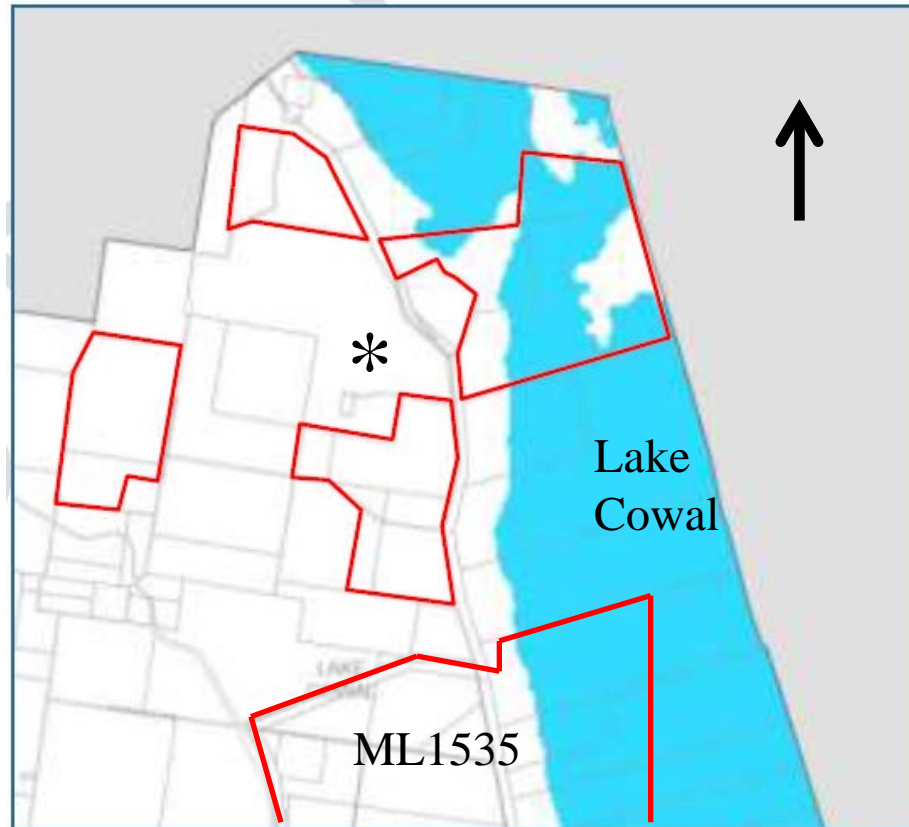
Large physical size and resident numbers of Grey Kangaroos. Been 50. 200 next.





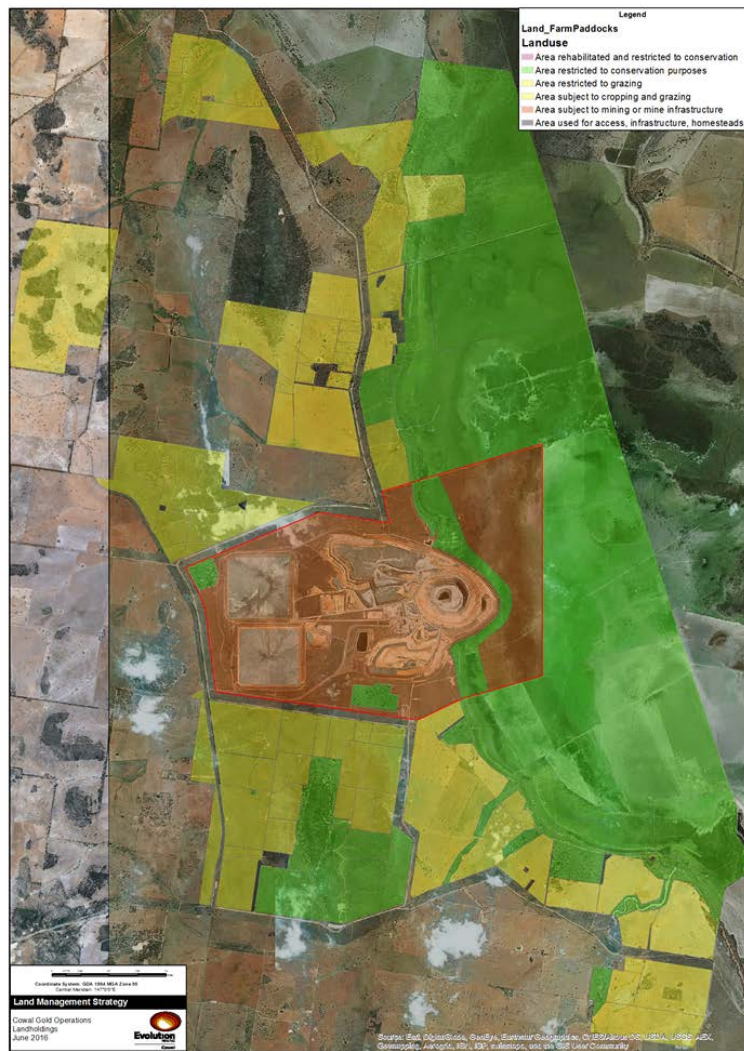
'Coniston' acquisition

As per MOD11, 'Coniston' was compulsorily acquired.
The property sale was Settled on 2 August 2016.





Landholdings – Lake Cowal



Total Freehold:	12,906 ha	
Mining Lease:	2358 ha	18%
Conservation (Total):	5890 ha	46%
Lake Cowal	3645 ha	28%
Remnant Veg	1805 ha	15%
Offset	440 ha	2%
Agriculture (Total)	4658 ha	36%
Grazing:	2286 ha	18%
Cropping:	2372 ha	18%
Other (Total)	92 ha	1%

Continued Excellence



Environmental Management
**RESPONSIBLE
MINING**
Cowal Gold Mine 2015

Continual improvement

Cyanide Code (Audit 19-21 Nov 2013)



Re-cert audit on 9-12 November 2015

Certified to ISO 14001 (June 2013)



Re-cert audit on 16-20 November 2015

ERMCV^S
CERTIFIED
ENVIRONMENTAL
MANAGEMENT
SYSTEM

1 March 2016



FY17 Development Projects

- **Stage H Feasibility Study**

- Reviewing viability of Stage H cutback approved in Mod 11
- Increased gold price and additional drilling information have improved the economics
- Study planned for completion in early 2017

- **Dual Leach Feasibility Study**

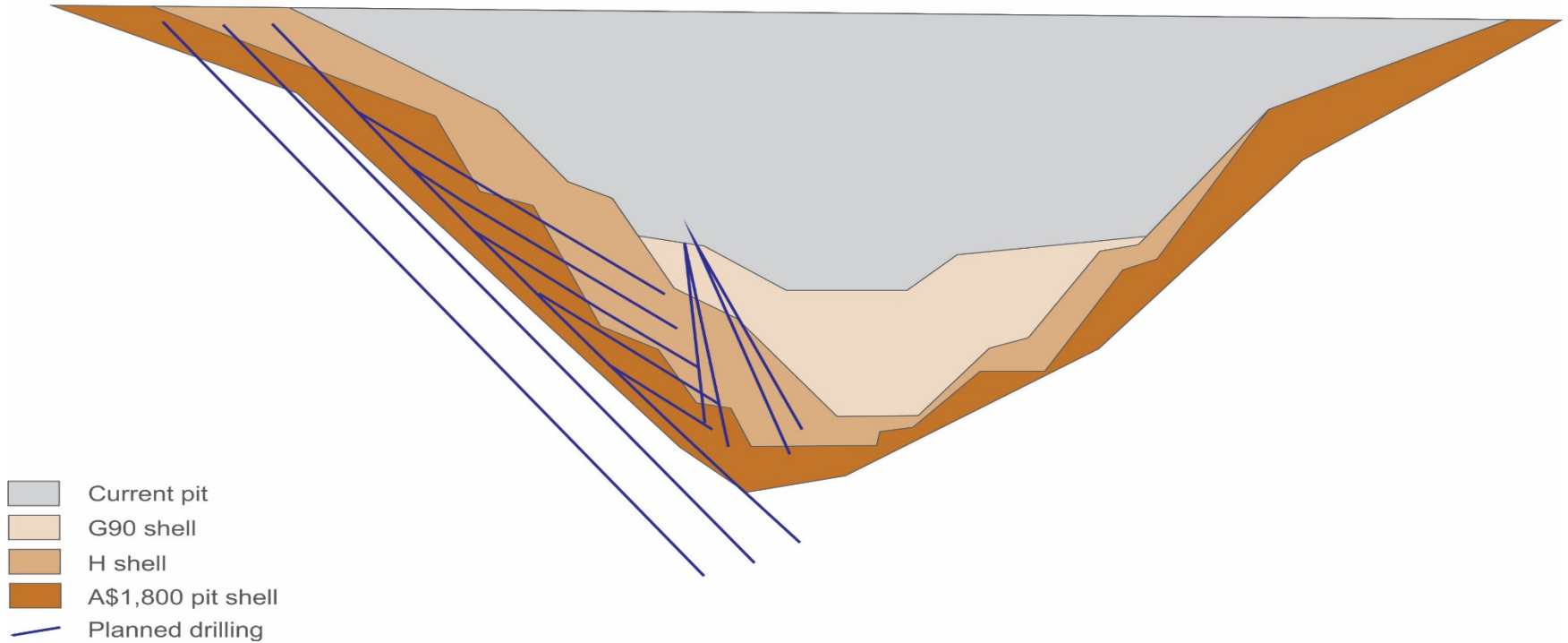
- Evaluating the benefit of leaching both the flotation concentrate and tailings – tails currently not leached
- Potential to increase gold recovery from ore treated
- Additional infrastructure required in process plant, increase in reagent usage
- Study planned for completion in early 2017

H-Cutback drilling – west wall E42



Evolution
MINING

Looking north west





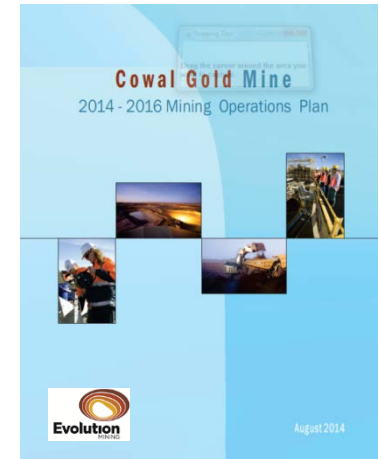
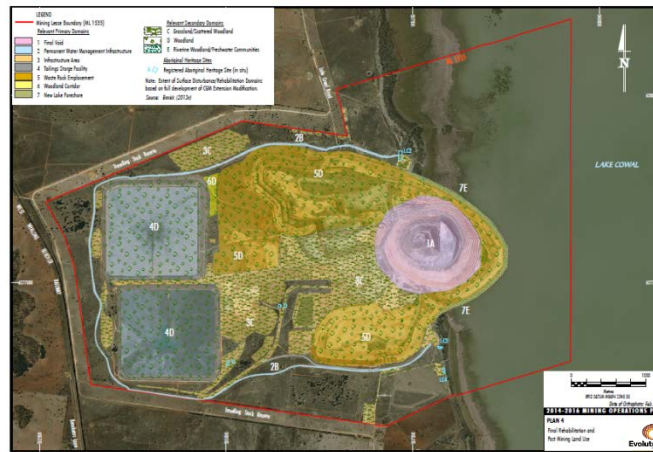
MOD Actions Status

MOD11 - 12

- All EMPs lodged 26 May 2015. Awaiting DP&E
- Offset Areas VPA and Bond by 30 June 2016
- Compulsory acquisition of noise affected farms

MOD13

- Seeking mine life extension to 2032
- Environmental Assessment has commenced
- Plan to submit late October/early November



MOD 13 – Proposed Mine Life Extension



Questions of CGO



Evolution Mining

ASX Code: EVN

www.evolutionmining.com.au/Cowal/



Evolution
MINING

CEMCC

Social Responsibility Update

31 August 2016



Evolution
MINING

Social Responsibility Update

- Activities since the last CEMCC meeting
- Complaints and Grievances
- Cowal Partnering Program Applications
- Upcoming activities

Activities since the last CEMCC

- Restructure of the Environment and Social Responsibility Team
- Melbourne Cup Tour of West Wyalong and Cowal Gold Operation
- Discussions with West Wyalong High School and early planning for the Nursery Project
- Settlement of Coniston Property
- Attendance at Riverina Murray Regional Development Plan workshop with the Bland Shire Council

Melbourne Cup Tour



Complaints and Grievances

- 1 complaint received relating to perceived impacts of blasting on 13 July 2016

- **Details of complaint:**

Complainant A contacted the Enquiries and Complaints line to report that his house was “shaking” at the approximate time of the blast

- **Response:**

Senior Environmental Advisor contacted Complainant A immediately for further details, and then contacted Saros Consultants to conduct an investigation into the blasting impacts reported by relevant blasting monitors. The results of this investigation were not available until 14/07/16.

- **Outcome:**

The results of the investigation showed no significant levels of vibration or overpressure were recorded at locations near the Complainants house as a result of the blast.

The Senior Environment Advisor attended the Complainants house on 14/7 to explain the results and be present at the house for that days blast. The blast could be faintly heard, but he experienced no vibration or overpressure

The Complainant enquired about what process or compensation would be available if the impacts of blasting became worse. The Senior Environment Advisor recommended ongoing monitoring to determine if there was a correlation between the experienced impacts and the weather conditions and the level of the lake, as the current data did not indicate a significant impact.

The Senior Environment Advisor offered to return to the property when there were similar weather conditions or if they Complainant experienced any further impacts.

Cowal Partnering Program



Organisation	Project	Amount requested
West Wyalong Horse Sports and Rodeo Association	West Wyalong Rodeo	\$1,000
Wiradjuri Condobolin Corporation	NAIDOC Celebrations	\$2,000
Lachlan Shire	Christmas Fiesta	\$2,000
Bland-Temora Landcare	West Wyalong Community Garden	\$3,000
Central West Farming Solutions	Irrigated Cereals and Technology Field Trip to	\$4,000
“Moorepark” Wildlife Rescue and Sanctuary	Macropod pre-release enclosure and shelter	\$11,577.87
Condobolin RSL Pipe Band	Condobolin Tattoo	\$3000
Western Plains Regional Development Inc.	“Powering the Community” – Installation of 20kw PVA System	2016 - \$12,000 2017 - \$9,000 2018 - \$6,500
Condobolin Chamber of Commerce	Condobolin Ladies Day	\$4,000
Lachlan Shire Council	25 Acre Tourism Precinct (relocation of “Utes in the Paddock”, Construction of National Jockey Memorial and development of truckstop/parking area	\$15,000

Upcoming activities

- Implementation of the Nursery Project with West Wyalong High School
- Opening of the Evolution Mining Information Centre in West Wyalong
- Planning for the Community Open Day – October 8 at McCann Park with the West Wyalong Markets

Questions?



Evolution
MINING

The meeting commenced 1.05pm

PRESENT

Cr P Speirs (Chair), Cr A Clinton, Cr D McCann, Cr P Templeton. Mr C Manchester (representing Hilltops Council) Mr D Palmer (representing Gundagai Council)

ALSO IN ATTENDANCE

Mr P Rudd (General Manager), Mr G Carr (Acting Manager Finance & Administration), Mr C Lasdauskas (Manager Technology), Mr T Goodyer (Operations Manager), Mrs A Coleman (Executive Assistant)

1. APOLOGIES

16/068 RESOLVED on the motion of Crs McCann and Clinton that Cr K Morris, Ms W Tuckerman and Mrs C Ferguson be granted leave of absence.

2. DECLARATION OF PECUNIARY INTERESTS

Nil

3. CONFIRMATION OF MINUTES OF MEETINGS HELD ON 23 June 2016

16/069 RESOLVED on the motion of Crs Templeton and McCann that the minutes of the meetings held on 23 June 2016 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

Nil

7. ADMISSION OF LATE REPORTS

Nil

8. CHAIRPERSON'S MINUTE

Nil

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at
TEMORA OFFICE on 25 AUGUST 2016**

9. GENERAL MANAGER'S REPORTS

9.1 FINANCIAL & PRODUCTION REPORTS

9.1.1 COUNCIL INVESTMENTS (G35507005)

16/070 RESOLVED on the motion Crs McCann and Clinton that the report detailing Council Investments at 31 July 2016 be received and noted.

Report prepared by Acting Manager Finance & Administration

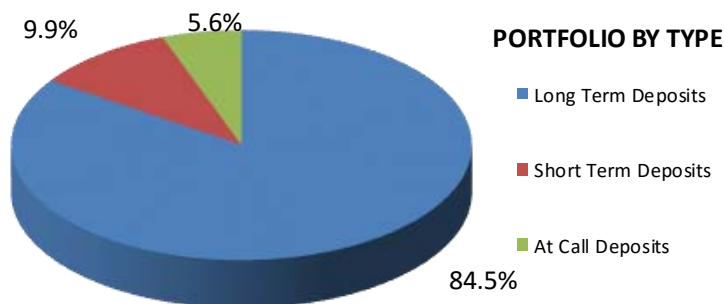
BACKGROUND

A report on Council's Investments is required to be presented for Council's consideration In accordance with clause 212 of the Local Government (General) Regulation 2005. Council's Investment Policy PP-004 - Reporting and Reviewing Investments also requires the provision of a bi-monthly report detailing the investment portfolio in terms of performance, percentage exposure of total portfolio, maturity date and market value.

REPORT

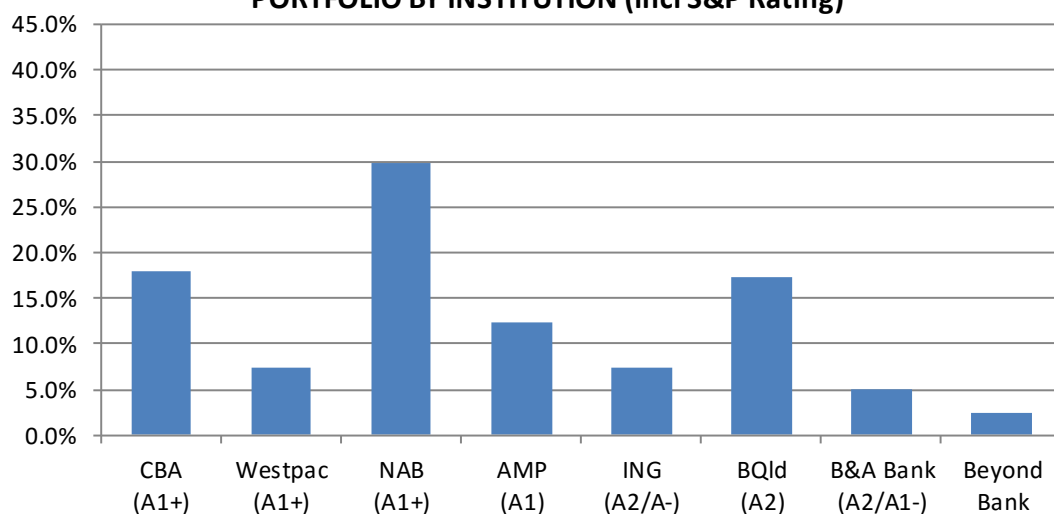
The following details Council Investments as at 31 July 2016:

	Market Value (\$)	Term (days)	Rate	Maturity Date	% of Portfolio
Long Term Deposits	34,000,000.00				84.5%
National Australia Bank	3,000,000.00	1,096	3.73%	05/11/17	7.5%
Bank of Queensland	3,000,000.00	1,098	3.60%	05/12/17	7.5%
National Australia Bank	3,000,000.00	1,097	3.70%	04/12/17	7.5%
AMP	3,000,000.00	1,097	3.40%	19/12/17	7.5%
National Australia Bank	3,000,000.00	1,097	3.57%	08/01/18	7.5%
National Australia Bank	3,000,000.00	1,096	3.36%	12/02/18	7.5%
Commonwealth Bank	3,000,000.00	1,097	3.11%	17/03/18	7.5%
Commonwealth Bank	3,000,000.00	1,096	3.06%	20/04/18	7.5%
Westpac Banking Corporation	3,000,000.00	1,096	3.04%	25/06/18	7.5%
Bank of Queensland	3,000,000.00	1,098	3.00%	29/10/18	7.5%
ING Direct	3,000,000.00	1,098	3.18%	18/03/19	7.5%
Bendigo & Adelaide Bank	1,000,000.00	548	3.00%	1/12/17	2.5%
Short Term Deposits	4,000,000.00				9.9%
Bendigo & Adelaide Bank	1,000,000.00	365	2.97%	31/05/17	2.5%
Bank of Queensland	1,000,000.00	365	2.85%	31/05/17	2.5%
Beyond Bank	1,000,000.00	181	3.00%	28/11/16	2.5%
AMP Bank	1,000,000.00	181	3.00%	28/11/16	2.5%
At Call Deposits	2,250,000.00				5.6%
Commonwealth Bank At Call A/c	1,250,000.00	At Call	1.70%	N/A	3.1%
AMP Bank At Call A/c	1,000,000.00	At Call	2.55%	N/A	2.5%
Total Value of Investment Funds	40,250,000.00				100.0%

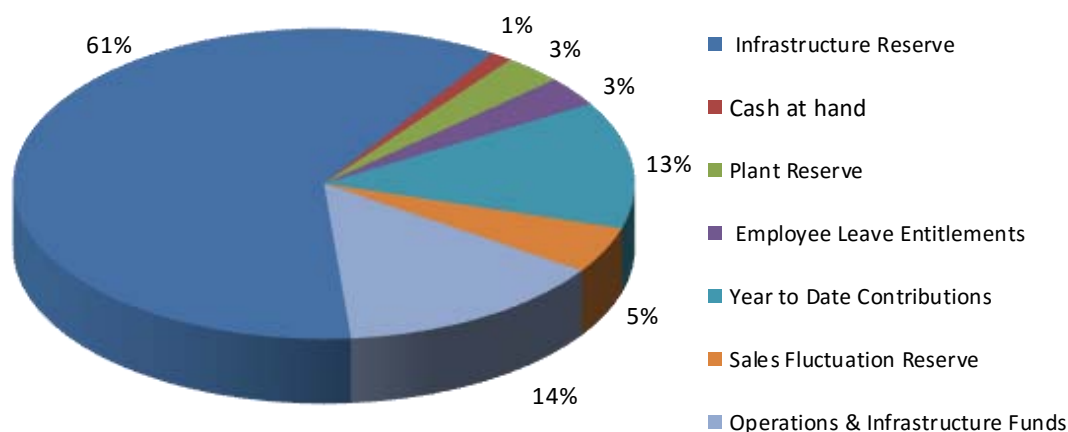


**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at
TEMORA OFFICE on 25 AUGUST 2016**

PORTFOLIO BY INSTITUTION (incl S&P Rating)



RESERVES & CASH OR CASH EQUIVALENTS



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

Cash Book balance as at 31 May 2016	\$697,744.23
Plus Deposits	
June	\$2,993,764.23
July	\$2,458,726.62
Less Payments	
June	-\$2,507,647.27
July	-\$2,390,387.54
 Cash Book balance as at 31 July 2016	 \$1,252,200.27
 Less Outstanding Deposits	 -\$57,005.64
Plus Unpresented Cheques	\$41,239.79
 Bank balance as at 31 July 2016	 \$1,236,434.42

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

This is Page 3 of the Minutes to the Goldenfields Water County Council meeting held on
25 August 2016

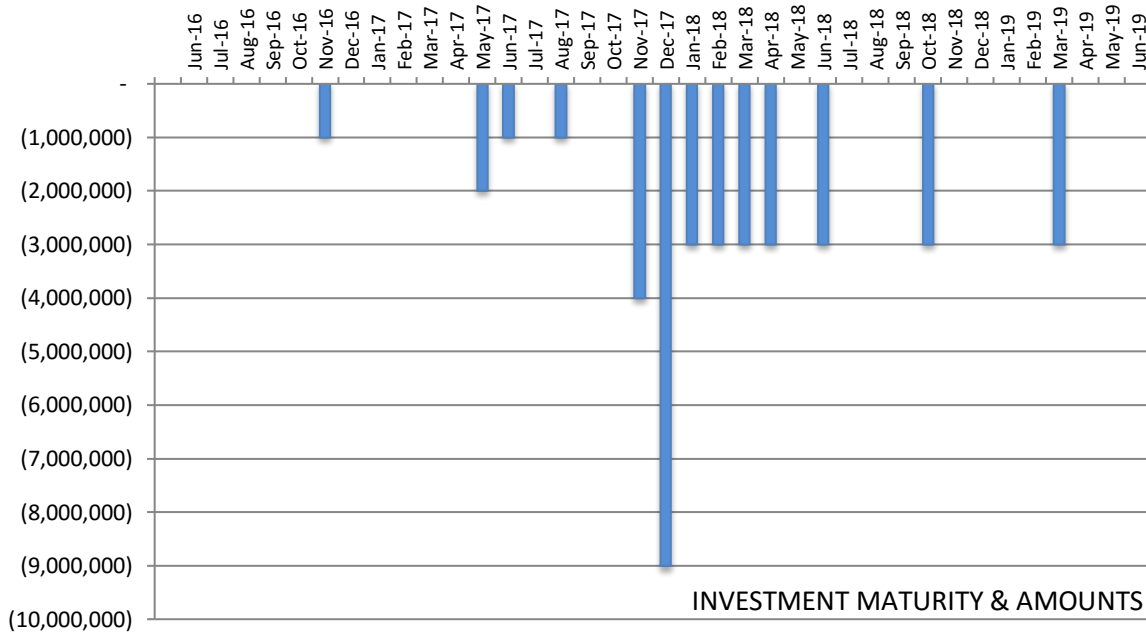
General Manager.....Chairperson.....

Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at TEMORA OFFICE on 25 AUGUST 2016

- Local Government Act, 1993;
- Local Government (General) Regulation, 2005;
- Investment Order - dated 12 January 2011; and
- Council's Investment Policy (adopted 25/6/2015).

Councillors will be aware of Council's Restricted Assets, which will now form part of the report.

The following table sets out GWCC's investment maturity timetable.



Since the report was completed a further short term investment of \$1,000,000 has been made at 2.67% for 12 months.

Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

While there is no immediate financial impact, the August 2016 announcement to lower interest rates by 0.25% had an immediate effect on some of Council's At-Call Funds now at 1.45%. The investment market remains soft, major institutions rates suggest they are not seeking funds outside of their present portfolios Should the official interest rate decline toward the end of 2016 and early 2017 as suggested , then late 2017 to mid-2018 Council's returns on investment will be reduced.

RECOMMENDATION

Recommendation made was adopted.

9.1.2 OUTSTANDING WATER DEBTORS (G35307005)

16/071 RESOLVED on the motion of Crs Templeton and McCann that the report detailing Council's outstanding water debtors as at 31 July 2016 be received and noted.

Report prepared by Acting Manager Finance & Administration

BACKGROUND

Presented to provide an overview of Council's outstanding debtors.

REPORT

This report is presented for information on Council's outstanding water debtors as at 31 July 2016:

\$'s	Arrears	Interest	Current	Total
Access Charges	\$217,289.75	\$25,272.05	\$541,506.41	\$784,068.21
Usage Charges	\$534,929.79	\$56,685.97	\$1,144,984.31	\$1,736,600.07
Deferred Developer Charges	\$15,842.00	\$0.00	\$468,732.00	\$484,574.00
Sub-Totals	\$768,061.54	\$81,958.02	\$2,155,222.72	\$3,005,242.28
Less Overpayments Received				-\$137,205.96
Total Outstanding				\$2,868,036.32
				<i>Less Bulk Council Accounts Outstanding</i>
				-\$175,456.44
				<i>Less Developer Chg Accounts Outstanding</i>
				-\$484,574.00
Total Outstanding from Retail Customers				\$2,208,005.88

April to June quarterly water accounts were issued 15 July 2016 which have a final date to pay of 8 August 2016. Reminder Notices will be issued week commencing 15 August 2016.

Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

RECOMMENDATION

Recommendation made was adopted.

9.1.3 2015/16 FINANCIAL STATEMENTS (G35401005)

16/072 RESOLVED on the motion of Crs Clinton and Templeton that

1. The Financial Statements for the year ended 30 June 2016 (including movements in restricted assets) be referred to Council's Auditor;
2. The Chairperson, nominated Councillor, Cr McCann, General Manager and Responsible Accounting Officer be authorised to sign the Statements by Councillors and Management on the preparation of the General Purpose and Special Purpose Financial Statements for the year ended 30 June 2016;
3. The General Manager be delegated the authority to issue the audited Financial Statements immediately upon receipt of the auditors reports subject to their being no material audit changes or audit issues; and
4. Council present the final audited Financial Statements and Auditor's Reports to the public at a public meeting to be held in conjunction with its ordinary meeting in October.

Report prepared by Acting Manager Finance & Administration

BACKGROUND

Under section 413 (1) of the Local Government Act 1993, Council is required prepare financial reports and must refer its draft Financial Statements for audit.

REPORT

Council's draft Financial Statements for the year ended 30 June 2016 are being prepared. It is envisaged that Council will present its Financial Statements to the public in conjunction with its ordinary October meeting. Councillors will be supplied with a complete set of reports, including the Auditor's Reports, before the public meeting.

Attachments: Nil

Tabled Items: Update on Financial Statements

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

RECOMMENDATION

1. The Financial Statements for the year ended 30 June 2016 (including movements in restricted assets) be referred to Council's Auditor;
2. The Chairperson, nominated Councillor, General Manager and Responsible Accounting Officer be authorised to sign the Statements by Councillors and Management on the preparation of the General Purpose and Special Purpose Financial Statements for the year ended 30 June 2016;
3. The General Manager be delegated the authority to issue the audited Financial Statements immediately upon receipt of the auditors reports subject to their being no material audit changes or audit issues; and

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4. Council present the final audited Financial Statements and Auditor's Reports to the public at a public meeting to be held in conjunction with its ordinary meeting in October.

9.1.4 CARRY OVER OF INCOMPLETE WORKS (G35201005)

16/073 RESOLVED on the motion of Crs McCann and Templeton that the following capital works items listed below be carried-over to the 2016/17 financial year.

Capital Works Budget Item	(\$)
Water refill stations	50,000
water quality investigation	8,700
Temora Workshop	68,800
Mains Replacement Cootamundra Rd	60,500
Mains Replacement Fishers Lane	483,700
Renewals Reservoirs	17,100
Jugiong #2 Hi Voltage upgrade	12,200
Pump Stn -Jugiong Raw	3,900
Pump Stn -Jugiong No 1	10,100
Pump Stn -Rosehill	29,800
Pump Stn -Demondrille	1,600
Pump Stn -Marinna	10,100
Pump Stn -Talbingo Lane	6,400
Pump Stn -Thanowring Rd	5,200
Pump Stn -Nth Weethalle	13,700
Pump Stn -Scada	20,000
Pump Stn - Electrical Spares	8,600
Computer - Equipment Purchases	3,200
Corporate Software Investigations	18,400
Jugiong WTP internal upgrade	34,600
	866,600

Report prepared by Acting Manager Finance and Administration

BACKGROUND

In order to carry over incomplete works as at 30 June to the new financial year, it is necessary for Council to consider and re-vote the unexpended portion of those works.

REPORT

The following is a list of capital works not completed at 30 June 2016. It is requested that the required funds to complete these works, be carried over into the new 2016/17 capital works program.

Major items are:

- Water Refill Stations to be delivered in 2016/17
- Temora Workshop, and Mains Replacements being severely weather delayed
- Reservoir renewal works ongoing
- Jugiong Hi voltage upgrade which is continuing
- Pump Station Capital Works to progress during the winter months

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- Corporate Software investigation was delayed
- Jugiong WTP internal upgrade programmed to be completed in 2016/17 some to be in conjunction with external works included in 2016/17 budget.

Council Programs	(\$)
Water refill stations	50,000
water quality investigation	8,700
Temora Workshop	68,800
Mains Replacement Cootamundra Rd	60,500
Mains Replacement Fishers Lane	483,700
Renewals Reservoirs	17,100
Jugiong #2 Hi Voltage upgrade	12,200
Pump Station Capital Works	109,400
Computer-Equipment Purchases	3,200
Corporate Software Investigations	18,400
Jugiong WTP internal upgrade	34,600
Total	866,600

Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

RECOMMENDATION

Recommendation made was adopted.

9.1.5 WATER PRODUCTION UPDATE (G95809505)

16/074 RESOLVED on the motion of Crs McCann and Templeton that the reports detailing Council's water production status be received and noted.

Report prepared by Acting Manager Finance and Administration

BACKGROUND

Current and historical water production information from Council's water sources.

REPORT

The attached graphs shows Jugiong's production of 4,244 Megalitres was 2.6% above the 4,136 MI for 2014/15. Oura's production of 4,067 MI was 3.2% above the 3,940 MI for 2014/15.

The combined minor sources of Mt Arthur, Hyland's Bridge and Daylight were down 5% compared to 2014/15. Total production from all sources for 2015/16 of 9,279 MI was 2% higher compared to 9,095 MI in 2014/15.

Also attached are graphs for Jugiong, Oura, Mt Daylight and Hyland's Bridge for July 2016. While production is down compared to 2015/16, it is comparable with July 2012 and July 2013.

Attachments: Water production Graphs for Jugiong, Oura, Mt Arthur, Hylands Bridge.

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

RECOMMENDATION

Recommendation made was adopted.

9.2 WORKS REPORTS

9.2.1 JUNE / JULY 2016 (G95507005)

16/075 RESOLVED on the motion of Crs Templeton and McCann that the works reports for June 2016 and July 2016 be received and noted.

Report prepared by Operations Manager

Pipeline Repairs

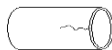
NUMBER	DATE	TIME		LOCATION	PIPE DIAMETER	REASON
		Off	On			
222.	1/6	14:30	20:30	Ardlethan, Newell Hwy	150	Spiral Break
223.	6/6	8:30	12:30	Cootamundra, Olympic Hwy	100	Longitudinal Break
224.	7/6	9:00	11:00	Junee, Turners Lane	80	Longitudinal Break
225.	7/6	10:00	11:30	Coolamon, Berry Jerry Lane	50	Hole
226.	8/6	16:00	2:00	Temora, Hoskins Street	150	Longitudinal Break
227.	9/6	9:30	3:30	Naradhan, Bootoowa Road	80	Hole
228.	10/6	16:00	19:00	Junee, Coursing Park Road	150	Longitudinal Break
229.	10/6	10:30	12:30	Naradhan, Kikoira Street	150	Longitudinal Break
230.	11/6	9:30	11:30	Naradhan, Hannan Road	150	Longitudinal Break
231.	14/6	16:30	19:00	Junee, Mckenzie's Road	80	Hole
232.	14/6	9:00	13:00	West Wyalong, Old Hospital Road	100	Circumferential Break
233.	15/6	10:30	12:30	Cootamundra, Pinchgut Lane	80	-
234.	16/6	12:00	14:00	Junee, Dollar Vale Road	80	Circumferential Break
235.	21/6	12:00	14:00	Marrar, Junee Road	100	Joint Failure
236.	24/6	10:00	13:00	Junee, French Street	100	Circumferential Break
237.	25/6	6:00	11:00	Coolamon, Cowabbie Street	100	Longitudinal Break

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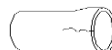
NUMBER	DATE	TIME		LOCATION	PIPE DIAMETER	REASON
		Off	On			
238.	28/6	14:00	16:30	Naradhan, Bootoowa Road	80	Hole
239.	30/6	12:00	16:00	Naradhan, Bootoowa Road	150	Circumferential Break
1.	2/7	16:30	18:00	Coolamon, Cowabbie Street	100	Circumferential Break
2.	7/7	3:30	7:30	Ungarie, Wollongough Lane	100	Circumferential Break
3.	7/7	8:00	11:00	Bethungra, Eulomo Settlement Road	80	Longitudinal Break
4.	9/7	7:30	10:30	Junee, Hammond Street	100	-
5.	10/7	12:00	16:30	Junee, Cassia Way	100	Circumferential Break
6.	18/7	15:30	21:30	Temora, Junee Road	100	Circumferential Break
7.	19/7	7:30	11:30	Ungarie, Ethel Street	100	Circumferential Break
8.	24/7	10:00	13:00	Junee, Cassia Way	100	Circumferential Break
9.	26/7	7:30	18:30	Harden, Harden Balance Tank	375	Longitudinal Break
10.	28/7	10:00	12:30	Cootamundra, Stockinbingal Road	375	Joint Failure
11.	31/7	14:00	22:00	Ardlethan, Hawthorne Pde	100	Circumferential Break



CIRCUMFERENTIAL BREAK



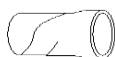
LONGITUDINAL BREAK



SPLIT BELL



BELL SHEAR



SPIRAL BREAK



RUPTURE/BLOW-OUT



HOLE



JOINT FAILURE

Construction and Major Maintenance

- Pump checks for prevention monitoring and abnormalities
- Servicing of ACV and PRV within the scheme
- Bird proofing and repairs to reservoir roofs
- Replacing fatigued flex-joints
- Cootamundra - New vehicle fit out. Including light mounting brackets, rear bars and tool boxes
- Trencher Trailer - fabricate trailer to suit required needs for maintenance and upkeep to trencher
- Rosehill Pump Station - Pump No2 major servicing. Clearances brought back to factory, new bearings, mechanical seals refurbished, cleaned and painted
- Jugiong No1 Pump Station - Pump No2 major servicing. Clearances brought back to factory, new bearings, mechanical seals refurbished, cleaned and painted
- Thanowring Rd - Pump No2 major servicing. Clearances brought back to factory, new bearings, mechanical seals refurbished, cleaned and painted
- Hyland Bridge 1 - Pump No1 major servicing. Clearances brought back to factory, new bearings, mechanical seals refurbished, cleaned and painted
- Eurollie Rd Pump No2 servicing. new bearings, mechanical seals refurbished, cleaned and painted
- Marinna 2 - Bore Pump No2 major servicing. Clearances brought back to factory, new bearings, mechanical seals refurbished, cleaned and painted
- Oura No3 Bore - Install bore, yield test and test run.
- Temora Workshop - Fabricate side fence, prepare display pump, receive benches and cupboards, fabricate steel racking and Lathe training and set up
- Daylight - repairs to motor 1. Replace bearing
- Talbingo Ln - Replace leaking mechanical seal on pump 1
- Garoolgan Pump Station - Pump No1 major servicing. Clearances brought back to factory, new bearings, mechanical seals refurbished, cleaned and painted
- Cootamundra - Fabricating standard pit lids
- Jugiong WTP Clarifier maintenance - flocculator bearings and shafts, scraper rubber and winch cables
- Hannan Reservoir overflowing. Investigated and repaired
- Nobbies Hill Reservoir overflowing. Investigated and repaired
- Condo Rd Reservoir overflowing. Investigated and repaired
- Cootamundra - Serviced refluxes for Lachlan Shire
- Temora - Plumb up and fit out Drinking water stations
- Naradhan - Designing new Pump Station layout.
- Cootamundra - Fitting retractable tarps to trucks
- Garoolgan Reservoir - Install new centre pole and ladder
- Jugiong Water Treatment Plant – No. 1 Clarifier and Flocculator cleaned
- Replace 150mm Stop Valve at Stockinbingal PRV
- Hydrant and Stop Valve maintenance - Stockinbingal, Bethungra and Illabo reticulation
- Hydrant maintenance - Replace 3 Hydrant Tops Stockinbingal
- Brawlin, Frampton and Dirnaseer reservoirs drained, inspected and cleaned
- Replaced Air valve at Days PRV
- Cowangs to Temora Trunk Main - Re-rubber Hydrant situated behind Cootamundra Abattoirs

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- Bulk Meter reads
- Meter re-reads Southern rural and town reticulations
- Preventive flushing in the towns of Coolamon, Ganmain, Matong and Grong Grong
- Jugiong Water Treatment Plant – No. 2 Clarifier and Flocculator cleaned
- Hydrant maintenance - Replace Hydrant top Wallendbeen
- Reservoir inspection and cleaning - Bethungra, Ganmain 1,2,3,4, Tenandra, Eurongilly and Wantabadgery
- Preventive Flushing in the towns of Coolamon, Ganmain, Matong and Grong Grong
- Commenced preliminary works and investigations re Bore 2A at Oura
- Tewkesbury Rd Temora mains extension
- Hoskins St Temora hydrant repairs
- Showground Rd Wyalong Commission stage two of Wyalong Bypass
- Rees St Arian Park mains extension
- Cleaning Calleen Reservoirs
- Cleaning Garoolgan Reservoirs
- Daylight – Repair and clean Nobbies reservoir
- Meter rereads Northern area
- Cleaning Brobenah Reservoirs
- Underbore commence and commission stage three of Wyalong Bypass
- Cleaning Narriah reservoir
- Cleaning Condobolin Rd Ungarie reservoir

Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

RECOMMENDATION

Recommendation made was adopted.

9.2.2 CAPITAL WORKS PROGRESS REPORT (G35201005)

16/076 RESOLVED on the motion of Crs Clinton and McCann that the report detailing Council's Capital Works Program as at 30 June 2016 be received and noted.

Report prepared by Acting Manager Finance & Administration

BACKGROUND

Capital Works represents an important part of Council's activities and expenditure. This report give progress year to date on the Programed and Emergent Capital Works. Water Mains represent a significant part of the annual program and are also reported in more detail.

REPORT

This report is presented for information on the progress of Council's Capital Works Program as at 30 June 2016:

Description	2015/16 Estimate	Costing to 30/06/2016
Total New -Water Mains-Developers	\$ -	\$ 63,300
Total New -Water Mains	\$ 370,000	\$ 367,500
Total New System Assets-Reservoirs	\$ -	\$ -
Total New System Assets-Pumping Stations	\$ -	\$ -
Total New System Assets-Treatment	\$ 20,000	\$ 11,200
Total New System Assets-Bores	\$ -	\$ 3,000
Total New System Assets-Services-Meters	\$ 100,000	\$ 126,800
Total New Plant & Equipment	\$ 50,000	\$ -
Total New Assets-Buildings	\$ -	\$ -
Capital New Asset Buildings-Temora Workshop	\$ 1,353,506	\$ 1,284,600
Total New Capital	\$ 1,893,506	\$ 1,856,400
Total New System Assets-Manadamah Stage 1	\$ 2,000,000	\$ -
Total New Capital (incl Mandamah)	\$ 3,893,506	\$ 1,856,400
Total Renewals Mains	\$ 1,241,300	\$ 704,800
Total Renewals Reservoirs	\$ 85,000	\$ 67,800
Total Renewals Pump Stations	\$ 261,000	\$ 142,600
Total Renewals Treatment	\$ -	\$ -
Total Renewals Bores	\$ 130,000	\$ 211,500
Total Renewals Services Meters-Taggles	\$ -	\$ 8,100
Total Renewals Plant and Equipment	\$ 156,800	\$ 77,000
Total Renewals-Buildings	\$ 50,000	\$ 18,200
Total Capital Renewals	\$ 1,924,100	\$ 1,230,000
Total Plant Purchases	\$ 1,325,000	\$ 310,348
Total Plant Sales	-\$ 570,000	-\$ 162,678
Grand Total	\$ 6,572,606	\$ 3,234,070

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New Capital Works required by developers have been separated and Wyalong Showground Road renewals have also been funded by contributions. Plant Purchases and Sales are correct but include clearance amounts for plant depreciation. The following table shows Water Mains to 30 June 2016.

Description	2015/16 Estimate	Costing to 30/06/2016
New System Assets-Mains Developer Paid		
Water Mains-Developers	\$ -	\$ 26,512
New System Assets-Mains		
Total Ardlethan Uley Lane	\$ 349,315	\$ 349,315
Total New -Water Mains	\$ 370,000	\$ 360,837
Capital Renewals-Mains		
Mains Renewal- Cartwrights Hill Ware Warral Ln	\$ 6,000	\$ 5,817
Mains Renewal-Coolamon Maravale Ln	\$ 184,834	\$ 185,818
Mains Renewal -Marrar- Webb/Hare Ln	\$ 10,000	\$ 10,488
Restitution-Jugiong Main East of #2	\$ 30,000	\$ 6,588
Mains Renewal Jugiong Rosehill #5	\$ 100,000	\$ 61,431
Total Naradhan Monia Gap	\$ 100,000	\$ 68,227
Total Cootamundra-Temora Road	\$ 60,466	\$ -
Total Weethalle Fishers Lane	\$ 720,000	\$ 237,302
Total Coolamon Wade & Lewis	\$ 20,000	\$ 37,725
Total Ganmain-Loch St	\$ 10,000	\$ 7,887
Total Wyalong-Showground Road RMS	\$ -	\$ 78,550
Total Renewals Mains	\$1,241,300	\$ 699,832

Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

RECOMMENDATION

Recommendation made was adopted.

9.2.3 NEW WATER SERVICE CONNECTIONS (G95151005)

16/077 RESOLVED on the motion of Crs McCann and Templeton that the report detailing new water service connections be received and noted.

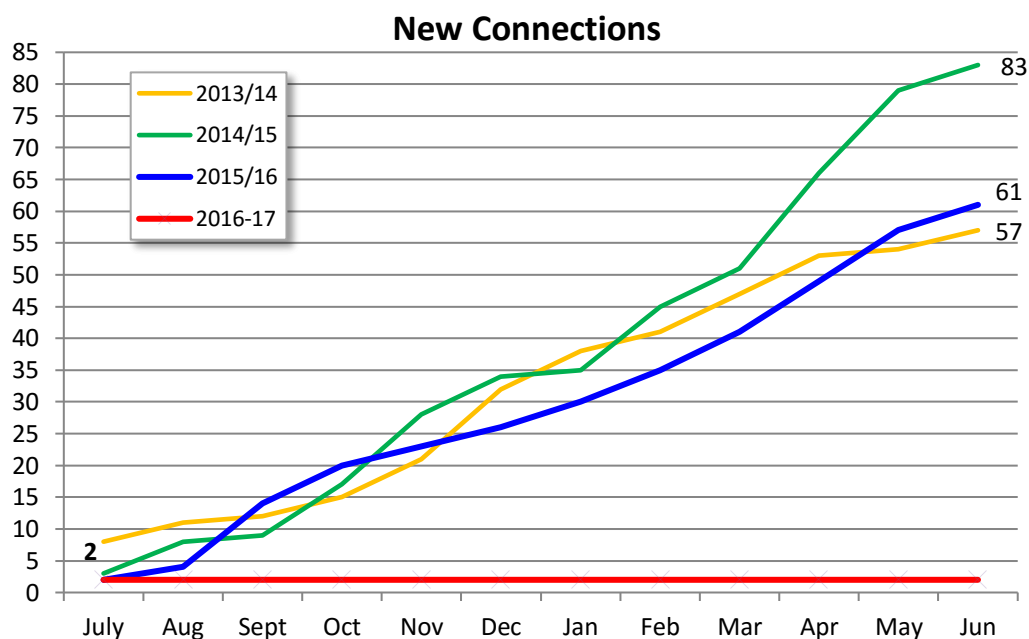
Report prepared by Acting Senior Revenue Officer

BACKGROUND

The number of new connections for the current year provides a comparison of development and new business.

REPORT

The following graph shows the number of new connections to 31 July 2016 and the 61 new connections for the 2015/16 year compared to the previous two years.



There are a further 3 new connection work orders pending, 8 letters of offer are still valid with 3 under investigation.

Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

RECOMMENDATION

Recommendation made was adopted.

9.3 OTHER REPORTS

9.3.1 RESULTS FROM STAFF OPINION SURVEY (G70650505)

16/078 **RESOLVED** on the motion of Crs McCann and Clinton that the report be received and noted.

Report prepared by the General Manager

BACKGROUND

Council resolved at the 28th April 2016 meeting for:

- A. The General Manager undertakes annual Employee Opinion Survey
- B. Employee Opinion Survey to be an ongoing requirement of GWCC Operational Plans
- C. Annual Employee Opinion Survey results to be presented to the Board

REPORT

The first Employee Opinion Survey was conducted by Ptok consulting during the period of Monday 27th June to Friday 8th July with an outstanding response rate of 96%. A brief summary of the results will be provided by the consultant to the Board.

The consultant will workshop with senior management and staff the development of strategies to address the issues raised, these strategies will be incorporated in the new delivery plan.

Attachments: Nil

Tabled Items: NIL

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

RECOMMENDATION

Recommendation made was adopted.

9.3.2 CSU ENGINEERING CADET (G70805005)

16/079 RESOLVED on the motion of Crs Clinton and Templeton that Council appoint an engineering cadet for 12 months commencing 2017/18 financial year with an assessment of the cadet to take place after 12 months to consider continuation of the appointment for a further 3 years.

Report prepared by General Manager

BACKGROUND

Council is proposing to employ a CSU Engineering Student in 2017/2018 Financial Year.

REPORT

To ensure Council retains appropriate Professional Staff to maintain and operate Council's Distribution Network, It is proposed to establish a Student employment program for Engineers.

Council has recently had conversations with Charles Sturt University (CSU). CSU is considered appropriate for an educational partnership, as they are a local university that supports regional and rural students.

CSU runs an Engineering Degree (Bachelor of Technology) through Its Bathurst Campus. The course consists of 18 months full time study, and 4 years of part time study, which involves Industry Placement. The first students will be looking for employment in July 2017. Details on the course are attached.

Options include employing a new student every 12 months, or employing the student for the full four year period. It is proposed that Council initially look at a 12 month placement, and consider extending this placement to a 4 year period if the student proves suitable to the organisation.

Attachments: Nil

Tabled Items: Engineering Course Brochure from CSU

FINANCIAL IMPACT STATEMENT

The Traineeship will have an estimated annual budget of \$100,000 (Salary + On Costs)

RECOMMENDATION

That Council employ a CSU Student Engineer starting in the 2017/2018 Financial Year.

9.3.3 COMMUNITY ENGAGEMENT STRATEGY (G03401005)

16/080 RESOLVED on the motion of Crs Clinton and Templeton that Council adopt the development of a Community Engagement Strategy.

Report prepared by the General Manager

BACKGROUND

Effective engagement by Goldenfields Water with consumers, community and constituent councils is integral to high-quality public service and to ensure that Goldenfields Water's policies and strategies reflect local circumstances and aspirations.

REPORT

It is timely to develop a Community Engagement Strategy that can be incorporated into the new four (4) year Delivery Program that is required to be developed and adopted by Council within the first twelve (12) months of the new Council.

The new Community Engagement Strategy will recognise the importance of community input in developing and delivering better services. It will be a guide for involving residents, industry, business, non-government organisations, constituent Councils and other tiers of government prior to Board decision making, so that decisions will be more likely to reflect all of the concerns and interests, and provide well thought through solutions.

A brief will shortly be prepared to engage a consultant to facilitate workshop(s) with the Board and GWCC staff and develop a draft Community Engagement Strategy for adoption by the new Council.

Attachments: Nil

Tabled Items: NIL

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

RECOMMENDATION

Recommendation made was adopted.

**9.3.4 PAYMENT OF EXPENSES & PROVISION OF FACILITIES TO COUNCILLORS
POLICY (G40350505)**

16/081 RESOLVED on the motion of Crs Clinton and McCann that Council adopt the draft Payment of Expenses and Provision of Facilities.

Report prepared by Acting Manager Finance and Administration

BACKGROUND

It is necessary to annually review Council's Payment of Expenses and Provision of Facilities to Councillors Policy. It is also required to be placed on public exhibition for a period of 28 days.

REPORT

Council's draft expenses and facilities policy has been out on public exhibition and is now re-presented to Council for adoption.

No submissions were received.

Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

RECOMMENDATION

Recommendation made was adopted.

9.3.5 BACKFLOW PREVENTION POLICY (G95801005)

16/082 RESOLVED on the motion of Crs McCann and Templeton that Council adopt the Backflow Prevention Policy, and recover annual costs of implementing the policy by increasing usage and access charges.

Report prepared by Engineering Coordinator

BACKGROUND

The Draft Backflow Prevention Policy as attached was presented and discussed at the Councillor Workshop on 4 August.

REPORT

GWCC's current backflow policy requires revision, as it fails to properly outline a process to assess properties based on their intended activities and likelihood of contaminating the water supply. The current policy also lists control measures that were never fully implemented.

A new policy has been drafted, based on the requirements of AS 3500.1:2015 Plumbing and Drainage – Water Services: Part 1. The Draft Policy is attached.

It is recommended that Council adopt the Backflow Prevention Policy.

Adoption of the policy will require Council to assess Rural, Dual supply Residential, Commercial / Industrial and Community Customers to ensure compliance with the policy. Council will install and maintain backflow prevention devices in accordance with the policy, where required on properties identified as high risk.

Attachments: Backflow Prevention Policy

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

Council has determined that backflow device installation, depreciation, and ensuring compliance with the backflow prevention policy will generate an annual cost of \$707,000. It is proposed to recover these costs by increasing usage and access charges, as detailed below:

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		2016-2017		increase	new rate
residential	access 20mm	\$ 183.40	1.49%	\$ 2.74	\$ 186.14
	usage	\$ 2.24		\$ 0.03	\$ 2.27
rural	access 20mm	\$ 582.40	13.96%	\$ 81.28	\$ 663.68
	usage	\$ 1.54		\$ 0.21	\$ 1.75
non res other	access 20mm	\$ 321.40	3.99%	\$ 12.82	\$ 334.22
	usage	\$ 1.86		\$ 0.07	\$ 1.93
high volume	access 20mm	\$ 272.20	0.73%	\$ 2.00	\$ 274.20
	usage	\$ 2.02		\$ 0.01	\$ 2.03
bulk	access 20mm	\$ 124.20	0.75%	\$ 0.93	\$ 125.13
	usage	\$ 1.52		\$ 0.01	\$ 1.53

This would see a slight shift in Projected Yields in Operational Plan

Projected Yields	existing	At year 5
Residential	29.32%	28.64%
Non Residential Rural	19.23%	21.09%
Non Residential Other	12.79%	12.80%
Non Residential High Volume	9.07%	8.79%
Non Residential Bulk	29.58%	28.68%

RECOMMENDATION

Recommendation made was adopted.

9.3.6 DEVELOPER CHARGES POLICY (G95881005)

16/083 **RESOLVED** on the motion of Crs Templeton and Clinton that Council adopt the Developer Charges Policy PP008.

Report prepared by Acting Manager Finance and Administration

BACKGROUND

The purpose of a new Developer Charge Policy is to centralise Council's existing requirements for Developments and to also include its previous Deferred Developer Charges Policy and Water Service Connections Supplying Multiple Premises Policy.

Developer Charges serve three related functions:

- They provide a source of funding for infrastructure required for new urban development;
- They provide signals regarding the cost of urban development and thus encourage less costly forms and areas of development; and
- Are an integral part of fair pricing of water related services

The Draft Developer Charges Policy was presented and discussed at the Council Workshop on 4 August 2016.

REPORT

GWCC levies Developer Charges in accordance with Section 64 of the NSW Local Government Act 1993 by way of cross referencing Division 5 of Part 2 of Chapter 6 of the Water Management Act 2000 Developer contributions to the construction of works, sections 305, 306 and 307. GWCC may also levy charges by way of Section 608 of the NSW Local Government Act 1993.

These charges will be applied to any development which creates new or increased demands upon water supply services, including new dwellings, subdivisions, commercial, industrial, community, institutional rural developments, including change of use.

Attachments: Draft Developer Charges Policy PP008

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

RECOMMENDATION

Recommendation made was adopted.

9.3.7 WATER SERVICE CONNECTION POLICY (G95151005)

16/084 RESOLVED on the motion of Crs Clinton and Templeton that Council adopt the Water Service Connection Policy.

Report prepared by Engineering Coordinator

BACKGROUND

The Draft Water Service Connection Policy as attached was presented and discussed at the Councillor Workshop on 4 August.

REPORT

It is recommended that the attached Water Service Connection Policy be adopted by Council.

Tabled Items: Nil

Attachments: Water Service Connection Policy

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

RECOMMENDATION

Recommendation made was adopted.

9.3.8 MATONG BORE REPLACEMENT (G95650506)

16/085 RESOLVED on the motion of Crs Clinton and McCann that:

1. Council place Matong Bore 1 on the capital works program for replacement within the next 3 years and an initial budget of \$200,000 be allocated and reviewed annually based on investigations.
2. That Council utilise \$10,000 from the Future Capital Design Investigation budget for a camera inspection and report into remaining life of Matong Bore 2.

Report prepared by Engineering Officer

BACKGROUND

Matong Bore 1 was drilled in 1994 making it 24 years old. While the pump was pulled out due to failure we took the opportunity to run CCTV cameras down the bore to gain condition information and estimate remaining useful life. Water resources drilling were engaged to conduct this work and provide a report.

REPORT

Two CCTV camera inspections were conducted on Matong Bore 1. The initial inspection conducted 24 May 2016 revealed an obstruction in the bore which was later identified as a reducer and required remedial work to allow the camera to gain full depth access. The second inspection was conducted 9 June 2016.

The camera identified higher than expected levels of pitting, corrosion, and possible pin holes for an asset of this age. For this reason the bore was only subjected to a chemical clean as a mechanical clean had the potential to cause more harm than good.

The current bore has an expected remaining life of 5 years and is not listed on the current capital works program for replacement.

Bore 2 is of similar construction, drilled in 2000, so one would assume it would have approx. 11 years remaining life.

The current asset register has remaining lives of 31 and 25 years respectively for Bore 1 and 2 at Matong and as a result of these investigations will be adjusted accordingly.

Tabled Items: Nil

Attachments: Matong 1 Camera and Acoustic Televiewer Report

FINANCIAL IMPACT STATEMENT

A budget quotation was requested and an estimate of \$163,000 was provided to replace the bore and conduct required pump testing and bore development. This was for a stainless steel bore case to the same depth of the current bore. This will be more accurately defined once a test bore has been drilled and actual depths, screen sizes etc. are determined.

It is also recommended, given the condition of Bore 1, that Bore 2 be inspected as soon as operationally possible at an estimated price of \$10,000

RECOMMENDATION

Recommendation made was adopted.

9.3.9 SOLAR POWER FOR TEMORA OFFICE BUILDING (G25500505)

16/086 **RESOLVED** on the motion of Crs Templeton and McCann that GWCC install a photovoltaic power system at 84 Parkes Street, once sufficient quality of data is available to size it optimally and obtain quotations.

Report prepared by Manager Technology

BACKGROUND

Preliminary investigations have been made into the viability of supplying 84 Parkes St with electricity generated on site from Photovoltaic panels. Initial results are promising and warrant obtaining quotations for an installation.

REPORT

An investigation was carried out using two different analysis tools, one supplied by the Office of Environment and Heritage and a more detailed one from the Alternative Technology Association. Electricity usage data was derived from electricity bills and occupancy patterns for the building. A low STC (Small Scale Certificate) price of \$30, rather than the current \$38-39, was used to reflect future uncertainty.

Based on a 14kW installation, both tools reported positive results:

- Net Present Value of \$27,783 - \$72,936 (for a build cost of \$18,340 before STCs)
- Simple Payback in 5 - 6.5 years
- 21.6 tonnes of carbon/year saved or 6.3 car equivalents taken off the road
- Return on Investment 22.5% pa
- Levelised Cost of Energy 4.6 c/kWh (currently 18.4 c/kWh retail)

Modelling also indicated positive results even if the feed in tariff and STCs were removed (which may happen in future).

We have purchased an electricity logger which is collecting information about our use patterns in the building. Once this data has been obtained and fluorescent lighting changed to LED, we will be in a better position to size the system and obtain more accurate prices through quotations.

In future, 'Virtual Net Metering' is likely to make it viable to generate more power than can be used on site and have that excess power credited to other GWCC accounts, reducing their costs.

Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

The recommendation will improve Council's financial position over the life of the system..

RECOMMENDATION

That GWCC install a photovoltaic power system at 84 Parkes Street, once sufficient quality of data is available to size it optimally and obtain quotations.

9.3.10 NEXT MEETING

The next Ordinary Meeting of Council is scheduled to be held on Thursday 27 October 2016 at 1.00pm

10. QUESTIONS AND STATEMENTS

Mr Manchester thanked Cr Speirs and Cr Templeton for their service to Goldenfields.

Mr Manchester congratulated Cr McCann on his unopposed re election to Coolamon Shire.

Mr Manchester wished Cr Morris and Clinton best of luck for their respective elections.

Mr Palmer reiterated the comments made by Mr Manchester and declared his admiration for Cr Speirs' professional ability.

Cr McCann echoed the previous statements.

Cr McCann looks forward to Mr Manchester and Mr Palmers' positions being resolved soon.

Cr Templeton congratulated Cr Speirs and wished him well and thanked the other Councillors. It has been a pleasure working with them.

Cr Clinton thanked Cr Speirs for his leadership and support.

Cr Speirs stated that it has been enjoyable, challenging and rewarding experience being involved with Goldenfields and NRCC. Thanks to each and every remaining and existing Board members. Thanks to the depth and quality of staff involvement.

11. CLOSED SESSION – 3.45pm

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.

Mr C Manchester and Mr D Palmer left the meeting and did not return.

11.1 WORK HEALTH AND SAFETY REPORTABLE INCIDENT (G70400501)

*This report is **CONFIDENTIAL** in accordance with 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)

16/087 RESOLVED on the motion of Crs McCann and Clinton that the report be received and noted.

11.2 ELECTRICITY TENDER UPDATE (G25500505)

*This report is **CONFIDENTIAL** in accordance with Section 10A(2)(d)(i) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:*

*(d) commercial information of a confidential nature that would if disclosed:
(i) prejudice the commercial position of the person who supplied it*

16/088 RESOLVED on the motion of Crs Templeton and McCann that the report be noted.

11.3 GOLDENFIELDS WATER ONLINE PORTAL COMMUNICATIONS STRATEGY (G55053020)

*This report is **CONFIDENTIAL** in accordance with Section 10A(2)(d)(i) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:*

*(d) commercial information of a confidential nature that would if disclosed:
(i) prejudice the commercial position of the person who supplied it*

16/089 RESOLVED on the motion of Crs Clinton and McCann that the Goldenfields Water Online Portal Communications Strategy be adopted.

11.4 JUGIONG HIGH VOLTAGE TRANSFORMER REPLACEMENT (G25406505)

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(d)(i) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

- (d) commercial information of a confidential nature that would if disclosed:
 - (i) prejudice the commercial position of the person who supplied it

16/090 RESOLVED on the motion of Crs Templeton and Clinton that the report be noted.

11.5 GENERAL MANAGERS PERFORMANCE AGREEMENT

This report is **CONFIDENTIAL** in accordance with 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)

16/091 RESOLVED on the motion of Crs Templeton and Clinton that Council notes the General Manager Performance Agreement.

There being no further business requiring the attention of Council, the meeting was closed at 3.55pm.

STAFF REPORTS – PART A

General Manager to Chair Part A

3.1 Oath or Affirmation of Office for New Councillors

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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 all new councillors publicly take the Oath or Affirmation of Office in accordance with S.233A of the Local Government Act 1993.

Introduction

The introduction of the Local Government Amendment (Governance and Planning) Act 2016 now makes it mandatory for newly elected councillors, including mayors, to take an oath or affirmation of office.(S.233A) The wording for the two options is as follows and you will need to advise me prior to the meeting which option you wish to choose?

Oath of Office

I (name) swear that I will undertake the duties of the office of councillor in the best interests of the people of Bland Shire and the Bland Shire Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgment.

Affirmation of Office

I (name) solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of Bland Shire and the Bland Shire Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgment.

A councillor who fails, without a reasonable excuse, to take the oath of office or make an affirmation of office in accordance with this section is not entitled to attend a meeting as a councillor (other than the first meeting of the council after the councillor is elected to the office or a meeting at which the councillor takes the oath or makes the affirmation) until the councillor has taken the oath or made the affirmation.

Conclusion

This will be the first major agenda item and will require the support of all new councillors in reading aloud the Oath or Affirmation prior to consideration of the other agenda items.

Financial Implications

Nil to this report.

3.2 Election of Mayor – September 2016

Our leadership

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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 duty

Author: General Manager

Officer's Recommendation:

- i) That the Council note the report on the procedure for the election of Mayor.**
- ii) That the election of Mayor be held at this meeting.**
- iii) That in the event of a contested election that the Council determine whether voting is to be Open Voting, Ordinary Ballot or Preferential Ballot.**
- iv) That the General Manager be appointed Returning Officer for the purpose of this election.**
- v) That at the conclusion of the election any ballot papers be destroyed.**

Introduction

Councillors are required by the Local Government Act 1993 (S.230 (1)) to elect one of their number to be the Mayor of the Council now for the ensuing 24 months.

The purpose of this report is to inform Councillors of the requirement to hold the election in accordance with the Local Government Act 1993 and Regulations.

290 When is an election of a mayor by the councillors to be held?

- (1) The election of the mayor by the councillors is to be held:*
 - (a) if it is the first election after an ordinary election of councillors—within 3 weeks after the ordinary election, or*
 - (b) if it is not that first election or an election to fill a casual vacancy—during the month of September, or*
 - (c) if it is the first election after the constitution of an area—within 14 days after the appointment of a provisional council or the first election of the council if a provisional council is not appointed, or*
 - (d) if the relevant council is a non-functioning council, or a council of which all civic offices have been declared vacant, and the election is the first to be held after the appointment or election of the councillors—within 14 days after the appointment or election of the councillors.*
- (2) If the councillors fail to elect a mayor as required by this section, the Governor may appoint one of the councillors as the mayor.*

Note. *The filling of a casual vacancy in the office of a mayor elected by the councillors is dealt with in section 295.*

230 For what period is the mayor elected?

- (1) A mayor elected by the councillors holds the office of mayor for 2 years, subject to this Act.
- (2) A mayor elected by the electors holds the office of mayor for 4 years, subject to this Act.
- (3) The office of mayor:
 - (a) commences on the day the person elected to the office is declared to be so elected, and
 - (b) becomes vacant when the person's successor is declared to be elected to the office, or on the occurrence of a casual vacancy in the office.
- (4) A person elected to fill a casual vacancy in the office of mayor holds the office for the balance of the predecessor's term.

231 Deputy Mayor

- (1) The councillors **may** elect a person from among their number to be the deputy mayor.
- (2) The person **may** be elected for the **mayoral term or a shorter term**.
- (3) The deputy mayor may exercise any function of the mayor at the request of the mayor or if the mayor is prevented by illness, absence or otherwise from exercising the function or if there is a casual vacancy in the office of mayor.
- (4) The councillors may elect a person from among their number to act as deputy mayor if the deputy mayor is prevented by illness, absence or otherwise from exercising a function under this section, or if no deputy mayor has been elected.

Schedule 7 Election of mayor by councillors (Clause 394)

Part 1 Preliminary

1 Returning officer

The general manager (or a person appointed by the general manager) is the returning officer.

2 Nomination

- (1) A councillor may be nominated without notice for election as mayor or deputy mayor.
- (2) The nomination is to be made in writing by 2 or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.
- (3) The nomination is to be delivered or sent to the returning officer.
- (4) The returning officer is to announce the names of the nominees at the council meeting at which the election is to be held.

3 Election

- (1) If only one councillor is nominated, that councillor is elected.
- (2) If more than one councillor is nominated, the council is to resolve whether the election is to proceed by **preferential ballot, by ordinary ballot or by open voting**.
- (3) The election is to be held at the council meeting at which the council resolves on the method of voting.
- (4) In this clause:

ballot has its normal meaning of secret ballot.

open voting means voting by a show of hands or similar means.

Part 2 Ordinary ballot or open voting

4 Application of Part

This Part applies if the election proceeds by ordinary ballot or by open voting.

5 Marking of ballot-papers

- (1) *If the election proceeds by ordinary ballot, the returning officer is to decide the manner in which votes are to be marked on the ballot-papers.*
- (2) *The formality of a ballot-paper under this Part must be determined in accordance with clause 345 (1) (b) and (c) and (6) of this Regulation as if it were a ballot-paper referred to in that clause.*
- (3) *An informal ballot-paper must be rejected at the count.*

6 Count—2 candidates

- (1) *If there are only 2 candidates, the candidate with the higher number of votes is elected.*
- (2) *If there are only 2 candidates and they are tied, the one elected is to be chosen by lot.*

7 Count—3 or more candidates

- (1) *If there are 3 or more candidates, the one with the lowest number of votes is to be excluded.*
- (2) *If 3 or more candidates then remain, a further vote is to be taken of those candidates and the one with the lowest number of votes from that further vote is to be excluded.*
- (3) *If, after that, 3 or more candidates still remain, the procedure set out in subclause (2) is to be repeated until only 2 candidates remain.*
- (4) *A further vote is to be taken of the 2 remaining candidates.*
- (5) *Clause 6 of this Schedule then applies to the determination of the election as if the 2 remaining candidates had been the only candidates.*
- (6) *If at any stage during a count under subclause (1) or (2), 2 or more candidates are tied on the lowest number of votes, the one excluded is to be chosen by lot.*

Part 3 Preferential ballot

8 Application of Part

This Part applies if the election proceeds by preferential ballot.

9 Ballot-papers and voting

- (1) *The ballot-papers are to contain the names of all the candidates. The councillors are to mark their votes by placing the numbers “1”, “2” and so on against the various names so as to indicate the order of their preference for all the candidates.*
- (2) *The formality of a ballot-paper under this Part is to be determined in accordance with clause 345 (1) (b) and (c) and (5) of this Regulation as if it were a ballot-paper referred to in that clause.*
- (3) *An informal ballot-paper must be rejected at the count.*

10 Count

- (1) *If a candidate has an absolute majority of first preference votes, that candidate is elected.*
- (2) *If not, the candidate with the lowest number of first preference votes is excluded and the votes on the unexhausted ballot-papers counted to him or her are transferred to the candidates with second preferences on those ballot-papers.*
- (3) *A candidate who then has an absolute majority of votes is elected, but, if no candidate then has an absolute majority of votes, the process of excluding the candidate who has the lowest number of votes and counting each of his or her unexhausted ballot-papers to the candidates remaining in the election next in order of the voter’s preference is repeated until one candidate has received an absolute majority of votes. The latter is elected.*
- (4) *In this clause, absolute majority, in relation to votes, means a number that is more than one-half of the number of unexhausted formal ballot-papers.*

11 Tied candidates

- (1) *If, on any count of votes, there are 2 candidates in, or remaining in, the election and the numbers of votes cast for the 2 candidates are equal—the candidate whose name is first chosen by lot is taken to have received an absolute majority of votes and is therefore taken to be elected.*
- (2) *If, on any count of votes, there are 3 or more candidates in, or remaining in, the election and the numbers of votes cast for 2 or more candidates are equal and those candidates are the ones with the lowest number of votes on the count of the votes—the candidate whose name is first chosen by lot is taken to have the lowest number of votes and is therefore excluded.*

Part 4 General

12 Choosing by lot

To choose a candidate by lot, the names of the candidates who have equal numbers of votes are written on similar slips of paper by the returning officer, the slips are folded by the returning officer so as to prevent the names being seen, the slips are mixed and one is drawn at random by the returning officer and the candidate whose name is on the drawn slip is chosen.

13 Result

The result of the election (including the name of the candidate elected as mayor or deputy mayor) is:

- (a) *to be declared to the councillors at the council meeting at which the election is held by the returning officer, and*
- (b) *to be delivered or sent to the Director-General and to the Secretary of the Local Government and Shires Associations of New South Wales.*

Conclusion

Councillors are now required by the Local Government Act to elect bi-annually one of their number to be the Mayor of the Council for the ensuing 24 months.

Nomination forms for the election of Mayor have been provided. It would help the process if Councillors wishing to nominate a candidate for the office of Mayor completed the form prior to the meeting. However it is still open to Councillors, if they so wish, to nominate a candidate at the meeting provided the formalities concerning signature and written consent are observed.

Those completing the forms before the meeting should bring the completed forms with them to the meeting or hand them to the Returning Officer prior to the meeting.

Financial Implications

Nil to this report

3.3 Election of Deputy Mayor – September 2016

Our leadership

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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 duty

Author: General Manager

Officer's Recommendation:

- i) That a Deputy Mayor be elected at this meeting.**
- ii) That the Deputy Mayor be elected for the Mayoral term.**
- iii) That in the event of a contested election that the Council determine whether voting is to be Open Voting, Ordinary Ballot or Preferential Ballot.**
- iii) That the General Manager be appointed Returning Officer for the purpose of this election.**
- iv) That at the conclusion of the election any ballot papers be destroyed.**

Introduction

The Councillors **may** elect one of their number to be the Deputy Mayor. The person may be elected for the Mayoral term or a shorter term. It would make sense however, to ensure a teamwork approach to council activities, that the Deputy Mayor is elected for the Mayoral term of 24 months.

The Deputy Mayor's role is to exercise any function of the Mayor:-

- i) At the request of the Mayor; or
- ii) If the Mayor is prevented by illness, absence or otherwise from exercising the function; or
- iii) if there is a casual vacancy in the Office of Mayor.

If no Deputy Mayor is elected or if the Deputy Mayor is unable to Act, the Councillors may elect one of their number to act as Deputy Mayor. This Council has in the past always elected a Deputy Mayor. The procedure for the election of the Deputy Mayor is the same as the procedure for the election of Mayor.

Separate forms to enable Councillors to nominate candidates for election as Deputy Mayor have been provided.

Conclusion

The election of a Deputy Mayor for the same term as the Mayor has widespread benefits in terms of continuity and development of an effective team.

Financial Implications

Nil to this report

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STAFF REPORTS – PART B

Mayor to Chair Part B

10.1 Local Government Amendment (Governance and Planning) Act 2016

Our leadership

Setting a benchmark for community standards

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

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

Author: General Manager

Officer's Recommendation:

That the information concerning the new amendments to the Local Government Act 1993 is received and noted and that further reports are submitted to council when the amendments come into practice for Bland Shire Council.

Introduction

The Local Government Amendment (Governance and Planning) Act 2016 has now been assented to by Parliament meaning that the majority of the Phase One amendments are now legislation.

The amendments follow recommendations made by the Independent Local Government Review Panel and the Local Government Act Taskforce for legislative change, the release by the Government of an explanatory paper in January this year, and an online survey regarding each of the proposed amendments – with more than 160 submissions received via the Office of Local Government's website.

The Minister stated in the second reading speech that the Bill is 'phase one of the Government's broader reform of the *Local Government Act 1993*' and 'starts the journey away from process-focused local governance towards principle-focused governance' after the amalgamations of numerous councils around NSW in May.

The amendments deal with the principles underpinning local government governance and strategic business planning. Full details of the new legislation can be found by accessing www.legislation.nsw.gov.au however, I have highlighted below the major areas that will have an immediate effect on council.

The new Act seeks to change the existing 'purposes' of the LG Act, by making two subtle but important changes regarding the interaction between councils and both the local community and the environment:

- **Community participation:** Under the new Act there is a shift in focus from a purpose of actively 'encouraging and assisting' community participation to more passively 'facilitating' community engagement and providing for a system of local government that is 'accountable' to the community.

- **Regard for the environment:** One of the current purposes of the LG Act is to require councils, councillors and council employees to have regard to the principles of ecological sustainable development in carrying out their responsibilities. Under the new Act there is no reference to ecologically sustainable development or the environment in the purposes of the LG Act.

The Act also removes the current 'council's charter' in Chapter 3 of the LG Act, replacing it with principles to provide guidance to councils in carrying out their functions. Principles of sound financial management and the development of the integrated planning and reporting framework by local government are included within these new provisions.

Unlike the current charter, which **must** be pursued by council (s8 (2)), the new principles for local government are not mandatory and each principle is expressed in terms of what a council **should** do.

COUNCIL GOVERNANCE, WARDS, COUNCILLORS AND ELECTION MATTERS

During consultation, the lack of clarity about the roles of mayors, general managers and councillors was identified as an area requiring change. The Act now establishes distinct roles and more prescriptive descriptions of the roles of councils, mayors and councillors, as well as the functions of general managers.

The recommendation by the Independent Local Government Review Panel, to increase the term of office of mayors elected by councillors from 1 to 2 years, has also been included in the Act. The Minister has said that this change will 'enhance political leadership' and 'generate significant returns in good governance'.

Under the Act, councils can now apply to reduce councillor numbers, mandated meetings or change wards before the next council elections in 2017. Councillors will be required to take an oath or affirmation of office at or before the first council meeting after being elected to reinforce the serious nature of their role. They will also be encouraged to obtain and maintain the skills necessary to do the job through a new regulation-making power for induction and ongoing professional development.

There will be a single Model Code of Meeting Practice prescribed in legislation. Provisions in the LG Act relating to the Integrated Planning and Reporting framework have also been streamlined.

DELEGATION OF COUNCIL FUNCTIONS

The Act enables councils to delegate the function of accepting tenders (other than for services currently provided by council staff members) and granting financial assistance in specified circumstances. The Minister noted during the second reading speech that 'more routine tendering functions will be delegated to general managers, while ensuring that any major decision on outsourcing that might affect current council staff remains a decision for the councillors'. Presumably changes will follow to the requirement for a council resolution to accept or decline to accept all tenders under Part 7 of the *Local Government (General) Regulation 2005*.

One effect of this amendment will be to help facilitate the joint procurement of services by multiple councils. As acceptance of the tender cannot currently be delegated, each council must separately resolve to enter into a contract, resulting in a protracted process fraught with possible procedural errors. For example, if the price or other contractual term is dependent upon all of the councils in a group participating or a minimum number participating, it is not possible for any of the councils to know what they are voting to accept until all other councils have made their resolution. Under the changes, the authority to accept a tender could be delegated to, for example, a committee of the general managers from each participating council.

FINANCES AND AUDITING

New measures to support the financial transparency of councils in the future have also been included. Councils will no longer have to show the Chief Executive of the Office of Local Government any new expenses policy or any change to a policy. Rather, councils will be required to establish an internal audit function as a driver for improved council performance, with 'Audit, Risk and Improvement Committees' to be established as a mandatory good governance practice.

Councils will also become subject to oversight by the Auditor-General for their general audits and those of their subsidiary entities. The Auditor-General will be free to engage accredited private sector auditors, to assist with these new responsibilities.

The Auditor-General is to communicate matters that are sufficiently significant to the Minister and is to report to Parliament annually on sector-wide issues arising from the exercise of the Auditor-General's functions.

Additionally, the Act empowers the Minister to appoint a financial controller to councils at financial risk, but only in circumstances where a performance improvement order has been issued. A council may not make a payment from any funds of the council unless payment is authorised by the financial controller.

DISCIPLINARY MATTERS AND DISCLOSURE OF PECUNIARY INTERESTS

Misconduct by councillors relating to disclosures of pecuniary interests is to be dealt with in the same way as other misconduct, with the Act including disclosure requirements in mandatory code of conduct provisions and applying the same disciplinary provisions that apply to breaches of the code. Model code provisions relating to disclosure of pecuniary interests are also to be applied to members of council committees and other advisors, and exclusive jurisdiction is to be conferred on the NSW Civil and Administrative Tribunal for contraventions of pecuniary interests duties by persons other than councillors.

The Act clarifies that the functions of an administrator appointed to a council after a public inquiry or after the council has been suspended, are to include all the functions of a councillor and the mayor, as well as the functions of the council. In circumstances where more than one administrator is appointed to a council, one administrator is to be designated to exercise the functions of the mayor.

ORGANISATION STRUCTURE

The organisational structure of a council is to be determined by:

- The governing body of the council, in consultation with the general manager, for senior staff positions; and
- The general manager, for the remainder of the positions in the organisation structure.

Conclusion

The NSW Office of Local Government has advised that further Phase 1 amendments will be put in place over time and will be the subject of separate guidance.

The new Act introduces a number of necessary and important amendments to the current legal framework for Local Government, including delegation of functions, finances, auditing and the clarification of governance structures. These changes will ensure a more accountable and efficient system of local government.

Financial Implications

The overall financial implications applicable to so many amendments are too difficult to gauge at this stage until the various amendments become practice. As this happens there will be individual reports to council with more specific details.

10.2 Appointment to Various Council and External Committees

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: General Manager

Officer's Recommendation:

- 1. That the Council make the appointments of delegates and representatives to the external committees as detailed in the attached table for the ensuing Council term.**
- 2. That the reformation of the advisory committees be deferred until the beginning of 2017.**

INTRODUCTION

External Committees / Organisations

Included with this report is a list of the external committees and organisations that Bland Shire Council is a member of and which require the appointment of councillor delegates. The term of appointment in each case is for the council term of four (4) years, from 2016 to 2020.

Council Advisory Committees

Council also has a number of advisory committees that, in the past, have had councillor representation along with the relevant member of staff and community representatives.

Given that there are now five (5) new councillors I am recommending that the reformation of the advisory committees be deferred until the beginning of 2017 to allow those new councillors to 'find their feet' and to develop a better understanding of the role and purpose of such committees.

Such a deferment will have no adverse affect on council's day to day operations.

Internal Audit Committee

Under the new amendments to the Local Government Act it will be mandatory for each council to have an Internal Audit Committee consisting of a combination of elected representatives, external representatives and staff.

The finer details are still to be confirmed and will be the subject of a further report to council in due course.

Joint Organisations

It is expected that the new Joint Organisations will become effective by September 2017 and it is proposed that it will be mandatory for every NSW council to be a member of such an organisation and it will be only the Mayor of the day that will be the council's nominated representative.

The finer details are still to be confirmed and will be the subject of a further report to council in due course.

CONCLUSION

It is important that council is well represented on the various committees and organisations that council deals with on a regular basis. It is also equally important to ensure that the best use of councillor and staff time is both effective and rewarding.

The new amendments to the Local Government Act has seen a purposeful shift in focus from of actively 'encouraging and assisting' community participation to more passively 'facilitating' community engagement and providing for a system of local government that is 'accountable' to the community.

Council staff are currently review the existing 'community engagement strategy' to reflect this change in focus and this will be the subject of a further report to council in due course.

FINANCIAL IMPLICATIONS

Nil to this report.

EXTERNAL REPRESENTATION

Organisation	Indicative Meeting Cycle and Location	BSC Representation	Comments
NSW Association of Mining Related Councils	Quarterly in various NSW locations	<ul style="list-style-type: none"> • 2 Councillors • General Manager 	
Bland Rural Fire District Zone Liaison Committee	Quarterly in West Wyalong/Temora	<ul style="list-style-type: none"> • 1 Councillor • General Manager 	
Bland District Bushfire Management Committee	Quarterly in West Wyalong/Temora	<ul style="list-style-type: none"> • 1 Councillor • Director Asset & Engineering Services 	
New South Wales Public Libraries Association	Quarterly in various NSW locations	<ul style="list-style-type: none"> • 1 Councillor • Director Corporate, Community & Development Services 	
Riverina Regional Tourism		<ul style="list-style-type: none"> • 1 Councillor • Senior Economic Development & Tourism Advisor 	
Cowal Gold Project Community Environmental Monitoring & Consultative Committee	1st Wednesday in March, June, September, December	<ul style="list-style-type: none"> • 1 Councillor (Mayor) 	
Riverina Eastern Regional Organisation of Councils (REROC)	Monthly in Wagga	<ul style="list-style-type: none"> • 1 Councillor (Mayor) • General Manager 	
Newell Highway Taskforce		<ul style="list-style-type: none"> • 1 Councillor 	
Goldenfields Water County Council Board	Bi-monthly, fourth Thursday at 1pm in Temora	<ul style="list-style-type: none"> • 1 Councillor 	
Murrumbidgee Primary Health Network Board	Bi-annually	<ul style="list-style-type: none"> • 1 Councillor 	
Lachlan Valley Noxious Plants Advisory Committee		<ul style="list-style-type: none"> • 1 Councillor • Foreman - Environmental Services 	
Australian Rural Roads Group	Annually in NSW/ACT location	<ul style="list-style-type: none"> • 1 Councillor 	
Riverina Regional Library Advisory Committee	Bi-annually during March and October in Wagga	<ul style="list-style-type: none"> • 1 Councillor • Director Corporate, Community & Development Services 	
Country Mayors Association of NSW	Quarterly in Sydney	<ul style="list-style-type: none"> • 1 Councillor (Mayor) • General Manager 	

10.3 NSW Office of Local Government – Workshops for Newly Elected or Re- Elected Councillors

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

Author: General Manager

Officer's Recommendation:

That any new or re-elected councillors interested in attending the Office of Local Government workshops contact the general manager no later than Friday 7th October 2016 in order for the necessary arrangements to be made.

Introduction

Council is in receipt of advice from the NSW Office of Local Government regarding a series of workshops being conducted across the state for newly elected and re-elected councillors following the September 2016 local government elections.

Details of the dates and locations within this region are as follows:

- Parkes – Tuesday 8th November
- Wagga – Wednesday 16th November

The workshops are aimed at providing councillors with basic knowledge that will assist them in being an effective councillor.

Themes to be covered include Integrated Planning and Reporting; Code of Conduct; Recent Amendments to the Local Government Act; Meeting Practices.

Conclusion

All councillors are being encouraged to attend a workshop and in my role as general manager I would also encourage councillors, particularly the new councillors to attend.

On-line registration will be available by the end of September and I would request any councillor wishing to attend one of the workshops to notify me by Friday 7th October in order for the necessary arrangements to be made.

LGNSW will also be offering a series of workshops as to will REROC (Riverina Eastern Regional Organisation of Councils). The details and dates and locations are yet to be finalised, however, I will certainly keep all councillors informed as information comes to hand.

Financial Implications

Council's current budget has an allocation of \$8,000.00 for councillor professional development.

10.4 Murrumbidgee Primary Health Network – Notice of AGM

Our leadership

Setting a benchmark for community standards

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

DP15.2 Work in partnership with community groups, advisory committees, government departments, businesses and council staff.

Author: General Manager

Officer's Recommendation:

That council's representative on the Murrumbidgee Primary Health Network confirms if they are able to attend the Network's AGM on 13th October 2016.

Introduction

Council is in receipt of advice that the Murrumbidgee Primary Health Network's Annual General Meeting will be held at the Mecure Wagga on Thursday 13th October commencing at 6.00pm.

The business to be conducted will include the following:

- Presentation of the Audited Financial Statements and Annual Report
- Conduct an election for three (3) board members.

Conclusion

In the past council has been represented on this organisation by an elected representative. (Formerly Councillor Monaghan).

Financial Implications

Nil to this report.

10.5 Membership of the Western Joint Regional Planning Panel

Our leadership

Setting a benchmark for community standards

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

DP15.2 Work in partnership with community groups, advisory committees, government departments, businesses and council staff.

Author: General Manager

Officer's Recommendation:

That the advice from the NSW Minister for Planning regarding the appointments to the Western Joint Regional Planning Panel of Mr. Gordon Kirby, Mrs Ruth Fagan and Mr Mark Grayson be received and noted.

Introduction

Council is in receipt of advice from the NSW Minister for Planning, the Hon Rob Stokes MP, regarding appointments to the Western Joint Regional Planning Panel of Mr. Gordon Kirby, Mrs. Ruth Fagan and Mr. Mark Grayson

Conclusion

The following summary of the purpose and role of the Joint Planning Panels is provided especially for the benefit of the newly elected councillors.

Joint regional planning panels provide independent, merit-based decision making on regionally significant development. Applications for regionally significant development are notified and assessed by a local council professional staff and then determined by the relevant regional panel.

Regional panels may also have a role in planning proposals, where the Minister for Planning has appointed the regional panel to act as the relevant planning authority (RPA).

Financial Implications

Nil to this report.

10.6 Community Forums 2016

Our leadership

Setting a benchmark for community standards

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

DP16.1 Encourage village residents to participate in community forums.

Author: General Manager

Officer's Recommendation:

That council determines the dates and location order for the annual community forums in 2016.

Introduction

Council has now for a number of years conducted annual community forums in each of the villages of – Barmedman / Mirrool / Ungarie / Weethalle.

The forums are usually held during the month of October and the format allows for community members to meet with and discuss with councillors and senior staff matters related to council's operations, policies and procedures.

There has always been an effort to educate the community that such forums are more for strategic purposes rather than the day to day matters, however, issues, which could be dealt with through the process of service requests are still raised at the forums and are subsequently dealt with accordingly.

A suggested proposal is as follows:

- Barmedman – 9.00am
- Mirrool – 12 Noon (Including Lunch)
- Weethalle – 2.00pm
- Ungarie – 4.00pm

This would mean leaving West Wyalong at 8.30am and returning at about 5.30pm with all councillors and staff travelling on a mini bus.

Suggested dates in **October** are: 11th / 12th / 13th

Conclusion

These forums also provide an opportunity for councillors to see, first hand, some of council's road network and outlying facilities.

Financial Implications

Nil to this report.

10.7 LGNSW Annual Conference 2016

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 determine the two (2) councillors to attend the LGNSW Annual Conference being held in Wollongong from 16-18 October 2016 in conjunction with the mayor of the day and the general manager.

Introduction

This year's annual LGNSW Conference is being held in Wollongong from Sunday 16 to Tuesday 18 October 2016 at the WIN Entertainment Centre.

The former council at its meeting held on 19th July resolved that Bland Shire Council be represented at the conference by the mayor of the day, the general manager and up to two (2) councillors. In order to secure registrations and accommodation four (4) places have been booked and all that remains is for the new council to determine the remaining two (2) attendees.

Council is allocated one voting delegate at this conference and it has been the usual practice of this council to nominate the mayor of the day as the voting delegate with the remaining councillors attending as observers.

A copy of the Conference Program is attached for the information of councillors.

Conclusion

The Conference is the annual policy-making event for all councils of NSW as well as Associate members and the NSW Aboriginal Land Councils. It is the pre-eminent event of the local government year where local councillors come together to share ideas and debate issues that shape the future of local government in NSW.

The conference dates also result in a clash with the scheduled October council meeting and this is the subject of a further report to the September meeting.

Financial Implications

Funds for this purpose have been allocated in the current budget for up to four (4) delegates. The average cost per delegate for travel, accommodation, meals and conference registration is \$1,800.00.

Local Government NSW Annual Conference 2016

Sunday 16 – Tuesday 18 October 2016

Main conference venue is WIN Entertainment Centre, Crown and Harbour Streets, Wollongong, 2500.

This program is correct at the time of publication; speakers and program details may have changed due to unforeseen circumstances.

DRAFT PROGRAM (as of 5 September 2016)

SUNDAY 16 OCTOBER	
1.00pm – 4.45pm	Bump in sponsors to WIN Entertainment Centre Foyer
1.00pm – 4.00pm	Registration opens in WIN Entertainment Centre Foyer
2.00pm – 4.45pm	Councillor training sessions in Winners Room 1, Winners Room 2, Victory Room 1 <ul style="list-style-type: none"> - Understanding changes to the Local Government Act - Know your planning - Principles of good governance
2.00pm – 4.45pm	LGNSW briefing for General Managers and Interim General Managers in Premiers Room. This briefing will give progress on negotiation for a new 2017 Local Government (State) Award and workplace reform
3.00pm – 3.30pm	Afternoon Tea meet the sponsors in trade exhibition next to Premiers Room
4.45pm – 5.00pm	Pre-booked local transfer buses from WIN to Lagoon Seafood Restaurant, Stuart Park, George Hanley Drive, North Wollongong
5.00pm – 7.00pm	President's Opening Reception in Lagoon Seafood Restaurant <ul style="list-style-type: none"> - Welcome To Country - Welcome from Cr Gordon Bradbery OAM, Lord Mayor of Wollongong City Council - Opening from Cr Keith Rhoades AFSM, President, LGNSW
7.00pm	Pre-booked local transfer buses will drop off back to WIN Entertainment Centre
MONDAY 17 OCTOBER – Business Session Day 1 Chaired by Cr Keith Rhoades AFSM, WIN Entertainment Centre	
7.00am – 5.00pm	Registration opens in Box Office of WIN Entertainment Centre Foyer Distribution of voting materials and electronic handsets
7.30am – 8.45am	NSW Reconciliation Council Breakfast, Winners Room 1 <ul style="list-style-type: none"> - Welcome from the Hon Leslie Williams MP, Minister for Aboriginal Affairs - Address to be advised Supported by NSWALC and sponsored by Aboriginal Affairs NSW
8.15am -9.00am	Trade exhibition opens in WIN Entertainment Centre Foyer
9.00am – 9.30am	Address from The Hon Mike Baird MP , Premier of New South Wales
9.30am – 10.00am	Address from Cr Keith Rhoades AFSM , President, LGNSW

10.00am – 11.00am	Opening of the Federal Conference, chaired by Cr Keith Rhoades AFSM including demonstration of voting units, adoption of standing orders, presentation of the auditor's report, general financial report and operating report to members. Business session and consideration of motions Opening of the State Conference, chaired by Cr Keith Rhoades AFSM including adoption of standing orders, business session and consideration of motions
11.00am - 11.30am	Morning tea in trade exhibition sponsored by LG Super
11.30am – 1.00pm	Consideration of Conference business continued, chaired by the President
1.00pm – 2.00pm	Lunch in trade exhibition sponsored by LG Super General Managers Lunch Sponsored by StateCover: StateCover, LG Super, LGP, LGNSW Member Services and councils: Building Mutually Beneficial Partnerships, Winners Room 1 and 2
2.00pm – 3.30pm	Consideration of Conference business continued, chaired by the President
3.30pm – 4.00pm	Afternoon tea in trade exhibition
4.00pm – 5.30pm	Consideration of Conference business continued, chaired by the President Collection of all electronic handsets and voting cards Conference business session closes
5.30pm – 6.30pm	Delegate networking function in trade exhibition
6.30pm	Trade exhibition closes. Free night for delegates

TUESDAY 18 OCTOBER – Business Session Day 2
WIN Entertainment Centre

7.00am – 5.00pm	Registration opens in WIN Entertainment Centre Foyer
7.30am – 8.45am	Australian Local Government Women's Association (ALGWA) Breakfast Winners Room 1: Tracy Howe , Chief Executive Officer, NSW Council of Social Service (NCOSS) Anti-Poverty Week 'Fighting Poverty Together', Winners Room 1
8.00am – 5.30pm	Trade exhibition opens in WIN Entertainment Centre Foyer
9.00am – 9.15am	Introduction by Master of Ceremonies, Tracey Spicer
9.15am – 9.30am	Address from The Hon Paul Toole MP , Minister for Local Government
9.30am – 9.45am	Facilitated questions from the conference to the Minister
9.45am – 10.00am	Launch of NSW Workforce Development Strategy
10.00am – 10.05am	Premier Sponsor Meridian IT Company Update
10.05am – 10.30am	Morning tea in trade exhibition sponsored by EPA
10.30am – 10.45am	Address from The Hon Peter Primrose MLC , Shadow Minister for Local Government
10.45am – 11.00am	Facilitated questions from the conference to the Shadow Minister

11.00am – 11.45am	Keynote: Rethinking the role of Local Government, Peter McKinlay , Executive Director, McKinlay Douglas Ltd.
11.45am – 12.30pm	Tracey Spicer facilitates a Local Government Reform Panel: Challenges and Achievements. Panellists: <ul style="list-style-type: none"> - Jane Mills, Chief Operating Officer, City of Parramatta Council - Luke Johnson, General Manager, Wollondilly Shire Council - Peter Tegart, Interim General Manager, Queanbeyan-Palerang Regional Council
12.30pm – 12.45pm	Address on Association business from Cr Keith Rhoades AFSM, President, LGNSW
12.45pm – 1.00pm	Treasurer's Report
1.00pm – 1.45pm	Lunch in the trade exhibition WIN Entertainment Centre sponsored by EPA
1.45pm – 3.00pm	MOVE TO CONCURRENT SESSIONS
1.45pm – 3.00pm	CONCURRENT SESSION 1 - Natural Resources and Environment Stream Facilitated by Barry Buffier , Chair and Chief Executive Officer, NSW Environment Protection Agency
1.45pm – 2.30pm	Working Together to Keep our Environment Clean, with presentations on litter prevention by Steve Beaman , Executive Director Waste and Resource Recovery Developing sound planning decisions, and underground petroleum storage systems presented by Justin Turk , Operations Officer, Hazardous Incidents and Environmental Health
2.30pm – 2.50pm	Crown Lands Review Update, David Clarke , Group Director Governance & Strategy, NSW Department of Primary Industries – Lands
1.45pm – 3.00pm	CONCURRENT SESSION 2 - Infrastructure and Planning
1.45pm – 2.10pm	Fixing Country Roads, Fredric Horst , Principal Manager for Freight Strategy and Investment, Transport NSW
2.10pm – 2.30pm	Engaging councils in the process of allowing access to local roads for heavy vehicles, Sal Petrocchio , Chief Executive Officer, National Heavy Vehicle Regulator
2.30pm – 2.50pm	Councils investment in Human and Cultural Infrastructure /Sporting Facilities, Paul Doorn , Executive Director – Sport Infrastructure, NSW Office of Sport
1.45pm – 3.00pm	CONCURRENT SESSION 3 - Capacity Building and Diversity Facilitated Sarah Artist, Senior Manager, Innovation and Capacity, LGNSW
1.45pm – 2.05pm	Designing a Capability Framework for NSW Local Government – towards an integrated package for job design, recruitment, performance management and capacity building, Jo Grisard , Principal, Grisard Consulting (invited)
2.05pm – 2.30pm	Developing Council's Workforce: Case Studies from Wollongong and Port Stephens Councils presented by David Farmer , General Manager, Wollongong Council and Wayne Wallis , General Manager, Port Stephens Council (invited)
2.30pm – 2.50pm	Change – Fit for Purpose presented by Nigel Ward , Chief Executive Officer and Director, Australian Business Lawyers & Advisors

3.00pm – 3.15pm	RETURN TO PLENARY SESSION AND CLOSE OF CONFERENCE
3.30pm – 4.00pm	Final Keynote: Resilient leadership through cultural change within a challenging environment, Kitty Chiller , Chef de Mission, Australian Olympic Team, Rio 2016
4.00pm – 4.30pm	Afternoon tea and delegate networking function in trade exhibition
7.30pm – 11.00pm	CONFERENCE DINNER WIN Entertainment Centre (within the conference room)
7.30pm	Doors Open
7.45pm	Delegates seated and entrée served
8.00pm	LGNSW President introduces Elite Sponsor, StateCover Mutual Limited
8.10pm	LGNSW President and Elite Sponsor present the Outstanding Service Awards
8.30pm	LGNSW Chief Executive and Bluett Trustees present A R Bluett Awards
9.00pm	Main Course served
	Entertainment and dancing
11.00pm	Function finishes
CLOSE OF CONFERENCE	

10.8 October Ordinary Council Meeting Date - 2016

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 the appropriate support and resources to carry out their civic duties.

Author: General Manager

Officer's Recommendation:

That council determines the date for the rescheduled 2016 October Ordinary meeting of council.

Introduction

In my earlier report, on attendance at the Annual LGNSW Conference in Wollongong, I highlighted the fact that the conference clashes with the scheduled date of the October Ordinary meeting of council.

The conference does not conclude until 4.00pm on Tuesday 18th October and the conference dinner is on the Tuesday evening. Based on this advice accommodation has been booked for the four (4) attendees that evening meaning that the mayor, general manager and two (2) other councillors will not be available for the scheduled council meeting.

The options are as follows:

- Conduct the Ordinary meeting on Wednesday 19th October
- Conduct the Ordinary meeting on Tuesday 25th October (Noting that the general manager is on leave that week).

Conclusion

My absence for the week commencing 24th October should not pose any problems as I am ably supported by two competent directors, either of whom can substitute for me at an Ordinary council meeting.

Financial Implications

Nil to this report.

10.9 IPART Review into NSW Local Government Rating System

Our leadership

Setting a benchmark for community standards

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

DP14.2 Ensure councillors take ownership and a strong leadership role in implementing the Community Strategic Plan.

Author: General Manager

Officer's Recommendation:

- 1. That the contents of this report be received and noted and that further consideration of the IPART recommendations be undertaken at the 4th October 2016 council workshop;**
- 2. That the general manager be delegated authority to lodge a submission on behalf of council by the closing date of 14th October 2016.**

Introduction

IPART was requested by the NSW Premier to undertake a review of the local government rating system in NSW.

The aim of the review was to recommend reforms to improve its efficiency and equity and to assist Councils to implement sustainable fiscal policies over the longer term.

The process commenced in December 2015 and is predicted to be completed by December 2016.

As a result of the consultation to date, a draft report has been released with submissions required to be lodged by 14 October.

The draft report contains 34 draft recommendations.

The draft recommendations do not recommend an increase in general rate revenue, but allows for a greater mix of revenue options.

The main points contained within the draft recommendations include:

- Providing councils with the option to use the market value of the property (a 'Capital Improved Value' method) or the current 'Unimproved Land Value' method when setting rates. This will not increase the general income Council can raise. It will however, shift the mix of rates.

Commencing 1 July 2017, the Emergency Services Property levy will be introduced, and this will be based on CIV, so it may be prudent for Council to utilise the same method to reduce in house workload. A comparative study will need to be undertaken to determine the change.

- Allowing councils' total rates income to grow as the communities they serve grow from new developments. This change would be of greatest benefit to those Councils in growth areas. However the detail regarding this is yet to be provided.
- Providing more rating options for councils to set residential rates to better reflect local community preferences.
- Replacing the current pensioner concession scheme with a rate deferral scheme operated by the State Government could possibly mean that property on sale, taking into account the deferred payments and interest, could potentially sold for less than the accumulated debt. This ultimately means the State Government claims another 'tax' and leaves Local Government open to criticism as it could be seen as the Council implementing the change, not the State Government.
- Modifying rate exemptions so eligibility is based on land use rather than ownership. This will potentially allow Councils to access rates from previously exempt property.
- Allowing councils to levy a new type of special rate that would not require regulatory approval, to fund joint infrastructure projects with the State or Federal Government. This could prevent the need for a special rate variation if an infrastructure project is jointly funded.
- Creating two new rating categories for environmental and vacant land.
- Giving councils better options to set rates within the business and farmland rating categories, and
- Allowing councils to choose between purchasing valuation services directly from the market or from the NSW Valuer General.

The full report has been attached for information. However the 34 recommendations are listed below grouped in like recommendations:

Allow councils to use CIV as an alternative to UV in setting rates

- 1 Councils should be able to choose between the Capital Improved Value (CIV) and Unimproved Value (UV) methods as the basis for setting rates at the rating category level. A council's maximum general income should not change as a result of the valuation method they choose.
- 2 Section 497 of the *Local Government Act* 1993 (NSW) should be amended to remove minimum amounts from the structure of a rate, and section 548 of the *Local Government Act* 1993 (NSW) should be removed.

Allow councils' general income to grow as the communities they serve grow

- 3 The growth in rates revenue outside the rate peg should be calculated by multiplying a council's general income by the proportional increase in Capital Improved Value from supplementary valuations.
 - This formula would be independent of the valuation method chosen by councils for rating.
- 4 The *Local Government Act* 1993 (NSW) should be amended to allow councils to levy a new type of special rate for new infrastructure jointly funded with other levels of Government. This special rate should be permitted for services or infrastructure that benefit the community, and funds raised under this special rate should not:
 - form part of a council's general income permitted under the rate peg, nor
 - require councils to receive regulatory approval from IPART.

- 5 Section 511 of the *Local Government Act 1993* (NSW) should be amended to reflect that, where a council does not apply the full percentage increase of the rate peg (or any applicable Special Variation) in a year, within the following 10-year period, the council can set rates in a subsequent year to return it to the original rating trajectory for that subsequent year.
- 6 The *Local Government Act 1993* (NSW) should be amended to remove the requirement to equalise residential rates by 'centre of population'. Instead, councils should be allowed to determine a residential subcategory, and set a residential rate, for an area by:
 - a separate town or village, or
 - a community of interest.
- 7 An area should be considered to have a different 'community of interest' where it is within a contiguous urban development, and it has different access to, demand for, or costs of providing council services or infrastructure relative to other areas in that development.
- 8 The *Local Government Act 1993* (NSW) should be amended so, where a council uses different residential rates within a contiguous urban development, it should be required to:
 - ensure the highest rate structure is no more than 1.5 times the lowest rate structure across all residential subcategories (i.e., so the maximum difference for ad valorem rates and base amounts is 50%), or obtain approval from IPART to exceed this maximum difference as part of the Special Variation process, and
 - publish the different rates (along with the reasons for the different rates) on its website and in the rates notice received by ratepayers.
- 9 At the end of the 4-year rate path freeze, new councils should determine whether any pre-merger areas are separate towns or villages, or different communities of interest.
 - In the event that a new council determines they are separate towns or villages, or different communities of interest, it should be able to continue the existing rates or set different rates for these pre-merger areas, subject to metropolitan councils seeking IPART approval if they exceed the 50% maximum differential. It could also choose to equalise rates across the pre-merger areas, using the gradual equalisation process outlined below.
 - In the event that a new council determines they are not separate towns or villages, or different communities of interest or it chooses to equalise rates, it should undertake a gradual equalisation of residential rates. The amount of rates a resident is liable to pay to the council should increase by no more than 10 percentage points above the rate peg (as adjusted for permitted Special Variations) each year as a result of this equalisation. The *Local Government Act 1993* (NSW) should be amended to facilitate this gradual equalisation.
- 10 Sections 555 and 556 of the *Local Government Act 1993* NSW should be amended to:
 - exempt land on the basis of use rather than ownership, and to directly link the exemption to the use of the land, and
 - ensure land used for residential and commercial purposes is rateable unless explicitly exempted.
- 11 The following exemptions should be retained in the *Local Government Act 1993* (NSW):
 - section 555(e) Land used by a religious body occupied for that purpose
 - section 555(g) Land vested in the NSW Aboriginal Land Council
 - section 556(o) Land that is vested in the mines rescue company, and

- section 556(q) Land that is leased to the Crown for the purpose of cattle dipping.
- 12 Section 556(i) of the *Local Government Act 1993* (NSW) should be amended to include land owned by a private hospital and used for that purpose.
- 13 The following exemptions should be removed:
- land that is vested in, owned by, or within a special or controlled area for, the Hunter Water Corporation, Water NSW or the Sydney Water Corporation (*Local Government Act 1993* (NSW) section 555(c) and section 555(d)) land that is below the high water mark and is used for the cultivation of oysters (*Local Government Act 1993* (NSW) section 555(h)) land that is held under a lease from the Crown for private purposes and is the subject of a mineral claim (*Local Government Act 1993* (NSW) section 556(g)), and
 - land that is managed by the Teacher Housing Authority and on which a house is erected (*Local Government Act 1993* (NSW) section 556(p)).
- 14 The following exemptions should not be funded by local councils and hence should be removed from the *Local Government Act and Regulation*
- land that is vested in the Sydney Cricket and Sports Ground Trust (*Local Government Act 1993* (NSW) section 556(m))
 - land that is leased by the Royal Agricultural Society in the Homebush Bay area (*Local Government (General) Regulation 2005* reg 123(a))
 - land that is occupied by the Museum of Contemporary Art Limited (*Local Government (General) Regulation 2005* reg 123(b)), and
 - land comprising the site known as Museum of Sydney (*Local Government (General) Regulation 2005* reg 123(c)).

The State Government should consider whether to fund these local rates through State taxes.

- 15 Where a portion of land is used for an exempt purpose and the remainder for a non-exempt activity, only the former portion should be exempt, and the remainder should be rateable.
- 16 Where land is used for an exempt purpose only part of the time, a self assessment process should be used to determine the proportion of rates payable for the non-exempt use.
- 17 A council's maximum general income should not be modified as a result of any changes to exemptions from implementing our recommendations.
- 18 The *Local Government Act 1993* (NSW) should be amended to remove the current exemptions from water and sewerage special charges in section 555 and instead allow councils discretion to exempt these properties from water and sewerage special rates in a similar manner as occurs under section 558(1).
- 19 At the start of each rating period, councils should calculate the increase in rates that are the result of rating exemptions. This information should be published in the council's annual report or otherwise made available to the public.

[Replace the pensioner concession with a rate deferral scheme](#)

- 20 The current pensioner concession should be replaced with a rate deferral scheme operated by the State Government.
- Eligible pensioners should be allowed to defer payment of rates up to the amount of the current concession, or any other amount as determined by the State Government.

- The liability should be charged interest at the State Government's 10-year borrowing rate plus an administrative fee. The liability would become due when property ownership changes and a surviving spouse no longer lives in the residence.

Provide more rating categories

- 21 Section 493 of the *Local Government Act 1993* (NSW) should be amended to add a new environmental land category and a definition of 'Environmental Land' should be included in the LG Act.
- 22 Sections 493, 519 and 529 of the *Local Government Act 1993* (NSW) should be amended to add a new vacant land category, with subcategories for residential, business, mining and farmland.
- 23 Section 518 of the *Local Government Act 1993* (NSW) should be amended to reflect that a council may determine by resolution which rating category will act as the residual category.
 - The residual category that is determined should not be subject to change for a 5-year period.
 - If a council does not determine a residual category, the Business category should act as the default residual rating category
- 24 Section 529 (2)(d) of the *Local Government Act 1993* (NSW) should be amended to allow business land to be subcategorised as 'industrial' and or 'commercial' in addition to centre of activity.
- 25 Section 529 (2) (a) of the *Local Government Act 1993* (NSW) should be replaced to allow farmland subcategories to be determined based on geographic location.
- 26 Any difference in the rate charged by a council to a mining category compared to its average business rate should primarily reflect differences in the council's costs of providing services to the mining properties.

Recovery of council rates

- 27 Councils should have the option to engage the State Debt Recovery Office to recover outstanding council rates and charges.
- 28 The existing legal and administrative process to recover outstanding rates should be streamlined by reducing the period of time before a property can be sold to recover rates from five years to three years.
- 29 All councils should adopt an internal review policy, to assist those who are late in paying rates, before commencing legal proceedings to recover unpaid rates.
- 30 The *Local Government Act 1993* (NSW) should be amended or the Office of Local Government should issue guidelines to clarify that councils can offer flexible payment options to ratepayers.
- 31 The *Local Government Act 1993* (NSW) should be amended to allow councils to offer a discount to ratepayers who elect to receive rates notices in electronic formats, eg, via email.
- 32 The *Local Government Act 1993* (NSW) should be amended to remove section 585 and section 595, so that ratepayers are not permitted to postpone rates as a result of land rezoning, and councils are not required to write-off postponed rates after five years.

Other draft recommendations

- 33 The valuation base date for the Emergency Services Property Levy and council rates should be aligned.
- The NSW Government should levy the Emergency Services Property Levy on a Capital Improved Value basis when Capital Improved Value data becomes available state-wide.
- 34 Councils should be given the choice to directly buy valuation services from private valuers that have been certified by the Valuer General.

Conclusion

A fact sheet produced by IPART, providing a very brief summary of the Review process, is included as an attachment to this report.

I am also recommending that further discussion on this Review take place at the October workshop after which a formal submission can be lodged by Council.

Staff are in the process of preparing a submission with comments on specific recommendations. Comments received from Councillors at the October workshop can be included in the final submission if requested.

There is also a workshop being held in Dubbo on 10th October which does not leave a lot of time to finalise a submission prior to the closing date of 14th October 2016.

IPART Chair, Mr. Peter Boxall has made it clear that the draft recommendations are more about spreading the rate burden more equitably among ratepayers, rather than increasing the revenue councils need to deliver the infrastructure and services demanded by their communities.

This does not address the core issue facing councils, which is how to fund the services and infrastructure communities' demand while being squeezed at both ends by rising costs and capped revenue.

IPART, as requested by the government is undertaking a review of the NSW rating structure. As a result the recommendations contained in this report are open for comment with submission due to IPART by 14 October 2016.

Financial Implications

The final implications are too difficult to ascertain at this stage of the review.

Fact Sheet – Review of Local Government Rating System



22 August 2016



WHAT

IPART has released its Draft Report for the *Review of Local Government Rating System*.

The Draft Report contains 34 draft recommendations. Importantly, rates per household would not increase, on average, in real terms as a result of our recommendations. Our draft recommendations include:

- ▼ providing councils with the option to use the market value of the property (a 'Capital Improved Value' method) or the current 'Unimproved Land Value' method when setting rates
- ▼ allowing councils' total rates income to grow as the communities they serve grow from new developments
- ▼ providing more options for councils to set residential rates to better reflect local community preferences
- ▼ replacing the current pensioner concession scheme with a rate deferral scheme operated by the State Government
- ▼ modifying rate exemptions so eligibility is based on land use rather than ownership
- ▼ allowing councils to levy a new type of special rate, that would not require regulatory approval, to fund joint infrastructure projects with the State or Federal Government
- ▼ creating two new rating categories for environmental and vacant land
- ▼ giving councils better options to set rates within the business and farmland rating categories, and
- ▼ allowing councils to choose between purchasing valuation services directly from the market or from the NSW Valuer General.



WHY

The NSW Premier requested IPART to conduct this review in December 2015.



WHO

This review will affect all councils in NSW, as well as ratepayers, businesses, and a range of government agencies and other institutions including those currently receiving exemptions from rates.



WHAT NEXT

The Draft Report, along with further information on IPART's review, is available on [IPART's website](#).

You can have your say on the draft recommendations, or any other issues you consider relevant to this review, until **14 October 2016**. We prefer to receive comments [online](#), or alternatively via [email](#) or post to:

Review of Local Government Rating System,
IPART
PO BOX K35
Haymarket Post Shop NSW 1240

We will hold a Public Forum in [Sydney on 19 September 2016](#) and in [Dubbo on 10 October 2016](#). These Public Forums are an opportunity to present your views in person. Click on the above links to Register.

We will provide a Final Report to the Minister for Local Government in **December 2016**.

10.10 Advice from the NSW Department of Planning and Environment - Consent for a Rural Dwelling Quandialla Road Wyalong (DA2015/1071)

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: General Manager

Officer's Recommendation:

That the advice from the NSW Department of Planning and Environment expressing concern at the recent decision by council to grant development consent for the construction of a dwelling at Lot 218 DP750615, Quandialla Road be received and noted.

Introduction

Council is in receipt of written advice from the NSW Department of Planning and Environment expressing concern at the recent decision by council to grant development consent for the construction of a dwelling at Lot 218 DP750615, Quandialla Road.

A copy of the advice is included as an attachment to this report.

The advice is simply for the information of councillors. The decision by council to grant this consent has been accepted by the relevant staff and this is evidenced in the very next report, on the same matter, where council staff have recommended supporting a modification to the Conditions of Consent.

Conclusion

Council staff have already commenced the preliminary process of undertaking a review of the existing LEP which will include the development of a comprehensive land use strategy, and the involvement of all councillors.

Financial Implications

Nil to this report.



Mr Ray Smith
General Manager
Bland Shire Council
PO Box 21
West Wyalong NSW 2671

16/08709

Dear Mr Smith

I refer to the grant of development consent for the erection of a dwelling house on Lot 281 DP 150615 Newell Highway and Quandialla Road Wyalong (DA12105/0171) by Bland Shire Council on 21 June 2016. I am aware that the subject lot is approximately 23 hectares and zoned RU1 Primary Production under the *Bland Local Environmental Plan 2011* (Bland LEP).

I am concerned with information contained in a report of Council, dated 21 June 2016, showing that Council granted consent to this application despite being aware that the development fell well short of the minimum lot size specified for development and the other criteria on land zoned RU1 Primary Production under clause 4.2A(3) of the Bland LEP.

Section 80(2) of the *Environmental Planning and Assessment Act 1979* (EPA Act) provides that a consent authority must refuse an application for development that contravenes an environmental planning instrument, such as the Bland LEP. While clause 4.2A of the Bland LEP contains a development standard capable of variation, compliance with clause 4.6 of the Bland LEP is required before this may occur. Having reviewed the Council report and attachments, it is clear that no meaningful compliance with clause 4.6 was demonstrated by the applicant, and Council does not appear to have required a variation to be included as part of its assessment of the development application.

In approving DA12105/0171, Council has therefore acted contrary to section 80(2) of the EPA Act, and has done so after being fully appraised of the applicable development standards and dwelling house provisions on rural land by Council officers. This decision puts the validity of the development consent at risk of legal challenge.

I note that Council has resolved to proceed with an LEP review focussed on the size of rural residential allotments. I further note that Council does not have an endorsed land use strategy and that the Bland LEP has been in force since December 2011. Taking into account the above, it appears that it would be appropriate for Council to now undertake a strategic review of land use in the local government area.

The Department is available to meet with Council as required in order to assist Council with both the Bland LEP review and strategic review of land. Should you have any further enquiries, please contact Wayne Garnsey, Planning Services, at the Department on (02) 68412180.

Yours sincerely

17.8.16

Ashley Albury
Director Regions, Western

10.11 Application to Modify Development Consent - Rural Dwelling Quandialla Road Wyalong

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: General Manager

Officer's Recommendation:

That Council endorse the actions of the general manager, based on advice from the NSW Office of Local Government, in approving, under delegated authority, the application lodged under Section 96(1A) of the Environmental Planning and Assessment Act 1979, seeking modification of Condition 9(a)(i) of Development Consent (DA2015/1071) for a rural dwelling at Lot 281, DP750615, Quandialla Road Wyalong (subject property). (The modification seeks to reduce the required setback to the southern boundary from 200m to 50m).

Introduction

Council at its meeting held on 21st June 2016 resolved to issue Development Consent for a rural dwelling at the subject property. In so doing, there were a number of conditions of the Development Consent that were to be discharged prior to a Construction Certificate being issued. These conditions were adopted by Council on 19 July 2016. Condition 9(a)(i) of the Development Consent required the rural dwelling to be set back a minimum 200m from all boundaries in order to ensure compliance with the minimum separation distances between agricultural uses and rural dwellings as outlined in Table 3.1 of the Bland Development Control Plan (BDCP).

Applicants Submission

Council has received correspondence from the builder on behalf of the owner suggesting that the setback for the dwelling to the southern boundary should be 50m. The submission observes that the land adjoining the subject property at its southern boundary is owned by the Crown and is reserved as a Travelling Stock Reserve (TSR). The grazing industry is still dependant on these reserves, mostly as supplementary grazing areas in times of drought, bushfire and flood. TSR's are generally managed under trust by Local Land Services. The submission further observed that there is no current intention to sell or change the land use of the TSR.

Conclusion

Investigation by Council staff has confirmed that the land adjoining the subject property to the south is Crown land used as a TSR, and as such it is more appropriate to classify this adjoining land use as grazing. In accordance with Table 3.1 of BDCP, the required setback to the southern boundary is 50m. It is also considered reasonable to support the applicants request to modify the Development Consent and reduce the required setback to the southern boundary to 50m.

In order to prevent any unnecessary delay in this matter advice was sought from the NSW Office of Local Government, having regard to the delay in the election process for the Bland Shire. That advice confirmed that, on the basis that council had previously approved of the Development Consent and that staff were now recommending approval of the DA modification, that the general manager would have delegated authority to approve of the modification accordingly.

Financial Implications

There are no financial implications for Council in supporting the officers' recommendation.

10.12 Crown Reserve 95826 – Sale to Royal Freemasons’ Benevolent Institution (Lot 7305 DP1141795)

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: General Manager

Officer’s Recommendation:

- 1. That Council raises no objection to the proposed sale of Lot 7305 DP1141795, in the ownership of the Crown, to the Royal Freemasons’ Benevolent Institution;**
- 2. That Council agrees to be removed as Corporate Manager of the Waratah Retirement Village R.95826 Reserve Trust conditional on Council remaining the Corporate Manager of the Trust until the date of sale, being the date of contract exchange.**

Introduction

Council is in receipt of advice from the NSW Department of Industry (Crown Lands Section) on the proposed sale of Crown Reserve 95826 which adjoins the Waratah Village complex.

The land is Lot 7305 DP1141795 and is currently managed by Bland Shire Council but under lease to the Royal Freemasons’ Benevolent Institution (RFBI) for the purpose Homes for the Aged.

Council has sold the Waratah Village complex to the RFBI and it would certainly be in the best interests of council to now relinquish this lease and to raise no objection to the subsequent sale of the subject site to the RFBI.

Conclusion

There are no improvements on the subject site that council has any ownership over and therefore there it would be prudent for council to support the proposed sale to the RFBI.

Financial Implications

Council receives no income from this lease as council is simply the managers of the site on behalf of the Crown.

10.13 Grain Harvest Management Scheme – Road Network Conditions

Our infrastructure

Reviewing, renewing & improving our core community assets

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

DP11. Ensure that public places and facilities are well maintained and easily accessible to foster community pride in their infrastructure.

Author: General Manager

Officer's Recommendation:

That Council now considers its options in relation to the placement of conditions on the use of the Bland Shire Road Network during the operation of the NSW Grain Harvest Management Scheme for 2016/2017.

Option One – Maintain the current conditions as resolved by council on 21st June 2016

Option Two – Lift the conditions on all sealed roads only

Option Three – Lift the conditions relating to the prohibition of use of the entire road network on school days (7am to 9.00am and 3.30pm to 5.00pm)

Option Four - Lift the conditions relating to the prohibition of use of the sealed road network on school days (7am to 9.00am and 3.30pm to 5.00pm)

Option Five – Any combination of the above as determined by council.

Introduction

Council has for the past two years resolved to participate in the NSW State Government's Grain Harvest Management Scheme (GHMS). Under the scheme, eligible trucks delivering cereals, canola and other grains to participating receival sites during the harvest period are given flexibility of up to five per cent over general mass limits for both gross vehicle mass and axle group masses.

Council at its meeting held on 21st June 2016 once again resolved to be part of the GHMS from 1st July 2016 to 30th June 2021 subject to the following conditions:

1. The Scheme will only operate in Bland Shire during harvest which is from 1st November to 1st March each year;
2. All conditions which apply to B-double access to the Bland Shire shall apply to the scheme, including
 - A maximum speed of 80 kilometres per hour applies to all roads
 - Daylight hours only with travel also prohibited between 7am and 9am and 3.30pm and 5pm on school days
 - Travel is prohibited in wet weather and until the road is dry

3. Operators must ensure the proposed route is safe prior to the use of the route;
4. Vehicles must only use those roads that are approved for that class of vehicle;
5. The scheme only applies to cereals and canola, and
6. No additional concession shall be given to National Heavy Vehicle Accreditation Scheme vehicles

These conditions apply to the entire road network meaning the inclusion of all sealed roads. These are the very same conditions that have been in place since the inception of the GHMS.

These conditions are meant to help protect and maintain the integrity of council's road network and equally as important, to protect the safety of children either travelling in school buses or being driven to and from school bus stops by their parents.

Council is now receiving a significant level of objection to these conditions, particularly the restriction of not being able to use the road network between 7am and 9am and again between 3.30pm and 5.00pm on school days.

Conclusion

Personally, I do not understand why, in its third year of the GHMS that only now is council receiving representations on the Road Network conditions.

I can only re-emphasise that these conditions, agreed to by the previous council, were put in place to help protect and maintain the integrity of council's road network and equally as important, to protect the safety of children either travelling in school buses or being driven to and from school bus stops by their parents.

Financial Implications

The continuing diminution of the standard of Council's road network, particularly during harvest time, always places added pressure on Council's limited financial resources that are available to maintain this important asset.

SECTION 3 – CORPORATE, COMMUNITY & DEVELOPMENT SERVICES

10.14 Financial Statements – August 2016

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 August, 2016
2. That Council confirms the payment of accounts, for the period 01 August to 31 August 2016, summarised in the accounts summary totalling \$4,945,932.86

STATEMENT OF BANK BALANCES, RATES COLLECTIONS AND INVESTMENTS FOR THE MONTH OF AUGUST, 2016.

BANK BALANCES AS AT 31ST AUGUST, 2016

ACCOUNT	BALANCE
General Fund	\$ 1,419,161.79
BCard	\$ 3,986.76
	\$ 1,423,148.55
Invested Funds	
Fixed Deposits	\$15,200,000.00
Deposits at Call	\$ 3,700,432.84
	\$18,900,432.84
Net Balance	\$20,323,581.39
Percentage of investment to Net Balance	93.00%

STATEMENT OF BANK BALANCES AS AT 31.08.16
SUBMITTED TO THE ORDINARY MEETING SEPTEMBER 20TH, 2016

Balance as at 01.08.16 \$ -379.05

Add Receipts

For month of August 2016 \$ 6,365,473.70

Includes

Receipt Date.	Receipt Name	Received Total
5/8/16	BOQ – Redeem investment	\$1,000,000.00
16/8/16	Heritage – Redeem investment	\$1,000,000.00
17/8/19	Office Local Government - FAG	\$1,734,146.50

Less Payments

For month of August 2016 \$ 4,945,932.86

Includes

Payment Date.	Payee Name	Payment Total
4/8/16	Burton Constructions - Stadium	\$357,575.90
18/8/16	AMP - Investment	\$1,000,000.00

Cash Balance \$1,419,161.79

Limit of Overdraft Arranged with Bank \$ 350,000.00

ACCOUNTS SUMMARY

The following is a summary of accounts paid for the period August 01, 2016 to August 31, 2016.

I CERTIFY,

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

Fund	Voucher No.s	Total
Cheques	024963 - 024977	\$132,388.59
Auto-pay Creditors	E008555 – E008817	\$2,182,498.68
Auto-pay Payroll	7/8- 28/8	\$ 417,236.08
August Bank Charges & Commission etc		\$ 822.83
Direct Debits	Repayments & Vehicle Lease	\$ 12,986.68
Transfer to Cash at Call		\$ 2,200,000.00
		\$ 4,945,932.86

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 20th September 2016, 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 \$4,945,932.86 was submitted to the Ordinary Meeting on the 20th September 2016 and that the amounts are presented to Council for confirmation of payment.

.....
Chairman of Ordinary Meeting

RATES REPORT

Below is a summary of outstanding rates

Total rates income levied (2016/17)	\$9,277,624.13
Rates received as at 31/8/2016	\$2,730,901.28
% of rates received to date	29.45%

The total rates income includes rates in arrears and accumulated interest.

INVESTMENTS

The following table gives details of Council's Funds invested at 31st August 2016. 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
19-July-2016	Bank of QLD (Term Deposit)	1,000,000.00	181 days	2.85%	16-January-2017
02-August-2016	NAB (Term Deposit)	1,000,000.00	184 days	3.09%	02-February-2017
02-May-2016	NAB (Term Deposit)	1,000,000.00	182 days	2.84%	31-October-2016
23-May-2016	NAB (Term Deposit)	1,000,000.00	182 days	3.01%	21-November-2016
16-May-2016	NAB (Term Deposit)	1,500,000.00	182 days	3.01%	14-November-2016
01-April-2016	Rural Bank (Term Deposit)	1,000,000.00	186 days	3.15%	04-October-2016
22-June-2016	Bankwest (Term Deposit)	2,000,000.00	180 days	2.85%	19-December-2016
08-September-2015	Bendigo Bank (Term Deposit)	400,000.00	366 days	2.95%	08-September-2016
08-September-2015	Bendigo Bank (Term Deposit)	400,000.00	366 days	2.95%	08-September-2016
08-September-2015	Bendigo Bank (Term Deposit)	400,000.00	366 days	2.95%	08-September-2016
15-March-2016	NAB (Term Deposit)	2,000,000.00	184 days	3.12%	15-September-2016
23-March-2016	People's Choice (Term Deposit)	500,000.00	181 days	3.05%	20-September-2016
18-August-2016	AMP (Term Deposit)	1,000,000.00	210 days	2.95%	16-March-2017
16-March-2016	Heritage (Term Deposit)	1,000,000.00	211 days	3.20%	13-October-2016
16-March-2016	Bank of QLD	1,000,000.00	182 days	3.05%	14-September-2016
	ANZ Deposit at Call	50,775.26	Cash at Call		
	CBA Deposit at Call	3,649,657.58	Cash at Call		
	TOTAL:	18,900,432.84			

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.

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

Director Corporate Community & Development Services

10.15 Payment of Expenses and Provision of Facilities to Councillors Policy

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 duty

Author: Director Corporate, Community and Development Services

Officer's Recommendation:

- 1. That the Council place the *Payment of Expenses and Provision of Facilities to Councillor Policy* on public exhibition for a period of 28 days.**
- 2. That if no submissions are received, the Council give delegated authority to the General Manager to adopt the policy.**

Introduction

Section 252(1) of the Local Government Act 1993 requires that after the end of each year (financial), a Council must adopt a policy concerning the payment of expenses incurred, or to be incurred by, and the provision of facilities to the Mayor, the Deputy Mayor (if there is one) and the other councillors in relation to discharging the functions of civic office.

Section 253(1) of the Local Government Act 1993 requires that Council give public notice of its intention to adopt or amend a policy for the payment of expenses and provision of facilities allowing at least 28 days for the marking of public submissions.

Section 253(2) of the Local Government Act 1993 requires that before adopting or amending the policy, the Council must consider any submissions made within the time allowed for submissions and make any appropriate changes to the draft policy for amendment.

Section 253(5) of the Local Government Act 1993 states that a Council must comply with this Section when proposing to adopt a policy each year in accordance with Section 252(1) even if the Council proposes to adopt policy that is the same as its existing policy.

These sections of The Act are currently under review and requirements may change as a result of the proposed Phase 1 amendments.

Conclusion

The policy has been reviewed in line with the Office of Local Government Guidelines for the payment of expenses and the provision of facilities for Mayor's and Councillors in NSW (2009) and current Council practice and operations. Minor changes have been made and highlighted in red.

Financial Implications

An annual budget is allocated for the payment of expenses and the provision of facilities to Councillors.

POLICY STATEMENT

PAYMENT OF EXPENSES AND PROVISION OF FACILITIES TO COUNCILLORS POLICY

POLICY ADOPTED:

POLICY REVISION DATE: June 2016

POLICY OWNER: Director Corporate Community and Development Services

Policy Objective

1. Purpose of the Policy

To ensure that there is accountability and transparency in the reimbursement of expenses incurred, or to be incurred by the Mayor and Councillors, and that the facilities provided to assist the Mayor and Councillors to carry out their civic duties are reasonable.

2. Objectives and Coverage of the Policy

To provide for the fair and equitable payment and reimbursement of certain expenses not considered to be included in the annual fees payable to Mayor and Councillors, where such expenses are incurred by the Mayor, and Councillors in discharging the functions of civic office. To provide adequate facilities for use by the Mayor and Councillors to enable them to discharge the functions of civic office.

3. Making and Adoption of the Policy

This policy is made and adopted in accordance with the requirements of the Local Government Act 1993, Sections 252 – 254A.

4. Reporting Requirements

Section 428 of the Local Government Act 1993 and requirements under the Integrated Planning and Reporting guidelines, requires Council to include details of the Mayoral and Councillor fees, expenses and facilities. The public is entitled to inspect the Council's Policy free of charge, and may obtain a copy on payment of copying charges as set within Council's revenue policy.

5. Legislative Provisions

This policy is made under Sections 252-254 of the Local Government Act 1993 and Clause 403 of the Local Government General Regulation 2005.

6. Authorisation Arrangements

All authorisations under this Policy shall be made by resolutions of the Council or jointly by the Mayor, or Deputy Mayor and the General Manager or as stated in the policy.

Policy Statement:

PAYMENT OF FEES AND EXPENSES

1. Allowances and Expenses

No allowances other than those expressly contained in this policy are payable to the Mayor, Deputy Mayor or Councillors.

Expense Type	Recipient	Detail	Authorisation
Fees payable to Councillors	Mayor, Deputy Mayor and Councillors	An annual fee is to be paid monthly in arrears. The fee shall be within the range for the Council determined annually by the Local Government Remuneration Tribunal. Such payment shall be subject to Section 254A of the Local Government (General) Regulations 2005 and any specific resolution of the Council under Section 254A. The fee will be effective from 1 July each year.	Council Resolution
Fees payable to the Mayor	Mayor	An annual fee to be paid to the Mayor monthly in arrears. The fee shall be within the range for the Council determined annually by the Local Government Remuneration Tribunal. The fee will be effective from 1 July each year.	Council Resolution
Fees payable to the Deputy Mayor	Deputy Mayor	The Deputy Mayor shall be paid a daily pro-rata fee equivalent to the daily Mayoral fee adopted by Council resolution for the periods of time when the Mayor advises that he/she is prevented by absence, illness or otherwise from acting in, or when the Mayor requests the Deputy to act in, the office of Mayor. The amount of the fee so paid to the Deputy Mayor shall be deducted from the Mayor's annual fee.	General Manager or the General Managers delegate to authorise the claim for expense
Seminars, Conferences and Training	Mayor, Deputy Mayor and Councillors Spouse, partner or accompanying person	Council will arrange and pay for all bookings and reservations associated with Councillors' attendance at approved seminars, conferences and training. If the Mayor or Councillor chooses to take a spouse, partner or accompanying person, any expenses related to the conference or seminar, travel, additional accommodation costs	Council Resolution Mayor or Deputy Mayor and General Manager jointly where the seminar, conference or training is held for one day or less and does not involve an overnight stay. General Manager or the General

		and any personal tours shall be the personal responsibility of the individual Mayor, Councillor or accompanying person	Managers delegate to authorise the claim for expense
Committees	Mayor, Deputy Mayor and Councillors Spouse, partner or accompanying person	Council will arrange and pay for all bookings and reservations associated with Councillors' attendance at a committee meeting they are the delegated representative for. If the Mayor or Councillor chooses to take a spouse, partner or accompanying person, any expenses related to the attendance of the committee meeting, travel, additional accommodation costs and any personal tours shall be the personal responsibility of the individual Mayor, Councillor or accompanying person	Council resolution to appoint delegates General Manager or the General Managers delegate to authorise the claim for expense
Travel Expenses	Mayor, Deputy Mayor and Councillors Spouse, partner or accompanying person	Council will cover reasonable travel expenses to allow the Councillor to attend any Council meeting, Advisory Committee Meeting or a Council workshop (as defined in the Code of Meeting Practice). Detail is provided within the Travel Arrangements table. If the Mayor or Councillor chooses to take a spouse, partner or accompanying person, any expenses related to their attendance shall be the personal responsibility of the individual Mayor, Councillor or accompanying person	Council resolution to appoint delegates General Manager or the General Managers delegate to authorise the claim for expense
Care and related Expenses	Mayor, Deputy Mayor and Councillors	Council will reimburse a Councillor's costs to a maximum of \$80 to cover a four hour engagement of a "baby-sitter" or carer where required for other potential dependents including people with disabilities and the elderly to allow the Councillor to attend any Council meeting, Advisory Committee Meeting or a Council workshop (as defined in the Code of Meeting Practice). The four hour period shall include the period of 30 minutes prior to	Council adoption of this policy General Manager or the General Managers delegate to authorise the claim for expense

		<p>and after the conclusion of the meeting or workshop.</p> <p>An additional hourly rate of up to \$15 per hour will be paid for meetings and workshops that go beyond the 4 hours engagement period referred to above.</p> <p>Reimbursement claims under this clause must be supported by receipts.</p>	
Insurance Expenses and Obligations	Mayor, Deputy Mayor and Councillors	The Mayor and Councillors will receive the benefit of insurance cover as provided by Council while undertaking civic duties.	<p>Council adoption of this policy</p> <p>General Manager or the General Managers delegate to authorise the claim for expense</p>
Legal Assistance	Mayor, Deputy Mayor and Councillors	<p>Legal assistance will be provided in the event of an enquiry, investigation or hearing, into the conduct of a Councillor provided the subject of the proceedings arises from the performance in good faith of a function under the Act (with the exception of defamation proceedings) and the Court, Tribunal or investigating body makes a finding substantially in favour of the Councillor.</p> <p>Council, by resolution, may reimburse the Mayor and such Councillor, after the conclusion of the enquiry, investigation, hearing or proceeding, for all legal expenses properly and reasonably incurred, given the nature of the enquiry, investigation, hearing or proceeding, on a solicitor/client basis.</p> <p>Legal assistance reimbursement will only be provided upon resolution of the Council</p> <p>Any reimbursement for legal proceedings shall be reduced by the amount of any moneys that may be or are recouped by the Mayor or Councillor on any basis</p> <p>The enquiry, investigation, hearing or proceeding results in a finding in favour of the Mayor or</p>	<p>Council Resolution</p> <p>General Manager or the General Managers delegate to authorise the claim for expense</p>

		<p>Councillor</p> <p>The amount of such reimbursement is limited to the equivalent of the fees being charged by Council's Solicitors.</p> <p>For all limitations on coverage, refer to the Office of Local government <i>Guidelines for the payment of expenses and the provision of facilities for Mayor and Councillors in NSW, issued under 23A of the local Government Act 1993.</i></p>	
Incidental Expenses	Mayor, Deputy Mayor and Councillors	<p>Council will reimburse reasonable incidental expenses associated with attending official Council functions, conferences, seminars or training.</p> <p>These expenses include telephone calls and faxes relating to Council business, reasonable lunches, dinners and other meals incurred while travelling (except for alcohol), parking, taxi fares, motorway or bridge tolls or other incidental expense.</p> <p>Councillors must support the expense claim with details of the event or meeting and the receipt or a tax invoice.</p>	<p>Council adoption of this policy</p> <p>General Manager or the General Managers delegate to authorise the claim for expense</p>

2. No deduction from Mayoral or Councillor Fees

The payment or reimbursement of expenses and facilities which may be provided under this Policy, shall be provided without reduction from the annual fees payable to the Mayor and Councillors

3. Reimbursement of Expenses

Councillors must submit claims for the reimbursement of expenses within three months of the expense occurring. Councillors must produce appropriate receipts and/or tax invoice for all expenses. A claim form must be completed.

4. Establishment of Monetary Limits and Standards

Monetary limits or standards of facilities/services where applicable are specified in this policy.

5. Substitute Attendee

By the adoption of this Policy, authority is hereby delegated to the Mayor or Deputy Mayor and General Manager jointly to nominate and authorise a substitute Councillor to attend any conference in lieu of the Mayor or a nominated and authorised Councillor.

6. Payment In Advance

Councillors may request payment in advance for expenses he or she expects to incur when attending conferences, meetings, seminars or training away from home. A cash advance or use of a pre paid credit card can be made available, however all expenses must be properly accounted for and reconciled, with receipts within one month after the expense has been incurred.

PROVISION OF FACILITIES

Councillors should not generally obtain private benefit from the provision of equipment and facilities and payment of expenses. Council acknowledges that incidental use of equipment and facilities may occur from time to time. Such incidental use is not subject to compensatory payment.

Facility	Recipient	Detail	Authorisation
Administrative Support	Mayor, Deputy Mayor and Councillors	Council will provide the Mayor with shared Executive Assistance and administrative support to assist with the provision of civic duties. Councillors will receive Administration service to facilitate the discharge of civic function.	Council adoption of this policy General Manager or the General Managers approval
Telephone Expenses	Mayor	Council will provide the Mayor with a mobile phone for use in order to carry out the Councillor's civic functions and responsibilities Council will meet the capital, maintenance, and mobile phone plan charges.	Council adoption of this policy
Computer or electronic device	Mayor, Deputy Mayor and Councillors	If required Council will provide a tablet, laptop or similar to assist with the provision of their civic duty.	Council adoption of this policy
Meals and refreshments	Mayor, Deputy Mayor and Councillors	Reasonable refreshments associated with Council and Council Committee meetings, and meetings of the Mayor or Councillors with Parliamentary representatives, visiting dignitaries and other delegations.	Council adoption of this policy
Councillor Name Badge	Mayor, Deputy Mayor and Councillors	Council will provide a name badge indicating the wearers position.	Council adoption of this policy
Email Address	Mayor, Deputy Mayor and Councillors	If required Council will provide an email address to assist with the provision of civic duty. The address will conform to council's email standards.	Council adoption of this policy

Mayor Office	Mayor	Council will provide a furnished office in the Council Chambers.	Council adoption of this policy
Professional development	Mayor, Deputy Mayor and Councillors	Councillors are encouraged to undertake relevant professional development to build upon existing skills and knowledge that will assist them to carry out their civic duty. For expenses associated with professional development, refer to payment of Fees and Expenses table and Travel Arrangements table of this policy	Council adoption of this policy General Manager or the General Managers delegate to authorise the expense

7. Acquisition and Return of Equipment and Facilities by Councillors

All equipment provided under this policy shall always remain in the possession of the Mayor, Deputy Mayor or Councillor during his or her term of office, and shall remain the property of the Council and returned to the Council in good operational order and condition upon ceasing to hold the position of Mayor, Deputy Mayor or Councillor.

TRAVEL ARRANGEMENTS

When travelling to complete civic duties, Council will arrange or reimburse Councillors in the following manner.

Facility	Recipient	Detail	Authorisation
Accommodation	Mayor, Deputy Mayor and Councillors	Council will arrange and pay for accommodation in an appropriate location at an appropriate standard.	Council adoption of this policy General Manager or the General Managers delegate to authorise the expense
Air Travel	Mayor, Deputy Mayor and Councillors	Council will arrange and pay for economy class airfares.	Council adoption of this policy General Manager or the General Managers delegate to authorise the expense
Car Hire	Mayor, Deputy Mayor and Councillors	Council will arrange and pay for a mid-size sedan hire car	Council adoption of this policy General Manager or the General Managers delegate to authorise the expense
Kilometres – use of private Vehicle	Mayor, Deputy Mayor and Councillors	Where a council vehicle is not available and a Councillor utilises his or her own vehicle, the	Council adoption of this policy

		<p>Councillor may claim a kilometre allowance for use of a private vehicle in travelling:</p> <ul style="list-style-type: none"> • To and from the meetings of Council, or the meetings of any Committee of the Council. • Upon inspections, provided such inspections are undertaken in compliance with resolutions of the Council or authorised by the Mayor or General Manager. • To attend conferences, official engagements and functions where the Councillor has been authorised by the Council to do so or is deputising for the Mayor. <p>Kilometre rates for use of a private vehicle under this Policy will be paid at the rate set by the Local Government (State) Award, as at the date of travel.</p> <p>Payment is subject to a claim on the prescribed claim form being lodged and made no later than three months after the travel occurred. Claims lodged for travel occurring more than three months before the claim is lodged shall not be paid.</p>	<p>General Manager or the General Managers delegate to authorise the expense</p>
Rail travel	Mayor, Deputy Mayor and Councillors	<p>Council will arrange and pay for a first class rail fare (if applicable).</p>	<p>Council adoption of this policy</p> <p>General Manager or the General Managers delegate to authorise the expense</p>
Taxi, Public Transport, Parking and Toll Charges	Mayor, Deputy Mayor and Councillors	<p>Council will reimburse costs of taxis, public transport, parking and tolls when travelling to and from venues for Council business.</p> <p>If available, Council will provide an Opal Card for public transport travel.</p>	<p>Council adoption of this policy</p> <p>General Manager or the General Managers delegate to authorise the expense</p>

8. Travel

Where travel is by motor vehicle it is preferable that a Council vehicle be utilised when available. Travel by a private vehicle is subject to prior approval jointly by the Mayor and General Manager.

Councillor payment of Expenses for a Spouse, Partner or Accompanying Person

Council recognises that in the majority of cases it is easier to arrange for travel and accommodation for Councillors and accompanying persons at the same time. If a councillor chooses to bring someone on Council arranged travel, the Councillor must make the appropriate payments to reimburse the costs upon confirmation of arrangements.

References:

- Local Government Act 1993
- Local Government General Regulation 2005
- Division of Local Government Guidelines for payment of expenses and provision of facilities
- Model Code of Conduct
- Division of Local Government Circulars to Councils
- ICAC publications

Appendices:

a. Claim Form – Expenses for Councillors

Authorisation:

Status	Committee	N/A	
	Manex	N/A	
Owner	Office of the General Manager		
EDRMS Doc. ID	452933		
Superseded Policy	Payment Expenses & Provision of Facilities to Councillors - 2011		
Date of Adoption/ Amendment	Revision Number	Minute Number	Review Date
21 September 2004	0	16/09/04	September annually
November 2005	1	9/12/05	September annually
21 November 2006	2	9/11/06	September annually
20 February 2006	3	6/2/07	September annually
18 September 2007	4	15/9/07	September annually
15 September 2009	5		September annually
17 May 2011	6		September annually
15 November 2011	7		September annually
20 November 2012	8		September annually
27 January 2015	9		September annually
15 September 2015	10		September annually
19 July 2016	11		September annually
27 September 2017	12		September annually

Related Council Policy / Procedure
Claim Form – Expenses for Councillors

CLAIM FORM - EXPENSES FOR COUNCILLORS



CLAIMANT DETAILS			
Name:			
Address:			State
			Postcode

The following expenses are claimed in accordance with Council's policy on the *Payment of Expenses and Provision of Facilities to Councillors*.

PARTICULARS	AMOUNT
<p>MONTHLY FEE Councillor <input type="checkbox"/> Mayor <input type="checkbox"/></p> <p><i>Councillor - \$940.83</i> <i>Mayor - \$2,052.50</i></p> <p>TRAVELLING</p> <ul style="list-style-type: none"> • Method of Conveyance: Motor Vehicle • Vehicle Capacity: under 2.5L <input type="checkbox"/> or 2.5L + <input type="checkbox"/> <li style="padding-left: 20px;"><i>LG State Award – under 2.5litre = 68c/km or 2.5litre & above = 78c/km</i> • Ordinary Council Meeting: <ul style="list-style-type: none"> ▪ <i>Month</i> _____ <i>Distance Travelled</i> _____ km • Extra Ordinary Council Meeting: <ul style="list-style-type: none"> ▪ <i>Month</i> _____ <i>Distance Travelled</i> _____ km • Committee Meeting/s: <ul style="list-style-type: none"> ▪ <i>Meeting</i> _____ <i>Distance Travelled</i> _____ km ▪ <i>Meeting</i> _____ <i>Distance Travelled</i> _____ km ▪ <i>Meeting</i> _____ <i>Distance Travelled</i> _____ km • Other: _____ 	
TOTAL	\$

SIGNATURE	
Claimant:	
Date:	

I hereby certify that:

- I. The computation/s of this account are correct.
- II. The charges are, so far as I am able to ascertain fair and reasonable.

General Manager

OFFICE USE ONLY

ALLOCATION: 10-1020-1602-63203

AMOUNT:

10.16 Carry Forward Works from 2015/16

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 and Development Services

Officer's Recommendation:

That the requested budget balances, as detailed in the Carry Forward document, for the total amount of \$579,556.00, is carried to the 2016-17 financial period.

Introduction

At the end of each financial year, a final budget report is prepared and sent to the General Manager and Directors for the purpose of reviewing the results of their departments with the audited reports being presented to council by Councils auditor.

During the review process, staff determines which of the budgeted works were still in progress at the end of the 2015-16 financial year and need to continue into the 2016-17 financial year.

Following this, a statement is prepared listing the works and budget balance they require to carry into the following financial year (attached).

Conclusion

A statement of the carry forward requests and budget balances has been prepared, and requires the Council to review and approve the carry forward of the budgeted amount.

Financial Implications

Nil as the carry forward works were already budgeted for in the previous financial year.

	Carry Forward Summary		
	Description	Requested Carry Forwards	Comment
	CORPORATE SUPPORT		
	Legal	31,744	<i>Request that Legal expenses for ongoing litigation by Squire Patton Boggs regarding Lehman Bros & S&P to be carried over to 2016-17. Further advice has been received regarding the matter.</i>
	TOTAL	31,744.00	
	DEVELOPMENT SERVICES		
	Environmental Planning		
	Local Heritage Fund	85,000.00	<i>Amount already allocated to projects but not yet paid due to incompleetion of works</i>
	Heritage Plaques	10,000.00	<i>Panels are in the process of being developed and will then need to be manufactured and installed.</i>
	TOTAL	95,000.00	
	ROAD WORKS & TRANSPORT		
	Urban Sealed Roads (FAG)	200,000.00	<i>Capital renewal of Operator street was part of Urban sealed roads in 2015-16. Project is to be completed in 2016-17</i>
	Rural Unsealed Roads	150,000.00	<i>Kolkibertoo Road capital renewal to be completed under shared agreement with Narrandera Shire Council.</i>
	Council Projects		
	Main St - Concrete strips to replace asphalt at nibs (Renewal)	21,941.00	<i>Project started in 2015-16. Will be completed in 2016-17</i>
	Main Street Illumination	9,672.00	<i>Project started in 2015-16. Will be completed in 2016-17</i>
	Main Street Works	30,000.00	<i>Project not yet started in 2015-16. Will be completed in 2016-17, however only \$30,000 will be required to carry over</i>

Carry Forward Summary			
		Requested	Comment
	Description	Carry Forwards	
	TOTAL	411,613.00	
PUBLIC SERVICES			
	Cemeteries		
	Repair Old Unattended Grave Sites	11,199.00	<i>Request to carry forward to 2016-17 as project was not completed by end of 2015-16</i>
	Sporting Ovals		
	Transfer from Community Facilities Reserve	(1,696,456.00)	
	Indoor Sports Facilities	1,696,456.00	<i>Ongoing refurbishment of the Indoor Sport Facilities which is reserve funded.</i>
	TOTAL	11,199.00	
SEWERAGE SERVICES			
	Increase Capacity of Airport Dam - Reticulation	30,000.00	<i>Request to carry forward to 2016-17 as project had not commenced by end of 2015-16</i>
		30,000.00	
NET RESULT		579,556.00	

10.17 Financial Statements 2015/16

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 and Development Services

Officer's Recommendation:

- 1. That the Financial Statements for 2015/16 be referred for Audit**
- 2. That the Council authorise the Mayor, the Deputy Mayor, the General Manager and the Responsible Accounting Officer to sign the statement by Councillors and Management.**

Introduction

Council's 2015/16 Financial Statements have been prepared for Audit. In accordance with Section 413 (2) (c) of the Local Government Act 1993 (as amended) the Financial Statements are required to be referred to the Auditor by Council.

Conclusion

A statement by Councillors and Management has been prepared, and requires the Council and the responsible Officers to sign the document to refer the financial statements for audit

Financial Implications

A budget is allocated for the annual audit process

10.18 Children Services Unit – Enrolment and Orientation Policy

Our leadership

Setting a benchmark for community standards

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

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

Author: Children Services Coordinator

Officer's Recommendation:

That Council adopts the Children Services Unit Enrolment and Orientation Policy as required by the Education and Care Services National Regulation 2011.

Introduction

The Enrolment and Orientation Policy is a requirement under the Education and Care Services National Regulations 2011.

The policy is being updated, as required by the regulation, with the changes highlighted for information.

The policy forms the foundation for strong relationships between families and early education and care settings and to promote a quality experience of education and care for children. The policy also ensures consistent information around service operation and authorisations promoting compliance and a safe and secure environment for children and families.

Under the requirements of the regulation, the nominated supervisor will ensure that:

- Current details including children's Immunisation History Statement (from the Australian Childhood Immunisation Register) has been provided and copies kept in accordance with the Education and Care Services Regulations 2011, before care commences.
- Documentation, including authorisations, are completed during the enrolment and orientation process.
- The orientation process is planned in consultation with families, to orient a child and family to the service.
- Due consideration is given to culture and language in undertaking enrolment and orientation processes.

Conclusion

Even though the Enrolment and Orientation policy is a requirement under the education and Care Services National Regulation 2011, it also assists the staff with ensuring the children enrolled in the service are given the appropriate care, settling in process and access to services under the priority of access guidelines.

Financial Implications

Nil financial implications



POLICY STATEMENT Children's Services

ENROLMENT AND ORIENTATION POLICY

POLICY ADOPTED: 17 June 2014

POLICY OBJECTIVE:

The Bland Shire Council (BSC) requires all families to complete an enrolment form for each child before commencing care with a BSC Children's Service. A separate enrolment form is required for each service. Enrolment information must comply with Education and Care Services National Regulations 2011: 160. These records are kept in accordance with the Education and Care Services National Regulations 2011.

POLICY STATEMENT:

Enrolment and orientation procedures form the foundation for strong relationships between families and early education and care settings and promote a quality experience of education and care for children.

Good procedures include consistent information around service operation and authorisations promoting compliance and a safe and secure environment for children and families.

It is important that correct enrolment details are collected and parents receive appropriate information regarding the service and the responsibilities of all parties when utilising the service.

The nominated supervisor will ensure that:

- Current details including children's Immunisation History Statement (from the Australian Childhood Immunisation Register) has been provided and copies kept in accordance with the Education and Care Services Regulations 2011, before care commences.
- Documentation, including authorisations, are completed during the enrolment and orientation process.
- The orientation process is planned in consultation with families, to orient a child and family to the service.
- Due consideration is given to culture and language in undertaking enrolment and orientation processes.

Relevant Legislation

- Children (Education and Care Services National Law Application) Act 2010.
- Education and Care Services National Regulations 2011: 177, 160.
- National Quality Standard: 6.1.1, 7.3.5.

RECOMMENDED PRACTICES:

Priority of Access Guidelines

The Priority of Access Guidelines must be used to allocate available childcare places where there are more families requiring care than places available. Places must be filled according to the following priorities:

Priority 1 – a child at risk of serious abuse or neglect

Priority 2 – a child of a single parent who satisfies, or of parents who both satisfy, the work, training, study test

Priority 3 – any other child

Within these main priority categories, priority should also be given to children in:

- Aboriginal and Torres Strait Islander families

- [families which include a disabled person](#)
- [families which include an individual whose adjustable income does not exceed the lower income threshold or whose partner is on income support](#)
- [families from non-English speaking background](#)
- [socially isolated families](#)
- [single parent families](#)

Family Day Care

Pre-Enrolment Orientation

Our service welcomes visits from prospective families and children. The nominated supervisor or coordinator will conduct an interview with the family and provide information that may include:

- service philosophy and curriculum;
- approaches to documentation, curriculum and planning;
- introduction to educators and staff;
- the physical environment;
- administrative matters, cost, and fee payment methods;
- how to provide feedback; and
- information regarding the service exclusion guidelines, complaints policy and medical conditions policy.

Prior to conducting the pre-enrolment interview and orientation the nominated supervisor should consider the language and cultural needs of the family. A translator may be required along with an alternative venue for the enrolment visit.

After consideration of access guidelines and availability of a position by the nominated supervisor, families will be provided with the names of up to three (3) educators, where possible, so that families may make the appropriate choice of educator.

The nominated supervisor or coordinator will then assist the families to make appointments with the relevant educators to conduct an on-site interview.

During the on-site interview with families educators may discuss the following:

- fees and charges,
- suitable food options,
- behaviour management,
- child routine,
- availability and placement agreement.

Once a suitable educator has been chosen by the family the nominated supervisor will proceed with the enrolment. If a suitable educator is not available, the nominated supervisor will offer to place the family on the waiting list.

Enrolment

The nominated supervisor will conduct [anthe](#) enrolment process following the acceptance of an offer. An enrolment package will be given to the family and will include:

- An enrolment form - that includes authorisations;
- Current fee structure and payment details;
- An information booklet on the relevant service;
- Information regarding access to policies including, but not limited to, those required under Regulation 168;
- Information on National Quality Framework, National Quality Standards, and the EYLF;
- ECA Code of Ethics brochure;
- Information on Child Care Benefit (CCB);
- Information on Child Care Rebate (CCR).

The information in the enrolment package, other than the enrolment form, is retained by the family for future reference.

During the enrolment interview a process of orientation will be planned by the educator, in collaboration with families to provide the best possible start for the child at the service.

Families will provide the following, prior to the agreed start date for the child:

- A completed enrolment form including authorisations;
- ~~A deposit payment as outlined in service fee policy (if applicable);~~
- Current Immunisation History Statement (from the Australian Childhood Immunisation Register);
- Birth Certificate;
- Current contact information for parents and emergency contacts;
- Information on children's additional needs (including diagnosed and/or undiagnosed medical conditions, health and developmental concerns).

This information will be kept at the service premises in accordance with service policies and the Education and Care Services National Regulations 2011 and copies provided to the relevant educator before care commences.

Prior to formally commencing at the service:

1. The nominated supervisor will undertake a final check of enrolment details, authorisations and information updates prior to the family commencing with the service.
2. Prior to the child's first day educators will familiarise themselves with information about the child from the enrolment information provided. They will ensure they are aware of any medical conditions (including diagnosed or undiagnosed conditions) and how to manage them if required. Any allergy information will be displayed.
3. The nominated supervisor will inform the educators of the intended time for any pre-commencement orientation visits.
4. A family member will remain in the premises service during these orientation visits. The family must sign the visitors book on arrival and when they leave. The child cannot be left at the service until they have formally commenced at the service and are therefore not included in the ratios.
5. During the orientation process educators will interact with the child and actively encourage them to engage in the service program and activities. They will also be available to the family to answer any questions they may have, whilst ensuring they are not compromising the supervision of other children or required ratios.
6. Completed enrolment forms, a copy of the child's birth certificate and current Immunisation History Statement (from the Australian Childhood Immunisation Register) must be returned to the office before care commences.
7. Educators must be provided with all the information available about a child to be placed with them before the care commences.

Upon Commencement

On the child's first day of attendance educators will welcome the family and the child, ensuring that there is a space ready for the child's belongings. Educators will reassure the family and assist with separation if required. Throughout the day, educators will contact the family to let them know how their child is settling.

Evaluation

Successful orientation and enrolment procedures promote smooth transitions between home and service. Information sharing and the signing of authorisations ensure a safe and secure environment for the child.

Mobile Resource Unit – Vacation Care, Playgroups, Toy Library and Ungarie Preschool Pre-Enrolment Orientation

Prior to conducting the pre-enrolment interview and orientation the nominated supervisor should consider the language and cultural needs of the family. A translator may be required along with an alternative venue for the enrolment visit.

The service welcomes visits from prospective families and children. Where possible, the nominated supervisor or coordinator will conduct an interview with the family and provide information that may include:

- service philosophy and curriculum;
- approaches to documentation, curriculum and planning;
- introduction to educators and staff;
- the physical environment; routine;
- administrative matters, cost, and fee payment methods;
- how to provide feedback;
- toy library information;
- venue information and calendar.

Prior to formally commencing at the service:

The nominated supervisor or relevant staff will conduct ~~an the~~ enrolment process. An enrolment package will be given to the family and will include:

- An enrolment form - that includes authorisations;
- Current fee structure and payment details;
- An information booklet on the relevant service;
- Information regarding access to policies including, but not limited to, those required under Regulation 168;
- Information on National Quality Framework, National Quality Standards, and the EYLF;
- ECA Code of Ethics brochure
- copies of the exclusion guidelines, complaints policy and medical conditions policy.

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The information in the enrolment package, other than the enrolment form, is retained by the family for future reference.

Families will provide the following, prior to the agreed start date for the child:

- A completed enrolment form including authorisations;
- ~~A deposit payment as outlined in service fee policy (if applicable);~~
- Current Immunisation History Statement (from the Australian Childhood Immunisation Register);
- Birth Certificate;
- Current contact information for parents and emergency contacts;
- Information on children's additional needs (including diagnosed and/or undiagnosed medical conditions, health and developmental concerns).

This information will be kept at the service premises in accordance with service policies and the Education and Care Services National Regulations 2011 and copies made available for each venue.

The nominated supervisor will undertake regular checks of enrolment details, authorisations and information updates.

Staff will familiarise themselves with information about the child from the enrolment information provided. They will ensure they are aware of any medical conditions (including diagnosed or undiagnosed conditions) and how to manage them if required.

During the orientation process staff will interact with the child and actively encourage them to engage in the service program and activities. They will also be available to the family to answer any questions they may have, whilst ensuring they are not compromising the supervision of other children or required ratios.

Enrolment forms must be completed before the child can attend the service.

Upon Commencement

On the child's first day of attendance educators will welcome the family and the child, ensuring that there is a space ready for the child's belongings. Educators will reassure the family and assist with separation if required.

Evaluation

Successful orientation and enrolment procedures promote smooth transitions between home and service. Information sharing and the signing of authorisations ensure a safe and secure environment for the child.

Preschool

Priority of Access Guidelines

According to Government funding guidelines the Preschool must abide by the following priority of access:

- Aboriginal and Torres Strait Islander ethnicity
- Additional Needs
- Child by age

Information/Orientation Day/Open Classroom

To provide information about our preschool to prospective families and children our service will conduct an information/orientation day on the first Monday of term four from 1.00pm to 2.30pm open classroom during term four.

Advertisements will be placed in the local paper on the Tuesday and Friday for 2 weeks prior to the information/orientation day open classroom.

Enrolment packs will be available for collection prior to the open class and due for return on Friday following the open class.

During this event parents will be provided with an enrolment information pack consisting of;

- Enrolment form that includes all required authorisations;
- Checklist
- Preschool Information Booklet;
- My Day at Preschool book;
- Information regarding access to policies including, but not limited to, those required under Regulation 168;
- Fee schedule;
- Affordability Assistance Application Form;
- Parent Committee Form;
- Information on National Quality Framework, National Quality Standards and the EYLF;
- ECA Code of Ethics.

Parent Information Session

An parent information session will be held separately early in term one, provided to parents from a variety of Staff. Information may include but not be limited to;

- Introduction of teaching staff and their personal philosophies.
- Preschool Information Booklet.
- Program/Curriculum.
- Settling in.
- Suitable food options.
- Sun safety.
- Bus travel.
- Communication between families and staff.
- Behaviour management.
- Parent committee.
- Fees and payment.

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~~Families who are unable to attend this Information/Orientation or families who enrol during the year will be invited to attend a pre-enrolment orientation where the above information will be given.~~

When conducting ~~the Information/Orientation open classroom and parent information session~~ the nominated supervisor will consider the language and cultural needs of each family. A translator may be required along with an alternative time and venue for the enrolment visit.

~~An enrolment close date will be appointed so that classes can be allocated and families informed. Any late enrolment applications will be placed on the waiting list and allocated as per the priority of access guidelines. Although all application requests will be considered, the Senior Early Childhood Teacher and Coordinator will have the final decision on classroom placement.~~

Enrolment

Families will provide the following, prior to the agreed start date for the child:

- A completed enrolment form including authorisations;
- A completed About Me form;
- Bus Travel form (if applicable);
- ~~A deposit as outlined in the service Fee Policy (if applicable);~~
- Current Immunisation History Statement (from the Australian Childhood Immunisation Register);
- Birth Certificate;
- Current contact information for parents and emergency contacts;
- Information on Children's additional needs (including diagnosed and/or undiagnosed medical conditions, health and developmental concerns);
- Affordability Assistance Application Form (if applicable);
- Proof of Income (if applicable);
- A Health Care Card (if applicable).

N.B. The information Booklet etc is retained by the family for future reference

Enrolment Letter/Notification

On successful enrolment an information letter will be sent to parents offering them a place and providing the following information

~~Name of child's teacher.~~

- Room Name.
- Day/s enrolled.
- Things to bring.

~~Settling in.~~

- Subsidy information.

Prior to formally commencing at the service:

The nominated supervisor will ensure a final check of enrolment details, authorisations and information updates prior to the family commencing at the Service.

The nominated supervisor will ensure a New Child Checklist form is completed by the Administration Officer.

The nominated supervisor will ensure the teachers in charge of the child will familiarise themselves with the information on the child's enrolment and About Me forms.

The nominated supervisor will ensure all educators at the Service are aware of any important information regarding the child and, in particular, any medical conditions diagnosed or undiagnosed and how to manage them if required.

The nominated supervisor will ensure the child's allergy, if any, information is displayed.

The nominated supervisor will ensure that the Managing Allergy and Anaphylaxis Policy and Procedures are followed.

Upon Commencement

On the child's first day of attendance staff will welcome the family and the child, and familiarise them with the following:

- Locker for bag,
- Fruit bucket,
- Child's named individual box for information such as newsletters, excursion notes and their art work,
- Toilets,
- Sign-in and out procedure, and
- Medication procedure (if applicable).

Staff will then help the parent to settle their child, giving any reassurance necessary.

Parents are welcome to ring to check on their child. Staff will ring parents if a child becomes too upset or is thought to be not coping.

Introduction to Preschool

~~* 3 year olds~~

~~To introduce young children into Preschool smoothly and ensure high quality interactions are achieved by staff with each child, Bland Preschool provides the following procedure for their three year old classes at the beginning of each year;~~

~~• Week 1~~

~~The class will be divided in half.
The first half will attend from 9.00am to 10.30am.
The second half will attend from 11.30am to 1.00pm.~~

~~• Week 2~~

~~The whole class will attend from 9.00am until 1.00pm (and bring their lunch).~~

~~• Week 3~~

~~The whole class will attend from 9.00am to 3.00pm (normal Preschool hours).~~

~~* 4 year olds - for families who have not previously attended;~~

- ~~• The child will attend from 9.00am to 3.00pm unless other arrangements are made.~~

Waiting List

Waiting lists are available for all Bland Shire Council Children's Services.

Please note that priority of access guidelines are followed when placing children and there is no guarantee that your child will be placed in care if on the waiting list.

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The Preschool waiting list for the following year will open as of enrolment week. Names will not be added prior to this time.

Preschool Funding and Subsidies

Subsidies are available for low income earners and children from an Aboriginal or Torres Strait Island background.

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The Affordability Assistance forms are available to eligible families.

Families can also make a 'Claim for Child Care Benefit for registered care'. Booklets are available from the office. This form is lodged at Centrelink at the end of the term along with the 'Child Care Benefit Receipt' received when the account is paid.

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Bland Preschool also receives government funding for children aged four years who are attending preschool in the year prior to formal schooling commencing, or for 3 year old children from a disadvantaged background.

Children eligible for funded preschool places will be either:

- At least 4 years old on or before 31 July in that preschool year and not in compulsory schooling;
or
- At least 3 years old on or before 31 July and from a disadvantaged background (i.e. the child's family must be holders of a Health Care Card and/or identify as Aboriginal or Torres Strait Islander).

This funding is modelled on the 'Community Preschool 600 Hours Incentive' to ensure more children are enrolled for 15 hours per week.

Why is age-based eligibility criteria applied?

Under the National Partnership on Universal Access to Early Childhood Education, Commonwealth funding must be directed to children in the year prior to school.

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The funding system for community preschools:

- Primarily directs funding to children in the year before school;
- Provides more funding for the most disadvantaged parents to support more affordable preschool access for 15 hours a week; and
- Supports preschool access by younger disadvantaged children (3 years old on or before 31 July).

What about children who aren't eligible for government funding?

Preschools with spare capacity can continue to enrol and charge fees for children who aren't eligible for a funded place, but will not receive government funding to reduce fees for these children.

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References:

- Children (Education and Care Services National Law Application) Act 2010.
- Education and Care Services National Regulations 2011: 177, 160.
- National Quality Standard: 6.1.1, 7.3.5.
- www.det.nsw.edu.au Community Preschool Funding Factsheet

Field Code Changed

Appendices:
Nil

Authorisation:

Status	Committee	N/A	
	Manex	N/A	
Owner	Director of Community and Development Services		
EDRMS Doc. ID	359637		
Superseded Policy	Enrolment Policy		
Date of Adoption/ Amendment	Revision Number	Minute Number	Review Date
26 May 2009	0		May 2012
July 2012	1	10.8	May 2014
17 June 2014	2	12062014	May 2016

Related Council Policy/Procedure

Managing Allergy and Anaphylaxis Policy

Medical Conditions Policy

10.19 Strengthening Communities – Crooked Mile Show & Shine

Our places

Where our sense of community shines

Vision: Providing great community facilities for everyone to enjoy

DP2.1 Foster and maintain partnerships with relevant community groups and Government agencies to promote safety in the community

DP7.4 Assist community groups to provide activities to the wider 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 \$680 to support the Western Wheelers Crooked Mile Show and Shine on Sunday 13 November 2016.

Introduction

Council has received an application from the Bland Shire based Western Wheelers car club for financial support towards their Crooked Mile Show and Shine on Sunday 13 November.

The not for profit club was formed in 2015 to promote and encourage the preservation, restoration and presentation of pre 1980's model vehicles and held its inaugural Show and Shine at Holland Park, West Wyalong in October 2015.

Despite clashing with a number of high profile national events being held in surrounding regions, the initial Show and Shine attracted 30 vehicles and 100 spectators.

With a marked increase in membership numbers, an enhanced reputation among the car club community, an expanded program of activities and a more suitable date the Western Wheelers are projecting a significant increase in attendance and participation this year.

The event will be promoted widely through regional car clubs, associations and networks and is expected to draw a large number of visitors from outside the Bland Shire.

The club is seeking a grant of \$680 from Council towards the cost of entertainment, advertising and promotion.

Conclusion

The request meets multiple objectives of Council's Community Strategic Plan and is in accordance with Council's Grants and Donations policy and grant guidelines.

The Western Wheelers previously received a grant from Council in 2014-2015 of \$1488.78 to assist with start up insurance costs. The grant was fully acquitted.

Financial Implications

Council currently has \$42,622 available in its Strengthening Communities grants program.

SECTION 4 – REPORTS FOR INFORMATION

Officer's Recommendation:

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

- **10.20 - Asset & Engineering Services Report**
- **10.21 - Community Services Report**
- **10.22 - Bland Shire Library Monthly Update**
- **10.23 - Children Services Monthly Update**
- **10.24 - Bland HACC Services Update**
- **10.25 - Development Services Activity Report**
- **10.26 - Economic Development & Tourism Report - August**

10.20 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

Introduction

The following work was carried out:-

1. NATIONAL AND STATE ROAD MAINTENANCE

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

2. REGIONAL ROADS MAINTENANCE

Bitumen patching carried out on MR57 north and MR231.

3. REGIONAL ROAD REPAIR PROGRAMME

Pipe extensions are in progress on Mary Gilmore Way west.

4. SHIRE ROADS MAINTENANCE

- Bitumen patching carried out on the following:-
 - Ariah Park Road
 - Quandialla Road
 - Kolkilbertoo Road
 - Thulloo Road
- Gravel Resheeting
 - Kildary Road
 - Mahda Road
- Gravel Patching
 - Back Creek Road
 - Waarbilla Road
- Wet Grading
 - Thulloo Road
 - Waarbilla Road
- 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.

5. 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
- Graves topped up with loam after rain

6. PARK MAINTENANCE

- Main street gardens tidied, watered and replanted
- McCann park, Barnado park and small parks and areas mown, trimmed and maintained
- Council chambers lawns and gardens maintained
- Aero drome slashing , inspections and Maintenance work carried out
- Parks and gardens yard and sheds cleaned and tided in wet weather
- McCann park prepared for Saturday markets

7. OVALS MAINTENANCE

- Maintenance to sporting ovals and surrounds
- Maintenance to lawn and monument cemetery
- Maintenance to Herridge park, Cooinda park and Wyalong court house
- Irrigation checks carried out
- Line marking for rugby league, soccer and athletics
- Park st recreation ground treated with lime
- Ron Crowe oval treated with gypsum

8. TOWN MAINTENANCE

- 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
- Banner changed in main st
- West Wyalong and Wyalong spraying on nature strips carried out
- Back filled low areas on nature strips
- Street sweeping in main street

10.21 Community Services Report

Our people

Our greatest and most important asset

Vision: A strong, healthy, connected and cohesive community

DP3. Nurture a strong sense of community and enrich the cultural life for the residents of the Bland Shire

Author: Community Relations Officer

Tree Day 2016

Bland Shire Council staff joined students from Weethalle Public School on Monday 29 August planting trees as part of our 2016 National Tree Day celebrations. The students did a fantastic job managing to plant 80 trees of ten different native tree species. A barbecue lunch was enjoyed by all following the tree planting. Further Tree Day initiatives are also planned for a number of other village Schools within the Shire.



Local Government Week Initiatives

As part of Local Government Week activities, Bland Shire Council hosted two guided tours of the Wetlands for West Wyalong Public School students on Monday 22 August and Thursday 25 August. The sessions offered a valuable insight into the Wetlands project educating our young residents on the cultural, economic, environmental and social benefits of the Wetlands. In addition to the guided tours, the students worked on some activities that will assist them to complete an environment project they are currently undertaking in the class room.

Council will host a Careers in Council session for students from West Wyalong High School on 21 September. An invitation has also been extended to Ungarie Central School.

Bland Shire Council also conducted a drawing competition for primary school aged Bland Shire residents and a photography competition for youth within the Shire. The competition is themed around 'what's the best thing about Bland Shire' with young residents asked to submit entries that depict this theme.

The entries that were received were fantastic and, by capturing what aspects of Bland Shire life are important to our young people, can be utilised by Council in future planning.

West Wyalong Show engagement

Bland Shire Council had a static display at the West Wyalong Show.

Featuring selected entries from the drawing competition, the display invited local residents to share what they love about the Bland Shire and what can be improved. People were invited to record their thoughts on paper and stick them on the wall.

The results were photographed and recorded for Council to consider in its future planning. Council will undertake similar community engagement at upcoming community events in the villages.

Our People, Our Places, Our Stories DVD launch

Council recently partnered with Charles Sturt University (CSU) Wagga Wagga and West Wyalong High School to produce a DVD to tell six local stories.

Students from West Wyalong High School interviewed local icons Jim Daniher, John Kelly, John Quade, Geoff Funnell, Peter and Barbara Luelf and the McNamara sisters (Frances Minogue, Margaret Ryall and Pat Wells) about their life stories and what life was like in the Bland Shire growing up. The interviews were filmed by a production crew from CSU.

The DVD will be launched at the West Wyalong Services and Citizens Club at 7pm on Thursday 6 October and be followed by launches in Ungarie and Barmedman in the following days.

Following the launches, the interviews will be made available to the public through Council's website while DVD's will be provided to each of the participants and donated to the library and museum.

Movie nights

Council will host community movie nights during the holidays.

Council will screen the recently released movie "Eddie the Eagle" with locations currently being finalised.

Similar to the West Wyalong Show, patrons will be invited to share what they love about the Bland Shire and what can be improved.

NRMA Driving School

Bland Shire Council is offering learner drivers the opportunity to participate in the NRMA Safer Drivers program on 29-30 September.

Young drivers will have the opportunity to improve their levels of safety when driving by learning how to manage on road safety risks, increasing their current driving skills and acquiring new ones through a combination of classroom learning and practical supervised instruction from a professional driving instructor. Those who complete the course will have 20 driving hours deducted from the future log book requirements.

Youth activities

Council is currently in discussions with TAFE about conducting a series of youth focused workshops. Council is currently awaiting confirmation from TAFE about providing a beauty and make up workshop for teenage girls during the September/October school holidays.

Council has also held formal discussions about conducting a hospitality skills course aimed at students leaving school.

The proposed course will involve barista and café skills and a responsible service of alcohol course with a practical component included to give participants actual work experience in local businesses.

TAFE are currently seeking funding for the program and if successful it is anticipated that the course will run over four days later in the year.

10.22 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

Knit and Knatter Recognised

Members of Bland Shire Library's resident knitting group Knit and Knatter will attend a morning tea hosted by Michael O'Reilly Guardian Pharmacy to be held in Wagga Wagga on 15 September 2016. The morning tea is being held as a means of saying "thank you" and to acknowledge the contribution made by local knitters to the Guardian Angel Knitting Program. Each year, the three month program urges local communities across Australia to knit warm clothes, blankets, scarves and other garments for distribution amongst a number of charities.

State Library Assessment and Compliancy Visit

Representatives from the State Library of NSW will visit Bland Shire Library on Thursday 22 September 2016. The visit will provide an opportunity for staff to discuss current and future services, state-wide trends and State Library developments.

School Holiday Program

The library's September/October school holiday program includes cupcake decorating with Condobolin cake decorator Ronelle Karsten; art and craft using mason jars; and a science show. The Fizzle Pop Science Show, performed by Melbourne based company The Scientwists, is for all ages and is designed to be both educational and fun. All activities on the program are fully booked.

Author Visit

Bland Shire Library will host a week-long visit by children's author Oliver Phommavanh 31 October – 4 November. Oliver will visit local school within the Bland Shire, including Naradhan, to talk about his work with the aim of promoting reading, literacy and creative thinking to children and young people.

Exhibition - Portraits of War

Bland Shire Library will host 'Portraits of War' – a travelling exhibition from the State Library of NSW – from October 24 to November 3. The exhibition is an extraordinary and haunting collection of photographic portraits of World War I soldiers from NSW. The portraits capture the faces of men of all ages set against different backgrounds. (Sadly, many of these portraits are the only photos family members have of their sons, fathers and uncles.) Eighty of these portraits form the free exhibition, along with the fascinating story behind the creation of the portraits

Grandparents Day

The library has organised a photographic display to be held throughout October. The display is being held to coincide with Grandparents Day (30 October) to recognise the contribution that grandparents make to society.

Bland Shire residents of all ages are asked to share a photographic memory of their grandparent(s) and in 40 words or less write something special about them.

Preschool Visits

A number of preschool classes will visit the library in September and November as part of its community engagement program.

Summer reading Club

Plans are well underway for the library's annual Summer Reading Club program. Summer Reading Club will officially run from Thursday 1 December 2016 to Tuesday 31 January 2017. Designed to encourage children and young people to read over the long summer break in preparation for the new school year, this year's theme is Heroes and Villains. Bland Shire Library will hold an official launch and registration day on Wednesday 30 November from 3.30pm – 5pm. The program which caters for school aged children 5 – 16 years uses a rewards system as an incentive for reading. Sponsors are currently being sought to supply prizes.

National Reading Hour & Teddy Bear Sleepover

Approximately 40 children plus parents attended the library's Reading Hour event held the evening of August 16. The event which was held to promote reading and literacy included storytelling, singing, music and dance, games and a craft activity. For a bit of family fun the children brought along their favourite teddy or soft toy to leave for a sleepover in the library. Photos were taken of the teddies entertaining themselves and getting up to a bit of mischief before bedtime. The photos were then uploaded to the library's Facebook page. From all accounts a great night was had by all with the Teddy Bear Sleepover proving extremely popular.

Children's Book Week

Approximately 500 students from five local schools visited the library during Book Week to participate in a variety of activities including storytelling, group discussion, craft and the highly anticipated Amazing Race. The library's Book Week Competition attracted a large number of entries – all of which are currently on display in the library.

Tech Savvy Seniors

The library recently completed a six week Tech Savvy Seniors program. The program which was funded by Riverina Regional Library included a three part introduction to the Internet, email, cyber safety, sharing photos and attachments online. Word obviously travels fast as the library has been inundated with enquiries about future Tech Savvy Seniors programs. Due to demand, it is anticipated that the library will hold more computer based learning programs in the future.

HistoryPin

Bland Shire Library recently hosted a HistoryPin demonstration presented by Amy Heap, Outreach and Promotions Coordinator at Riverina Regional Library. HistoryPin is a digital, user-generated archive of historical photos, videos, audio recordings and personal recollections. Users are able to use the location and date of their content to "pin" it to Google Maps. Where Google Street View is available, users can overlay historical photographs and compare it with the contemporary location. This content can be added and explored online and via a series of Smartphone applications. A small but enthusiastic group attended the session which concluded with an afternoon tea.

HSC Lock-in

A HSC Lock-in was held at Bland Shire Library on Friday 5 August 5pm – 8pm. The purpose of the “lock-in” was to allow students studying for the HSC to have uninterrupted access to resources both within the library’s physical collection and online. It also gave students the opportunity to study in a safe, comfortable and calm environment in preparation for their upcoming exams. 12 students from West Wyalong High School attended the HSC Lock-in.

10.23 Children Services Monthly Update

Our people

Our greatest and most important asset

Vision: A strong, healthy, connected and cohesive community

DP 4.5 - Provide quality and affordable Family Day Care, Mobile Resource Unit, Vacation Care and Preschool services

Author: Children's Services Coordinator

Children's Services Unit

We welcomed Nikki Croucher to the CSU team this month. So far Nikki has experienced working in all of the children's services areas.

Every service has been very busy with preparations for local shows, particularly Ungarie and West Wyalong as well as assisting the children with their Father's Day creations.

The Early Childhood and Education (Preschool) census was completed this month. This is the basis for the preschool funding from year to year. Preparations are also well underway for the 2017 preschool enrolments with policy updates, forms and handbooks all being updated for the preschool service.

The annual update of the Mobile Resource Unit Quality Improvement Plan (QIP) was submitted this month. It identified some new areas of improvement, mainly around the changes to funding and the sustainability of the service into the future. Achievements were made in all of the National Quality Standard areas including; Educational program and practice; Children's health and safety; Physical environment; Staffing arrangements; Relationships with children; Collaborative partnerships with families and communities; Leadership and service management.

Mobile Resource Unit

Play group

Playgroup venues were re assessed and some venues with limited attendances were changed to fortnightly sessions. Tallimba was added to our playgroup venues and we have had a great response to this session with an average of six children attending.

Toy fundraising catalogues have been available to families and this will continue until mid September when orders will then be placed.

Ungarie Preschool

Preschool has had three new enrolments this month seeing our class become very busy.

School photos have taken place and families will receive these in the coming weeks.

Ungarie playgroup and preschool committee have provided children with toy fundraising catalogues.

Children have received a broad brimmed Ungarie preschool hat as an initiative to ensure all children are sun smart for outdoor play.

Vacation Care

Advertising has been distributed to local schools for the September/October session of Vacation Care.

Family Day Care

Family Day Care staff arranged a music workshop held this term for the FDC educators. This one was a little different as it was held at playgroup so that the children could be involved.

All Family Day Care staff attended an information session for a Harmony software upgrade session this month. This software is used for all of the educators timesheet processing requirements so it was a very informative session on the changes that are going to occur once this software becomes 'web based' in July 2017.

Bland Preschool

Bland Preschool only has one term left with our children before they go on to 'big school'. They have grown so much not just in height, their self help skills are improving every day, their problem solving and social skills are continuing to be challenged which is fantastic. Needless to say our school readiness program is well underway.

Name writing is going very well, the children are now able to write their own names on all articles of craft and display confidence when doing so. Towards the end of term three, the children have been exposed to their surnames and what they look like in print. Some of the children's achievements have been with patterns and sequencing; spatial awareness through craft activities; facial recognition and surname recognition.

Upcoming Events:

- Parent Transition to school information night, 15 September
- CRL development day Thursday 22 September



CSU (Preschool) Parent Committee

Movie Night

On Wednesday 24 August 5:30pm in the Bilby Classroom Bland at Preschool held a Movie night. This was a family fun night which had great results, with a estimate of eight children attending. The movie played was ZOOTOPIA and was donated to preschool by Free Choice movies. Everyone came in their PJ's and brought a pillow.

Tea Towels

The Bland Pre-School Parent Committee is running a group tea towel project to help raise funds for the ongoing improvement of our Bilby playground and end of year class presents.

These tea towels have each child's individual self portrait on them as well as educators and will be available by the middle of term four.

Working Bee

Our Preschool parent committee are providing our preschool with three fruit trees as part of our sustainability program. We will be holding a working bee on Wednesday 21 September at 3:30pm, where any parents that would like to volunteer to help can. Jobs for working bee include:

- planting fruit trees
- weeding
- lacquering outdoor wooden furniture and cubby house
- Creating a sensory path in our Bilby playground.

10.24 Bland HACC Services Update

Our people

Our greatest and most important asset

Vision: A strong, healthy, connected and cohesive community

DP 1 – Ensure health and support services and facilities address the physical, mental and general health needs of the community

Author: Community Care Coordinator

There continues to be a steady stream of enquiries from the community for services. While some know what services they want or need others are looking for information on what is available and how to access it.

Bland Home and Community Care Service is one of the only services with an office in town and this means community members needing information often come to us. We have a wide range of information on the services available in the Shire and are happy to provide what we can. We are also finding family members from out of town are contacting us more and more for information on what is available for a family member.

Access for anyone wanting services is through the My Aged Care website, we are currently finding it is taking a long time for services to come through but it continues to get better.

Current services available through Bland Home and Community Care Service are: Wednesday Activity Day, Ungarie Activity Day, Social Support, Domestic Assistance, Respite, Maintenance and Modification and Home Care Packages.

Activity Days

We currently run Activity days each Wednesday and the 1st and 3rd Monday. The Wednesday group is normally for West Wyalong but is open to anyone within the Bland Shire, the group runs from 10.30am – 3.30pm. The Monday group is targeted at Ungarie but again is open to anyone within the Bland Shire, the group runs from 10 am – 2.30pm.

Social Groups

Social groups are providing a well needed service in the community with many of those attending having limited social contact other than the group. The groups provided a friendly, safe meeting place where participants have an opportunity to make new friends. Groups are run on Tuesday morning from 9.30am – 11.30am for men and Thursday morning from 9.30am – 11.30am for ladies. The groups meet for a cuppa and chat and have the opportunity to mix as much as or as little as they would like.

We are continuing to take groups on much needed and enjoyed trips to various areas/activities. Our groups enjoyed a great day in Wagga recently to attend the Jade Hurley show. These outings give clients an opportunity to get out and mix with others in the community and many of them do not get out otherwise. Groups will continue to do trips to allow the socially isolated clients the opportunity to get out of the house and mix with others.

10.25 Development Services Activity Report

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

Planning and Building Activities Update

Development Applications

The Council has received the following Development Applications during August 2016:

Application No	Address	Development
DA2017/0014	23 Ungarie Road, West Wyalong	Workshop additions
DA2017/0015	Adjacent to 181 Main Street, West Wyalong	Use of footpath – “A” frame advertising sign
DA2017/0016	64 Lone Pine Road, West Wyalong	Storage shed
DA2017/0017	34 Park Street, West Wyalong	Removal of one (1) tree
DA2017/0018	8 High Street, Naradhan	Rural fire station including amenities
DA2017/0019	292-294 Neeld Street, West Wyalong	Commercial storage shed
DA2017/0020	90-84 Stribleys Lane, West Wyalong	Change of use and an approval for signage
DA2017/0021	29 Perseverance Street, West Wyalong	Patio/outdoor area
DA2017/0022	Adjacent to 50-56 Main Street, West Wyalong	Use of footpath – Two (2) promotional flags
DA2017/0023	25 Conway Street, Wyalong	Replaced trimdeck roof and including the addition of a verandah

The following DA applications were approved during August 2016:

Application No	Address	Development	Approval Date
DA2017/0007	94 Neeld Street, Wyalong	Storage shed/workshop	15/8/2016
DA2017/0009	Adjacent to 132 Main Street, West Wyalong	Use of footpath – “A” frame advertising sign	23/8/2016
DA2017/0010	28 Old Hospital Road, West Wyalong	Awning in pool enclosure area	8/8/2016
DA2017/0011	15-17 Mackrell Street, Ungarie	Change of use to residential	4/8/2016
DA2017/0012	4 Harvester Avenue, West Wyalong	New dwelling	23/8/2016
DA2017/0013	55a Grenfell Street, West Wyalong	Removal of one (1) tree	4/8/2016

DA2017/0014	23 Ungarie Road, West Wyalong	Workshop additions	30/8/2016
DA2017/0015	Adjacent to 181 Main Street, West Wyalong	Use of footpath – “A” frame advertising sign	25/8/2016
DA2017/0016	64 Lone Pine Road, West Wyalong	Storage shed	29/8/2016
DA2017/0017	34 Park Street, West Wyalong	Removal of one (1) tree	25/8/2016

Planning Certificates

Twenty (20) Section 149 certificates were issued during August 2016.

Public Health Activities Update

Food Premises

Council staff undertook no food premises inspections during August 2016. The food inspection program will recommence later in the reporting period.

Regulatory Activities Update

Dog Attacks

There were **three (3)** dog attacks reported during August 2016. As a result of these attacks Council has declared three dogs as dangerous dogs. Investigations into each of the attacks is ongoing with penalty infringement notices likely to be issued.

Companion Animal Seizure and Impound Activities August 2016

Seizure Activities:	Dogs	Cats
Seized	21	0
Returned to Owner	12	0

Impounding Activities:	Dogs	Cats
Animals in pound at start of month	3	4
Incoming Animals		
Transferred from Seizure Activities	9	0
Dumped at Pound	10	3
Surrendered	4	0
Total Animals in Pound	26	7

Outgoing Animals		
Released to Owner	4	1
Euthanased	2	1
Rehoused	15	2
Sold	1	0
Died at Pound	0	0
Stolen	2	0
Escaped	0	0
Total Animals Leaving Pound	24	4
Animals in Pound at end of Month	2	3

10.26 Economic Development & Tourism Report - August

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

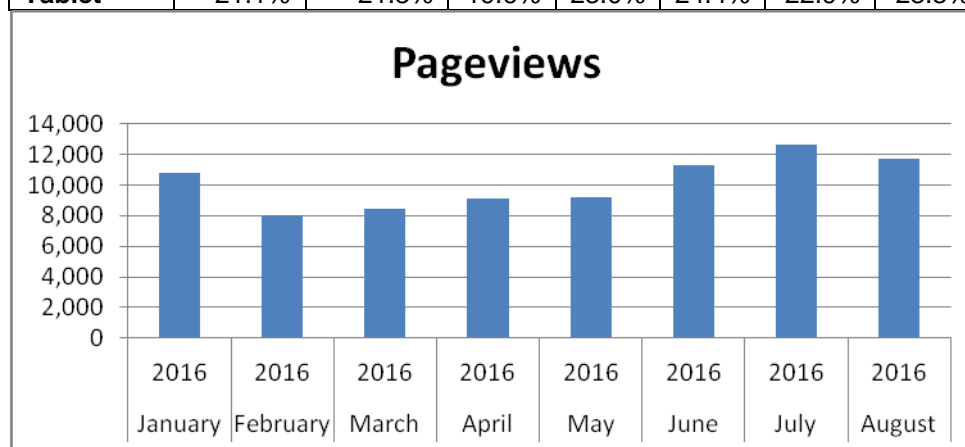
DP20.2 Have ongoing engagement and communication with the shire's existing and prospective industry and business including diversification into alternate industries/businesses

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

Author: Senior Economic Development & Tourism Advisor

Newell Highway Website Analytics

	January	February	March	April	May	June	July	August
	2016	2016	2016	2016	2016	2016	2016	2016
Pageviews	10,767	8,001	8,434	9,150	9,164	11,328	12,594	11,718
Visits	4,104	3,026	3,284	3,527	3,463	4,576	4,569	4,357
Visitors	3,101	2,285	2,467	2,667	2,583	3,442	3,488	3,303
Desktop	37.7%	44.6%	44.9%	40.2%	41.4%	41.0%	38.6%	42.5%
Mobile	41.2%	34.1%	35.5%	36.8%	34.2%	36.0%	38.1%	36.1%
Tablet	21.1%	21.3%	19.6%	23.0%	24.4%	22.9%	23.3%	21.4%



The NSW Free Flight Society

The NSW Free Flight Society events that will be held in 2016 include:

- October 1 – 3 the NSW Vintage Power State Championships
- October 29 – 3 November Wings Over West Wyalong

The Bathurst Soaring Club

The Bathurst Soaring Club will be visiting West Wyalong from Saturday 29 October 2016 to Saturday 12 November 2016 and from Saturday 28 January 2017 to Saturday 11 February 2017.

The Small Biz Bus

The Small Biz Bus will be visiting West Wyalong on Friday 30 September.



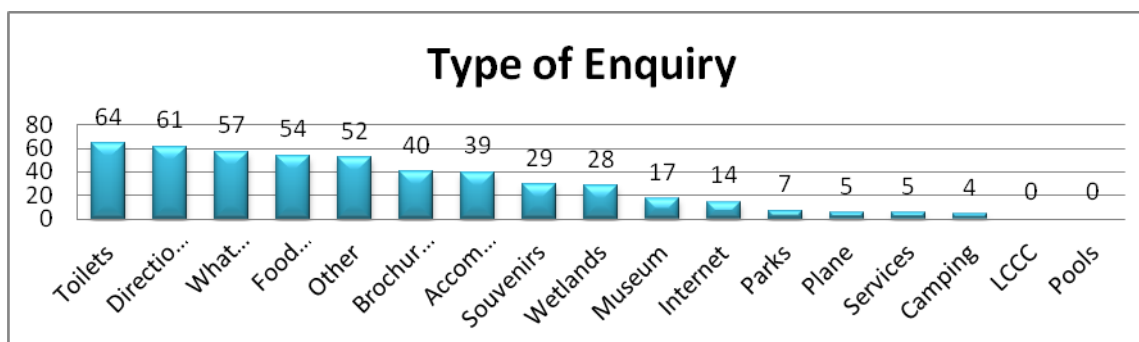
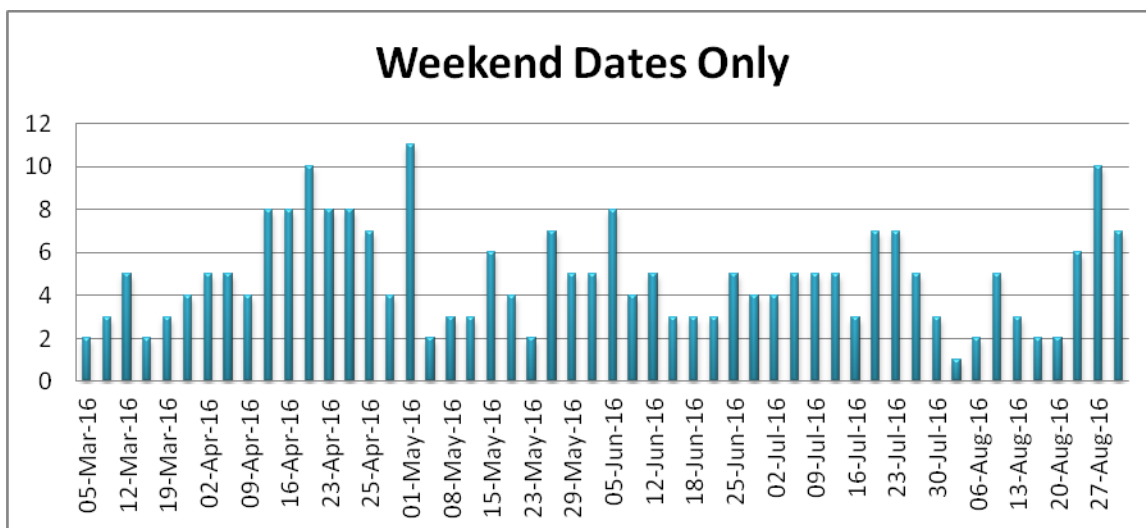
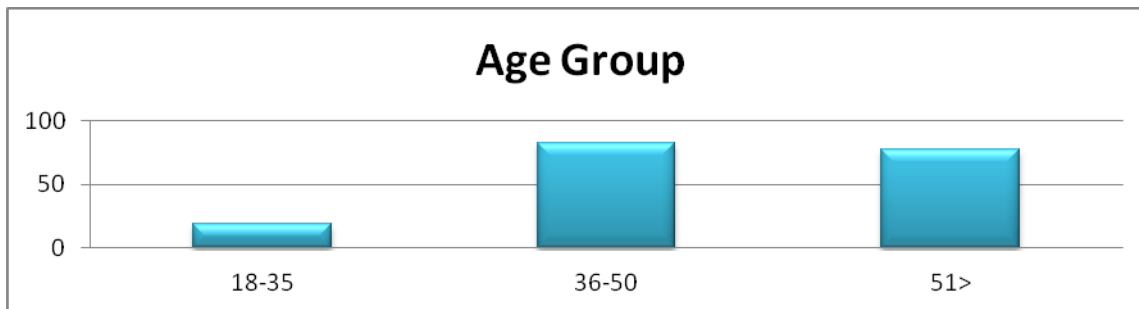
2016 Bland Shire Events

DATE	SEPTEMBER EVENTS
Sept 4	Barmedman Show
Sept 7	West Wyalong Show
Sept 10	Ungarie Show
Sept 10	West Wyalong Markets
Sept 10	Local Government Election
DATE	OCTOBER EVENTS
Oct 1	NSW Free Flights Championships
Oct 2	West Wyalong Rodeo
Oct 8	Mirrool Silo Kick
Oct 8	West Wyalong Markets
Oct 15	Barmedman Tractor Pull
Oct 22 – 23	West Wyalong Camp Draft
Oct 28 – 30	In the West Festival
Oct 29 – 30	NSWFFS Wings over West Wyalong
DATE	NOVEMBER EVENTS
Nov 5	West Wyalong Markets
DATE	DECEMBER EVENTS
Dec 2	Business West Wyalong Christmas Carnival
Dec 10	West Wyalong Christmas Markets
Dec 11	Carols by Candlelight

NSW Department of Industry and LEK Consultation

NSW Department of Industry, Skills and Regional Development (DISRD) are undertaking a project to identify regional economic opportunities and associated infrastructure priorities to activate the regional economy using enabling infrastructure for future opportunities. The Department have engaged L.E.K. Consulting to support them in the identification of the regional priorities. The main output of this project is a list of the prioritised infrastructure projects for each of the regions within NSW. This list will span different types of infrastructure. This list of prioritised projects will be an input to the preparation of an updated State Infrastructure Strategy (SIS) and other internal government long-term planning documents and regional prospectuses. The General Manager, the Director of Engineering and the Senior Economic Development and Tourism Advisor meet with DISRD and L.E.K. Consulting on Monday 15 August.

VIC Statistics – Period: March to August 2016



VIC information during weekdays:

	March	April	May	June	July	August
Visits	147	210	189	154	118	152
Calls	27	19	8	8	11	14