



Bland Shire Council
Business Paper
Ordinary Council Meeting
17 July 2018



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
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
MoU	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
NOF	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
QBRS	Quarterly Budget Review Statement
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

17 July 2018

commencing at 6:30PM

1.0 INTRODUCTION

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

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

Let us honour those who protect this great land,

may you draw strength from your God or Faith

so that we may, here today, on behalf of our community, - build a vibrant future together.

("Pause for Reflection").

2.0 ATTENDANCE

2.1 Councillors

Cr Bruce Baker

Cr Rodney Crowe

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

Director Asset & Engineering Services – Will Marsh

Director Corporate, Community, Development & Regulatory Services – Adele Casey

Executive Assistant – Julie Sharpe

2.3 Apologies

Cr Penny English

3.0 CONFIRMATION OF THE MINUTES

3.1 Ordinary Meeting held on 19 June 2018

- **Confirmation**

That the minutes of the Ordinary Council meeting held on 19 June 2018 be confirmed as a correct record of proceedings.

- **Corrections**

- **Business Arising**

4.0 DECLARATIONS OF INTEREST

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

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

Councillor/Officer	Item	Nature of Interest

5.0 PUBLIC FORUM

5.1 Office of Environment & Heritage Presentation

Ms Kylie Walker, Regional Coordinator, will provide a presentation regarding the proposed solar farm.

5.2 ESCO Presentation

Representatives of ESCO Pacific Pty Ltd will be in attendance to provide council and any members of the public that are present with an overview of their proposal to develop a utility scale solar farm (up to 130MW) approximately 7kms north of West Wyalong just off the Newell Highway.

6.0 MAYORAL MINUTE

7.0 NOTICES OF MOTION

8.0 DELEGATES & COMMITTEE REPORTS

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

9.0 STAFF REPORTS

Section 2 – Office of the General Manager

9.1 Contractual Arrangements of Senior Staff as at 30.6.18 39

9.2 New Car Park Licence – Bernardi’s Supermarket 41

9.3 Assignment of Lease – 184 Main Street, West Wyalong 42

9.4 Naming of an Unnamed Park – Corner of Monash and Park Streets, West Wyalong 44

9.5 Business Case Report from Western Research Institute - Visitor Information Centre / Community Cinema / Indoor Heated Pool 48

9.6 NSW Small Business Month – October 2018 51

9.7 Stronger Country Communities Program – Rounds 1 and 2 Progress Report – July 2018 52

Section 3 – Corporate, Community, Development & Regulatory Services

9.8 Financial Statements – June 2018 54

9.9 State Government Funding For NSW Public Libraries 59

9.10 Development Application DA2018/0070 62

9.11 Local Heritage Assistance Funding – 23 Church Street, West Wyalong 92

9.12 Local Heritage Assistance Funding – ‘Spy Hill’ 43 Ungarie Road, West Wyalong .. 94

9.13 Children’s Services Unit – Policies Adoption 96

Section 4 – Asset & Engineering Services

9.14 2018–2019 Roads Program Including Flood Damage Works 118

Section 5 – Reports for Information

9.15 Economic Development & Tourism Report – June 2018 123

9.16 Community Services Report 131

9.17 Bland Shire Library Monthly Update 133

9.18 Children’s Services Monthly Update 135

9.19 Development Services Activity Report – June 2018 138

9.20 Assets & Engineering Services Report 140

10.0 URGENT BUSINESS WITHOUT NOTICE

11.0 QUESTIONS AND STATEMENTS

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

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

12.1 Strategic Property Purchases – July 2018

Local Government Act 1993 (section 10A (2) (c))

The matters and information are information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business

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

14.0 CLOSE OF THE MEETING

SECTION 1 – DELEGATES & COMMITTEE REPORTS



Our Leadership - A well run Council acting as the voice of the community

DP10.6 Regular consultation with key industry, business and stakeholders

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

Committee	Date/s	Minutes attached
Australia Day Awards Committee of the Whole (Whole Council)	December 2018	
Australian Rural Roads Group Inc (Mayor Lord, Cr McGlynn - alternate, Cr Thomas - alternate)	19 th June 2018	
Bland Rural Fire District Zone Liaison Committee (Cr Keatley)	21 st March 2018	
Bland – Temora RFS Zone Bushfire Management Committee (Cr Baker)	21 st March 2018	
Community Reference Group (Whole Council)	24 th July 2018	
Country Mayors Association of NSW (Mayor Lord)	1 st June 2018 3 rd August 2018	
Cowal Gold Project Community Environmental Monitoring & Consultative Committee (CEMCC) (Mayor Lord)	29 th August 2018 5 th December 2018	
Goldenfields Water County Council Board (Cr McGlynn)	29 th June 2018 23 rd August 2018	✓
Internal Audit Committee		
Lachlan Valley Noxious Plants Advisory Committee (Cr Crowe)		
Local Traffic Advisory Committee		
Murrumbidgee Primary Health Network Board (Cr Monaghan)		

Newell Highway Taskforce <i>(Mayor Lord)</i>	7 th February 2018	
NSW Association of Mining & Energy Related Councils (MERC) <i>(Cr McGlynn, Cr Thomas - alternate)</i>	10 th May 2018	
NSW Public Libraries Association <i>(Cr Wyse)</i>	11 th October 2018	
Riverina Eastern Regional Organisation of Councils (REROC) <i>(Mayor Lord)</i>	12 th April 2018 7 th June 2018 2 nd August 2018	✓
Riverina Regional Library Advisory Committee <i>(Cr Wyse)</i>	28 th March 2018	✓
Riverina Regional Tourism <i>(Cr English)</i>		

Recommendation:

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

The meeting commenced at 10.03am

PRESENT

Chairperson D Palmer, Cr G Armstrong, Cr L McGlynn, Cr K Morris, Cr G Sinclair, Cr M Stadtmiller.

Mr D Hancock (General Manager) Mr Ian Graham (Corporate Services Manager), Mr T Goodyer (Operations Manager), Mrs A Coleman (Executive Assistant).

1 LEAVE OF ABSENCE/APOLOGIES

Apologies have been received from Cr B Callow and Cr D McCann.

18/038 RESOLVED on the motion of Crs Armstrong and Sinclair that the Board note and accept the apologies received for Cr B Callow and Cr D McCann.

2 ACKNOWLEDGEMENT OF COUNTRY

The Chairperson read out the Acknowledgement of Country. I would like to acknowledge the Wiradjuri people who are the Traditional Custodians of the Land. I would also like to pay respect to their people both past and present and extend that respect to other Aboriginal Australians who are present.

3 PRESENTATIONS

No presentations are scheduled for this meeting.

4 DECLARATION OF PECUNIARY INTERESTS

Declaration of Interest

Cr Armstrong declared a pecuniary interest in relation to the report CIVICA Authority Project Report. Cr Armstrong is a consultant for a financial software company.

18/039 RESOLVED on the motion of Crs Morris and Sinclair that the Board note Cr Armstrong's interest.

5 DECLARATION OF NON PECUNIARY INTERESTS

Nil.

6 CONFIRMATION OF MINUTES

18/040 RESOLVED on the motion of Crs Stadtmiller and Sinclair that the minutes of the meeting held 26 April 2018 having been circulated to members be confirmed as a true and accurate record.

7 BUSINESS ARISING FROM MINUTES

18/041 RESOLVED on the motion of Crs Armstrong and Stadtmiller that the Board note the reply on the question taken on notice.

At the April Council Meeting the Corporate Services Manager took a question on notice from Cr Armstrong in relation to the fee for processing of dishonoured cheques.

The following response was emailed to Councillors as an explanation of the fee charged.

'In response to the question raised by Cr Armstrong at the April Board meeting regarding our Processing of Dishonoured Cheques fee of \$55.00, I can advise that this fee is charged because Goldenfields Water charges \$25 for a dishonoured payment by Australia Post. We add \$30 for administration costs.

Commonwealth Bank does not charge us if a customer's cheque is dishonoured.

Between 30 minutes to one hour admin time is involved to initially advise the customer, make the adjustments in water billing and revenue, write a memo in our system, and write a letter to the customer. There may be additional time if there is a subsequent query from the customer.'

8 ADMISSION OF LATE REPORTS

Nil

9 NOTICES OF MOTION/RESCISSION MOTIONS

Nil

10 CHAIRPERSONS MINUTE

Nil

11 PUBLIC PARTICIPATION CONFIDENTIAL SESSION

18/042 RESOLVED on the motion of Crs Stadtmiller and Sinclair that Council move into CONFIDENTIAL SESSION.

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 the public.

11.1 MATTERS SUBMITTED BY THE GENERAL MANAGER

11.1.1 TENDER REPORT – JUNEE AND WYALONG RESERVOIR REPAIR

*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*

18/043 RESOLVED on the motion of Crs Sinclair and Armstrong that the Board;

1. Authorise the engagement of MAC Coatings as per the outcomes of the tender evaluation assessment.
2. Authorise the engagement of MAC Coatings to undertake the full removal of the existing external coating at Wyalong reservoir and replace the existing roof sheeting.

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at
TEMORA OFFICE on 29 JUNE 2018**

18/044 RESOLVED on the motion of Crs Armstrong and Stadtmiller that Council revert back to Open Session and that the resolutions made in Confidential Session be made public.

The General Manager read out the resolution made in closed session.

12 MATTERS TO BE SUBMITTED TO OPEN COUNCIL

12.1 MATTERS SUBMITTED BY CORPORATE SERVICES MANAGER

12.1.1 COUNCIL INVESTMENTS

18/045 RESOLVED on the motion of Crs McGlynn and Sinclair that the report detailing Goldenfields Water's Investments at 31 May 2018 be received and noted.

Cr Armstrong asked if credit unions are rated in the same way as banks – the question was taken on notice by the Corporate Services Manager.

Report prepared by Accountant

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.

REPORT

Goldenfields Water's investment portfolio increased by \$900,000 to \$49.45 million during April and May. The profile of Council's investments held at 31 May 2018 is detailed below:

	Rating	Market Value (\$)	Term (days)	Rate	Purchase Date	Maturity Date
Long Term Deposits		41,000,000.00				
Westpac Banking Corporation	AA-	3,000,000.00	1,097	3.04%	24/06/15	25/06/18
Bank of Queensland	A2	3,000,000.00	1,096	3.00%	29/10/15	29/10/18
ING Direct	A-	3,000,000.00	1,097	3.18%	18/03/16	20/03/19
Newcastle Permanent	BBB	2,000,000.00	1,096	3.08%	08/06/17	8/06/20
Westpac Banking Corporation	AA-	2,000,000.00	1,097	3.01%	12/07/17	13/07/20
Bank of Queensland	A2	2,000,000.00	1,462	3.45%	12/07/17	13/07/21
Westpac Banking Corporation	AA-	1,000,000.00	1,099	3.06%	25/09/17	28/09/20
Bank of Queensland	BBB+	3,000,000.00	1,098	3.00%	07/11/17	09/11/20
Rural Bank	BBB+	3,000,000.00	1,097	2.95%	06/12/17	07/12/20
ING Direct	A	3,000,000.00	728	2.91%	11/12/17	09/12/19
ING Direct	A	3,000,000.00	733	2.87%	20/12/17	23/12/19
Rural Bank	BBB+	3,000,000.00	1,098	3.10%	09/01/18	11/01/21
Rural Bank	BBB+	3,000,000.00	1,096	2.86%	14/02/18	14/02/20
Police Credit Union SA	NR	1,000,000.00	730	3.02%	21/03/18	23/03/20
Police Credit Union SA	NR	2,000,000.00	1,096	3.15%	21/03/18	22/03/21
Australian Military Bank	NR	1,000,000.00	1,096	3.20%	29/03/18	29/03/21
Westpac Banking Corporation	AA-	3,000,000.00	1,097	3.13%	24/04/18	27/04/21
Short Term Deposits		7,000,000.00				

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TEMORA OFFICE on 29 JUNE 2018**

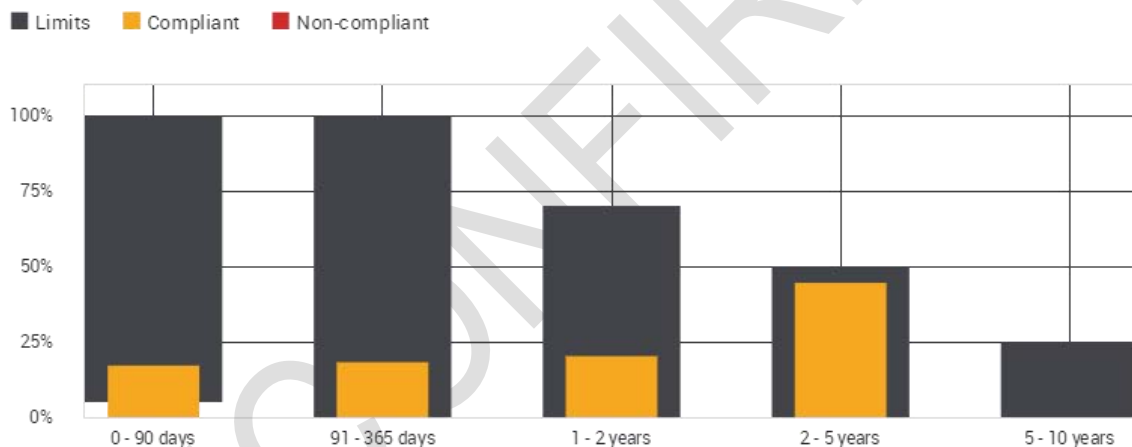
Auswide Bank	A2	1,000,000.00	365	2.82%	20/06/17	20/06/18
Bank of Queensland	A2	1,000,000.00	365	2.70%	12/07/17	12/07/18
B & A Bank	A1-	1,000,000.00	365	2.57%	10/08/17	10/08/18
Auswide Bank	A2	1,000,000.00	365	2.70%	04/12/17	04/12/18
Members Equity	A2	1,000,000.00	183	2.65%	09/01/18	09/07/18
AMP Bank	A-1	2,000,000.00	365	2.75%	16/05/18	16/05/19
At Call Deposits		1,450,000.00				
Commonwealth Bank At Call A/c	N/A	1,450,000.00	At Call	1.45%	N/A	N/A
Total Value of Investment Funds		49,450,000.00				

For the months of April & May, the deposit portfolio provided a solid return of +0.25% (actual), outperforming the benchmark AusBond Bank Bill Index return of +0.08% (actual). The strong performance continues to be driven by those deposits still yielding above 3% p.a.

Over the past 12 months, the deposit portfolio returned +3.14% p.a., outperforming bank bills by 1.36% p.a. This has been very strong given deposit rates reached their all-time lows and margins have generally contracted over the past 18-24 months.

TERM TO MATURITY

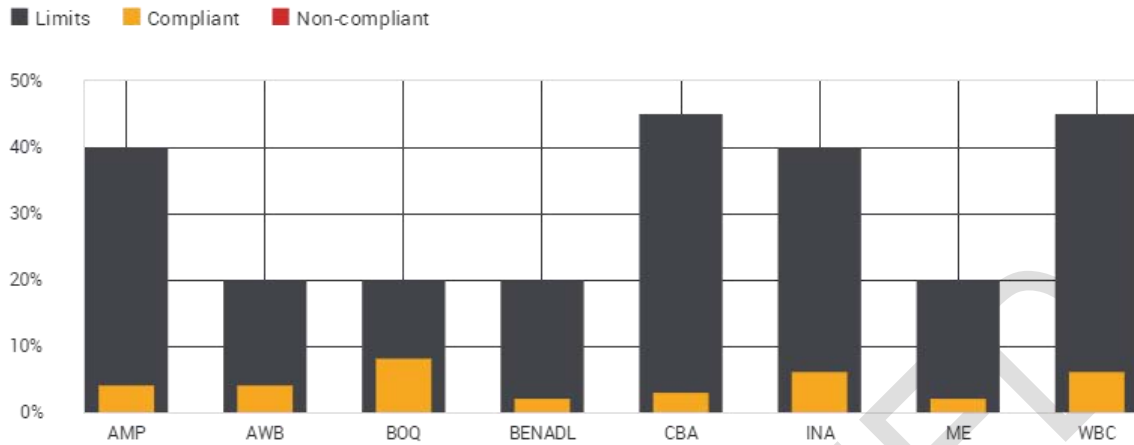
The percentage of investments maturing over the next ten years is detailed in the graph below.



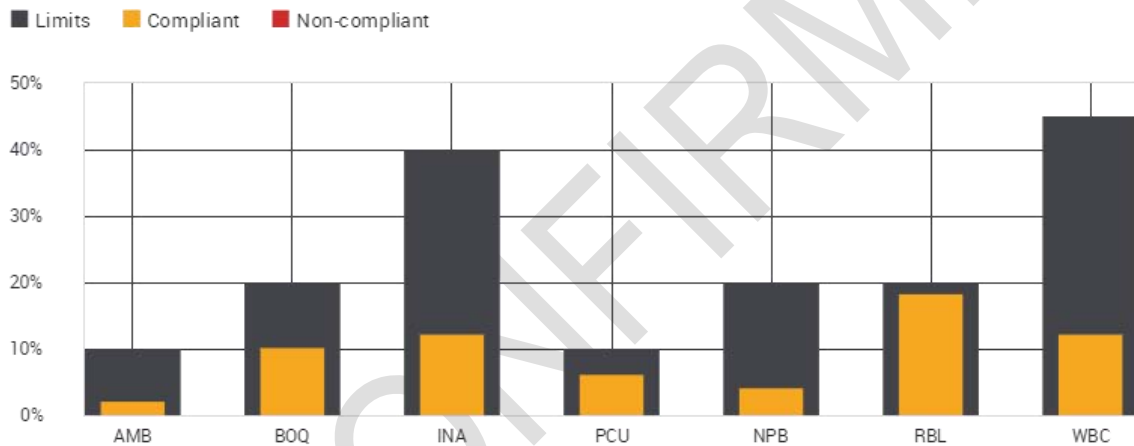
COUNTER PARTY COMPLIANCE

The below graphs compare investments with each financial institution to the limits included in Council's Investment Policy.

Counterparty compliance: short-term holdings



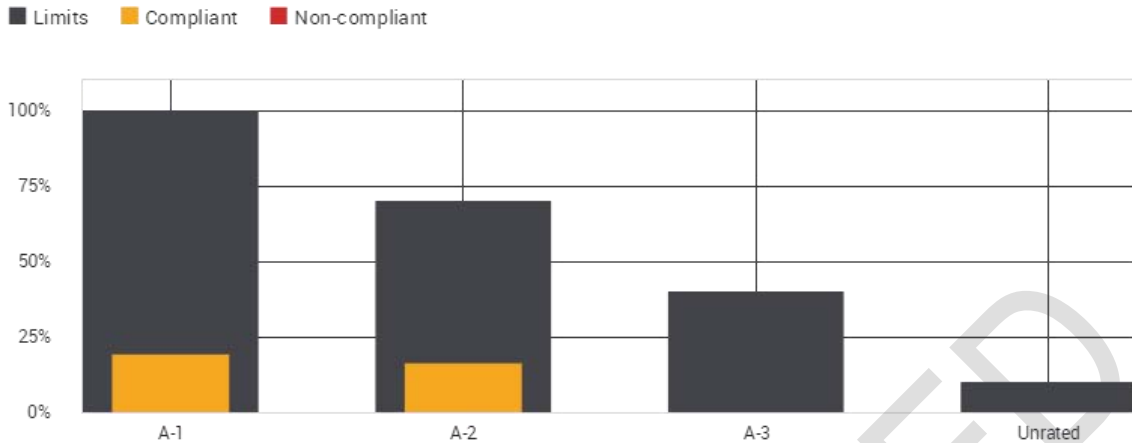
Counterparty compliance: long-term holdings



CREDIT QUALITY COMPLIANCE

The below graphs compare investments with each investment rating category to the limits included in Goldenfields Water's Investment Policy.

Credit quality compliance: short-term holdings



Credit quality compliance: long-term holdings



Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

Goldenfields Water's investment portfolio increased by \$900,000 to \$49.45 million during April and May.

RECOMMENDATION

Recommendation made was adopted.

12.1.2 PROGRESS REPORT – CAPITAL WORKS EXPENDITURE

18/046 RESOLVED on the motion of Crs Sinclair and Morris that the report detailing Goldenfields Water's capital works program as at 31 May 2018 be received and noted.

Report prepared by Corporate Services Manager

BACKGROUND

Capital Works represents an important part of Goldenfields Water's activities and expenditure. This report details progress year to date on programmed and emergent capital works. Water mains are 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 Goldenfields Water's Capital Works Program as at 31 May 2018.

Goldenfields Water County Council CAPITAL WORKS PROGRESS		2017/18 ESTIMATE	ACTUAL 31/05/2018	COMMITTED
CAPITAL INCOME				
Proceeds Funding				
Sale of Plant		690,000	524,186	-
Total Proceeds Funding		690,000	524,186	-
Total Income		690,000	524,186	-
CAPITAL EXPENDITURE				
New System Assets				
Plant & Equipment		1,765,000	1,752,858	-
Future Capital Project Investigations		100,000	12,548	-
Developer Paid Mains		40,000	121,316	-
Mains		220,000	40,144	-
Mandamah		3,590,000	1,282,190	-
Reservoirs		-	-	-
Pumping Stations		-	22,257	-
Treatment		62,000	47,145	-
Bores		170,000	43,203	-
Service Meters		200,000	255,994	-
Backflow Devices		750,000	815,987	-
Intangibles		1,044,500	585,419	-
Land & Buildings		700,000	691,631	-
Total New System Assets		8,641,500	5,670,692	-
Renewals				
Mains		810,500	376,245	-
Reservoirs		560,000	226,380	-
Pumping Stations		2,298,000	1,144,094	-
Treatment		150,000	252,197	-
Bores		-	137,424	-
Service Meters		145,000	108,301	-
Plant & Equipment		103,600	173,331	-
Land & Buildings		80,000	66,733	-
Total New System Assets		4,147,100	2,484,705	-
Total Expenditure		12,788,600	8,155,397	-

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

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Goldenfields Water County Council CAPITAL WORKS PROGRESS		2017/18 ESTIMATE	ACTUAL 31/05/2018
NEW MAINS & RENEWALS			
Developer Paid			
Annual Budget		40,000	
<i>Developer Paid Design</i>			1,143
<i>Barellan Bendee Street</i>			7,040
<i>Temora Spitfire</i>			31,397
<i>Wyalong Wooten Street</i>			3,362
<i>Plemmings Subdivision</i>			21,386
<i>Junee Abatoirs</i>			2,250
<i>Bygoo Road Ardlethan</i>			49,339
<i>Gray Street Temora</i>			5,399
			121,316
New System Asset Mains			
Annual Budget		220,000	
<i>Uley Lane Stage 2</i>			18,248
<i>Orr to Booth Street Coolamon</i>			7,320
<i>Kingdon Drive Coolamon</i>			14,576
			40,144
Mandamah			
Annual Budget		3,590,000	1,282,190
			1,282,190
Renewal Mains			
Annual Budget		810,500	
<i>Fishers Lane</i>			7,255
<i>Rosehill</i>			248,819
<i>Cootamundra Temora Road</i>			-
<i>Stockinbingal</i>			21,223
<i>Valve Replacement</i>			98,949
			376,246
Total Expenditure		4,660,500	1,819,896

Attachments: Nil.

Tabled Items: Nil.

FINANCIAL IMPACT STATEMENT

The report indicates that there will be unexpended funds within the 2017/18 capital works budget.

A capital expenditure rollover report will be presented to the Board at the August meeting.

RECOMMENDATION

Recommendation made was adopted.

12.1.3 DEBT RECOVERY UPDATE

18/047 RESOLVED on the motion of Crs McGlynn and Armstrong that the update on Goldenfields Water's debt recovery process be noted.

Report prepared by Corporate Services Manager

BACKGROUND

Goldenfields Water has been using the services of an external debt collection company, Outstanding Collections, since June 2017 to assist in the recovery of monies that are overdue for water related fees, charges and other debts in line with Council's Debt Recovery & Financial Hardship Policy.

REPORT

Since engaged, 321 accounts with a total debt of \$469,200 have been referred to Outstanding Collections for further recovery action. These customers exceeded the allowable Final Notice timeframe to make payment or put a payment arrangement in place.

At 31 May 2018 Goldenfields Water has recovered \$328,035. Furthermore, 47 customers with a total debt of \$116,530 have current payment arrangements in place with Goldenfields Water.

The overall result for Council is a debt recovery performance (debt either paid in full or under a payment plan) of 95% up to 31 May 2018.

Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

The financial impact is a net reduction in outstanding debts of \$44,823 for the two monthly period of April/May 2018.

RECOMMENDATION

Recommendation made was adopted.

12.1.4 COUNCILLORS AND CHAIRPERSONS FEES FOR 2018/19

Moved on the motion of Cr Morris and McGlynn that;

1. Councillors and Chairperson Fees be increased by 2.5% for the 2018-19 financial year as per the Local Government Remuneration Tribunal Determination dated 17 April 2018 and that Councillors fees remain at the maximum amount payable.
2. The annual remuneration for 2018/19 is Councillor \$9,890 and Chairperson \$16,250.

An amendment was moved on the motion of Crs Armstrong and Stadtmiller that the Councillors and Chairpersons fees be retained at 2017/18 levels.

The amendment was put to a vote. The vote was tied. The Chairperson used his casting vote in favour of the amendment.

18/048 RESOLVED on the motion of Crs Sinclair and Armstrong that the Councillors and Chairpersons fees be retained at 2017/18 levels.

Report prepared by Corporate Services Manager

BACKGROUND

The Local Government Remuneration Tribunal Determinations provide the minimum and maximum amounts of fees for Councillors and Chairpersons for the coming year. The determination is pursuant to s239 and s241 of the Local Government Act 1993.

REPORT

The Local Government Remuneration Tribunal Annual Report and Determination dated 17 April 2018 has advised - *The Tribunal has determined that the minimum and maximum fees applicable to each category will be increased by 2.5 per cent which is consistent with the government's policy on wages.*

As per the determination, the Annual Fees effective on and from 1 July 2018 for County Councils - Water are as follows:

	Minimum	Maximum
Councillor	\$1,780	\$9,890
Chairperson-additional	\$3,820	\$16,250

The Board resolved at its August 2017 meeting (Minute 17/058) "*that Councillors fees be increased by 2.5% as per Local Government Remuneration Tribunal advice and that Councillors fees remain at the maximum amount payable*".

Based on this resolution, the table below sets out the changes as of 1 July 2018:

	2017/18	2018/19
Councillor	\$9,650	\$9,890
Chairperson	\$15,850	\$16,250

Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

Allocation is included in the budget for increases to Councillors and Chairpersons fees.

RECOMMENDATION

That;

1. Councillors and Chairperson Fees be increased by 2.5% for the 2018-19 financial year as per the Local Government Remuneration Tribunal Determination dated 17 April 2018 and that Councillors fees remain at the maximum amount payable.
2. The annual remuneration for 2018/19 is Councillor \$9,890 and Chairperson \$16,250.

12.1.5 DEVELOPER CHARGES POLICY

18/049 RESOLVED on the motion of Crs McGlynn and Armstrong that the Board adopt the revised Draft Policy PP008 Developer Charges Policy.

Report prepared by Administration Coordinator

BACKGROUND

An application for a new water service connection was recently received where the previous water supply had been permanently disconnected in 2003. While the applicant raised several claims, advice has been received that Goldenfields Water's Policy is sound in regards to its requirement to levy Developer Infrastructure Charges in these circumstances.

It is important to note that Goldenfields Water does not levy annual charges on Permanently Disconnected Properties.

Policy No PP008 Developer Charges Policy presently includes:

5 Definitions

Permanent Disconnection – Where the property service pipe is physically disconnected from GWCC's water mains.

Permanent Disconnection Period – A period of time, greater than ten years calculated from the date of permanent disconnection to the date the application has been received by GWCC and appropriate application fee has also been received, and no reconnection has occurred in the intervening period.

6.10 Permanent Disconnected Connection

Reconnection of a previously permanently disconnected water service connection is not guaranteed.

Full Developer Infrastructure Charges apply for any reconnection if the Permanent Disconnection Period is exceeded.

It is considered timely to bring forward the review of Policy PP008 particularly in regards to reconnection of Permanently Disconnected water service connections.

REPORT

Reconnection of Permanently Disconnected water service connections.

Firstly, there is no change that reconnection of a previously permanently disconnected water service connection is not guaranteed.

The Permanent Disconnection part of the Policy continued the established methodology of successive Goldenfields Water's Management Plans from 2004-2005. When originally conceived, Developer Infrastructure Charges were \$2,000 while Annual Access Charges were a standard \$204 providing an obvious relationship to the ten year period of Permanent Disconnection. Subsequent Develop Service Plans increased the Developer Infrastructure Charge (presently \$7,800). Meanwhile Best Practice Pricing saw Access Charges at least for Residential at a level still below that of the 2004 – 2005 value which presents a disparity that may appear harsh.

In all cases to date, applications for reconnection of permanently disconnected properties are by a new owner of the property, sometimes twice removed.

The following recommendation sees a change whereby all reconnections would attract a Developer Infrastructure Charge for of any permanently disconnected property.

In calculating the proposed amount, the original intent of a ten year period has been maintained for the highest Annual Access Charge category (Non Residential Rural) , which results in a twenty year period for Non Residential – Other and in the case of Residential over thirty years. The recommendation is made to re-establish Goldenfields Water's intent.

The following are the changes proposed for the revised policy.

5 Definitions

Permanent Disconnection Period – A period of time calculated from the date of permanent disconnection to the date the application has been received by Goldenfields Water and appropriate application fee has also been received, and no reconnection has occurred in the intervening period.

6.10 Permanent Disconnected Connection

Reconnection of a previously permanently disconnected water service connection is not guaranteed.

Developer Infrastructure Charges apply for any reconnection of a previously permanently disconnected water service connection.

The Charge shall be the lessor of

- The Full Developer Infrastructure Charges or
- 120 percent of the current year's 20mm Access Charge (for that property's Goldenfields Water Classification), times the number of years of Permanent Disconnection.

Attachments:

1. Developer Charge calculation sheet
2. Revised Draft Policy PP008 Developer Charges

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

The recommendation will potentially reduce the revenue associated with reconnection of property that would have occurred a full development fee under the existing policy. However the proposed policy is considered to be more equitable and promotes development on this land.

RECOMMENDATION

Recommendation made was adopted.

12.1.6 DELEGATION TO WRITE OFF RATES AND CHARGES

18/050 RESOLVED on the motion of Crs Sinclair and Armstrong that, under Local Government (General) Regulation 2005, clause 131, the amount of rates and charges above which any individual rate or charge maybe written off only by resolution of the council is one thousand dollars (\$1,000.00).

Report prepared by Corporate Services Manager

BACKGROUND

The council must, from time to time, by resolution, fix the amount of rates and charges above which any individual rate or charge may be written off only by resolution of the council.

An amount of rates or charges of or below that amount can be written off either by resolution of the council or by order in writing of the council's general manager. In the absence of a resolution as above, rates and charges can be written off only by resolution of the council.

REPORT

Local Government Act 1993, Section 607 Writing off of rates, charges and accrued interest, states;

The regulations may specify circumstances, in addition to those for which provision is made in this Chapter, in which a council may write off rates and charges and interest accrued on unpaid rates and charges.

Local Government (General) Regulation 2005, clause 131, states;

(1) The council must, from time to time, by resolution, fix the amount of rates and charges above which any individual rate or charge may be written off only by resolution of the council.

(2) An amount of rates or charges of or below that amount can be written off either by resolution of the council or by order in writing of the council's general manager. In the absence of a resolution under subclause (1), rates and charges can be written off only by resolution of the council.

(3) A resolution or order writing off an amount of rates or charges must:

- (a) specify the name of the person whose debt is being written off, and

- (b) identify the account concerned, and
 - (c) specify the amount written off, or must refer to a record kept by the council in which those particulars are recorded.
- (4) An amount of rates or charges can be written off under this clause only:
- (a) if there is an error in the assessment, or
 - (b) if the amount is not lawfully recoverable, or
 - (c) as a result of a decision of a court, or
 - (d) if the council or the general manager believes on reasonable grounds that an attempt to recover the amount would not be cost effective.
- (5) The fact that an amount of rates or charges is written off under this clause does not prevent the council concerned from taking legal proceedings to recover the amount.
- (6) The general manager must advise the council of rates and charges written off by written order of the general manager.

Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

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

RECOMMENDATION

Recommendation made was adopted.

12.1.7 MINUTES OF AUDIT, RISK AND IMPROVEMENT COMMITTEE HELD 8 MARCH 2018

18/051 RESOLVED on the motion of Crs McGlynn and Armstrong that the minutes/recommendations of the Audit, Risk & Improvement Committee meeting held 8 March 2018 be received and noted.

Report prepared by Corporate Services Manager

BACKGROUND

In 2008 pursuant to section 23A of the Local Government Act 1993, the Department released Internal Audit Guidelines for local government in NSW via Circular number 08-64.

The Guidelines advised all councils to develop an internal audit committee to act as an independent and objective oversight of council systems and processes.

REPORT

In accordance with the Audit Committee Charter, the Committee members held their second Audit, Risk & Improvement Committee meeting on Thursday 8th March.

Attachments: Minutes of Audit, Risk & Improvement Committee held 8th March 2018.

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Goldenfields Water's financial position.

RECOMMENDATION

Recommendation made was adopted.

12.1.8 CIVICA AUTHORITY PROJECT UPDATE

18/052 RESOLVED on the motion of Crs Sinclair and Armstrong that the CIVICA Authority Project update report be received and noted.

Report prepared by Corporate Services Manager

BACKGROUND

This report is an update on the implementation of Goldenfields Water's new enterprise resource planning software (CIVICA) and the Electronic Content Management System.

The contract for this project was signed on the 2nd May 2017.

REPORT

The CIVICA implementation project has been underway since mid-2017. Significant progress has been made as detailed below. All modules except the Customer Relationship Mobile (CRM) App and Works Management have been or will be implemented as per the following schedule. Utility Billing go live has been revised from July to October. Goldenfields staff are reviewing the requirements for the CRM Mobile App and investigating an in-house developed option which is tailored to our organisational requirements. User training has been progressing over recent months and will continue up to and post the go live date.

Objectives

Key project objectives:-

- Transition Goldenfields Water to CIVICA Authority and HPE CM9 with minimal impact on operations
- Apply proven-practice design analysis to the alignment of the solution in line with CIVICA best practice recommendations
- Provide training for key Goldenfields Water staff in operational aspects of the Authority solution
- Ensure all stakeholders in Goldenfields Water are involved and informed as required throughout the project.

Benefits

Major benefits of the CIVICA Authority and HPE CM9 implementation:-

- Replacement of existing outdated Fujitsu 2000 software
- Improved financial reporting and control at operational levels
- Improved budgeting via detailed departmental budgeting
- Improved budgetary control through on-line requisitioning
- Improved Accounts Payable processes, automated workflow and invoice upload
- Improved document control through HPE CM9 - easier access to information for audit, financial reporting, GIPA reporting, contract review and management and project management.

Scope

The scope of work for the implementation of HPE CM9 and Authority best practice includes tasks necessary to implement Authority for business as usual, as defined in the table below:-

MODULES

Financial

- General Ledger
- Work Orders
- Accounts Payable
- Accounts Receivable
- OLR/Purchasing
- Stores/Inventory
- Bank Reconciliation
- Payroll
- Human Resources
- Loans
- Trust
- Capital Value Register (CVR)
- Plant/Fleet

Land Information Systems (Property and Revenue)

- Name and Address Register
- Property Enquiry
- Utility Billing
- Online Certificates
- Receipting
- Debt Recovery
- Integration GIS

Services

- Customer Relationship Management (CRM)
- General Register

Reporting

- BIS (Business Information System, financial reporting software)
- Excel Reporting Wizard

Document Management

- HPE CM9 Records Management

Asset Management

Asset Register

EzeScan

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TEMORA OFFICE on 29 JUNE 2018**

Milestones

USER TRAINING	Completed	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18
Records Keeping CM9										
General Ledger										
Name & Address Register										
Standing Work Orders										
BIS										
Plant/Fleet										
Works Management	On hold									
Utility Billing/Property										
Receipting										
Accounts Payable										
Accounts Payable Workflow										
Accounts Receivable										
Debt Recovery										
OLR/Purchase Orders										
Payroll										
OL Timesheets										
Stores										
GIS Integration										
CRM Registers										
- Backflow										
- Connections										
Mobile App (CRM)	On hold									

GO LIVE	Completed	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18
Records Keeping CM9										
General Ledger										
Name & Address Register										
Standing Work Orders										
BIS										
Plant/Fleet										
Works Management	On hold									
Utility Billing/Property										
Receipting										
Accounts Payable										
Accounts Payable Workflow										
Accounts Receivable										
Debt Recovery										
OLR/Purchase Orders										
Payroll										
OL Timesheets										
Stores										
GIS Integration										
CRM Registers										
- Backflow										
- Connections										
Mobile App (CRM)	On hold									

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at
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Records Management HPE CM9

HPE CM9 Records Management went live on Tuesday 5th June 2018, a very significant milestone achievement.

Although an entirely new work process for staff, within the first four days of implementation over 550 documents had been registered within CM9. In addition, staff have used the actions workflow and provided feedback to the administration team.

The content management system will provide a significant benefit to Goldenfields Water through the collection, storage and access capabilities. Electronic content is stored into unique containers, each with their own level of security, only allowing access to those staff members with privileges to those containers.

Once finalised a document cannot be deleted, thus increasing the benefits of a content management system.

Searching for, and accessing documents can be significantly improved when metadata is added when registering a document.

Financial update

The following table provides the budget and actual costs for a three (3) year period. The current 2017-18 year includes actual costs up to 31st May 2018:-

CIVICA COSTS BUDGET/ACTUAL												
	2016-17			2017-18			2018-19			3 YEAR TOTAL		
	BUDGET	ACTUAL	VAR.	BUDGET	ACTUAL	VAR.	BUDGET	ACTUAL	VAR.	BUDGET	ACTUAL	VAR.
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
SUMMARY												
HARDWARE	0	0	0	460,000	459,511	-489	0	0	0	460,000	459,511	-489
SOFTWARE	0	21,382	21,382	116,028	83,069	-32,959	138,000	0	-138,000	254,028	104,451	-149,577
IMPLEMENTATION	0	0	0	667,472	181,536	-485,936	100,000	0	-100,000	767,472	0	-767,472
GRAND TOTAL:	0	21,382	21,382	1,243,500	724,116	-519,384	238,000	0	-238,000	1,481,500	563,962	-917,538

Ongoing annual licence costs for CIVICA Authority, HPE CM9 and Ezescan are approximately \$27,000. In the 2018-19 year we have also included one-off software upgrade and maintenance costs in the budget.

Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Goldenfields Water's financial position.

RECOMMENDATION

Recommendation made was adopted.

12.2 MATTERS SUBMITTED BY GENERAL MANAGER

12.2.1 ADOPTION OF 2018-2019 OPERATIONAL PLAN

18/053 RESOLVED on the motion of Crs Armstrong and McGlynn that the Board adopts the 2018-2019 Operational Plan incorporating 2018/19 Fees and Charges and 2018/19 Budget Summaries.

Report prepared by General Manager

BACKGROUND

Section 405 of the Local Government Act 1993 requires an operational plan to be adopted before the beginning of each year and for the Draft plan to be placed on public exhibition for a period of 28 days.

REPORT

In accordance with legislative requirements, the Draft 2018-2018 Operational Plan has been on public exhibition for 28 days. No submissions have been received.

The 2018-2019 Operational Plan is now re-presented to Council for adoption.

The 2018-2019 Operational Plan incorporates 2018/19 Fees and Charges and 2018/19 Budget Summaries.

Attachments:

1. Draft 2018-2019 Operational Plan

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

The Operational Plan including the budget continues to show Goldenfields Water in strong financial position with a positive operating result.

RECOMMENDATION

Recommendation made was adopted.

12.2.2 LGNSW WATER MANAGEMENT CONFERENCE

Moved on the motion of Crs Sinclair and Stadtmiller that the Board:

1. Nominate Board attendees for the Local Government NSW Water Management Conference
2. Approve the attendance of the General Manager

An amendment was moved on the motion of Crs Sinclair and Stadtmiller that the Chairman and the General Manager will attend the LGNSW Water Management Conference.

The amendment was put to a vote. All in favour.

18/054 RESOLVED on the motion of Crs Sinclair and Stadtmiller that the Chairman and the General Manager will attend the LGNSW Water Management Conference.

Report prepared by General Manager

BACKGROUND

The annual Local Government NSW Water Management Conference presents a broad range of information from a local government perspective on water management, issues associated with water supply and sewerage services provided by water utilities.

REPORT

The Local Government NSW Water Management Conference will be held at Armidale on Monday 3 September 2018 to Wednesday 5 September 2018.

Nominations for attendance are sought from the Board to allow registration and booking arrangements to be made.

In past years the General Manager and a member/s of the board have attended this event.

Attachments:

1. LGNSW Water Management Conference Draft Program

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

Allocation is included in the budget for attendance at this conference.

RECOMMENDATION

That the Board:

1. Nominate Board attendees for the Local Government NSW Water Management Conference
2. Approve the attendance of the General Manager

12.2.3 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE

Moved on the motion of Crs Armstrong and Sinclair that the Board:

1. Endorse the Chairperson as Goldenfields Water's voting delegate for the LGNSW Annual Conference.
2. Approve the attendance of the General Manager and the Chairperson
3. Nominate an additional Board member to attend.

An amendment was moved by Cr McGlynn and Anderson that the Board;

1. Endorse the Chairperson as Goldenfields Water's voting delegate for the LGNSW Annual Conference.
2. Approve the attendance of the General Manager and the Chairperson.

The amendment was put to a vote. All were in favour.

18/055 RESOLVED on the motion of Crs Armstrong and Sinclair that the Board;

1. Endorse the Chairperson as Goldenfields Water's voting delegate for the LGNSW Annual Conference.
2. Approve the attendance of the General Manager and the Chairperson

Report prepared by General Manager

BACKGROUND

The Local Government NSW Annual Conference is the annual policy making event for NSW Councils and where local councillors come together to share ideas and debate issues that shape the way their councils are governed.

REPORT

The LGNSW Annual Conference will be held in Albury from 21 October 2018 to 23 October 2018.

Goldenfields Water is eligible for one voting delegate, this role is usually fulfilled by the Chairperson of Goldenfields Water.

In previous years the General Manager, Chairperson and another member of the board have attended this event.

Attachments:

1. LGNSW Annual Conference Proposed Rule Amendments

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

Allocation is included in the budget for attendance at this conference.

RECOMMENDATION

That the Board:

1. Endorse the Chairperson as Goldenfields Water's voting delegate for the LGNSW Annual Conference
2. Approve the attendance of the General Manager and the Chairperson
3. Nominate an additional Board member to attend

13 NEXT MEETING

The next ordinary meeting of Council is scheduled to be held on Thursday 23 August 2018 at 10.00am.

18/056 RESOLVED on the motion of Crs McGlynn and Stadtmiller that the next ordinary meeting of Council is to be held on Thursday 23 August 2018 at 10.00am.

14 QUESTIONS AND STATEMENTS

Cr McGlynn raised a community issue at Ungarie regarding the watering of the gardens in the main street. Cr McGlynn asked if Goldenfields would assist in providing a tap closer to the gardens. The General Manager took the question on notice and will respond within 2 weeks.

Cr McGlynn requested a report on the volume of media releases being distributed. Cr McGlynn suggested newspaper advertising is not reaching a large audience and we should consider television news, especially in relation to the Mandamah Scheme. The General Manager advised that a media strategy and media performance report will be brought back to the Board for their information.

Cr Stadtmiller agreed with Cr McGlynn's statements regarding advertising.

Cr Morris requested a report to the Board on the viability of the proposed water scheme from the Collinroobie water group.

Cr Armstrong enquired as to whether there had been any progress with the business case for the water supply extension to supply Boorowa. The General Manager will provide information to the Board.

Cr Sinclair enquired about the Temora standpipe regarding compliance for licenced tanks for carting water. The General Manager responded that the Department of Health have set the guidelines.

Cr Armstrong asked about the liability to Goldenfields Water. Goldenfields needs to ensure the risk is mitigated.

Cr Sinclair suggested the matter needs to be discussed with the Department of Health to ensure the community has access to water. Cr McGlynn requested the matter be raised by the General Manager and the Chairperson at the LGNSW Water Conference.

15 CLOSE OF BUSINESS

There being no further business requiring the attention of Council the meeting was closed at 11.37am

UNCONFIRMED

RIVERINA EASTERN REGIONAL ORGANISATION OF COUNCILS

MINUTES OF THE BOARD MEETING HELD

Thursday 12 April 2018

Held at The Commercial Club, Gurwood Street Wagga Wagga. Meeting opened at 10:15am.

PRESENT

Cr Greg Conkey OAM	Wagga Wagga City Council	
Peter Thompson	Wagga Wagga City Council	
Courtney Armstrong	Coolamon Shire Council	Alternate Delegate
Cr Heather Wilton	Greater Hume Shire Council	
Steve Pinnuck	Greater Hume Shire Council	
James Davies	Junee Shire Council	
Peter Veneris	Lockhart Shire Council	
Cr Rodger Schirmer	Lockhart Shire Council	
Andrew Crakanthorp	Riverina Water County Council	
Cr Greg Verdon	Riverina Water County Council	
Cr Rick Firman OAM	Temora Shire Council - CHAIRMAN	
Steve Firth	Temora Shire Council	Alternate Delegate
Cr Tony Lord	Bland Shire Council	
Ray Smith	Bland Shire Council	
Matthew Hyde	Snowy Valleys Council	
Cr James Hayes OAM	Snowy Valleys Council	
Julie Briggs	REROC	
Kate Hardy	REROC	
Tracey Cornell	REROC	
Marcus Wright	REROC	

APOLOGIES

Apologies for non-attendance were received from Cr A McAlister, Cr N Smith, Cr J Seymour, Mr A Tonkin, Ms T McDonald, Mr T Donoghue and Mr G Lavelle

Moved P Veneris, seconded Mr S Pinnuck that the apologies be accepted.

CARRIED

CONFIRMATION OF MINUTES

Moved P Veneris, seconded Mr S Pinnuck that the minutes of the meeting held on 1 February 2018 be confirmed.

CARRIED

BUSINESS ARISING

Dealt with in reports.

CORRESPONDENCE

The Correspondence report was tabled.

Albury City Council – advising that Council had decided to join the RAMROC Joint Organisation.

EPA – providing an update on China's National Sword Policy and funding opportunities that will be provided to councils to assist them in dealing with additional costs that might arise with kerbside recycling as a result.

Temora Shire Council – advising Council has resolved to provide in-principal support to REROC for the Southern Lights Project.

Snowy Valleys Council – advising Council has resolved to provide in-principal support to REROC for the Southern Lights Project.

Junee Shire Council – advising Council has resolved to provide in-principal support to REROC for the Southern Lights Project.

It was noted there are still letters of support outstanding for Southern Lights. K Hardy to follow-up with Member Councils.

Moved Cr J Davies, seconded Cr R Schirmer that the Correspondence be accepted.

CARRIED

EXECUTIVE OFFICER'S REPORT

The report was tabled. J. Briggs raised the following issues with members.

Joint Organisations – Bland, Coolamon, Cootamundra-Gundagai, Greater Hume, Junee, Lockhart and Temora have passed compliant resolutions for the formation of a REROC Joint Organisation. These councils will now commence meeting to start work on the JO in preparation for a 1 July commencement. Snowy Valleys and Wagga Wagga have passed resolutions for the formation of an alternative arrangement.

Snowy Valleys and Wagga Wagga have advised that they will remain members of REROC Inc for their operational activities.

REROC has prepared a response to the Draft JO Regulations.

Moved J Davis, seconded Cr R Schirmer that REROC endorses the response to the Draft JO Regulations

CARRIED

Meeting at Parliament House in Canberra – Members discussed the proposal to hold a meeting at Parliament House. The Executive have suggested meeting with the following:

- Minister for Infrastructure and Transport – Hon Michael McCormack MP
- Minister for Regional Development and Local Government – Hon Dr John McVeigh MP
- Minister for Environment – Hon Josh Frydenburg MP
- Minister for Aged Care – Hon Ken Wyatt MP

Members are requested to provide input on which Ministers they would like to meet in Canberra.

Moved J Davis, seconded Cr H Wilton that REROC arrange a meeting at Parliament House for the REROC Board members to meet with Federal Ministers and local members.

CARRIED

Disaster Recovery Funding Arrangements (DRFA) – A consultation was held with the OEM on the new DRFA and feedback was requested. REROC to prepare a response in relation to the new arrangements.

Moved S Pinnuck, seconded S Firth that REROC prepare a response to the DRFA proposals.

CARRIED

DPE Regional Freight Initiative – the DPE called a meeting in Dubbo to discuss the implementation of the freight strategy that is contained in the Riverina-Murray Regional Plan. Attending the meeting were representatives from REROC, RAMROC, OROC and CENTROC as well as Transport for NSW, RMS and the DPE.

In the Riverina-Murray region the next steps are for REROC and RAMROC to join their separate plans together onto a single mapping platform. J Briggs is to contact Ray Stubbs about it.

Local Government Procurement Change of Rebate – we have checked with LGP about what happens if REROC does not sign the contract. Luke Kenny has advised that the REROC Member Councils will revert to the LGP Direct-to-Council model. The recommendation from the Executive is that REROC not enter into the current LGP MoU and that we advise LGP that the rebates should go directly to our Member Councils.

It was agreed that there be a review at the end of the financial year to determine a way forward. Councils agreed to provide figures on purchases made and rebates received. This will be compared against the amount REROC would be likely to receive under a new MOU.

Moved J Davies, seconded Cr R Schirmer that REROC advise LGP that we will not enter into the current MoU and that rebates for the FY17/18 be paid directly to councils using the same arrangements as were in place prior to the ROC/JO Rebate Scheme being introduced.

CARRIED

Roundtable Consultation on the National Road Safety Strategy – a consultation will be held on 13 April in Wagga Wagga. It is an open forum so councillors are also encouraged to attend along with council staff who have an interest in the area.

Model Code of Meeting Practice Response – A response was prepared to the Code. Main concern was the mandatory introduction of livestreaming of meetings. Members agreed that this should not be a mandatory requirement.

The other issue that arose was the application of the Code to the operation of JOs, moving JOs closer to the way that councils operate.

Moved S Pinnuck, seconded M Hyde that REROC endorse the response to the Draft Code of Conduct

CARRIED

CDS and China Sword - China Sword policy will have a significant impact on the viability of kerbside recyclables' collections and the operation of MRFs generally. Already MRFs around the country are stockpiling plastics because they cannot find buyers for them.

Mike Ritchie from MRA and Associates is the keynote speaker at REROC's Waste Conference which will be held on 6 June. Mike will be talking about the impact of the China Sword policy on the operation of rural and regional waste operations. Mayors and GMs were encouraged to attend.

**Courtney Armstrong arrived at the meeting 10:05am*

DRAFT NSW Freight and Ports Strategy - Strategy has been released with the consultation period ending on 25 March. Face-to-face consultations were held in March. Cr Lord advised that he had attended the consultation and that Bland had submitted a response, it was requested that the Council provide a copy of the response to REROC.

J. Briggs advised that in her discussions about the Strategy with Transport for NSW it had been indicated that the next version would be significantly changed.

AER Determination on Public Lighting - Negotiations have commenced in relation to the cost of public lighting. This time as a result of the Southern Lights project REROC is working collaboratively with RAMROC, CENTROC and CBRJO in the preparation of our responses to the Essential Energy's pricing proposals and are co-ordinating our responses to the AER.

A response has been prepared to Essential Energy's first draft of the Public Lighting Pricing. The draft of Essential Energy's Public Lighting proposal was circulated to councils by Essential Energy.

Moved S Pinnuck, seconded Cr T Lord that REROC endorse the response to Essential Energy's Public Lighting Proposal

CARRIED

Moved by Cr H Wilton, seconded Mrs C Armstrong that the CEO Report be accepted.

CARRIED

RESOURCE SHARING REPORT

The report was tabled. J. Briggs raised the following issues with members.

Southern Lights Project - Broken Hill City Council (BHCC) has now joined the project. The project now runs from the south coast of NSW to South Australian border, encompassing 42 LGAs and over 75,000 street lights.

Graham Mawer from Next Energy has been engaged by the Group to provide technical expertise, prepare the business case and also provide input on other street lighting projects such as the AER Determination and the NSW Public Lighting Code.

We now teleconference with Graham once a week and run through a "to do" list of activities in order to keep the project on track. The highest priority at the moment is the preparation of the Business Case.

We have created a website for the project www.southernlightsnsw.org.au, the final touches are being put to it.

The Southern Lights Group usually meets monthly by teleconference, however as all the ROC/JO Executive Officers will be in Sydney for a joint meeting on 4 May we have agreed that we will hold our next meeting after the Joint Meeting and will teleconference with those that are not there.

Native Title Responsibilities/Crown Lands Management Act - a contact in Crown Lands has been provided to REROC. We are looking at a workshop to coincide with a workshop on Biodiversity.

Moved J Davies, seconded Cr R Schirmer that the Resource Sharing report be accepted.

CARRIED

TREASURER'S REPORT

C Armstrong spoke to the written report.

Moved Mrs C Armstrong, seconded Mr P Veneris that the Finance Report be received.

CARRIED

WASTE FORUM REPORT

The report was tabled. T. Cornell raised the following issues with members.

No Time to Waste Conference - this year's Conference will be held on Wednesday 6 June at the Rules Club in Wagga Wagga.

Waste Forum website – the new Waste Forum website www.reroc.waste.com.au has gone live.

Community Recycling Centres – the funding agreement for the Communication and Education Plan has been submitted to the EPA and it is in place until 31 July 2021. The Communication and Education Plan has been submitted for the period until 30 June 2018.

New Waste Strategy - We have completed the new *Regional Waste Management and Resource Recovery Strategy 2017-2021* as a requirement of our funding from the EPA. The draft has been forwarded to the EPA for comment and final approval.

Coolamon Organics Case Study - the Case Study which showcases how organics can be implemented in a rural council has now been finalised and can be found on the REROC Waste Forum website <https://waste.reroc.com.au/coolamon-shire-organics-case-study/>

Renew NSW – REROC is hosting a meeting of the Group on Thursday 7 June to coincide with the Waste Conference. Attendees will attend the Waste Conference the day prior. The meeting will be held in Coolamon.

Moved Cr G Conkey, seconded Cr H Wilton that the Waste Forum report be accepted.

CARRIED

YOUTH & COMMUNITY DEVELOPMENT NETWORK REPORT

The report was tabled. K. Hardy raised the following issues with members.

Take Charge Leadership Workshops for 2018 – Planning is well underway for the regional Take Charge workshops that will be delivered in four locations across the REROC region in 2018; Tumut, Walla Walla, Junee and Temora.

Local Mayors from the hosting councils of Snowy Valleys, Greater Hume, Temora and Junee have been invited to officially open the workshop in their area and welcome the students. We anticipate approx. 80 students will attend each of the workshops.

Take Charge and Volunteer goes to CSU Market Day – Take Charge and Volunteer participated in the 2018 CSU Market Day on Monday 19 Feb 2018. The Market Day was also a great opportunity to promote the program to the over 18 age bracket and network with other community services attending the day.

Moved Cr R Schirmer, seconded Cr J Hayes that the Youth & Community Development Network report be accepted.

CARRIED

PROCUREMENT REPORT

The report was tabled. K. Hardy raised the following issues with members.

eProcure online procurement system - from May 2018 REROC will be completing all procurement projects through eProcure, an online portal powered by TenderSearch. The move to a digital platform for procurement projects will streamline procurements and enable all information to be stored in one location.

Asset revaluation of operational land, buildings and structures - JLT AssetVal has completed all site inspections as per the contract. Draft reports have been delivered to the participating councils with final reports to be prepared once comments have been received from councils.

C&D Crushing tender - will be the first to be completed through the new online procurement system. Data collection sheets have been emailed to the participating councils – Coolamon, Cootamundra-Gundagai and Lockhart with a completion date of 20 April 2018. The tender is expected to be advertised Tuesday 1 May 2018 and a preferred supplier recommended by 29 May 2018.

IMMIX Waste Metal Collection - This tender is now complete.

Moved Cr G Conkey, seconded Cr H Wilton that the Procurement report be accepted.

CARRIED

BIODIVERSITY REFORM PROJECT OFFICER REPORT

The report was tabled. M. Wright raised the following issues with members.

Background - A new statutory framework for the conservation of biodiversity in NSW was enacted in late 2017. M Wright explained the elements of the framework and councils' role in its delivery.

Activities - the initial phase of the project is to meet with each of the 22 LGA's in the Murray-Riverina and South Far West of NSW. This discussion is intended to assess how each LGA is

positioned to implement the various new decision making pathways required of them. A report will be available by mid-May of the preliminary findings.

Concurrently Marcus is supporting staff who have undergone training recently into practice. The training is sponsored by OEH and delivered by the training provider Muddy Boots (GreenCap). Each LGA has 3 positions available to them funded by OEH. Preliminary findings indicated that the training has greatly enhanced the knowledge and skill-set of staff who are making assessments of proposed clearing. Six councils are yet to participate in the training. The next training sessions will run during the week of May 21 2018 in Wagga Wagga.

Additionally, the project offers a referral service to councils. Technical questions relating to actual clearing requests made to council by proponents are referred by the M Wright to a centralised, state wide data base. The questions are collated and reported to OEH, with responses either going directly the councils, or implemented by the Project Officer. The register is aggregated across eight regions and the State so that the trends, commonalities and implications can be serviced.

Moved Cr J Hayes, seconded Cr H Wilton that the Biodiversity Report be accepted.

CARRIED

GENERAL BUSINESS

Housing and Population Projections – J Briggs advised that the REROC Planners heard a presentation from the DPE’s Housing and Population Projections Unit. The Unit has been substantially increased and the presentation on population projections for the region was really interesting. The Unit is particularly keen to test projections against what is happening on the ground and is keen to hear from councils about developments that will impact on projections. It was agreed that J Briggs should organise for a presentation at a future Board meeting.

Proposed RMS Meeting – R Smith advised that he had received an email from Anne Rolfe about an RMS briefing in Wagga. He suggested that the meeting be held after 7 June Board meeting. It was agreed that R Smith should follow-up with the RMS about the meeting.

GUEST SPEAKERS

Garry Whittaker, Regional Manager Department of Industry and Jaleen Caples, Principal Project Officer, LG Skills Strategy - spoke about opportunities for councils to access training and funding under the Local Government Skills Strategy.

Dean Lynch, Snowy Hydro 2.0 – spoke about the Snowy Hydro 2.0 development and opportunities that it will create in the Region.

NEXT MEETING

The next meeting will be held on **Thursday 7 June 2018**, 9.00am for 9:30am start at Commercial Club

CLOSURE

Meeting closed at 12:20pm



RIVERINA REGIONAL LIBRARY ADVISORY COMMITTEE

MINUTES

28 MARCH 2018

PRESENT

Cr Leigh Bowden	Cootamundra-Gundagai Regional Council
Cr Pam Halliburton	Junee Shire Council
Cr Rod Kendall	Wagga Wagga City Council
Cr Gail Law	Cootamundra-Gundagai Regional Council
Cr Kerrilee Logan	Coolamon Shire Council
Cr Denise Osborne	Greater Hume Shire Council
Cr Dennis Sleigh	Temora Shire Council
Cr Bronwyn Thomas	Cootamundra-Gundagai Regional Council
Cr Dallas Tout	Wagga Wagga City Council
Cr Greg Verdon	Lockhart Shire Council
Cr Jan Wyse	Bland Shire Council
Ms Adele Casey	Bland Shire Council
Mr Steve Firth	Temora Shire Council
Mr David Smith	Greater Hume Shire Council
Ms Kristin Twomey	Snowy Valleys Council
Mr Peter Veneris	Lockhart Shire Council

IN ATTENDANCE

Mr Grant Johnson	Junee Shire Council
Ms Louise Parr	Federation Council
Ms Carolyn Rodney	Wagga Wagga City Council

RIVERINA REGIONAL LIBRARY STAFF

Mr Robert Knight	Executive Director
Ms Amy Heap	Outreach & Promotions Coordinator
Ms Karen Wendt	Business & Communications Coordinator

The meeting of the Riverina Regional Library Advisory Committee commenced at 9:32am.

ACKNOWLEDGEMENT OF COUNTRY

I would like to acknowledge the Wiradjuri people who are the Traditional Custodians of the Land that we are meeting on today. I would also like to pay my respect to the Elders both past and present of the Wiradjuri Nation and extend that respect to other Aboriginal people who are present today.

ACKNOWLEDGEMENT OF PASSING OF JODY WHITLEY

Cr Tout acknowledged the untimely passing of Jody Whitley, Community Health & Wellbeing Coordinator at Greater Hume Shire Council, in December 2017. Jody made a significant contribution to the provision of library services within the Greater Hume Shire area, as well as in the broader Riverina Regional Library context. Cr Tout offered sincere condolences to Jody's family, friends and colleagues on behalf of the RRL Advisory Committee.

APOLOGIES

Cr Yvonne Braid	Wagga Wagga City Council
Cr Cate Cross	Snowy Valleys Council
Cr Dan Hayes	Wagga Wagga City Council
Cr Vanessa Keenan	Wagga Wagga City Council
Cr Ian Marston	Lockhart Shire Council
Cr Paul Miegel	Federation Council
Cr Max Oliver	Temora Shire Council
Ms Courtney Armstrong	Coolamon Shire Council
Mr James Davis	Junee Shire Council
Mr Tony Donoghue	Coolamon Shire Council
Mr Allen Dwyer	Cootamundra-Gundagai Regional Council
Ms Penny Howse	Cootamundra-Gundagai Regional Council
Ms Susan Kane	Greater Hume Shire Council
Ms Kristy Kay	Federation Council
Mr David Koren	Junee Shire Council
Mr Brian Plummer	Support & eServices Coordinator
Mr Peter Thompson	Wagga Wagga City Council

APOLOGIES

Recommendation

On the motion of Cr Kendall and Ms Casey

That the Apologies of the Riverina Regional Library Advisory Committee meeting held on 28 March 2018 be received and accepted.

CARRIED

REPORTS FROM STAFF

RP-1 CONFIRMATION OF MINUTES OF THE RIVERINA REGIONAL LIBRARY ADVISORY COMMITTEE MEETING HELD 8 NOVEMBER 2017

Recommendation

On the motion of Cr Verdon and Cr Halliburton

That the Committee endorse the minutes of the Riverina Regional Library Advisory Committee meeting held on 8 November 2017 as a true and accurate record.

CARRIED

RP-2 MANAGER FINANCIAL SERVICES REPORT

Recommendation

On the motion of Ms Twomey and Ms Casey

That the Committee:

- a endorse the draft RRL Budget for 2018/19**
- b note that once endorsed by the RRL Advisory Committee and the Executive Council, the 2018/19 RRL Budget will be placed on public exhibition as part of the Executive Council process**
- c note the RRL Budget Review for the quarter ended 31 December 2017.**

CARRIED

RP-3 EXECUTIVE DIRECTOR REPORT

Recommendation

On the motion of Cr Kendall and Ms Twomey

That the Committee receive and note the report.

CARRIED

RP-4 LIBRARY ACTIVITY STATISTICS REPORT

Recommendation

On the motion of Cr Kendall and Cr Verdon

That the Committee receive and note the report.

CARRIED

RP-5 DRAFT MEMBER COUNCIL CONTRIBUTIONS 2018-2019

Recommendation

On the motion of Cr Verdon and Cr Halliburton

That the Committee endorse the draft 2018-2019 RRL Member Council Contributions table as an interim document for presentation to the June 2018 meeting of the Executive Council, subject to there being no significant variations prior to that time.

CARRIED

RP-6 DRAFT RRL MANAGEMENT PLAN 2018-2019

Recommendation

On the motion of Ms Twomey and Ms Casey

That the Committee endorse the draft RRL Management Plan 2018-2019 as an interim document for presentation to the June 2018 meeting of the Executive Council, subject to there being no significant variations prior to that time.

CARRIED

RP-7 RRL DEED OF AGREEMENT 2018-2022

Recommendation

On the motion of Cr Halliburton and Cr Kendall

That the Committee endorse the RRL Deed of Agreement 2018-2022.

CARRIED

RP-8 APPOINTMENT OF EXECUTIVE COUNCIL 2018-2022

Recommendation

On the motion of Cr Verdon and Ms Twomey

That the Committee endorse the appointment of Wagga Wagga City Council as Executive Council for the Riverina Regional Library for the period 2018 to 2022.

CARRIED

RP-9 CUSTOMER PERCEPTIONS SURVEY 2018

Recommendation

On the motion of Cr Wyse and Ms Casey

That the Committee receive and note the report detailing the outcomes of the 2018 Voice of Our Customers survey.

CARRIED

RP-10 UPPER MURRAY REGIONAL LIBRARY LIQUIDATION FUNDS

Recommendation

On the motion of Cr Wyse and Cr Halliburton

That the Committee endorse the transfer of Upper Murray Regional Library funds provided to Riverina Regional Library in the amount of \$166,500 to the Mobile Library Reserve to support the replacement of the Mobile Library vehicle in due course.

CARRIED

RP-11 COLLECTIONS PROCUREMENT PROCESS IMPROVEMENT

Recommendation

On the motion of Ms Casey and Cr Kendall

That the Committee note the following information regarding the procurement of non-fiction collection items.

CARRIED

RP-12 MEMBER COUNCIL REPORT

Recommendation

On the motion of Cr Bowden and Ms Twomey

That the Committee receive and note the report.

CARRIED

CORRESPONDENCE

Nil

GENERAL BUSINESS

Nil

PRESENTATION

Ms Heap delivered a Library Programs Update presentation.

CLOSE OF MEETING

The Riverina Regional Library Advisory Committee rose at 11:06am.

SECTION 2 – OFFICE OF THE GENERAL MANAGER

9.1 Contractual Arrangements of Senior Staff as at 30.6.18



Our Leadership - A well run Council acting as the voice of the community

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

Author: General Manager

Introduction

In accordance with S.339 of the Local Government Act 1993 the General Manager must report to council on an annual basis on the contractual arrangements of any senior staff other than the general manager themselves.

Bland Shire Council has resolved to designate the following positions as Senior Staff under the Local Government Act 1993 and both positions are under contract as follows:

- Director of Corporate Community Development & Regulatory Services -
Position holder – Mrs. Adele Casey
 - Contract Term – 5 years terminating on 30 September 2018
- Director of Assets and Engineering Services -
Position holder – Mr. Will Marsh
 - Contract Term – 5 years terminating on 9 July 2022

Financial Implications

Sufficient funds have been allocated in the current budget to meet the financial obligations of Council in respect to these contractual arrangements. The contract package includes a cash component, council's contribution to superannuation and the value of the private use of a motor vehicle. The contract is the 'standard' contract for local government senior staff in NSW.

Summary

The contract for the position of Director of Corporate Community Development & Regulatory Services will expire on 30 September 2018 and based on the performance of the incumbent, Mrs. Adele Casey, I will be renewing her contract for a further period of five (5) years, under the same terms and conditions that currently apply.

This will then leave council in a position of renewing the contracts of the three senior staff over a staggered period which will allow a much smoother transition to a new senior team rather than having all three contracts become renewable at the same time.

- General Manager – 30.6.21
- Director of Assets and Engineering Services - 9.7.22
- Director of Corporate Community Development & Regulatory Services 30.9.23

Recommendation:

That the information relating to the current contractual arrangements for senior staff is received and noted.

9.2 New Car Park Licence – Bernardi’s Supermarket



Our Prosperity - Growing our population and jobs

DP15.1 Encourage and actively seek out businesses and industry to relocate within the Shire.

Author: General Manager

Introduction

Council has received advice that the building occupied by Bernardi’s Supermarket and Discount Dave’s is in the process of being sold. However, Bernardi’s will be taking out a long term lease of the premises and will continue to operate as usual.

The sale however has raised the issue of the current ‘car park licence’ which is in the name of Bernardi’s and a request has been made by the intending purchasers for a new licence agreement.

In discussions with Council’s legal adviser the best option for Council on this occasion is to enter into a ‘new’ agreement but under the same terms and conditions that currently exist.

Financial Implications

There are no financial implications for Council for the preparation of this new Agreement. The Agreement has provision for annual rental reviews which will be applied in accordance with those terms and conditions.

Summary

The proposed new owners are requesting a term of 12 years and 8 months with the agreement commencing on 2.7.18 and terminating on 28.2.30 with an additional five, 5 year options, taking the agreement out to 2055 if all of the options are taken up.

I understand that this period of time aligns with the lease of the building by Bernardi’s.

Recommendation:

That Council agrees to the preparation of a new Licence Agreement for the Council Car Park, bounded by Church Street, Barnardo Street and White Tank Lane to Luigi Cusato, Anthony Demanuele and Mary Anne Demanuele for a period of 12 years and 8 months commencing on 2nd July 2018 and with an additional five, 5 year options.

9.3 Assignment of Lease – 184 Main Street, West Wyalong



Our Prosperity - Growing our population and jobs

DP 15.1 Encourage and actively seek out business and industry to relocate within the Shire.

Author: General Manager

Introduction

Council has been advised of the sale of the business known as Major's Mulch which has been operating under a commercial lease from the council owned premises at 184 Main Street, West Wyalong.

In discussions with council's legal adviser it was determined that the best option for council was to agree to an assignment of the current lease rather than prepare a new lease.

Consequently, the new business operators Hall and Co. will be assuming responsibility for the lease from 1st July 2018 with Major's Mulch vacating the premises from 30th June 2018.

Financial Implications

There are no financial implications for Council associated with the assignment of this lease. The lease does contain the usual clauses regarding rent review which will be applied at the appropriate time and in accordance with those terms and conditions.

Councillors will also recall a recent approval of an Access Grant of \$5,000.00 for the installation of automatic glass sliding doors at the rear of the property. This grant was not taken up by the previous tenant; however, the new tenant has requested approval to proceed with the installation of the sliding doors. Given that this grant applies to the building, and not the tenant, it is appropriate to endorse this request.

The new tenants have also requested approval for some internal renovations the cost of which will met by them.

Summary

There was a need to execute the necessary documentation prior to the Council meeting in order to meet certain legal requirements for the new business and to provide a smooth transition from one tenant to the next. Given the fact that there is no change to the current lease conditions, simply a new lessee, the documentation has been signed by both the Mayor and General Manager.

Recommendation:

- 1. That Council approves of the assignment of the lease over 184 Main Street, West Wyalong, to Hall and Co. and that the actions of the Mayor and General Manager in executing the documentation are endorsed.**
- 2. That the previous Access Grant of half up to \$5,000.00 approved in the 2017/18 Financial period is carried over to the 2018/19 Financial period.**

9.4 Naming of an Unnamed Park – Corner of Monash and Park Streets, West Wyalong



Our Leadership - A well run Council acting as the voice of the community

DP10.2 Ensure councillors take ownership and a strong leadership role.

Author: General Manager

Introduction

Council, following the workshop held on 29 May 2018 agreed to seek public comment on a proposal to name the park on the corner of Monash and Park Streets, Rannard Park, after the Late E.E. Rannard a former Shire Clerk of Bland Shire Council.

The history behind this proposal is resubmitted for the benefit of councillors.

Council is in receipt of representations from the both the Bland District Historical Society and the daughter of the Late E. E. Rannard for some kind of recognition of Mr. Rannard for his contribution to the Bland Shire community.

The Late E. E. Rannard was a former Shire Clerk of Bland Shire Council having served for 32 years with the council. He retired in February 1971 and unfortunately passed away in September of that same year.

The following is an extract from the Presidential Report presented to the Bland Shire Council meeting on 21st September 1971.

“It is with sadness and sorrow, that I officially report the death OF THE FORMER Shire Clerk, Mr. E. E. Rannard who died suddenly at West Wyalong on Saturday, 11th September, 1071.

Mr. Rannard, who recently retired from the position of Shire Clerk, following 32 years association with the Shire of Bland, had years of honourable association with the professional, commercial, religious, public, sporting and social life of West Wyalong, and was held in high regard.

Every Department of Council was represented at the funeral, and people in all walks of life paid their respect to this good man.” (Cr. L. J. McCann)

It was subsequently agreed by the council of the day to:

“Give consideration to naming some new street, park or other place in the town after the late Mr. Rannard in view of his long and meritorious service with council and association with the district and town”

It has been suggested that the unnamed park at the corner of Park and Monash Streets be named E.E. Rannard Park. Mr. Rannard actually lived just a few houses away from the park in Park Street.

This proposal was subsequently advertised and it is no surprise that many comments were made through social media with four actual written submissions being received.

 **John Scascighini** Splendid idea and long overdue. Eric Rannard was a great man who worked tirelessly and selflessly for the benefit of our community for many years.  3
Like · Reply · Message · 17h · Edited

 **Denis Tierney** Great idea.  1
Like · Reply · Message · 14h

 **Peter Sheargold** Who would not support this?
Like · Reply · Message · 11h

 **Tony Aberline** This may be a good idea , but sometimes there is someone , some family that is overlooked in a situation like this . Perhaps instead of naming it after another BSC worker we should investigate other families from that area of town that had a much greater effect on the town over many more years than Mr Rannard had . The Grellman family who lived just across the street to the park were in business as wheelrights , carriage builders , engineers and motor car dealers for over 100 years in this town and don't have any thing named after them . Surely such a major effort buy this family should be noted by the community that they served .  6
Like · Reply · Message · 11h

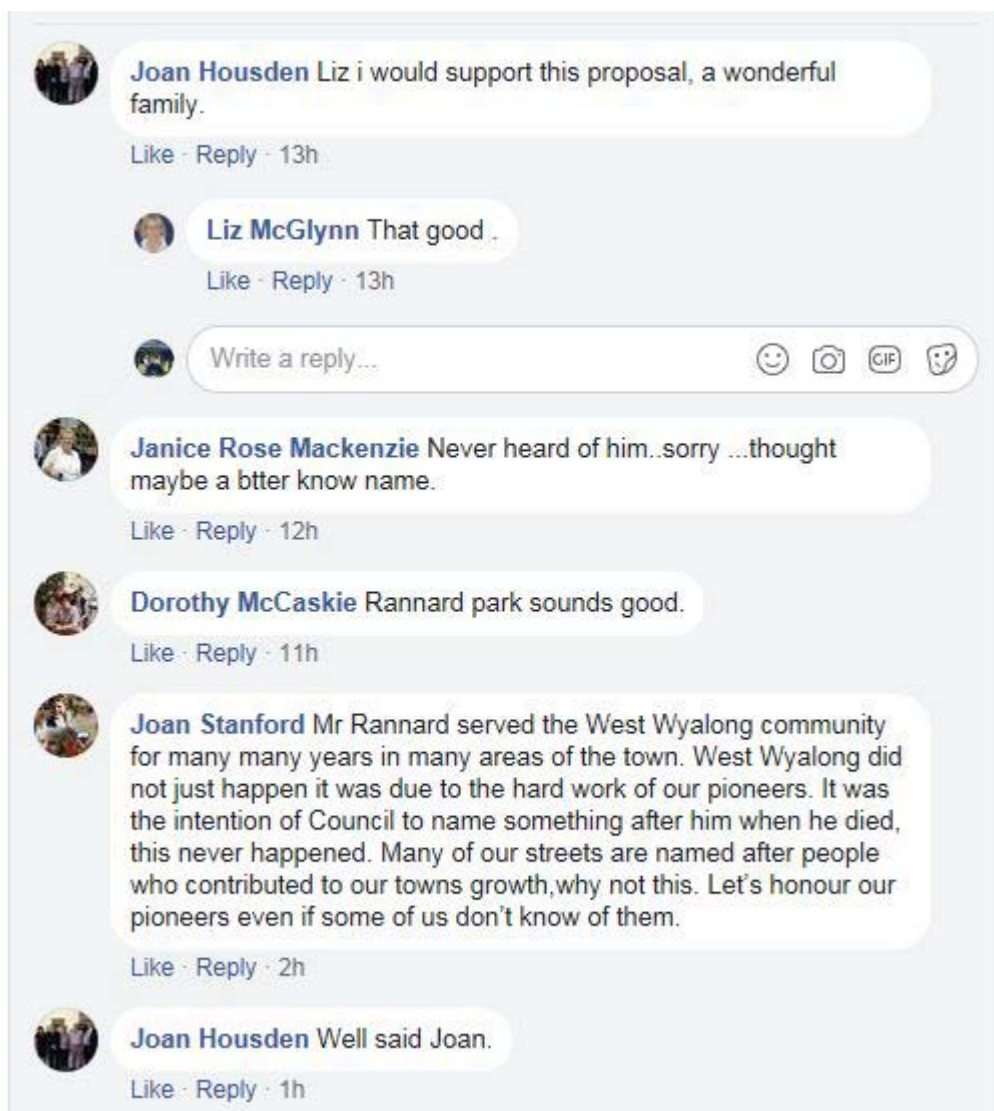
 Write a comment...    

 **Glen Kirkup** Nice if it had toilets  2
Like · Reply · 18h

 **Murrays Maxi Taxi** Already acknowledged and ready for a grant application ... unless ypu want to cough up for it out of your lotto winnings?
Like · Reply · 17h

Email submission received on Wednesday, 4 July 2018 - 9:29pm from Tony Aberline:
 “In reply to BSC asking for submissions about naming of the park on the corner of Park and Monash Streets I would like to object to naming it after another BSC employee when there is an obvious name that should be given to the park ... It should be named Grellman Park after the Grellman family who lived just 2doors up Park St for over 100 years and carried out their business as wheel Wright’s, carriage builders, engineers and motor car dealers in this town for over100 years as well. They were a very well respected family and through their business gave an enormous amount to this town over a very long time.
 We as a community often forget many of the business people that have spent their lives running businesses, offering a service and employing people in this town. They have been just as if not more monumental in helping this town survive and prosper.”

Email submission received on Friday, 6 July 2018 – 8.30am from Jennifer Fitzgerald:
“I wish to state that I fully support the naming of Rannard Park. I am associated with the Rannard family and would think it a fitting honour for his services to the Shire. I have noted on social media where someone stated that they didn't know who he was and thought the honour should go to someone more noteworthy. I say what about the quiet achievers! Maybe if there was a Park in his honour he may become known for what he had contributed to the shire. It is a pity that local history may be lost. I hope that the decision to name Rannard Park is endorsed at the upcoming Council Meeting.”



Written submission received on 5 July 2018 from Wyalong Museum:
“The members of the Bland District Historical Society acknowledge the proposal to name the unnamed park RANNARD PARK and are in full support of this proposal.”

Written submission received on 5 July 2018 from Judy Danson:
“After so many years since the passing of Mr Rannard, I am in support of recognising him in the naming of RANNARD PARK.”

Financial Implications

If Council was to proceed with this proposal the only cost would be the preparation and installation of an appropriate sign estimated at \$1,000.00
Funds for this purpose could be allocated from the annual parks and gardens budget.

Summary

The current Geographical Names Board Guidelines relating to the use of personal names would support such a proposal. However, it would require a council resolution as well as evidence of community support.

The suggestion from Mr. Tony Aberline should be taken into account for any future proposals to name facilities or new streets within the Shire.

Given the community support for this proposal and the fact that it was a previous council resolution to recognise the Late E.E. Rannard, the recommendation is to proceed.

Recommendation:

That Council agrees to the naming of the park at the corner of Monash and Park Streets, West Wyalong as Rannard Park subject to approval of the NSW Geographical Names Board.

9.5 Business Case Report from Western Research Institute - *Visitor Information Centre / Community Cinema / Indoor Heated Pool*



Our Places - Maintain & improve the Shire's assets & infrastructure

DP9.5 Identify and plan for new infrastructure

Author: General Manager

Introduction

This report deals with the outcomes identified in the Western Research Institute (WRI) Report in relation to the development of Business Cases for a Standalone Visitor Information Centre (VIC), a Community Cinema and an Indoor heated Pool.

The report, which is now a public document, was considered by councillors at the July Workshop at which the author of the report, Mr. Alistair McLennan, was present to provide an overview of his findings and to answer questions.

I have provided a very brief summary below on each of the Cases given the fact that all councillors have access to the full report from WRI. The report is available as an attachment to this business paper and can be viewed from Council's website.

Visitor Information Centre

The result is that the establishment of a standalone VIC would be an inefficient use of ratepayer funds and is unlikely to provide a net economic benefit to the Bland Shire.

The survey results show very limited support for this proposal.

It was noted however, that some respondents to the WRI survey felt that the current services provided from the existing VIC were inadequate. Consequently, it may be prudent to undertake a review of the current VIC service levels over the next 12 months, including a survey of the visitors to the VIC.

Recommendation:

- 1. That Council takes no further action in relation to the establishment of a standalone Visitor Information Centre; and**
- 2. That a review of the current service levels at the existing Visitor Information Centre be undertaken over the next 12 months.**

Community Cinema

The result is that despite an uneconomic scenario there is strong community support for this proposal. Additionally, this particular facility would be managed and operated by an independent and incorporated body. Council's only financial commitment would be to the initial capital costs of establishing the cinema with no commitment to the ongoing operational costs.

This project has already received State Government funding under the Stronger Country Communities Program and both Council and Evolution Mining have previously indicated their financial support. A more detailed report on this project will be forthcoming as part of the successful Stronger Country Communities Round 1 projects progress report in the coming months.

Recommendation:

- 1. That Council supports the establishment of a community cinema within the West Wyalong Masonic Hall;**
- 2. That Council reaffirms its commitment to a financial contribution towards the capital costs of this project with the actual amount to be determined once the full cost of the project has been determined.**

Indoor Heated Pool

The result is that the establishment of an indoor heated pool would be an inefficient use of ratepayer funds and is unlikely to provide a net economic benefit to the Bland Shire.

Community feedback suggested the pool would not attract significantly more patrons and also indicated an unwillingness to pay higher rates or accept reduced services to support such a facility.

Recommendation:

That Council takes no further action in relation to the establishment of an Indoor heated Pool.

Financial Implications

The financial implications of each of the above projects have been provided in significant detail within the WRI Report.

The cost of the WRI report, covering all three proposals was \$70,446.00 (excluding GST).

Councillors will be aware of the allocation of \$200,000.00 in the 2017/18 budget for the preparation of at least four (4) Business Cases / Cost Benefit Analyses for identified projects. The fact that council has been fortunate enough to have received three reports at almost half of the estimated cost is welcome news.

The balance of funds from this allocation should remain in council's reserves for future utilisation for similar projects.

Summary

WRI undertook community engagement to understand community demand and sentiment for each of the projects, including interaction with current facilities, potential demand/usage for upgraded services, willingness to volunteer and willingness to pay.

Survey results formed part of the estimates, assumptions and methodology used to underpin project modelling.

The report included a business case for each of the three identified projects, developed in line with NSW Premier's Department Business Case Guidelines. As per these guidelines, a range of items are explored for each project, including:

- The problem or situation addressed by the proposal;
- The features and scope of the proposed initiative;
- The options considered and the rationale for choosing the solution proposed;
- The expected costs;
- The anticipated outcomes and benefits; and
- The expected risks associated with the proposal's implementation.

Additional aspects for each of the projects are also considered, including information on community engagement, recommendations and other related factors. It should be noted that the above information was utilised to inform a Benefit Cost Analysis, developed in line with the NSW Government Guide to Cost-Benefit Analysis (TPP 17-03).

Mr. Alistair McLennan and his team are to be congratulated on such a thorough and detailed report.

Recommendation:

- 1. That the information regarding the outcomes from the Western Research Institute's Reports into a *Standalone Visitor Information Centre; Community Cinema* and an *Indoor Heated Pool* is received and noted;**
- 2. That the balance of the funds allocated for these reports be retained in council's reserves; and**
- 3. That Mr. Alistair McLennan and his team at WRI are congratulated on their efforts in providing Council with such a comprehensive Report.**

9.6 NSW Small Business Month – October 2018



Our Leadership - A well run Council acting as the voice of the community

DP10.6 Regular consultation with key industry, businesses and stakeholders.

Author: General Manager

Introduction

The NSW Government recently announced the launch of *NSW Small Business Month* in October 2018. This is an initiative to promote and celebrate the success of small and medium sized businesses and the critical role they play in local communities across NSW.

Bland Shire Council will receive a grant of \$5,000.00 to host events in the local community with the type and theme of those events to depend on what best suits our own local community.

There have been some initial discussions with the Mayor and Deputy Mayor with Tuesday 9th October being identified as an appropriate date with an evening event. Preliminary arrangements have been made to secure the services of Mr. Tom O'Toole, the Beechworth Baker, as a guest speaker; however, other options are also being explored.

Financial Implications

The estimated cost to hold an evening event with guest speakers and two course meal is in the vicinity of \$10,000.00 and after negotiations, Evolution Mining have agreed to match the \$5,000.00 government grant, which is great news.

Summary

Further information and details will be released by the Government in late July and Council will be kept informed of progress with Small Business Month arrangements as they proceed.

Recommendation:

- 1. That the information relating to preliminary arrangements to recognise NSW Small Business Month during October 2018 is received and noted;**
- 2. That the Mayor and General Manager be delegated authority to finalise a venue and speakers for an event to be held on Tuesday 9th October 2018; and**
- 3. That Evolution Mining is thanked for their generous co-sponsorship of this event.**

9.7 Stronger Country Communities Program – Rounds 1 and 2 Progress Report – July 2018



Our Places - Maintain & improve the Shire's assets & infrastructure

DP 9.1 Responsibly manage asset renewal and maintenance for current and future generations

Author: General Manager

Introduction

This report deals with the progress of the successful applications under the Stronger Country Communities Program Round 1 as well as the current status of the applications under Round 2.

The objective of this Funding Program is *the delivery of community amenity and local sport infrastructure projects that improve the quality of life for residents.*

Round 1

The successful projects and corresponding grant monies are as follows:

- Refurbishment of the Waterslide at Holland Park Pool - \$137,550
- Project Manager: Mr. Will Marsh
- Heating of Holland Park Pool - \$147,596
- Project Manager: Mr. Will Marsh
- West Wyalong Community Cinema - \$451,572
- Project Manager: Mr. David Scobie
- Ungarie Tennis Court Complex Upgrade - \$264,520
- Project Manager: Mr. Will Marsh

The first 'milestone' for each of the above projects has been met by way of the identification of project managers and the submission by council of four individual invoices for the first quarterly payment of funds.

Councillors will be well aware of the business case scenario in relation to the proposed cinema complex which will be the subject of a separate report to council following the consideration of the WRI report at the July Council Workshop.

Round 2

The assessment process for Round 2 will be the same as for Round 1 which includes the following five (5) steps:

1. Application
2. Eligibility Review Panel
3. Choice modelling – community survey process to gauge project preference
4. MP and Parliamentary Secretary input sought
5. Final Assessment Panel review and recommendation to government

Council has received written confirmation that all of the 13 Round 2 applications, listed below, have passed the eligibility stage.

Cooinda Park Poppet Head Rejuvenation \$375,000
Barmedman Pool upgrade \$171,890
Bland Shire Outdoor Youth and Family Recreation Space \$166,652
Portable Skate park \$59,608
Cooinda Park Rejuvenation – Stage 1 \$187,800
West Wyalong Tennis Club Multipurpose Clubhouse \$608,400
West Wyalong Motorsport Park \$993,366
Cooinda Park Rejuvenation – Stage 2 \$349,000
West Wyalong Rugby Club and Rodeo power and sports lighting \$839,009
West Wyalong Harness Racing Club facilities upgrade \$181,986
Ungarie Recreation Reserve Lighting upgrade \$332,404
McAlister Oval multipurpose room \$635,273
Kikiora Hall amenities block and kitchen upgrade \$143,124

Financial Implications

The allocation to Bland Shire Council for Round 2 is \$1.34 million.

The maximum estimated cost of all of the above projects is \$5,043,512.00

The projects with a sporting focus equate to almost 75% of the current Round 2 applications.

Summary

Councils have been encouraged to submit applications totalling in excess of the specific allocation which will certainly be the case for Bland Shire Council.

The outcome of Round 2 will not be known before September of this year.

Recommendation:

That the information regarding the applications under Rounds 1 and 2 of the Stronger Country Communities Fund is received and noted.

SECTION 3 – CORPORATE, COMMUNITY, DEVELOPMENT & REGULATORY SERVICES

9.8 Financial Statements – June 2018



Our Leadership - A well run Council acting as the voice of the community

DP10.4 Ensure the long term financial sustainability of Council through effective and prudent financial management.

Author: Director Corporate, Community & Development Services

Introduction

The financial report is provided in accordance with the Local Government (General) Regulation 2005.

Financial Implications

STATEMENT OF BANK BALANCES, RATES COLLECTIONS AND INVESTMENTS FOR THE MONTH OF JUNE, 2018.

BANK BALANCES AS AT 30th JUNE, 2018

ACCOUNT	BALANCE
General Fund	\$ 1,345,615.61
BCard	\$ 15,990.00
	\$ 1,361,605.61
Invested Funds	
Fixed Deposits	\$ 27,735,770.00
Deposits at Call	\$ 2,176,904.58
	\$ 29,912,674.58
Net Balance	\$ 31,274,280.19
Percentage of investment to Net Balance	95.65%

STATEMENT OF BANK BALANCES AS AT 31.05.18
SUBMITTED TO THE ORDINARY MEETING JUNE 19TH, 2018

BALANCE as at 01.06.18	\$ 1,797,492.87
Add Receipts	
<u>Receipts over \$150,000</u>	
21/06/18 OLG FAG 18/19 1 st & 2 nd Quarter	\$ 3,750,057.00
25/06/18 RMS Flood Damage Grant	\$ 271,925.00
28/06/18 Transfer from Cash at Call	\$ 2,000,000.00
<u>Receipts under \$150,000</u>	\$ 1,080,858.16
<i>Total Receipts for May 2018</i>	\$ 7,102,840.16
Less Payments	
<u>Payments over \$150,000</u>	
28/06/18 Bankwest Investment	-\$ 2,500,000.00
28/06/18 CBA Investment	-\$ 2,500,000.00
<u>Payments under \$150,000</u>	-\$ 2,554,717.42
<i>Total Payments for June 2018</i>	-\$ 7,554,717.42
CASH BALANCE	<u>\$ 1,345,615.61</u>
Limit of Overdraft Arranged with Bank	\$ 350,000.00

ACCOUNTS SUMMARY

The following is a summary of accounts paid for the period May 01, 2018 to May 31, 2018.

I CERTIFY,

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

Fund		Voucher No.s	Total
Cheques		025436 - 025451	\$ 110,547.57
Auto-pay	Creditors	E014400 – E014680	\$ 4,499,460.53
Auto-pay	Payroll	03/06/18 – 24/06/18	\$ 434,744.49
June Bank Charges & Commission etc			\$ 1972.58
Direct Debits		Repayments & Vehicle Lease	\$ 7,992.25
Payment		CBA Term Deposit	\$ 2,500,000.00
			\$ 7,554,717.42

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 18th July 2018, 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 \$7,554,717.42 was submitted to the Ordinary Meeting on the 18th July 2018 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 (2017/18)	\$ 9,661,051.51
Rates received as at 30/6/2018	\$ 9,184,982.96
% of rates received to date	95.07%

The total rates income includes rates in arrears and accumulated interest.

Summary

The information provided is in accordance with the Local Government (General) regulation 2005 and that the financial position of Council is satisfactory and the external investments are held in accordance with section 625 of the Local Government act 1993.

Recommendation:

- 1. That Council receive and note the statement of Bank Balances, Rates Collections and Investments for the month of June, 2018**
- 2. That Council confirms the payment of accounts, for the period 01 June to 30 June 2018, summarised in the accounts summary totalling \$7,554,717.42**

INVESTMENTS

The following table gives details of Council's Funds invested at 30th June 2018. 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
17-January-2018	Bank of QLD (Term Deposit)	1,000,000.00	273 days	2.55%	17-October-2018
30-April-2018	NAB (Term Deposit)	1,000,000.00	333 days	2.67%	29-March-2019
21-May-2018	NAB (Term Deposit)	1,000,000.00	270 days	2.63%	15-February-2019
12-June-2018	NAB (Term Deposit)	1,500,000.00	272 days	2.75%	11-March-2019
08-November-2017	Rural Bank (Term Deposit)	1,000,000.00	365 days	2.50%	08-November-2018
16-March-2018	Bankwest (Term Deposit)	2,000,000.00	270 days	2.55%	11-December-2018
08-September-2017	Bendigo Bank (Term Deposit)	400,000.00	365 days	2.60%	08-September-2018
08-September-2017	Bendigo Bank (Term Deposit)	400,000.00	365 days	2.60%	08-September-2018
08-September-2017	Bendigo Bank (Term Deposit)	400,000.00	365 days	2.60%	08-September-2018
18-December-2017	AMP (Term Deposit)	1,000,000.00	270 days	2.40%	14-September-2018
17-October-2017	Bank of QLD	1,000,000.00	273 days	2.55%	17-July-2018
15-June-2018	AMP (Term Deposit)	2,000,000.00	270 days	2.80%	12-March-2019
29-November-2016	Westpac (FRN)	2,000,000.00	1826 days	3MBBSW+1.2%	29-November-2021
01-February-2018	AMP (Term Deposit)	1,000,000.00	274 days	2.65%	02-November-2018
17-March-2017	Credit Suisse (FRN)	1,035,770.00	1453 days	3MBBSW+1.95%	19-March-2021
11-January-2018	AMP (Term Deposit)	1,000,000.00	273 days	2.45%	11-October-2018
31-May-2018	ME Bank (Term Deposit)	2,000,000.00	273 days	2.72%	28-February-2019
10-October-2017	NAB (Term Deposit)	2,000,000.00	365 days	2.57%	10-October-2018
12-December-2017	CUA (Term Deposit)	1,000,000.00	336 days	2.60%	13-November-2018
28-June-2018	CBA (Term Deposit)	2,500,000.00	300 days	2.78%	24-April-2019
28-June-2018	Bankwest (Term Deposit)	2,500,000.00	211 days	2.80%	25-January-2019
	ANZ Deposit at Call	50,833.62	Cash at Call		
	CBA Deposit at Call	2,126,070.96	Cash at Call		
	TOTAL:	29,912,674.58			

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

9.9 State Government Funding For NSW Public Libraries



Our People - A Strong, healthy, connected and inclusive community

DP 3.4 Foster a learning culture optimising our physical and virtual spaces

Author: Director Corporate, Community, Development and Regulatory Services

Introduction

The NSW Public Libraries Association has requested support from councils across in their advocacy to State Government for additional funds for Public Libraries.

Bland Shire Council invests significantly in library services within our community resulting in 46,643 visits and 27,419 loans alone in 2017/18 financial year. Staff also provided 2,825 children's programs and signed up over 200 new members resulting in over 29% of the population being active members of the library.

Whilst Council receives funds from State Government, these have gradually declined. In 2015/16, State funding for Public Libraries covered only 7.5% of the total costs of operating the 368 libraries across NSW. The level of State Government funding for NSW public libraries has reached crisis point. This is an historic issue that has been ignored by successive NSW governments. The key issues are that:

- NSW public libraries receive the lowest per-capita funding from their State Government compared to all other states in Australia
- NSW councils are currently paying 92.5% of the costs to operate public libraries, up from 77% in 1980
- In 2015-16, NSW State Government funding for public libraries was only \$26.5M compared to a contribution of \$341.1M from Local Government. NSW councils are paying 12 times more than the State Government to provide library services to their communities.
- The total funding available through the NSW Public Library Funding Strategy is not indexed to population growth or consumer price index (CPI), thereby contributing to the ongoing attrition of State Government funding.
- The 2018-19 NSW state budget delivered just \$23.528M for public libraries, \$5.275M less than the 2017-18 funding level and a cut of 18 per cent.
- Physical and virtual visitation, library borrowing and participation in library programs continue to increase year on year.
- Libraries play a major part in supporting the achievement of government literacy targets.
- Libraries provide collections, programs and spaces for marginalised groups including older people, refugee and multicultural communities, and people who are digitally disadvantaged.

In 2011, the NSW State Government made a pre-election commitment to comprehensively review the level and allocation of funding for NSW public libraries. The Library Council of NSW worked with the NSW Public Libraries Association and the State Library of NSW to develop an evidence-based submission.

The resulting submission Reforming Public Library Funding, recommending a fairer, simpler and more transparent method for the distribution of funds, was presented to the State Government in October 2012. Despite the undertaking of the State Government to comprehensively review funding for its public libraries, the recommendations of Reforming Public Library Funding were ignored and the funding model was neither reviewed nor improved.

In 2016, the then Minister for the Arts, the Hon. Troy Grant, undertook to review the matter of State Government funding for NSW libraries at the conclusion of the Fit For the Future program. It can be reasonably assumed that Fit For the Future has concluded, yet there has been no review of library funding nor any mention of libraries in the Government's pre-election undertakings. At the 2016 LGNSW Conference, the Premier Mike Baird committed to reviewing library funding.

It should be noted that the following motion (submitted by the Blue Mountains City Council) was unanimously endorsed at the Local Government NSW 2017 Conference:

That Local Government NSW works with the NSW Public Libraries Association (NSWPLA) to develop a strategic partnership to:

- a) increase public awareness of the multiple roles that Local Government Public Libraries play in supporting the educational, social, cultural and economic outcomes in local communities
- b) advocate, in the lead up to the March 2019 State election, for improved State Government funding for Local Government Public Libraries in NSW to enable public libraries to meet the growing needs of our local communities.

(Note: This motion covers the following motion set out in small font)

Wagga Wagga City Council - Funding for public libraries - That Local Government NSW and member councils lobby the NSW Government to increase annual percentage of funding for public libraries

As previously noted, this is not a party-political issue as every government since 1980 shares the blame for the current funding situation. Nevertheless, it is worth noting that the NSW Opposition released its Library Funding Policy on 26 March 2018 with an undertaking to increase overall funding to all suburban and regional NSW public libraries by \$50 million in the first term of government. This is a very significant pledge insofar as it is the first policy from any political party in recent history that undertakes to provide a significant and specified increase in state funding for public libraries.

NSW public libraries are governed by the Library Act 1939, a legislative instrument that was initially introduced to ensure the provision and ongoing sustainability of libraries through State Government and Local Government collaboration, and providing up to 50% of the funding required to establish and operate libraries. Since then local government has increasingly carried the funding burden with the situation deteriorating significantly since the 1980s. As a result, there are examples of attrition in library staffing, opening hours, collections, services and programs in a number of councils across the state.

Disappointingly, the 2018-19 NSW state budget delivered just \$23.528M for public libraries, \$5.275M less than the 2017-18 funding level. The State Government has completely ignored the recommendation of its own expert panel, the Library Council of NSW which, in consultation with the State Library of NSW and the NSW Public Libraries Consultative Committee, recommended an increase in public library funding to \$30M in 2018-19.

The public library grant funding component, which has been a budget inclusion for many years, has been scrapped entirely. This component financed a competitive grant project which has part-funded countless library infrastructure and service projects over many years.

The NSW public library network is at serious risk. Neither this Council nor the broader NSW Local Government sector can continue with the high degree of uncertainty about the level of ongoing State Government funding for public libraries.

Accordingly, it is recommended that Council supports urgent action from the NSW local government sector and NSW Public Libraries Association to reverse the ongoing deterioration of state funding for public libraries to ensure that local councils will not be forced to continue meeting the funding shortfall.

Financial Implications

Reduced funding allocation to the SLNSW will potentially result in a reduced library subsidy.

Summary

In the week commencing 30 July, LGNSW & NSWPLA will be launching Renew Our Libraries. This exciting advocacy initiative brings together councils, public libraries and their supporters into a grassroots effort to demand action and funding commitments from all political parties in the lead up to the 2019 NSW State Election.

Recommendation:

- 1. That Council make representation to the local State Members in relation to the need for additional funding from the NSW State Government for the provision of public library services.**
- 2. That Council write to the Hon. Don Harwin, Minister for the Arts and the Hon. Walt Secord, Shadow Minister for the Arts, calling for bi-partisan support for the provision of a significant increase in state funding for NSW public libraries, supported by a sustainable future funding model.**
- 3. That Council lobby for increased and sustainable state government funding for libraries.**
- 4. That Council endorse the distribution of the NSW Public Libraries Association NSW library funding advocacy information in Council libraries, as well as involvement in any actions proposed by the Association.**

9.10 Development Application DA2018/0070



Our Prosperity - Growing our population and jobs

DP16.1 Ensure a sustainable environment for current and future generations through effective management and planning for the long term future by ensuring appropriate land is zoned and available to support business and industry growth.

Author: Manager Development and Regulatory Services

Introduction

A development application was received from Nathan and Marreesha Chantrill on 5 March 2018 for the erection of a dwelling house on Lot 19 Section M DP8548 (9 Ethel Street, Ungarie).

Historical flood data was reviewed to determine if the site was subject to flooding. The photograph below was taken during the 2012 flood event. The Ungarie Flood Study document also indicated that the site would be inundated during flooding of the Humbug Creek.



Council staff recommended that the dwelling house be constructed on bearers and joists or other open footing construction method, however the applicants were adamant that the dwelling be built with a slab on ground as they had already purchased the bricks.

As the applicants wished to proceed with the slab on ground, Council requested that the applicants submit a report from a suitably qualified hydrological engineer and a report from a registered surveyor to determine the appropriate levels. The report was considered necessary so as to mitigate the potential for damage to the proposed dwelling and the neighbouring dwelling during future flood events.

On 13 June 2018 the applicants, together with their solicitor met with Council's Director Community, Corporate, Development and Regulatory Services (DCCDR) regarding the application. The applicants questioned why the Section 10.7(2) Planning Certificate did not identify that the land was subject to flooding. The DCCDR advised that the Section 10.7(2) certificate is required to identify land that is subject to flood development controls and that, to date, there have been no controls established for the village of Ungarie. It was further advised that stage 2 of the flood study is likely to include flood development controls. The DCCDR also advised that had the applicants requested a Section 10.7 (2 & 5) certificate, that certificate would have identified that the Ungarie Flood Study (Stage 1) was applicable to the land. The DCCDR also advised that should the dwelling be erected with an open footing construction, such as bearers and joists, the hydrological report would not be required. During this meeting the applicant was advised that no further assessment of the proposal could take place until the requested information was provided.

Subsequently, the applicants submitted a report from BMT WBM Pty Ltd which provided a flood planning level for the site of 225.4 AHD (report is attached).

Council staff are currently investigating the location of sewer junctions at the rear of the property. It currently appears that there is a manhole and junction located at the rear of Lot 18. If this is the case a condition will be applied requiring that Lots 18 & 19 be consolidated to form one lot so that the sewer service line will not be located on a lot that could be held under separate ownership in the future. Should there not be a junction in this location the applicants will be required to extend the sewer main and an appropriate condition would be applied.

Financial Implications

The development application fees for this proposal are \$1197.44 which have been paid in full.

Summary

The erection of a dwelling-house on the subject land is permissible with development consent, however it is considered that as the dwelling is proposed to be a slab on ground construction, that the level should be raised to 225.4 AHD as per the recommendation in the BWT WBM Pty Ltd report.

Recommendation:

That application DA2018/0070 for the erection of a dwelling house on Lot 19 Section M DP8548 (9 Ethel Street, Ungarie) be approved subject to the conditions in Attachment 1.

ATTACHMENT 1

DRAFT CONDITIONS OF CONSENT

General

1. This consent relates to **dwelling house as** illustrated on the plans, specifications and supporting documentation stamped with reference to this consent, as modified by the following conditions. The development shall be carried out in accordance with this consent.

Notes:

- *Any alteration to the plans and/or documentation shall be submitted for the approval of Council. Such alterations may require the lodgement of an application to amend the consent under s96 of the Act, or a fresh development application. No works, **other than those approved under this consent**, shall be carried out without the prior approval of Council.*
 - *Where there is an inconsistency between the documents lodged with this application and the following conditions, the conditions shall prevail to the extent of that inconsistency.*
2. The **dwelling house** shall not be occupied or the use shall not commence until all relevant conditions of development consent have been met or unless other satisfactory arrangements have been made with council (i.e. a security).

Building Code of Australia

3. All building work must be carried out in accordance with the requirements of the Building Code of Australia.

Note: *This condition is prescribed under the Environmental Planning and Assessment Regulation 2000.*

Erection of signs

4. A sign must be erected in a prominent position on any site on which building work, is being carried out:
 - (a) showing the name, address and telephone number of the principal certifying authority for the work, and
 - (b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
 - (c) stating that unauthorised entry to the work site is prohibited.

Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

PART B - REQUIREMENTS PRIOR TO ISSUE OF CONSTRUCTION CERTIFICATE

Construction Certificate Application

5. A Construction Certificate application is required to be submitted to, and issued by Council/Accredited Certifier prior to any excavation or building works being carried out on site.

Engineering Plans

6. Amended structural engineers details are to be submitted to the Principal Certifying Authority for the proposed reinforced concrete floor slab/footing design.

Section 94A Contribution

The payment of a Section 94A Contribution Levy of \$331.42 (being 0.125% of the total estimated construction cost) is required to be paid to Council prior to the issue of a construction certificate.

PART C - REQUIREMENTS PRIOR TO COMMENCEMENT OF WORK

Notice of Commencement

7. Notice of commencement (at least 48 hours prior) is to be given to Council in writing.

Erosion and Sediment Control

8. Erosion and sediment control measures shall be installed and maintained until all disturbed areas have revegetated in accordance with the Bland Development Control Plan 1999.

Note: *On the spot fines may be imposed for non-compliance with this condition.*

Residential Building Work

9. Any licensed contractor(s) *performing residential building work valued at \$20,000 or more* must obtain indemnity insurance as required by the Home Building Act 1989. Evidence of such insurance must be provided to the Principal Certifying Authority (PCA) before building works commence.

Notes:

- *This condition is prescribed under the Environmental Planning and Assessment Regulation 2000.*
- *If appointment as PCA, **Bland Shire Council WILL NOT INSPECT any building work unless evidence of indemnity insurance has been provided.** A copy of the Certificate of Insurance will suffice.*

Temporary Onsite Toilet

10. A temporary on-site toilet is to be provided and must remain throughout the project or until an alternative facility meeting Council's requirements is available on-site.

Damage to Public Assets

11. The developer or his agent must undertake a site inspection of the adjacent kerbs, gutters, footpaths, walkways, carriageway, reserves and the like, prior to commencement of work and document evidence of any damage to existing assets. Failure to identify existing damage will result in all damage detected after completion of the building work being repaired at the applicant's expense.

PART D - REQUIREMENTS DURING WORKS

Approved Hours of Construction

12. Construction work may only be undertaken in accordance with the provisions of the Environmental Protection Authority – Interim Guidelines for Industrial Noise as identified below:

DAY	HOURS
Monday to Friday	7:00am to 6:00pm
Saturday	8:00am to 1:00pm
Sunday & Public Holidays	Nil

Installation of Smoke Alarms

10. A smoke alarm complying with Part 3.7.2 of the Building Code of Australia and AS 3786 is to be installed between the remainder of the dwelling.

Building Waste

13. The provision of a metal waste skip with self-closing lid or secure covering on-site for the duration of the construction to ensure that all wastes are contained on the site. The receptacle is to be emptied periodically to reduce the potential for rubbish to leave the site.

Note: *On the spot fines may be imposed by Council for Pollution incidents.*

Building Materials, Plant and Equipment

14. All building materials, plant and equipment are to be placed on the site of the development so as to ensure that pedestrian and vehicular access in public places is not restricted and also so that the road reserve is not damaged.

Note: *On the spot fines may be imposed for non-compliance with this condition.*

Soil and Water Management

15. All practical measures must be taken to ensure erosion and subsequent sediment movement off-site does not occur.

In particular, a silt fence or equivalent must be provided downhill from the cut and fill area (or any other disturbed area). The fence must be regularly inspected and cleaned out and/or repaired as necessary and all collected silt must be disposed of to the satisfaction of the Principal Certifying Authority (PCA).

Unnecessary disturbance of the site (eg excessive vehicular access) must not occur.

All cuts and fills must be stabilised or revegetated as soon as possible after the completion of site earthworks.

Survey Certificate

A survey certificate is to be submitted to Council prior to the pouring of the concrete floor slab to determine that the finished floor level is at or above 225.4 AHD.

Sewer Services

Appropriate condition to be applied.

PART E - REQUIREMENTS PRIOR TO OCCUPATION CERTIFICATE

Occupation Requirements

16. No person is to use or occupy the building or alteration that is the subject of this approval without the prior issuing of an Occupation Certificate.

Public Infrastructure

17. The applicant shall rectify any damage to public infrastructure (including roads, gutters, footpaths, street trees, etc) prior to the issue of the Occupation Certificate at no cost to Council.

Smoke Alarms

18. A Compliance Certificate certifying the installation of smoke alarms is to be provided to Council.

BASIX Certificate

19. Commitments listed in BASIX Certificate number 879075S_02 relating to the development must be fulfilled prior to the issue of an Occupation Certificate.

Ground Levels

20. Finished ground levels are to be graded away from the buildings and adjoining properties must achieve natural drainage. The concentrated flows are to be dispersed down slope or collected and discharged to the stormwater drainage system.

Vehicle Access

21. The construction of the vehicular crossings and laybacks in the existing kerb and gutter, adjacent to the proposed footpath are to be constructed as follows:

- The vehicular crossings are to be of a standard width of 3600mm and have laybacks of 600mm.

Completion Requirements

22. All of the foregoing conditions are to be at the full cost of the developer and to be completed prior to the issuing of an Occupation Certificate, unless stated otherwise.

PART F - OPERATIONAL REQUIREMENTS

Nil

PART G – REASONS FOR CONDITIONS

Conditions of consent have been imposed to:

1. Ensure the proposed development:
 - a) achieves the objects of the Environmental Planning and Assessment Act, 1979;
 - b) complies with the provisions of all relevant environmental planning instruments;
 - c) is consistent with the aims and objectives of Council's Development Control Plans, Codes and Policies.
2. Ensure that the relevant public authorities and the water supply authority have been consulted and their requirements met or arrangements made for the provision of services to the satisfaction of those authorities.
3. Meet the increased demand for public amenities and services attributable to the development in accordance with Section 94 of the Environmental Planning and Assessment Act, 1979.
4. Ensure the protection of the amenity and character of land adjoining and in the locality of the proposed development.
5. Minimise any potential adverse environmental, social or economic impacts of the proposed development.
6. Ensure that all traffic, carparking and access requirements arising from the development are addressed.
7. Ensure the development does not conflict with the public interest.

PART H – GENERAL ADVICE

NOTES

LAPSING OF DEVELOPMENT CONSENT

Development consent does not lapse if the approved use has actually commenced or the proposed work is physically commenced before the consent lapse date, except where a condition specifies a limit to the duration of the consent.

RIGHT OF APPEAL

If you are the applicant:

You can appeal against this decision in the Land and Environment Court within twelve (12) months of the date of this notice (section 97 of the *Environmental Planning and Assessment Act, 1979*). You cannot appeal, however, if a Commission of Inquiry was held and the development is designated development or state significant development.

REVIEW OF DETERMINATION

An applicant may request the Council to review this determination within one (1) year after the date the applicant received this notice. The prescribed fee must be paid with the request for a review. Once the review is completed the Council may confirm or change the determination.

If there is an appeal, the period of time within which Council may undertake a review is extended up to the time the Court hands down its decision.

A Review cannot be requested for:

- a determination to issue or refuse to issue a complying development certificate, or
- a determination in respect of designated development, or
- a determination in respect of integrated development, or
- a determination in respect of integrated development, or a determination made by Council under Section 116E in respect of an application by the Crown.



Development Assessment Report

Pursuant to Section 79C of the Environmental Planning Assessment Act 1979

APPLICATION DETAILS

Application No:	DA2018/0070
Lodgement Date:	5 March 2018
Applicant:	Nathan and Marreesha Chantrill
Proposal:	Dwelling House
Estimated Cost:	\$265,136.00
Assessment Officer:	Manager Development and Regulatory Services
Concurrence Required:	No
Referrals:	Not required
Adjoining Owner Notification:	Yes
Advertising:	Not applicable
Determination Body:	Council
Reason:	Objections received.
Meeting Date:	17 July 2018
Owner's Consent Provided:	Yes

SITE DETAILS

Subject Land:	9 Ethel Street, Ungarie Lot 19 Section M DP8548
Owner:	N R & M LChantrill

PLANNING CONTROLS

Environmental Planning Instrument: Bland Local Environmental Plan 2011

Zoning: RU5 Village

Current Land Use: Vacant land

Permissibility: Permitted with development consent

Description of Development

The proposal is for a four (4) bedroom brick veneer dwelling house with a slab on ground construction.

Site and Locality

The site is currently vacant land located adjoining existing residential area.

Easements and Covenants

There are no easements or covenants over the subject land.

Previous Development Consents

Nil

MATTERS FOR CONSIDERATION PURSUANT TO SECTION 79C(1)

Section 79C(a)(i) – The provisions of any environmental planning instrument

Bland Local Environmental Plan 2011

Aims of Plan:

- (a) to protect, enhance and conserve agricultural land through the proper management, development and conservation of natural and man-made resources
- (b) to encourage a range of housing, employment, recreation and facilities to meet the needs of existing and future residents of Bland
- (c) to promote the efficient and equitable provision of public services, infrastructure and amenities
- (d) to conserve, protect and enhance the environmental and cultural heritage of Bland
- (e) to promote the twin townships of West Wyalong and Wyalong as the major commercial and community service centres for Bland
- (f) to encourage the sustainable growth of the villages of Bland

Comment

The proposal is consistent with the aims of the Bland Local Environmental Plan 2011.

RU5 Village Zone

Objectives of the Zone:

- *To provide for a range of land uses, services and facilities that are associated with a rural village.*

Comment

The proposal is consistent with the objectives of the RU5 Village zone.

Part 3 Exempt and Complying Development

The proposal is not exempt or complying development.

Part 4 Principal Development Standards

There are no principal development standards that are relevant to this proposal.

Part 5 Miscellaneous Provisions

There are no miscellaneous provisions which apply to the subject site or the proposed development.

Part 6 Additional Local Provisions

6.7 Flood Planning

Clause 6.7 of the Bland Local Environmental Plan applies to land at or below the flood planning level. In this clause the flood planning level is the level of a 1:100 ARI (average recurrent interval) flood event plus 0.5 metre freeboard. Stage 1 of the Ungarie flood study includes an interim flood planning levels in appendix A.

Clause 6.7(3) states that:

Development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that the development:

- (a) is compatible with the flood hazard of the land, and*
- (b) is not likely to significantly adversely affect flood behaviour resulting in detrimental increases in the potential flood affectation of other development or properties, and*
- (c) incorporates appropriate measures to manage risk to life from flood, and*
- (d) is not likely to significantly affect the environment or cause avoidable erosion, saltation, destruction or riparian vegetation or a reduction in the stability of river banks or watercourses, and*
- (e) is not likely to result in unsustainable social and economic costs to the community as a consequence of flooding.*

Comment

Stage 1 of the Ungarie Flood Study has identified the flood planning area for the village of Ungarie. The subject site falls within this area and historical flood records and photographs confirm that the site is subject to inundation from over land water flow during flood events.

Council recommended that the dwelling house be constructed on bearers and joists or other open footing construction; however, the applicants were adamant that a slab on ground construction be approved.

As a result, the applicants were requested to submit a report prepared by suitably qualified hydrological engineer to determine adequate floor height and to assess the potential for impact on adjoining dwellings.

The submitted report has provided a flood planning level of 225.4 AHD.

State Environmental Planning Policies

There are no SEPPs relevant to the proposed development.

Section 79C(1)(a)(ii) – Any proposed instrument that is or has been the subject of public consultation under this Act and that has been notified to the consent authority

Council currently has a planning proposal that seeks to make a number of minor amendments to the Bland Local Environmental Plan 2011 currently on public exhibition.

Section 79C(1)(a)(iii) – The provisions of any development control plan

Bland Development Control Plan 2012

1.3 Development Application Notification Policy

The proposal was notified to land owners in the vicinity of the site. One objection was received.

Council provided the objector with a copy of the hydrologist's report and advised that the application would be tabled at the July Council meeting.

Chapter 8 Village Development

The performance criteria for village development is addressed in the following table:

Assessment against performance criteria of Bland Development Control Plan 2012

Chapter 8 – Village Development

Performance Criteria	Satisfactory	Not Satisfactory	Not Relevant	Comment
Visual Privacy				
Direct overlooking of main internal living areas and private open spaces of other dwellings is minimised by building layout, location and design of windows and balconies, screening devices and landscape or remoteness. Effective location of windows and balconies to avoid overlooking is preferred to the use of screening devices, high sills or obscured glass. Where these are used, they should be integrated with the building design and have minimal negative effect on residents' or neighbours' amenity.	✓			The dwelling is proposed to be sited 38 metres from the nearest dwelling (north western boundary). To the north east is vacant land.
Physical Infrastructure and Lot Layout				
Allotment to be of a suitable size to allow for the practical installation of the proposed development and include waste water disposal.	✓			Lots 17, 18 & 19 form the holding owned by the applicants. A sewer manhole is located at the rear of lot 17. A condition of consent will be applied requiring the submission of a Section 68 application for the connection to Council's sewerage system.
Village Character				
Existing character of the village is maintained.	✓			The proposal is for a dwelling house which is consistent with the character of the village.
Services				
Water				
Water supply capable of servicing the needs of the proposed development is provided.	✓			The proposed dwelling will be required to connect to the reticulated water system.

Electricity				
Access to an electricity supply capable of servicing the proposal is provided.	✓			The proposed dwelling will be required to connect to the existing electricity network.
Telecommunications				
Access to telecommunications capable of servicing the development is available.	✓			The proposed dwelling will be required to provide adequate telecommunication services.
Access				
Road Access				
Access is provided from a dedicated public road maintained by Council	✓			Access is available from Ethel Street.
Sight Distances				
There is adequate site distance to allow safe manoeuvring to and from the property.	✓			Adequate site distances can be achieved.
Parking and Manoeuvring				
There is ample space for parking and manoeuvring of vehicles on the property to avoid traffic movements off site.	✓			Sufficient space is available on the site for parking.
Parking and manoeuvring areas are constructed to all weather materials to safely accommodate vehicles at all times.	✓			Driveway shown on the site and landscaping plans to be constructed of concrete or similar material
Drainage				
Accesses are constructed so that they do not impede the flow of stormwater.	✓			Driveway to be graded to street table drain.
Car park and manoeuvring areas are constructed and drained to prevent the ponding of water.	✓			As above.
Design for Access and Mobility				
Developments are designed in accordance with Australian Standard 1428.1 – 4 Design for Access and Mobility.			✓	Not applicable to this proposal.

Natural Hazards

The impacts of natural hazards such as fire, flood and wind storms are reduced.



The subject land has been subject to inundation from flood events previously. An open footing construction method was recommended however the applicant's which to proceed with a slab on ground construction. As this is the case the finished floor level to be raised so that it is above 225.4 AHD.

Section 79C(1)(a)(iia) – Planning Agreements

No planning agreements have been proposed in relation to this development.

Section 79C(1)(a)iv) – Any matter prescribed by the regulations

NSW Coastal Policy 1997	Not applicable to the Bland LGA
Fire Protection and Structural Capacity	Not applicable to this proposal
Upgrade of Buildings	Not applicable to this proposal
Temporary Structures	Not applicable to this proposal

Section 79C(1)(b) – Likely Impacts of the Development				
	Satisfactory	Not Satisfactory	Not Relevant	Comment
Context & Setting	✓			The erection of dwelling house is consistent with adjoining development.
Streetscape	✓			The proposal is consistent with the residential nature of the streetscape.
Traffic, access & parking	✓			The proposal will not significantly increase traffic volume. Access can be achieved from a formed road.
Public Domain	✓			The proposal will not restrict any recreational activities in the area.
Utilities	✓			The proposed development will require connection to utility services.
Heritage			✓	Not relevant to this proposal.
Other Land Resources			✓	The proposal will not impact productive agricultural land, mineral or extractive resources or water supply catchments.
Water quality & stormwater			✓	The proposal will not impact on stormwater or water quality.
Soils & soil erosion	✓			Soil erosion controls will be required during construction.
Air & microclimate	✓			Dust controls will be required during construction.
Flora and fauna			✓	The site is not located in an area of critical habitat. Threatened species of flora or fauna have not been identified on the site.

Waste	✓			The proposal will not generate significant amounts of waste. Any waste generated can be accommodated by kerbside collection.
Energy			✓	It is not anticipated that the redevelopment of the site will require additional energy requirements.
Noise & vibration	✓			It is considered that any noise generated at the site will be of low impact and will not significantly impact on adjoining land owners.
Natural hazards		✓		The subject site is subject to inundation from overland water flow during flood events of the Humbug Creek. Fill will be required to ensure that the finished floor level of the dwelling is above the flood planning level.
Technological hazards			✓	There have been no technological hazards identified on the site.
Safety, security & crime prevention			✓	There have been no specific safety or security concerns identified during the assessment of the development.
Social impact on the locality	✓			The erection of a new dwelling will have a positive impact for the village of Ungarie.
Economic impact on the locality	✓			The proposal will not have a significant economic impact.
Site design and internal design		✓		The finished floor level is required to be 225.4 AHD
Overlooking & overshadowing			✓	Not relevant to this proposal.
Construction	✓			The proposal can comply with the Building Code of Australia.
Cumulative impacts	✓			There have been no cumulative impacts identified.

Section 79C(c) - The suitability of the site for the development

The site is considered suitable for the erection of a dwelling-house with open footing construction. The construction of a slab on ground dwelling will require additional earthworks to ensure that the finished floor level is above the flood planning level to avoid inundation of the dwelling during flood events.

Section 79C(d) – Any submissions made in accordance with the Act or the regulation

One (1) formal submission was received in relation to the proposal

The following issues were raised in the submission:

Issue	Comment
Flooding The objector is concerned that the dwelling built using slab on ground construction may increase the volume of water and pressure of water flowing across the property. The objector is concern that if the dwelling is not constructed on piers it would increase the flood risk on his property.	The construction of the dwelling with a slab on ground has the potential to alter the behaviour of water during flood events. To address the concerns of the adjoining owner the applicant were required to submit a report that addressed these concerns. The report is attached.

Section 79C(e) – The public interest

The public interest is a broad consideration relating to many issues and is not limited to the issues discussed in this report. Taking into account the full range of matters for consideration under Section 79C of the Environmental Planning and Assessment Act 1979 (as discussed within this report) it is considered approval of the application is in the public interest.

Development Contributions – Section 94 & 94A Environmental Planning and Assessment Act 1979

Section 94 Development Contribution Plan 2011 – Traffic Generating Development

Not applicable to this application

Section 94A Development Contribution Plan 2011

Payment of a Section 94A Development Contribution is applicable to this development.

Other Approvals

No other approvals are sought as part of this application.

Conclusion

This assessment has given consideration to the matters listed where relevant. This assessment was undertaken in accordance with Section 79C of the Environmental Planning and Assessment Act 1979.

Recommendation

It is recommended that DA2018/0070 for a dwelling house be approved subject to the conditions.



BMT WBM Pty Ltd
Suite G2, 13-15 Smail Street
Ultimo, Sydney, NSW, 2007
Australia
PO Box 1181, Broadway NSW 2007

Our Ref: L.S20384.001.00.docx

Tel: +61 2 8960 7755
Fax: +61 2 8960 7745

30 May 2018

ABN 54 010 830 421

www.bmt.org

Nathan Chantrill
4 Mackrell Street
UNGARIE NSW 2669

Attention: Nathan Chantrill

Dear Nathan,

File:	DA 2018 - 0070	Action
Action Officer:	BEALS	<input type="checkbox"/>
REC'D	13 JUN 2018	
ORIG:	BEALS	
Copy to:	Bland Shire Council	

RE: FLOOD RISK ASSESSMENT FOR 9 ETHEL STREET UNGARIE

This letter report provides a review of the existing flood conditions and identifies risks associated with flooding which may pose constraints to the proposed development at 9 Ethel Street, Ungarie.

The flood assessment utilised the TUFLOW hydraulic model developed as part of the Ungarie Flood Study (BMT, 2016) to determine the existing flood conditions and ascertain the required Flood Planning Level for the site.

Background

Ungarie Flood Study

The *Ungarie Flood Study* (BMT, 2017) was prepared for Bland Shire Council to define the mainstream flood behaviour under historical, existing and future conditions in the Ungarie township and surrounding floodplain, in order to establish the basis of future floodplain management activities. The TUFLOW hydraulic model developed as part of the study was calibrated against a range of historical events, including the June 2016, March 2012, March 2011 and January 1984 events. The catchment was modelled for a range of design events from the 20% AEP event to the 0.5% AEP event, and included the Extreme Flood event.

Site Location

The study site is located on the eastern fringe of the township of Ungarie on the southern side of the Cootamundra-Lake Cargelligo Railway. The elevation of the site (based on available LiDAR topographic data utilised in the flood study) ranges between ~224.0 m AHD – 224.4 m AHD, with localised depressions in the eastern and western portions of the site. The site generally grades to the north towards the railway line. The proposed development is located in the eastern portion of the site.

The site locality and topography is shown in Figure 1. Please note that the location of the proposed structure has been approximated from the design plans supplied.

Existing Flood Conditions

Existing baseline flood conditions at the site for the 20% AEP, 1% AEP and Extreme Flood events are presented in Figure 2 - Figure 4, respectively. Existing peak flood levels across the site for the 20% AEP, 1% AEP and Extreme Flood events are summarised in Table 1. The 1% AEP event is typically used to define flood planning levels and planning controls, and the Extreme Flood is used to assess risk to life, including emergency evacuation considerations.

Table 1 Existing Design Peak Flood Levels (m AHD)

Location	20% AEP	1% AEP	Extreme Flood
9 Ethel Street	224.5	224.9	225.4

During the 20% AEP, the site sustains flooding due to an overland flow path that runs south to north across the site draining a local catchment to the south of the site. Peak flood depths are typically 0.1 m across the site, with localised areas of 0.2 - 0.5 m depth in the topographical depressions.

During the 1% AEP, the study site in its entirety is inundated by backwater flooding building on the southern side of the railway line, with a modelled peak 1% AEP flood level of 224.9 m AHD (0.5 m to 0.9 m peak flood depth based on existing ground levels). Floodwaters originate from a series of tributaries to the south of the township and build on the southern side of the railway until being discharged through the culverts and flowing through to Humbug Creek.

The Extreme Flood event causes widespread inundation across the study site, with a modelled peak flood level of 225.4 m AHD (1.0 m to 1.4 m peak flood depth based on existing ground levels). All surrounding access roads are also inundated. The closest flood free portion of land at the Extreme Flood level is approximately 200 m south-west of the site.

Proposed Development

The proposed development involves the construction of a dwelling at the location shown in Figure 1.

The principal constraint for residential development on flood prone land is that all habitable floor levels should be set at an elevation above the Flood Planning Level (FPL). FPLs in Ungarie are derived from the 1% AEP design flood level with provision for 0.5 m of freeboard as recommended in the *Ungarie Flood Study* (BMT, 2017). At the site, an FPL of 225.4 m AHD for habitable floor levels would be applicable based on the simulated 1% AEP flood level of 224.9 m AHD (refer to Table 1). The elevation of the site ranges between 224.0 m AHD to 224.4 m AHD, therefore, a raised structure or filling of the site will be required to elevate the lowest habitable floor level to meet the FPL requirements.

Another constraint for development on flood prone land is that any proposed development should not exacerbate the flood risk on neighbouring properties. If the proposed development is a raised structure (i.e. open construction to allow flow of floodwaters beneath the structure) then it would have no impact on the existing flood behaviour. However, filling of the site to meet the required FPL has the potential to alter the existing flood behaviour. Given the site is subject to backwater inundation behind the railway embankment at the 1% AEP event, any proposed fill is not expected to result in a significant redistribution of flow and accordingly not exacerbate flooding on neighbouring properties. For smaller design events such as the 20% AEP event, the flooding is characterised by shallow (~0.1 m depth) overland flow distributed across a relatively wide (40-60 m) flowpath alignment, with a velocity x depth (VD) product of ~0.02 m³/s. As described in Section 7.3 of the Ungarie Flood Study Report, this combination of VD product and flood depth constitutes a 'flood fringe' hydraulic categorisation. As defined in the Floodplain Development Manual (NSW Government, 2005), and as described in the Ungarie Flood Study report, filling or blockage of flood fringe areas generally has little consequence to overall flood behaviour (i.e. no significant effect on the flood pattern or flood levels). Therefore, as any proposed fill would be located within a flood fringe area, it is considered the fill would not significantly alter existing flood levels or exacerbate flood risk on neighbouring properties.

Conclusions

The results of the flood risk assessment show that:

- The flood planning level (FPL) for the proposed development of 225.4 m AHD is based on the simulated 1% AEP flood level of 224.9 m AHD (refer to Table 1) with provision for 0.5 m of freeboard as recommended in the *Ungarie Flood Study* (BMT, 2017); and
- The proposed development is not expected to exacerbate flood risk to neighbouring properties.

We trust the above provides a suitable description of the existing flood behaviour at the site and the constraints for development at the subject site with regard to flood risk. Please feel free to contact the undersigned to discuss further as required.

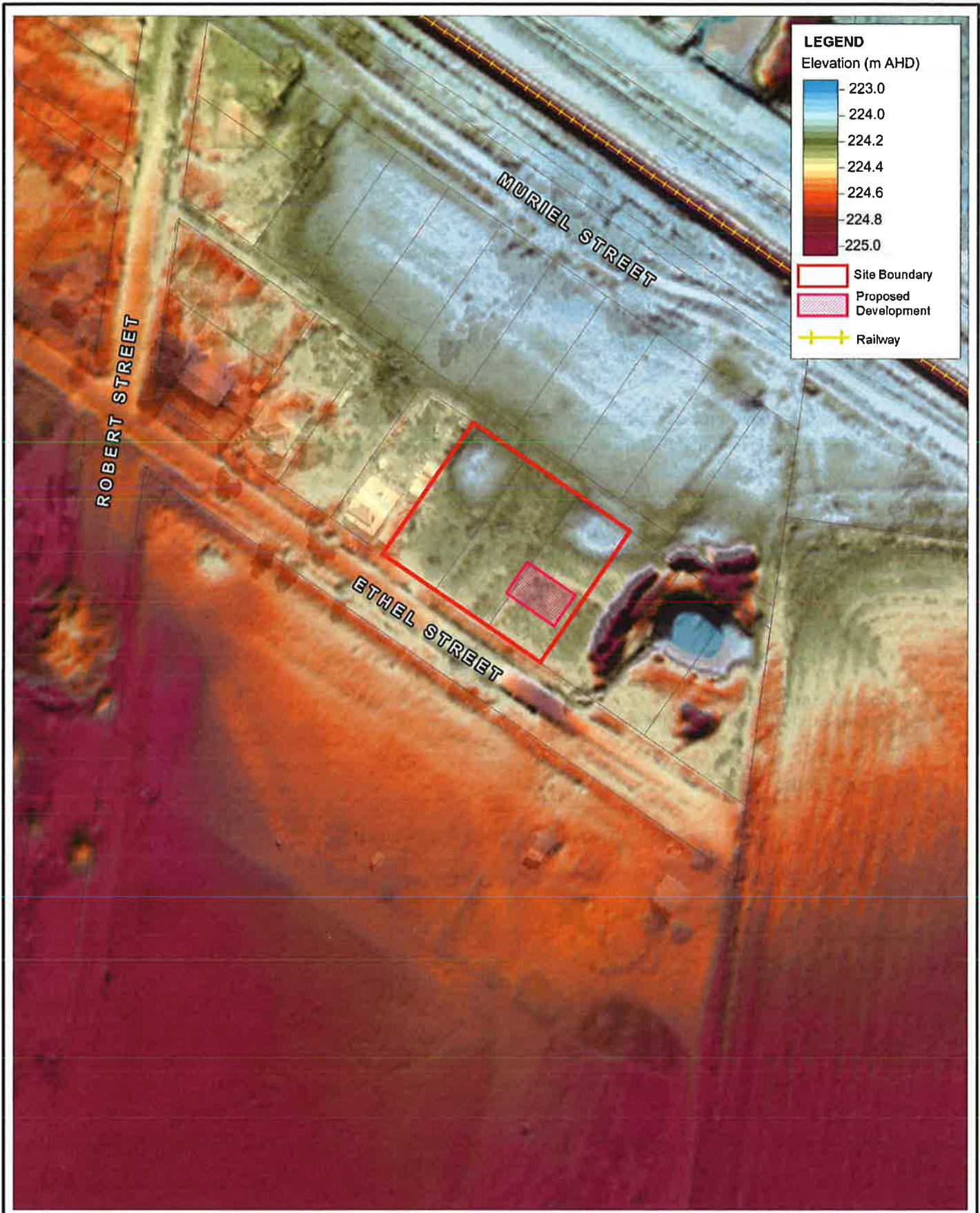
Yours Faithfully
BMT



Joshua Eggleton
Senior Environmental Engineer

References

- BMT (2017). *Ungarie Flood Study*. Prepared for Bland Shire Council.
- NSW Government (2005). *Floodplain Development Manual*.



Title:
Site Locality and Topography

Figure:
1

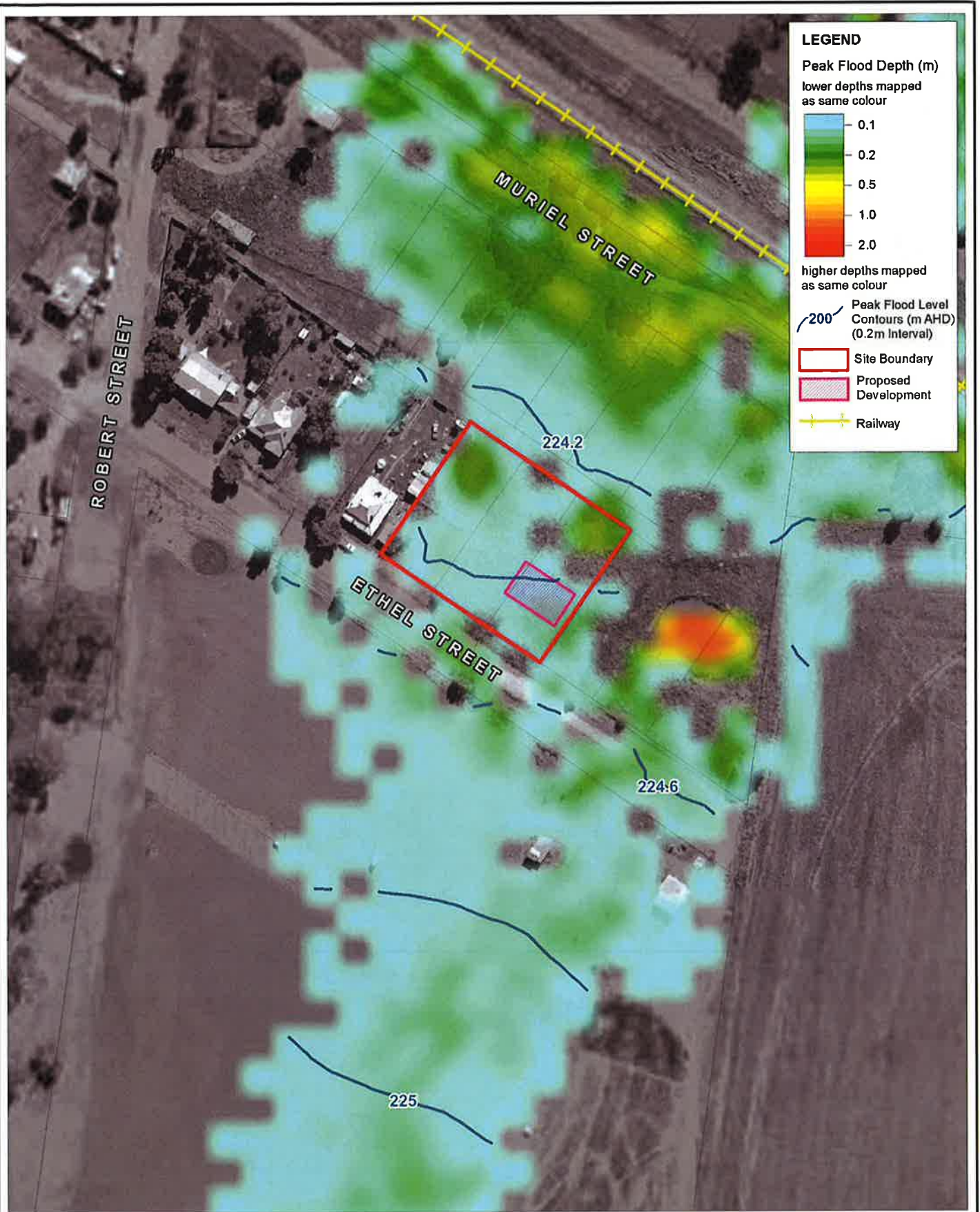
Rev:
A

BMT WBM endeavours to ensure that the information provided in this map is correct at the time of publication. BMT WBM does not warrant, guarantee or make representations regarding the currency and accuracy of information contained in this map.



0 m 37.5 m 75 m
Approx. Scale



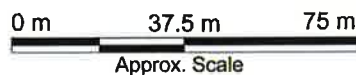


Title:
20% AEP Simulated Peak Flood Inundation

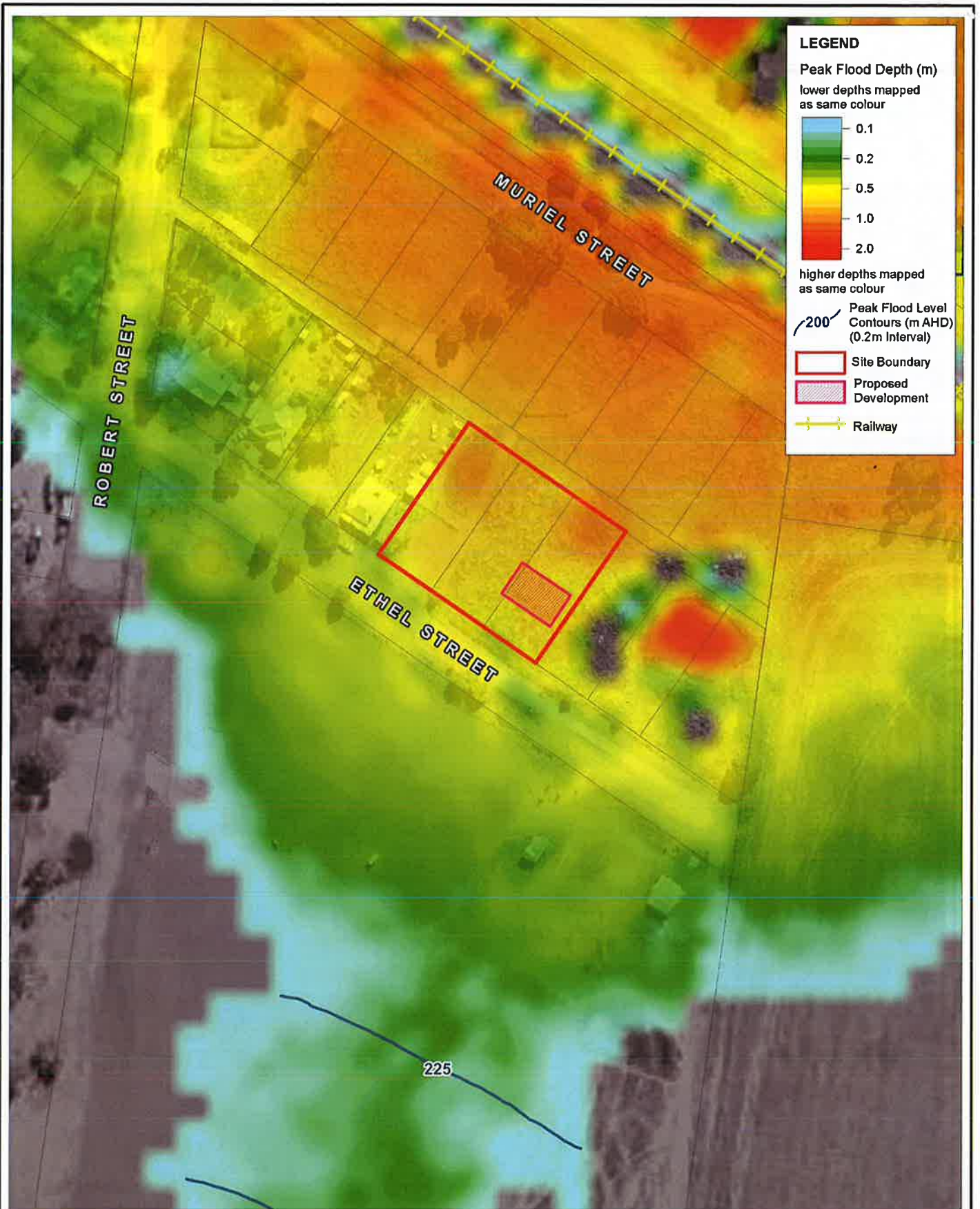
Figure:
2

Rev:
A

BMT endeavours to ensure that the information provided in this map is correct at the time of publication. BMT does not warrant, guarantee or make representations regarding the currency and accuracy of information contained in this map.



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LEGEND

Peak Flood Depth (m)
 lower depths mapped as same colour

0.1
 0.2
 0.5
 1.0
 2.0

higher depths mapped as same colour

200 Peak Flood Level Contours (m AHD) (0.2m Interval)

Site Boundary

Proposed Development

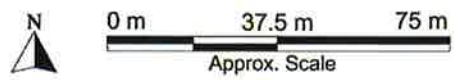
Railway

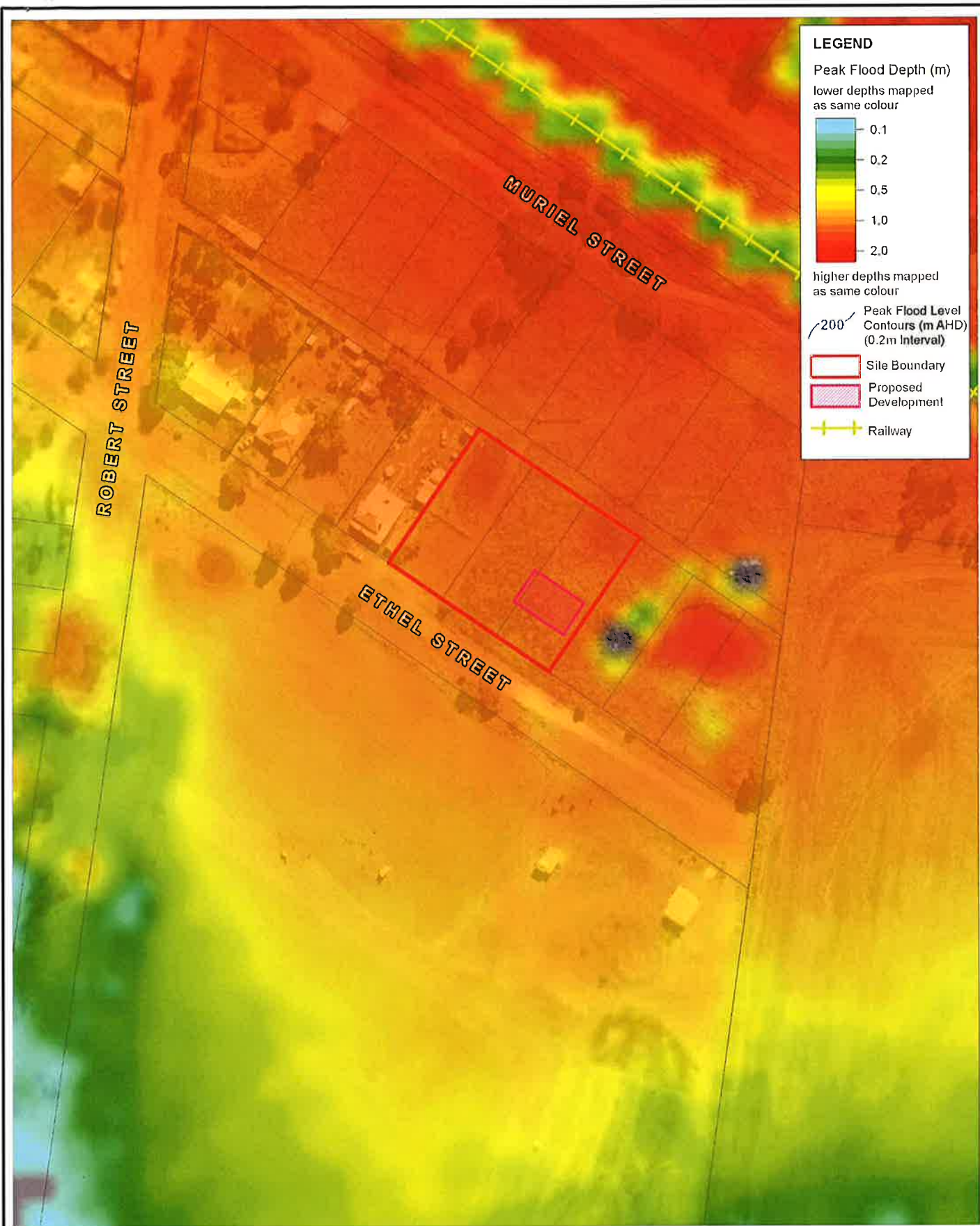
Title:
1% AEP Simulated Peak Flood Inundation

Figure:
3

Rev:
A

BMT endeavours to ensure that the information provided in this map is correct at the time of publication. BMT does not warrant, guarantee or make representations regarding the currency and accuracy of information contained in this map.





Title:
Extreme Flood Simulated Peak Flood Inundation

Figure:
4

Rev:
A

BMT endeavours to ensure that the information provided in this map is correct at the time of publication. BMT does not warrant, guarantee or make representations regarding the currency and accuracy of information contained in this map.



0 m 37.5 m 75 m
 Approx. Scale



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JDH.KS.PN13040

13 June 2018

Nathan Chantrill
4 Mackrell Street
UNGARIE NSW 2669

Dear Sir

RE: DETAIL SURVEY – 9 ETHEL STREET, UNGARIE

Please find enclosed three copies of the plan showing Detail Survey of 9 Ethel Street and Finished Floor Level of proposed dwelling as per BMT WBM Pty Ltd Flood Risk Assessment Report dated 30/05/2018.

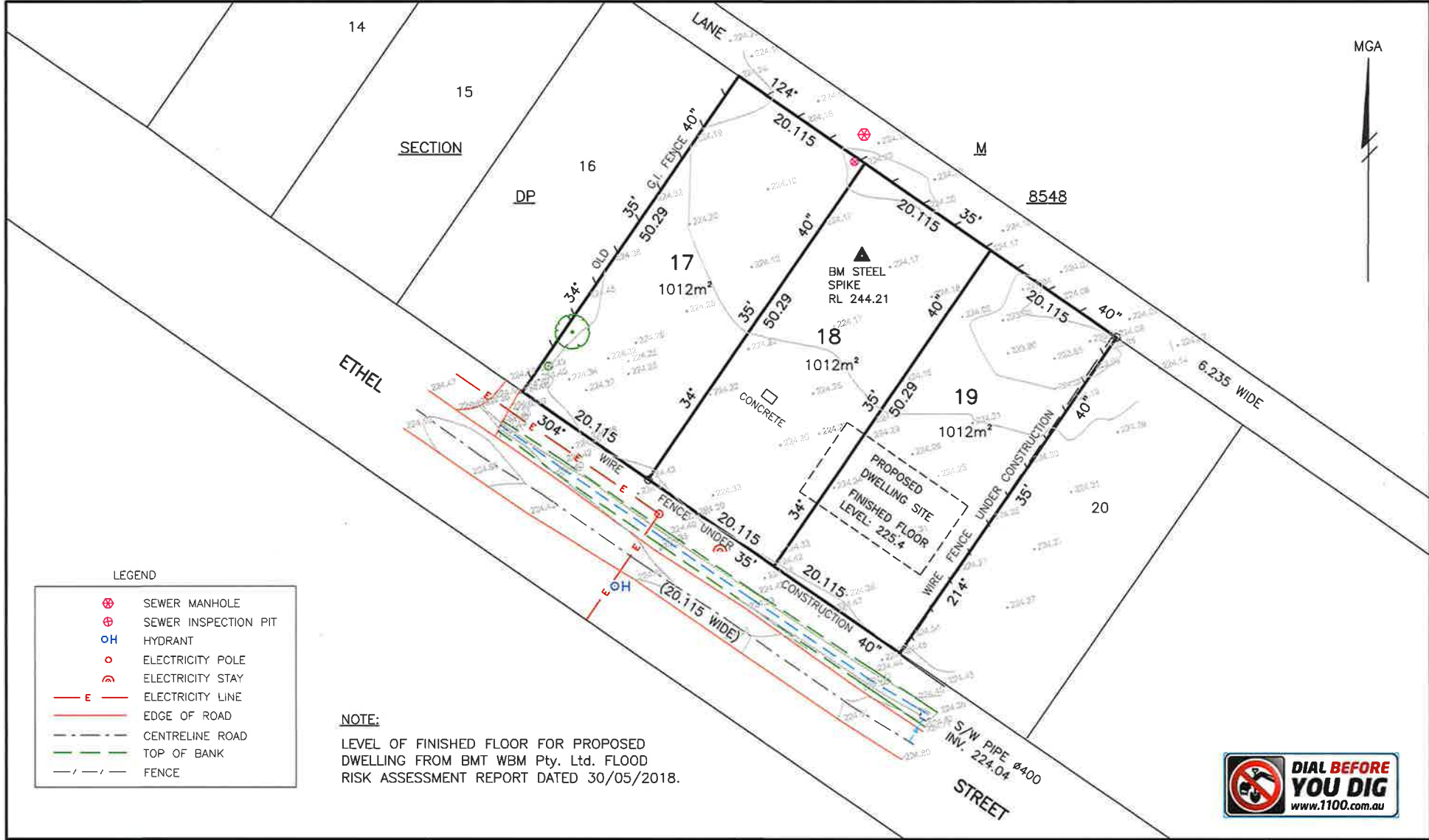
Feel free to contact me should you have any queries.

Yours faithfully
PHL SURVEYORS



John D Harrison
Registered Surveyor, NSW

enc



ORIGINAL A3 SHEET

100mm

LEGEND

	SEWER MANHOLE
	SEWER INSPECTION PIT
	HYDRANT
	ELECTRICITY POLE
	ELECTRICITY STAY
	ELECTRICITY LINE
	EDGE OF ROAD
	CENTRELINE ROAD
	TOP OF BANK
	FENCE

NOTE:
 LEVEL OF FINISHED FLOOR FOR PROPOSED DWELLING FROM BMT WBM Pty. Ltd. FLOOD RISK ASSESSMENT REPORT DATED 30/05/2018.



COMMENTS: LEVELS ARE ON AHD
 ORIGIN IS SSM 7911 R.L. 225.235
 CONTOUR INTERVAL 0.2m
 COMPUTER FILES: ACAD: 13040b18.dwg

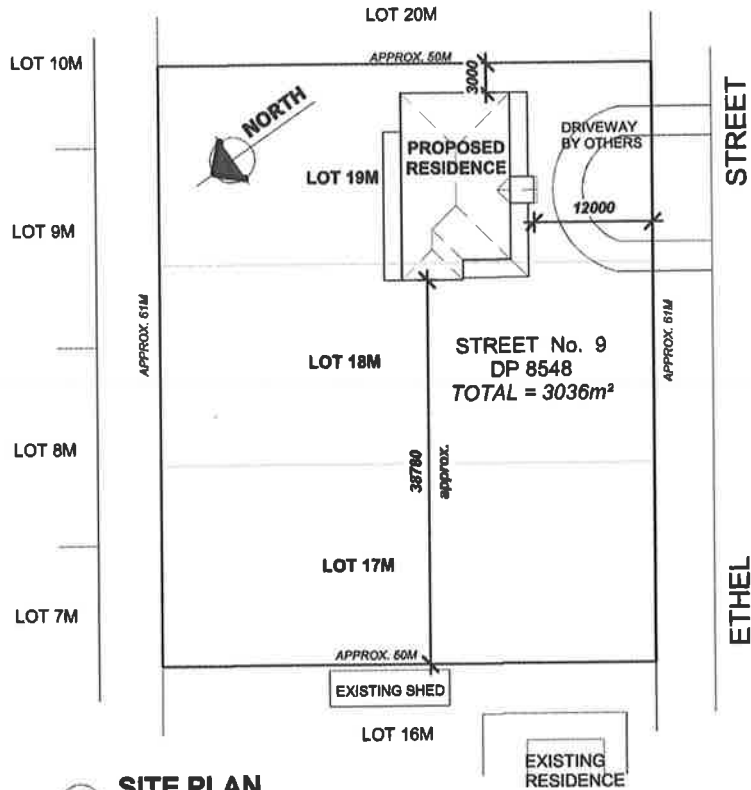


115 Yambil Street, Griffith NSW 2680
 13 Gibraltar Street, Bungendore NSW 2621
 www.phlsurveyors.com.au

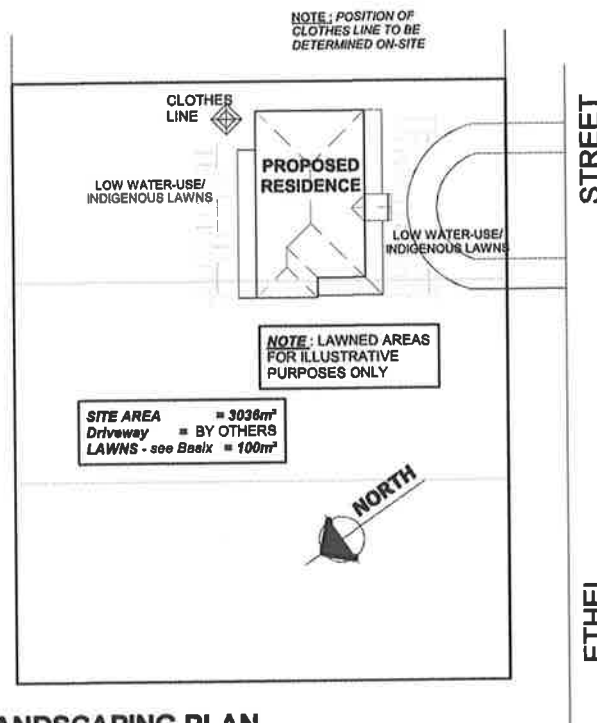
CLIENT: NATHAN CHANTRILL
TITLE: LOTS 17, 18, & 19 SECTION M DP 8548
 DETAIL SURVEY 9 ETHEL STREET, UNGARIE

SCALE: 1:500
FILE: PN 13040
DATE: 07/06/2018
 A3- 546233_1A
DRAWN: JM **CHECK:** GD

DATE	No.	REVISION	AUTH
08/06/2018	1A	ISSUED TO CLIENT	JH



1 **SITE PLAN**
1 : 500



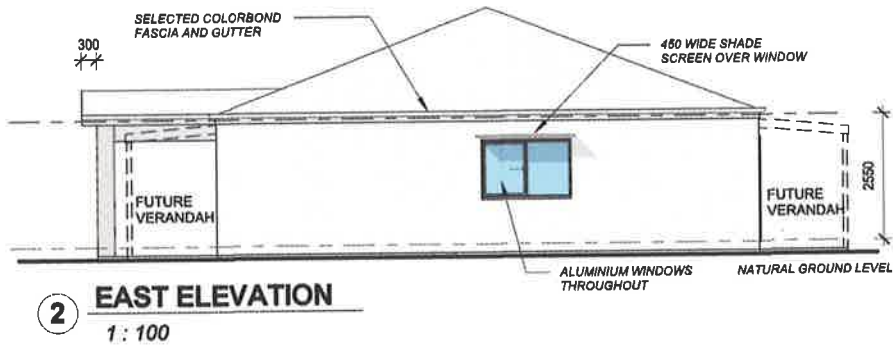
2 **LANDSCAPING PLAN**
1 : 500

SITE & LANDSCAPING PLANS

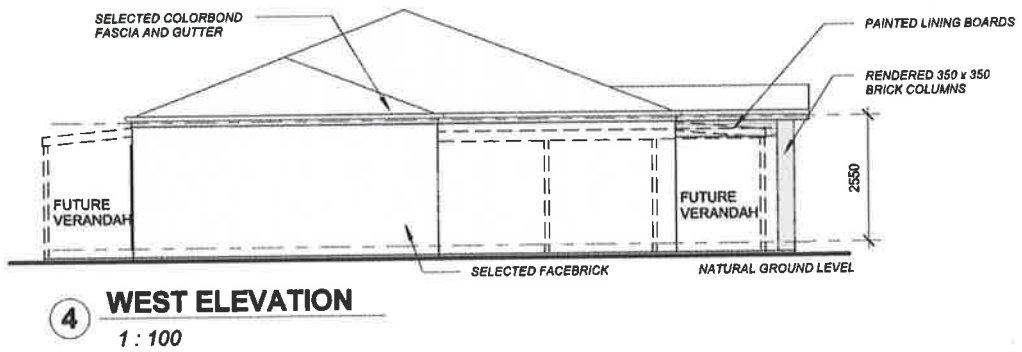
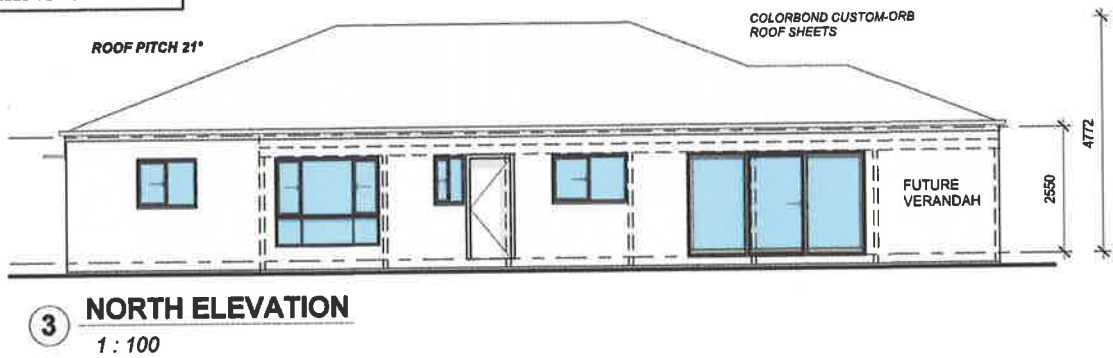
*Proposed 4 Bedroom Residence at 9
Ethel St. Ungarie*

Client	M Hale & N Chantrill	A01	
Date	17/1/2018		
Drawn by	C.WINDSOR		
Contact No.	0418 860138		
		Scale	1 : 500

DATE	ISSUE/AMENDMENTS



NOTE: BASIX REQUIRES Min. 2.0kW PHOTOVOLTAIC SYSTEM INSTALLED TO ROOF



Proposed 4 Bedroom Residence at 9 Ethel St. Ungarie

ELEVATIONS

Client	M Hale & N Chantrell	A03
Date	17/1/2018	
Drawn by	C.WINDSOR	
Contact No.	0418 880138	
		Scale 1 : 100

DATE ISSUE/AMENDMENTS

NOTES:

- BUILDER TO ADVISE FRAMING MANUFACTURER OF SELECTED WINDOW MANUFACTURER'S SIZES.

(STANDARD WINDOW SIZES VARY SLIGHTLY BETWEEN MANUFACTURERS).

- ALL WINDOW AND DOOR HEAD HEIGHTS 2100 UNLESS NOTED OTHERWISE.
 - WINDOW AND DOOR DIMENSIONS TO BE CHECKED ON SITE PRIOR TO MANUFACTURE.
 - ALL OPERABLE WINDOWS TO BE FITTED WITH FLYSCREENS.

CONCRETE- IN ACCORDANCE WITH BCA VOLUME 2, PART 3.2.3

BRICKWORK- IN ACCORDANCE WITH BCA VOLUME 2, PART 3.3

TIMBER FRAMING- IN ACCORDANCE WITH BCA VOLUME 2, PART, ALSO AS 1684-2

TERMITE PROTECTION- IN ACCORDANCE WITH BCA VOLUME 2, PART 3.1.3

ROOFING- IN ACCORDANCE WITH BCA VOLUME 2, PART 3.5.1

GUTTERS & DOWNPIPES- IN ACCORDANCE WITH BCA VOLUME 2, PART 3.5.2

CLADDINGS- IN ACCORDANCE WITH BCA VOLUME 2, PART 3.5.3

LININGS- IN ACCORDANCE WITH AS 2589, ALSO MANUFACTURERS RECOMMENDATIONS

WATERPROOFING- IN ACCORDANCE WITH BCA VOLUME 2, PART 3.8.1

WINDOWS & SLIDING DOORS- IN ACCORDANCE WITH BCA VOLUME 2, PART 3.6, ALSO AS 2047

PLUMBING- IN ACCORDANCE WITH AS 3500

ELECTRICAL- IN ACCORDANCE WITH AS/NZS 3000

STORMWATER- IN ACCORDANCE WITH BCA VOLUME 2, PART 3.1.2

TERMITE PROTECTION

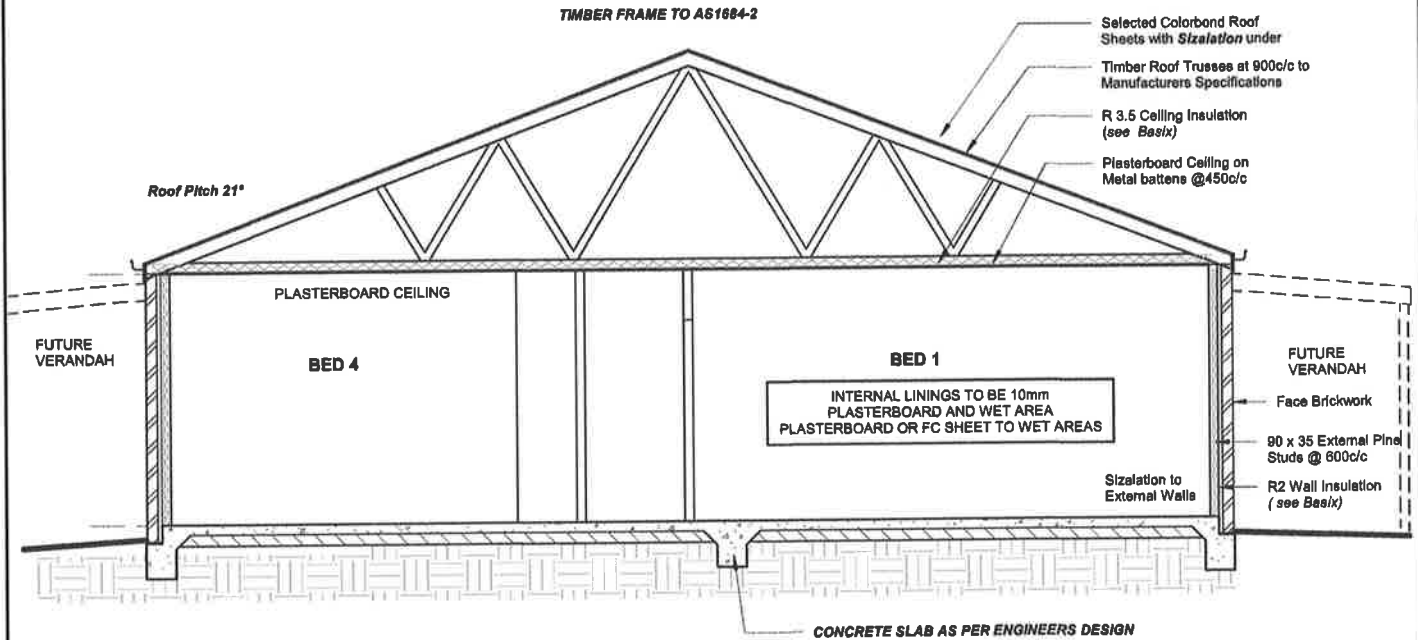
Approved Termite Barrier in accordance with BCA volume 2 Section 3.1.3 Termite Risk Management 3.1.3.1 Application compliance with this part satisfies performance requirements P2.1 and P2.1.1 for Termite management 3.1.3.2 Installation of Termite Barriers.

(1) A Termite Barrier or combination of barriers must be installed in accordance with -

- (a) AS 3600.1 or
- (b) 3.1.3.3 for concrete slabs on ground, or
- (c) 3.1.3.4 for suspended floors (for barrier options see table 3.1.3.1)

(2) A durable notice must be permanently fixed to the building in a prominent location, such as in a meter box, indicating :

- (a) the method of protection
- (b) the date of installation of the system
- (c) where a chemical barrier is used, its life expectancy as listed on the National Registration Authority Label
- (d) the installers or manufacturers recommendations for the scope and frequency of future inspections for Termite activity.



1 SECTION
1 : 50

DATE	ISSUE/AMENDMENTS

Proposed 4 Bedroom Residence at 9 Ethel St. Ungarie

SECTION		
Client	M Hale & N Chartrill	A04
Date	17/1/2018	
Drawn by	C.WINDSOR	
Contact No.	0418 860138	
Scale		1 : 50

DATE ISSUE/AMENDMENTS

9.11 Local Heritage Assistance Funding – 23 Church Street, West Wyalong



Our Prosperity - Growing our population and jobs

DP14.2 Attract a diverse range of visitors to the Shire

Author: Manager Development and Regulatory Services

Introduction

An application for Local Heritage Assistance Funding has been received from Sandra Jewell, the owner of 23 Church Street, West Wyalong. The proposal is for the replacement of the roof. Two quotations were included in the application for \$16,280.00 and \$15,980.00 inclusive of GST.

The aim of the Heritage Assistance funding is to provide incentive funding to assist property owners in the restoration and conservation of their heritage house or business premises.

The premises is not listed as a heritage item under the Bland Local Environmental Plan 2011, however the building has been identified as a significant building.

The following is an extract from the NSW State Heritage Inventory:

Statement of Significance:

Three retail premises with traditional verandah and face brick façade which retain their distinctive character and contribute to the streetscape. Some original ceramic tiles remain. Suitable heritage colours and retention of façade and verandahs recommended.

Heritage Advisor Notes

The guidelines for local grants indicate the applications for funds should relate to heritage fabric which is external and visible from the public space. Works which could be expected to be completed as part of regular maintenance should also be completed by building owners. The proposal for replacing the roof is therefore not consistent with the guidelines and is not supported for a heritage grant.

Financial Implications

There is currently \$30,000 of unallocated funds in the Local Heritage Grants budget.

Summary

The project is not consistent with the Local Heritage Fund Guidelines as the proposed works do not contribute to the external heritage fabric of the building and works are considered to be routine maintenance.

Recommendation:

That Council not approve funding for the replacement of the roof at 23 Church Street, West Wyalong.

9.12 Local Heritage Assistance Funding – ‘Spy Hill’ 43 Ungarie Road, West Wyalong



Our Prosperity - Growing our population and jobs

DP14.2 Attract a diverse range of visitors to the Shire

Author: Manager Development and Regulatory Services

Introduction

An application for Local Heritage Assistance Funding has been received from Greg Trethowan, the owner of ‘Spy Hill’ 43 Ungarie Road, West Wyalong. The proposal is for:

1) Roof and verandahs	\$43,995
2) Verandah carpentry repairs	\$12,917
3) Replacement back verandah	\$27,222
4) Demolish sleepout enclosure & fibro	\$11,720
5) Extend meat-safe area	\$10,460
6) Roof carpentry repair, gables, chimney & pots	\$8,180
7) Replace side/rear fibro with weatherboards	\$29,730

The total cost of the project is \$144,221.00.

The aim of the Heritage Assistance funding is to provide incentive funding to assist property owners in the restoration and conservation of their heritage house or business premises.

The premise is not listed as a heritage item under the Bland Local Environmental Plan 2011. The building had not previously been identified on the NSW State Heritage Inventory. The building is believed to have been constructed circa 1880 and is a substantial house in Wyalong brick with timber framed verandah to three sides and cast iron brackets.

It would be a requirement of the heritage funding agreement that the owners of the property host an open day event so that members of the public can appreciate the heritage significance of the building.

Heritage Advisor Recommendation

Despite the property not being identified in the Local Environmental Plan 2011, the site is worthy of heritage listing and would be supported as a heritage item. A substantial grant is supported given the level of heritage significance and the extent of the restoration works proposed.

The works which relate to the funding guidelines for restoration and reinstatement of areas to the front of the building and generally visible are as follows:

Roof and Verandahs	\$43,995
Verandah Carpentry Repairs	\$12,917
Demolish sleepout enclosure & fibro	\$11,720

The total of the works eligible for funding is \$68,632.

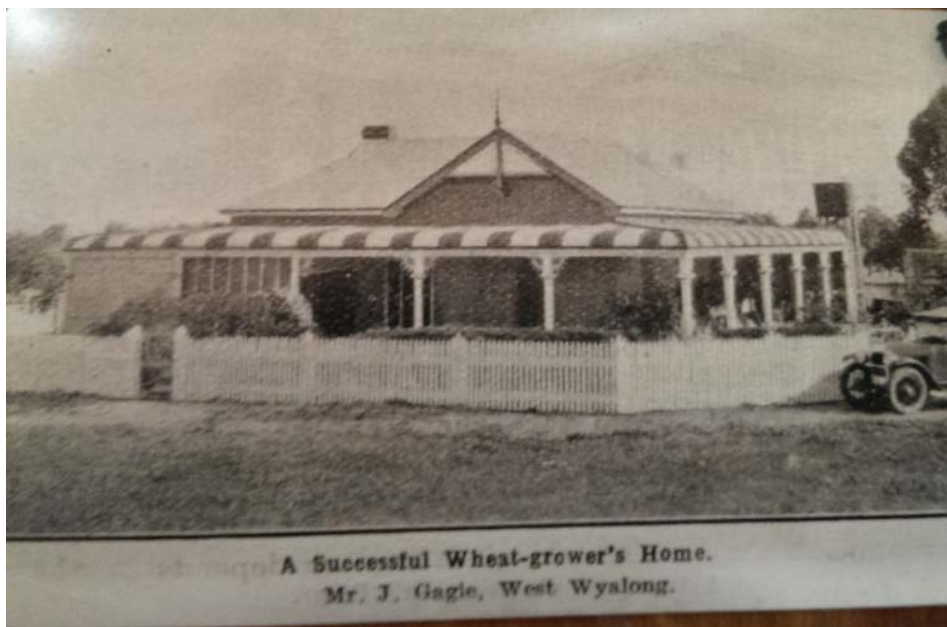


Photo: Spy Hill Source: Unknown

Financial Implications

It is recommended that a grant of \$30,000 is approved. There is currently \$30,000 of unallocated funds in the Local Heritage Grants budget and approval of this grant would exhaust all funds for the 2018/2019 financial year.

Summary

The project is consistent with the Local Heritage Fund Guidelines as the proposed works contribute to the external heritage fabric of the building and works are considered to be routine maintenance.

Recommendation:

That Council approve funding of \$30,000 for the replacement of the roof and verandahs, verandah carpentry repairs and demolition of the sleepout and removal of fibro at 'Spy Hill' 43 Ungarie Road, West Wyalong.

9.13 Children's Services Unit – Policies Adoption



Our People - A Strong, healthy, connected and inclusive community

DP4.2 Provide quality, accredited and affordable Education and Care Services within Bland Shire and surrounds (Bland Preschool, Family Day Care, Mobile Resources Unit Vacation Care and Toy Library services)

Author: Children's Services Coordinator

Introduction

The Policies as listed are a requirement under the Education and Care Services National Regulations 2011. All changes have been highlighted for information.

All policies have been through an extensive review process, with feedback requested from approximately 360 families, staff and educators representing all of the services auspiced by Bland Shire Council.

The policy review process is outlined below:

- Policy is reviewed by Coordinator, Preschool Teachers, Playgroup leaders and the Director.
- Updates and recommendations are included at this time, as well as any changes to regulatory requirements.
- Policy is taken to the committee meeting for discussion.
- A draft copy is distributed via email (and hardcopy to those who do not have email) to all Children's Services unit staff, educators and families, including;
 - Bland Preschool
 - Bland/Temora Family Day Care
 - Mobile Resource Unit
 - Vacation Care, if applicable
- Feedback is requested to be provided by a nominated date (generally two weeks).
- Any comments are responded to and implemented if required. Generally most comments are of a procedural matter and not required as part of the policy.
- Final draft is submitted to the Director for consultation at Manex.
- Submitted as part of the business paper for Council approval.
- Once approval has been received, the new policy is uploaded to the BSC website.

Fee Policy

To enable our service to provide high quality early education and care for children, we need to ensure we are financially viable at all times. Our services financial health and access to our service will be maximised by ensuring families are aware of all fees and fee payment requirements on enrolment.

Safe Sleep and Rest Time Policy

The Bland Shire Council Children's service will ensure that all children have appropriate opportunities to sleep, rest and relax in accordance with their individual needs. The Bland Shire Council Children's service will ensure that beds and cots comply with Australian Standards. The risk of *Sudden Infant Death Syndrome (SIDS)* will be minimised by following practices and guidelines set out by health authorities..

Enrolment and Orientation Policy

Our service will implement a process to ensure enrolment and processes are planned and implemented in to meet the needs of the child and family as well as ensuring all legislative requirements, including the Australian Government Priority of Access Guidelines are adhered to. 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.

Conclusion

All policies presented are a requirement under the Education and Care Services National Regulation 2011, they also assist the staff to undertake their duties and provide clear, consistent and transparent practices.

Financial Implications

Nil financial implications

Recommendation:

That Council adopt the Children Services Unit Policies listed below as required by the Education and Care Services National Regulation 2011.

- **Fee Policy**
- **Safe Sleep and Rest Time Policy**
- **Enrolment and Orientation Policy**

FEE POLICY

POLICY ADOPTED: August 2014

Policy Objective:

To enable our service to provide high quality early education and care for children, we need to ensure we are financially viable at all times. Our services financial health and access to our service will be maximised by ensuring families are aware of all fees and fee payment requirements on enrolment.

Our service has a commitment to:

- Ensuring our services are financially viable at all times.
- Ensuring our fees are as affordable as possible and that all families have access to any subsidies that are available to reduce these fees.
- Informing parents of the procedures for the payment of fees at all Bland Shire Council's Children's Services.
- Ensuring the appropriate application of subsidy levels and the invoicing and payment of fees are completed correctly.

The setting and payment of fees takes into account all requirements of the Education and Care Services national Regulations, Australian tax Office, Privacy Act and the guidelines contained within the Australian Government Child Care Service Handbook.

All records held at the service will be maintained in accordance with the service confidentiality and Privacy policy. Families will be provided with accurate fee statements and clear information regarding fee payment processes.

Our service will advocate with governments for all children's right to access early education and care regardless of their family's financial situation.

Policy Statement:

- Ensure that fees are set according to the **Bland Shire Council** Revenue Policy each financial year.
- Ensure that subsidy levels are available to families if they meet certain requirements.
- Ensuring families are aware of all fees and fee payment requirements upon enrolment.
- Keeping fee increases to a minimum.
- Ensuring the cost of administering fee collection is minimised.
- Following the appropriate priority of access requirements.
- Following all legal requirements required by our access to government funding.
- Managing fee collection to avoid bad debts.
- Families are notified no less than 14 days of any changes to fees or the ways fees will be collected.
- Ensuring we issue statements of fees on a regular basis.
- **The same fee will be charged to all families for equivalent care arrangements**

Statutory Legislation & Considerations:

- Children (Education and Care Services National Law Application) Act 2010
- Education and Care Services National Regulations 2011 (168)
- Australian Children's Education and Care Quality Authority (ACECQA); Guide to the National Law and National Regulations: page 109

- Family Law act 1975 (cth), as amended 2011

Definitions:

- In this policy “staff” refers to staff employed by Bland Shire Council Children’s Services and educators registered with the Bland/Temora Family Day Scheme.
- ATSI – Aboriginal and Torres Strait Islander.
- CSU – Children’s Services Unit.
- FDC – Family Day Care
- CCS – Child Care Subsidy

Recommended Practices:

Payment of fees

- Fees are payable from the agreed commencement date and must be paid as per the service schedule.
- Fees may be paid by cheque, electronic funds transfer by direct deposit (where available) or by eftpos.

Overdue Fees:

Parents/guardians with overdue fees will be encouraged by the Coordinator to discuss any difficulties they may have in meeting payments and make suitable arrangements to pay, including the option of a payment plan. If this is not done, or the agreed arrangements are not kept, the matter may be referred to a debt collector and/or cancellation of the child’s booking may occur.

If a family has an outstanding account balance with one of the following Bland Shire Council’s CSU services then they will be unable to enrol in another CSU service, nor will any other sibling, until payment has been made in full.

Late Collection Charge:

Our service reserves the right to implement a late collection charge when parents/guardians have not collected their child/ren from the service before closing time. This charge will be set at a level determined by the service and based on the service’s need to recoup expenses incurred in employee overtime wages.

PRESCHOOL

Bland Shire Preschool fees are set according to the **Bland Shire Council Revenue Policy** each financial year. There are subsidy levels available to families if they meet certain requirements.

Fees (4 year old sessions):

Fees are charged weekly on a per term basis.

- Fees are to be paid within four weeks of the commencement of each term.
- **Other arrangements may be made** after consultation with the Senior Early Childhood Teacher or Coordinator.
- Proof of income provided with an ‘*Affordability Assistance Application Form*’ must be updated if it expires.
 - A copy of the updated proof of income must be provided to the Preschool by the third week of each term.
 - If the proof of income is not updated then full fees will be payable.
- Two weeks’ notice is to be given if a child is leaving the Preschool. Fees will be reimbursed if paid in full. If no notice is given the term fees will be payable.
- If fees are not paid by the due date, the ‘Failure to Pay Fees Procedure’ will be put into place.

Fees can be paid at the Preschool by eftpos, cash or cheque (*payable to the Bland Shire Council*).

Bland Shire Council will also accept all forms of payment.

Subsidies:

Subsidies are available for low income earners and children from an Aboriginal or Torres Strait Island background.

Completed Affordability Assistance Application forms, with proof of income attached, should be received at the start of the year with a completed Enrolment Application form. Any new applications or updated proof of income must be received at the Preschool by the third week of each term.

Four year old preschool classes also receive "Start Strong" Funding Subsidy from the government. To be eligible for this the children need to be 4 years old and attending formal schooling the following year and attend the preschool service at least 15 hours a week.

Arrears:

There is a procedure to be followed if accounts are not paid. If families are experiencing difficulties they can see the Senior Early Childhood Teacher or Coordinator and a payment plan can be established. It is the family's responsibility to contact the Preschool if they are having any difficulties.

Failure to Pay Fees Procedure:

- Week after the fees were due – Letter One sent.
- Following week (if still not paid) – Letter Two sent.
- Following week (if still not paid) – telephone call by Senior Early Childhood Teacher or Coordinator.
- Should there be no response or attempt to pay fees, the Final Letter will be issued informing parents that;
 - Legal action will be taken to recover the debt and all costs will be borne by the parent.
 - The overdue account will be placed in the hands of Bland Shire Council to recover the outstanding debt.
 - Legal fees will be added if the debt is placed in the hands of a debt collector.
 - A child will not be able to attend if there is an outstanding debt and he/she will go on the waiting list if they wish to return.
 - Since payment has not been made by the due date, payments must be made in advance for all future attendances.
 - If outstanding money is owed subsequent children from the family will not be enrolled until the debt has been paid.
- **Enrolment cancellation letter sent.**

Late Departure Fee:

A late fee will be charged for children who are picked up after preschool close.

MOBILE RESOURCE UNIT – PLAYGROUP SESSIONS

MRU Playgroup session fees are set according to the Bland Shire Council Revenue Policy each financial year.

Fees are to be paid per attendance.

MOBILE RESOURCE UNIT – UNGARIE/WEST WYALONG PRESCHOOL/LONG DAY CARE

Mobile Resource Preschool/**LDC** fees are set according to the Bland Shire Council Revenue Policy each financial year.

Child Care Subsidy (CCS) and Child Care Subsidy System (CCSS):

- Our service will comply with the Australian Government requirements to be an approved education and care service for the purposes of CCS. The online Child Care Subsidy System (CCSS) reporting requirements and any other requirements for claiming and administering CCS will be maintained by the service.
- It is the enrolling parent/guardian's responsibility to complete and lodge their CCS application with the FAO.

- All fees are charged at the full rate and submitted to the CCSS office. Each family's eligibility for CCS is then calculated and the service is then forwarded these funds. Deductions may then be made to each individual family's accounts.
- Any changes in a family's financial circumstances may result in cancellation of CCS. It is the family's responsibility to contact the Centrelink office if they wish to dispute this or discuss it further.
- CCS will be deducted from a family's fees within 14 days of the service being notified of the amount by CCSS.
- Families will only be eligible for CCS if child care attendance records are accurately completed and signed by the parent/guardian or other responsible adult, and other eligibility requirements are met.
- Families are entitled to 42 days absence days for each registered child in each financial year. CCS is paid for these days provided that the child would normally have attended on that day, and fees have been charged.
- Additional absences can be claimed when the first 42 days have been used. Supporting documentation may be required for approval of additional absences.
- All documentation pertaining to CCS will be kept for the specified period of time and available to the Australian Government Officers on request.

Hourly Rate Cap & Annual Subsidy Cap:

Hourly rate caps and annual subsidy caps are set each year by the Department of Human Services. For more information on this please go to – www.humanservices.gov.au

Payments:

Fees can be paid;

- Weekly, upon completion of a fee agreement.
- Fortnightly, upon completion of a fee agreement.
- In full by the fourth week of the term.

Fees can be paid at the Preschool by **eftpos**, cash or cheque (*payable to the Bland Shire Council*). Bland Shire Council will accept all forms of payment.

Two weeks' notice is to be given if a child is leaving the Preschool. Fees will be reimbursed if paid in full.

If fees are not paid by the due date, or if weekly or fortnightly payments are not received regularly, the 'Failure to Pay Fees Procedure' will be put into place.

MOBILE RESOURCE UNIT – VACATION CARE

Vacation Care fees are set according to the Bland Shire Council Revenue Policy each financial year.

Bookings must be made in advance of care. Once a booking is completed, days cannot be changed or cancelled.

Refunds will not be given for a cancellation or change in care needs unless 24 hours notice is received prior to care. Fees for days of care cancelled are not transferable.

Families should notify the centre if their child will not be attending.

On excursion days children must be at the centre by the time advised on the permission note.

Late pick up fee:

The centre closes at 5.15pm. A late fee will be charged for children who are picked up after 5.15pm. Parents who continually arrive after 5.15pm may lose their child's position at the service.

MOBILE RESOURCE UNIT – TOY LIBRARY

Toy Library fees are set according to the Bland Shire Council Revenue Policy each financial year. An annual deposit of \$20 is required upon membership of your child/family. This payment is non-refundable.

Membership is open to all families with children 0-6 years and/or if they meet special needs requirements.

A limit of two items per child, with a maximum of five toys per family, at any one time.

Borrowing time is limited to 1 month.

FAMILY DAY CARE

Registered educators with the Bland/Temora Family Day Care Scheme are providing care for children on behalf of the Bland/Temora Family Day Care Scheme and are therefore acting as an agent of the Bland/Temora Family Day Care Scheme in regards to the collection of fees and negotiating care contracts.

All fees for childcare are administered by the FDC Educator. Refer to the individual FDC Educator's Fee Schedule.

Base fees:

Base fees are set by the Scheme in accordance with the Department of Education Employment and Workplace Relations (DEEWR). Base fees are determined annually and apply from July to June each financial year. Many educators charge a different fee from the base fee, and this should be discussed with the individual educators.

Most families are eligible for some Child Care **Subsidy**. For information or application forms for Child Care **Subsidy (CCS)** please contact the Family Assistance Office on 13 61 50.

A child who has not yet received care or who has ceased receiving care:

CCS will not be paid for absences where fees are charged to reserve a place for a child who has not yet started education and care. CCS will not be paid for absences once a child has ceased education and care.

Overtime and Penalty Fees (late pick up fee):

These fees are charged at the educator's discretion where parents are late picking up their child/ren. Child Care **Subsidy** does not cover this fee. See individual educator's fee schedules.

Termination of Care:

Parents are required to give at least fourteen days written notice to the educator and the Coordination Unit when ceasing care arrangements, otherwise full fees will be charged. If a child is absent on the last day of care full fees (no claim for **CCS**) will be charged up to the last day of attendance.

Educators are required to give at least 14 days written notice to parents and the Coordination Unit when ceasing care arrangements.

Hourly Rate Cap & Annual Subsidy Cap:

Hourly rate caps and annual subsidy caps are set each year by the Department of Human Services. For more information on this please go to – www.humanservices.gov.au

References:

Child Care Service Handbook <https://docs.education.gov.au/node/29700>

Australian Children's Education 7 Care Quality Authority (ACECQA) – www.acecqa.gov.au

CCS Information – www.humanservices.gov.au

Appendices:
NIL

Authorisation:

Status	Committee	N/A	
	Manex	N/A	
Owner	Nominated Supervisor of Corporate, Community and Development Services		
EDRMS Doc. ID	436847		
Superseded Policy			
Date of Adoption/ Amendment	Revision Number	Minute Number	Review Date
September 2014	0	9.12	
October 2015	1		

Related Council Policy/Procedure
Revenue Policy
Enrolment and Orientation Policy

POLICY ADOPTED: **October 2016**

Policy Objective:

All children have individual sleep and rest requirements. Children need a comfortable relaxing environment to enable their bodies to rest. This environment must be safe and well supervised to ensure children are safe, healthy and secure in their environment.

Policy Statement:

Approved providers, nominated supervisors and educators have a duty of care to ensure children are provided with a high level of safety when sleeping and resting and every reasonable precaution is taken to protect them from harm or hazard.

The Bland Shire Council Children's service will ensure that all children have appropriate opportunities to sleep, rest and relax in accordance with their individual needs. The Bland Shire Council Children's service will ensure that beds and cots comply with Australian Standards. Safe sleeping practices are followed to minimise the risk of harm to children, babies and school aged children. The risk of *Sudden Infant Death Syndrome (SIDS)* will be minimised by following practices and guidelines set out by health authorities.

Preschool and School aged children in care will be provided with opportunity for rest and relaxation having regard to the ages, development stages and individual needs of the children. Supervision and safe sleep practices will be applied.

Definitions:

Educator refers to all staff employed in the Children's Services Unit and Bland/Temora Family Day Care educators.

Responsibilities:

The policy applies to all Children's Services educators.

Relevant Legislation:

- Education & Care Services national regulation: 81, 103, 105, 110 & 115
- Red Nose 2017 – Child Care Kit – Information for Education and Care services.
- Australian consumer law 2011 – ACCC
- The NSW work Health and Safety act 2011 & NSW Work Health & Safety regulations 2011
- National Quality Standard – 2.1.1, 2.2, 2.2.1 & 3.1

Recommended Practices:

Safe Equipment

All equipment is to carry safety codes for sleep. Bassinets, hammocks and prams/strollers are not considered safe equipment to sleep in and cannot be considered a substitute for a cot.

Safe Cot Mattress

- Mattress should always be in good condition, they should be clean, firm and flat. Cot mattresses should fit the cot with no more than a 20mm gap between the mattress sides and ends.
- A firm sleep surface is compliant with the new AS/NZS Voluntary Standard (AS/NZS 8811.1:2013 Methods of testing infant products – Sleep surfaces – Test for firmness) should be used.
- Mattresses should never be elevated or tilted.

Safe Bedding

- Light bedding is recommended
- Remove pillows, doonas, loose bedding or fabric from cots

The Nominated Supervisor will:

- Maintain up to date knowledge regarding safe sleeping practice and communicate this information to educators and families.

The Approved Provider will:

- Take reasonable steps to ensure that the needs for sleep and rest of children being educated and cared for by the service are met, having regard to the ages, development stages and individual needs of the children. (Regulation 81).
- Ensure there are adequate numbers of cots and bedding available to children that meet Australian Standards.
- Ensure that all cots meet **AS/NZS 2172**.
- Ensure that areas for sleep and rest are well ventilated and have natural lighting.
- Ensure that supervision windows (where applicable) will be kept clear to ensure safe supervision of sleeping children.

Educators will:

- Consult with families about children's sleep and rest needs. Educators will be sensitive to each child's needs so that sleep and rest times are a positive experience.
- Ensure that beds/mattresses are clean and in good repair. Beds and mattresses will be wiped over with warm water and natural detergent or vinegar between each use.
- Ensure that bed linen is clean and in good repair. Bed linen is for use by an individual child and will be washed before use by another child.
- Arrange children's beds and cots to allow easy access for children and staff.
- Create a relaxing atmosphere for resting children by playing relaxation music, reading stories, cultural reflection, turning off lights and ensuring children are comfortably clothed. The environment should be tranquil and calm for both educators and children. Educators will sit near resting children and support them by encouraging them to relax and listen to music or stories.
- Remember that children do not need to be "patted" to sleep. By providing a quiet, tranquil environment, children will choose to sleep if their body needs it.
- Encourage children to rest their bodies and minds for 20-30 minutes. If children are awake after this time, they will be provided quiet activities for the duration of rest time.
- Maintain adequate supervision and maintain educator ratios throughout the rest period.
- Assess each child's circumstances and current health to determine whether higher supervision levels and checks may be required.
- Communicate with families about their child's sleeping or rest times and the service policy regarding sleep and rest times. Communications with families should be maintained to encourage a consistent approach in responding appropriately and respectfully to children's sleep and rest needs.
- Respect family preferences regarding sleep and rest and consider these daily while ensuring children feel safe and secure in the environment. Conversations with families may be necessary to remind families that children will neither be forced to sleep nor prevented from sleeping. Sleep and rest patterns will be recorded daily for families (**where relevant**).
- Encourage children to dress appropriately for the room temperature when resting or sleeping. Lighter clothing is preferable, with children encouraged to remove shoes, jumpers, jackets and bulky clothing. The room temperature will be considered to ensure maximum comfort for the children.
- **Ensure children will sleep and rest with their face uncovered.**

Children in Cots

Educators will:

- Give bottle-fed children their bottles before going to bed. Children will not be put in cots or in beds with bottles as per *Dental health recommendations*.
- Ensure that cot rooms and sleep rooms must have operational baby monitors on at all times.
- Observe children at 10-15 minute intervals while they sleep in these rooms. Educators must go into the rooms and physically see babies breathing. The educator will then officially record this.
- Ensure that cot mattresses are clean, firm and the correct size for the cot frame.
- Make up cots to comply with *SIDS safe sleeping guidelines*. Babies will be placed on their backs to sleep, but they will be able to find their own sleeping position. No loose bedding is to be available to the child. Bed linens will be firmly tucked under the mattress to reduce the risk of a child covering their face. Put the baby's feet at the bottom of the cots so the baby **cannot slip down under the covers**.
- **Tuck the baby in securely so bed linen is not loose.**
- **No** duvets, pillows or cot bumpers will be placed in cots.
- Encourage the use of sleeping bags for babies. If they have fitted neck and armholes there is no risk for the child's face being covered.
- Securely lock cots sides into place to ensure children's safety.
- Turn off wall-mounted heaters before children use the room for sleeping. Sleep/rest rooms will be air conditioned and maintained at an appropriate temperature.
- Be aware of manual handling practices when lifting babies in and out of cots.

References:

- National Quality Standard (3) ACECQA (2011) **2.1.1, 2.2, 2.2.1, 3.1**
- Education and Care Services National Law and the Education and Care Services National Regulations
- SIDS & Kids Safe Sleeping Kit – www.sidsandkids.org
- **Red Nose 2017 Child Care Kit – Information for Education & Care Services**
- Standards Australia – www.standards.org.au
- The Children's Hospital at Westmead – Safety factsheet – Cots and Cot Mattresses, <http://kidshealth.schn.health.nsw.gov.au/sites/kidshealth.schn.health.nsw.gov.au/files/safety-factsheets/cots-and-cot-mattresses.pdf>
- Australian Competition and Consumer Commission (ACCC) – www.accc.gov.au - Cot safety PDF
- Community Child Care Co-operative <http://cccncsw.org.au/>

Authorisation:

Status	Committee	N/A	
	Manex	N/A	
Owner	Director Corporate, Community, Development & Regulatory Services		
EDRMS Doc. ID	< .. Contact Records..>		
Superseded Policy			
Date of Adoption/ Amendment	Revision Number	Minute Number	Review Date
October 2016	0		
Related Council Policy / Procedure			



ENROLMENT AND ORIENTATION POLICY

POLICY ADOPTED: 17 June 2014

Policy Objective:

Our service will implement a process to ensure enrolment and processes are planned and implemented in to meet the needs of the child and family as well as ensuring all legislative requirements, including the Australian Government Priority of Access Guidelines are adhered to. We will ensure:

- Children are provided with support and comfort to settle into the service and establish new friendships and relationships.
- A thoughtful process is planned in consultation with families, to assistance in separating from their child.
- Educators are provided with clearly explained enrolment process, time to get to know families before children start, strategies to support families in introducing children to our service, time to develop close professional relationships with families, support from referral agencies and information about custodial issues.
- Due consideration is given to culture and language in undertaking processes.

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.

Relevant Legislation:

- Children (Education and Care Services National Law Application) Act 2010.
- Education and Care Services National Regulations 2011: 168(2)(k), 160, 161, 162,177, 183.
- National Quality Standard: 5.1, 5.2, 6.1, 7.1.

Recommended Practices:

Enrolment:

Enrolments will be accepted according to the Australian Government "Priority of Access". Parent/guardians will be advised that families of children enrolled with third priority access may be required to alter their days or leave the service in order to provide a place for a higher priority child.

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

Enrolment Form:

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.

The enrolment form must be completed by each enrolling family. Where enrolling families are not fluent in English the enrolment meeting will, wherever possible be conducted in the families primary language. At enrolment parents are encouraged to provide further information about their child that will support continuity of care between home and the service.

The enrolment record will include the following information for each child:

- Full name, Date of birth and address of child.
- Name, address and contact details of each parent of the child, any emergency contacts, any person nominated by the parent to collect the child from the service, any person authorised to consent to medical treatment or to authorise administration of medication to the child, any person authorised to give approval for an educator to take the child out of the service.
- Details of court orders, parenting orders or plans.
- Details of court orders relating to the child's residence or contact with a parent or other person.
- Gender of the child.
- Language used in the child's home.
- Cultural background of the child and child's parents.
- Any special considerations for the child (e.g. cultural, religious or dietary requirements or additional need).
- Authorisations for our service to seek medical treatment for the child from a registered medical practitioner, hospital or ambulance service, and transportation of the child by an ambulance service.
- Authorisation for the service to take the child on regular outings.
- Authorisation for the children to be relocated in the event of an emergency evacuation.
- Name, address and telephone number of the child's registered medical practitioner or medical service.
- Child's medicare number (if available)
- Details of any specific healthcare needs of the child including any medical conditions.
- Details of any allergies or anaphylaxis/asthma/diabetic management or risk minimisation plan.
- Details of dietary restrictions for the child.
- Immunisation status of the child.

Enrolment forms will be updated as required such as family's circumstances change, to ensure information is current and correct. Change of details forms will be provided annually to ensure enrolment information is current.

Custody Arrangements:

The Education and Care Services national Law required our service to have details of all custodial and access arrangements.

- Enrolling family members are responsible for informing the Director and/or Coordinator of custody and access arrangements on enrolment, and must advise immediately of any subsequent alterations to these arrangements.
- All relevant legal documentation is to be shown to the Director and/or Coordinator and a copy will be maintained in the child's enrolment record.

Orientation:

The orientation and settling in period will consider and respect the needs of both families and children. Parents/guardians will be encouraged to remain with their child when delivering or collecting them for as long a period as the parent/guardian and/or educators feel may be necessary to ensure the child's wellbeing.

We will always consider the feelings and time constraints that families may have in regard to participating on orientation processes and aim to make the experience a positive and welcoming introduction to the service.

Our service will provide options for orientation to the relevant Bland Shire Council education and care service for families which included:

- Inviting new families to visit the service with their child at times that suit them, to familiarise families with the service prior to the child's attendance.
- Ensuring each family has a copy of the Family Handbook and an opportunity to have any questions answered.
- Supporting family members with the opportunity to stay with their child during settling in process.
- Ensuring all new families are encouraged to share information about their child and any concerns, doubts or anxieties they may have in regard to enrolling their child at the service.

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 **will** 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 the 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 **Subsidy (CCS)**.
- **Copies of policies as follows:**
 - **Complaints handling**
 - **Exclusion guidelines**
 - **Medical conditions policy.**

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 **and active email addresses for sign in/out in purposes (for parents/guardians and authorised contacts)**;
- 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).
- **Asthma/Allergy forms (if required)**
- **Placement Agreement (completed between the educator and parent/guardian).**

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 (**with email addresses**), a copy of the child's birth certificate, current Immunisation History Statement (from the Australian Childhood Immunisation Register) **and Placement Agreement (Written contract agreement)** 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.
8. **Access to Harmony Web – Digital PIN/Signature has been distributed to parents/guardians and nominated authorised persons.**

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.

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 **will** 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 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.

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;
- 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, **birth certificate, current Immunisation History Statement (from the Australian Childhood Immunisation Register) and Placement Agreement (Written contract agreement) must be provided 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.

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**

Open Classroom

To provide information about our preschool to prospective families and children our service will conduct an open classroom during **Term 4**.

Advertisements will be placed in the local paper for two (2) weeks prior to the 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 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:

A parent information session will be held separately early in term one. 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.

When conducting the 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 (Includes any Mid Term/Year enrolments)

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);
- 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 Notification:

On successful enrolment an information letter will be sent to parents offering them a place and providing the following information:

- Room Name.
- Day/s enrolled.
- Things to bring.
- 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.

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.

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.

The Affordability Assistance forms are available to eligible families.

Bland preschool receives government funding for children aged 4 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 in 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.

The funding system for community preschools:

- Primarily directs funding to children in the year before they attend school,
- Provides more funding for the 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.

Appendices:

Nil

References:

- Children (Education and Care Services National Law Application) Act 2010.
- Education and Care Services National Regulations 2011: 177, 160.
- National Quality Standard, Quality area 5, Relationships with Children – Standard 5.1,5.2
- **National Quality Standard, Quality Area 6, Collaborative Partnerships with Families and Communities: 6.1.1,**
- **National Quality Standard, Quality Area 7, Governance and Leadership: 7.1, 7.3.5**
- www.det.nsw.edu.au Community Preschool Funding Factsheet
- **Guide to Education and Care Services national Law and the Education and care services National regulations 2011 (acecqa).**

Authorisation:

Status	Committee	N/A		
	Manex	N/A		
Owner	Director of Corporate, Community, Development & Regulatory 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	
25 October 2016	3			

Related Council Policy/Procedure
Managing Allergy and Anaphylaxis Policy
Medical Conditions Policy

SECTION 4 – ASSET & ENGINEERING SERVICES

9.14 2018–2019 Roads Program Including Flood Damage Works



Our Places - Maintain & improve the Shire's assets & infrastructure

DP 5.1 Facilitate the delivery of accessible services and infrastructure.

Author Director Assets and Engineering Services

Introduction

The 2018 – 2019 council budget was adopted by the Bland Shire Council on 19 June, 2018. This set the R2R, FAG and council roads budget for the 2018 – 2019 financial year.

In addition council has resolved its flood damage claim with the RMS. The total final agreement is for \$19,652,699 over a four year program (which includes last financial year's works under a partial agreement).

Most of the worst road sections within the Shire are within the flood damaged roads but outside the flood damaged areas. Therefore, nearly all works in the main roads program are a mixture of flood damage and other works, and council staff will have to adhere to the NSW Government flood damage guidelines when working on the flood damaged areas.

The main proposed 2018 – 2019 road program is attached.

It should be noted that staff have selected Hollands Lane as the road to complete the trial road works for cost/length of life comparison, however, even though it is intended to do these works in 2018 – 2019, it is not listed until staff sees what is the financial situation between all funding sources. Similarly, Council wants to complete a trail section of Jet-Patcher seal on a small un-sealed road near a town/village that is used for local activities, but again the staff is waiting to see how the funding sorts itself out.

Also attached is the three year flood damage program which will be completed solely by contractors. Approximately a third of these roads will be done in the 2018 – 2019 financial year, but which ones will depend on road conditions; contractor availability; contractor ability; and the weather.

Financial Implications

None. Funding already approved.

MAIN 2018 -2019 ROADS PROGRAM

	Road	Funding Source	Part or full length?
1	ADLERS LANE	Wet Grading/R2R/Flood Damage	Part
2	ALLEENA ROAD	Gravel Patching/Flood Damage	Part
3	ARIAH PARK ROAD	Wet Grading/Flood Damage	Part
4	BARTELS LANE	R2R/Wet Grading/Flood Damage	Full
5	BECKOM ROAD	Wet Grading/Flood Damage	Part
6	BELLARWI ROAD	Gravel Patching/Flood Damage	Part
7	BENA ROAD	Wet Grade/Flood Damage	Part
8	BUDDIGOWER ROAD	Wet Grading/Flood Damage/Gravel Patching	Full
9	BUGGAJOO ROAD	R2R/Wet Grading/Flood Damage	Full
10	CHARCOAL TANK ROAD	Wet Grading/Flood Damage	Full
11	COLWILLS LANE	Wet Grading/Flood Damage	Full
12	CROOKS LANE	Wet Grading/Flood Damage	Full
13	CROSS LANE	Wet Grading/Flood Damage	Part
14	FISHERS LANE	Wet Grading/Flood Damage	Full
15	GARDNERS LANE	Wet Grading/Flood Damage	Full
16	GOLDEN HILLS ROAD	Wet Grading/Flood Damage	Full
17	GUNN ROAD	R2R/Wet Grading/Flood Damage	Full
18	JILLETT ROAD	Wet Grading/Flood Damage	Full
19	KITTOS LANE	R2R/Flood Damage	Full
20	LESLIES LANE	Wet Grading/Flood Damage	Full
21	LEWES ROAD	R2R/Flood Damage	Full
22	MANGLEDORFS LANE	R2R/Flood Damage	Full
23	MCDERMOTTS LANE	R2R	Full
24	MIRROOL ROAD	Wet Grading/Flood Damage	Full
25	MOONEYS LANE	Wet Grading/Flood Damage	Full
26	MUD HUT EAST ROAD	R2R/Wet Grading/Flood Damage	Full
27	NARRIAH ROAD	Gravel Patching	Part
28	NORTH YALGOGRIN ROAD	R2R/Flood Damage	Full
29	OBRIENS LANE	R2R/Flood Damage	Full
30	PAYNES ROAD	Wet Grade/Flood Damage	Part

31	PURSEHOUSE LANE	Wet Grade/Flood Damage	Full
32	RICHARDS LANE	Wet Grading/Flood Damage	Full
33	RUSSELLS LANE	Wet Grading/Flood Damage	Part
34	SANDY CREEK ROAD	Gravel Patching	Part
35	SPAULS LANE	R2R/Wet Grading/Flood Damage	Full
36	SUTCLIFFES LANE	R2R/Wet Grading/Flood Damage	Full
37	TIMOTHYS LANE	Wet Grading/Flood Damage	Full
38	TREMBATHS LANE	Wet Grading/Gravel Patching	Full
39	TYNDALLS LANE	Wet Grading/Flood Damage	Part
40	WARGIN ROAD	Gravel Patching	Part
41	WEJA ROAD	Wet Grading/Flood Damage	Full

Note 1: Roads, which will be restored only using flood damage money, are not included in the above list.

Note 2: Road treatment Trials on Hollands Lane will be carried out in this financial year only if more flood damage works approved.

Note 3: Sealed roads: MR 398 West V Block Grant + REPAIR

Note 4: Sealed roads: White Tank Lar R2R

FLOOD DAMAGE WORKS - 3 YEAR PROGRAM

ABERNETHYS LANE	CHANTERS LANE	GUBBATA ROAD	LANGES LANE	MUD HUT WEST ROAD
ALKAVILLE ROAD	CLAYS LANE	GUNTER LANE	LEACHS LANE	MULGA LANE
ANDERSONS LANE	CLEAR RIDGE ROAD	HALLS LANE	LEES LANE	NANCARROWS LANE
ARMITAGE LANE	CLEMENTS LANE	HANNAN ROAD	LEMONS LANE	NARADHAN ROAD
BACKCREEK ROAD	CLOWERY TANK ROAD	HARMERS LANE	LEWINGTONS LANE	NIELSEN LANE
BAKERS LANE	CORRINGLE LANE	HARRINGTONS LANE	LOTERTONS LANE	NOBBYS ROAD
BARRONS WEST LANE	COTTINGLEY LANE	HARRIS LANE	LORDS LANE	OAKENFALLS LANE
BASHAMS LANE	CROSSES LANE	HARTS LANE	LUCAS LANE	OSTLES LANE
BEATTIES LANE	CURRYS LANE	HATELYS LANE	MAHDA ROAD	OVERDALE LANE
BERENDEBBA LANE	DALGLEISHES LANE	HEASLIPS LANE	MAITLANDS LANE	OVERS LANE
BIMBEEN ROAD	DAVIES LANE	HEATHS LANE	MALLONS LANE	PARKINSONS LANE
BLACKERS LANE	DEACONS LANE	HEATONS LANE	MALONES LANE	PATONS LANE
BLACKSTOCKS LANE	DICKSONS LANE	HENLEYS LANE	MARBUNGA ROAD	PEARSES LANE
BODELLS LANE	DIGGLEMANS LANE	HILDERBRANDS LANE	MARTENS LANE	PFEIFFERS LANE
BOGAN GAP ROAD	DITCHFIELDS LANE	HILLIERS LANE	McKENZIES LANE	PINES LANE
BOLYGAMY LANE	DUNLOPS LANE	HOLLANDS LANE	McCRONES LANE	POPES LANE
BOWLANDS LANE	EAST BLAND LANE	HOLMES LANE	McINTOSH LANE	PRENTICE LANE
BRACES LANE	EUGLO STREET	HUMBY ROAD	McMAHONS LANE	QUAMBATOOK LANE
BRADBURY'S LANE	EURATHA ROAD	IRWINES LANE	MEACHAMS LANE	QUANDONG LANE
BRAZILS LANE	FIEGERTS LANE	JACKSONS LANE	MEAGHERS LANE	RANKIN SPRINGS ROAD
BRENNANS TANK ROAD	FRASERS LANE	JOHNSTONS LANE	MERCERS LANE	RAPERS LANE
BROWNS LANE	FULLERS LANE	JUDDS LANE	MERRENGREEN ROAD	REILLYS LANE
BUERCKNERS LANE	GENISTA ROAD	KEATLES LANE	MILDIL LANE	RENNIES LANE
BURRAGONG LANE	GIBSONVALE ROAD	KERRS LANE	MINOGUES LANE	RIDLEYS LANE
BUTTENSNAWS LANE	GIRRAL ROAD	KIERS LANE	MONIA GAP ROAD	ROBBS LANE
CAMPBELLS LANE	GRAHAMS LANE	KIKIORA ROAD	MONUMENT FLAT ROAD	ROOTES LANE
CARMICHAELS LANE	GREAVES LANE	KILDARY ROAD	MOONBUCCA ROAD	ROSE LANE
CARTWRIGHTS LANE	GRIFFITHS LANE	KNEALES LANE	MOORES LANE	SCHIRMERS LANE
CATTLES LANE	GRINTERS LANE	LAKE ROAD	MORANGAREL ROAD	SHOWGROUND ROAD

SLANT ROAD	WINNUNGA ROAD
SLATTERY'S LANE	WOODS LANE
SPACKMANS LANE	WOOLNERS LANE
SPENCERS LANE	WORNERS LANE
SPRYS LANE	WYKES LANE
STANFORTH'S LANE	WYRRA LANE
STEWARTS LANE	YIDDAH ROAD
STIDWELLS LANE	YITHAN ROAD
STORMS LANE	YOUNGAPLAINS ROAD
SULLIVANS LANE	YOUNGAREEN ROAD
SUNDERLANDS LANE	YOUNGS LANE
TAITS LANE	
TALLEEBAN ROAD	
TALLIMBA ROAD	
THOMPSONS LANE	
THULLO ROAD	
TIDDS LANE	
TRETHOWANS LANE	
TROTHS LANE	
TROYS LANE	
TUGGERABACH ROAD	
TYNDALLS LANE	
WAARBILA ROAD	
WAMBOYNE DIP ROAD	
WARBURTONS LANE	
WARGIN ROAD	
WEBBS LANE	
WESTS LANE	
WILESMITHS LANE	
WILGA PLAINS ROAD	
WILLIAMS CROSSING ROAD	
WILTSHIRES LANE	

Recommendation:

That Bland Shire Council adopt the main 2018 - 2019 roads program with the understanding that the works may be changed by the Director Asset and Engineering Services due to changing priorities; changing income and costs; and due to the weather.

Recommendation:

That Bland Shire Council receive and note the 3 year flood damage repair program which, at the current time, will be completed by contractors.

SECTION 5 – REPORTS FOR INFORMATION

Recommendation:

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

- **9.15 - Economic Development & Tourism Report – June 2018**
- **9.16 - Community Services Report**
- **9.17 - Bland Shire Library Monthly Update**
- **9.18 - Children’s Services Monthly Update**
- **9.19 - Development Services Activity Report – June 2018**
- **9.20 - Assets & Engineering Services Report**

9.15 Economic Development & Tourism Report – June 2018



Our Prosperity - Growing our population and jobs

DP14.2 Attract a diverse range of Visitors to the Shire

DP15.2 Continue ongoing engagement and communication with the Shire's existing industry and business including support for diversification and alternate industry or business

DP15.3 Lobby for and work with industry, government and education providers to ensure Bland Shire residents and businesses have access to competitive telecommunication services

DP16.2 through partnerships with stakeholders foster our education, learning and training industry and increase employment opportunities within the Shire

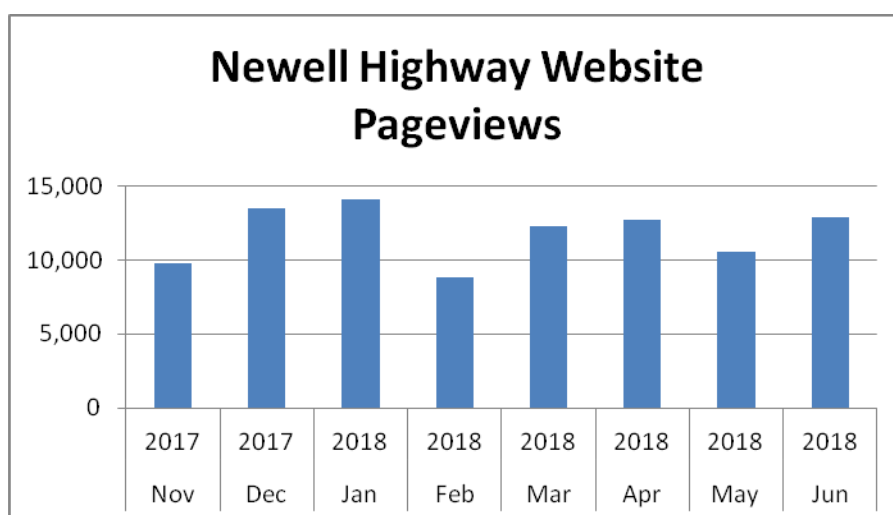
Author: Senior Economic Development & Tourism Advisor

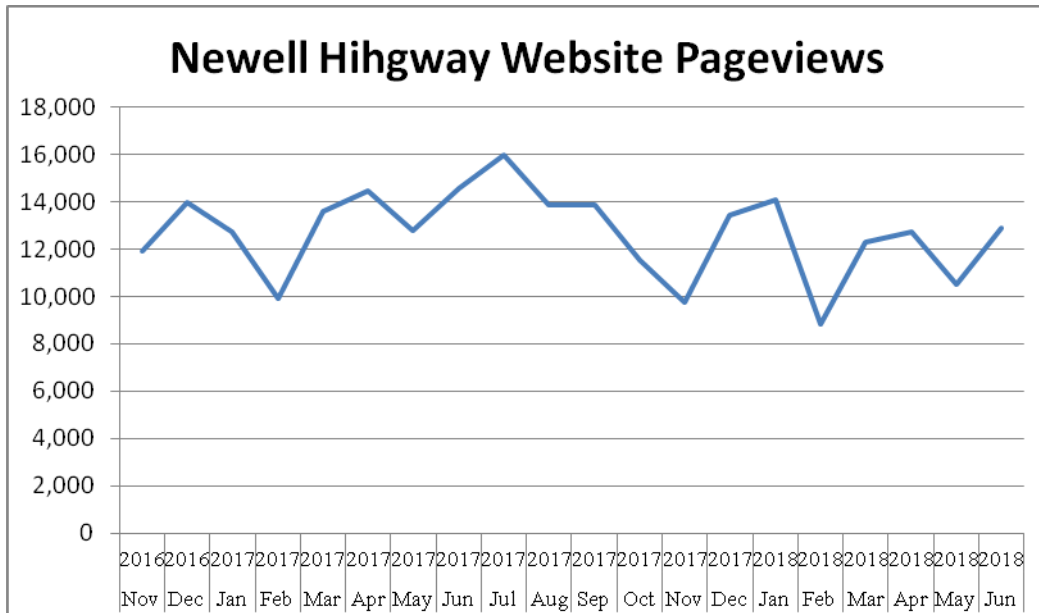
Introduction Bland Shire Council June 2018 Economic Development & Tourism Report

Financial Implications Nil

Newell Highway Website Analytics

	November	December	January	February	March	April	May	June
	2017	2017	2018	2018	2018	2018	2018	2018
Pageviews	9,753	13,446	14,066	8,810	12,310	12,743	10,523	12,903
Visits	3,857	5,176	5,935	3,440	4,983	4,691	4,526	4,910
Visitors	2,939	4,106	4,628	2,787	3,938	3,712	3,345	4,002
Desktop	37.4%	31.5%	30.4%	39.2%	34.7%	33.1%	32.3%	33.2%
Mobile	42.2%	50.4%	52.3%	41.0%	45.8%	45.8%	44.0%	44.3%
Tablet	20.4%	18.2%	17.2%	19.7%	19.5%	21.1%	23.7%	22.5%





71st MAAA National Model Aircraft Championships 24 April – 1 May 2019

Great news for the Bland Shire that at the recently held annual Model Aeronautical Association of Australia (MAAA) <http://www.maaa.asn.au/index.php> Conference held in Adelaide, it was decided that the 71st MAAA Nationals will be held in West Wyalong and the dates that they are looking at are the 24th April 2019 to 1st May 2019.

Jet Flyers NSW

The Jet Flyers NSW held their June event in West Wyalong on Friday 22 to Sunday 24 June 2018 and their next event is on Friday 28 to Monday 1 October 2018. The following photos are from the June event:



NSW Free Flight Society

The NSW Free Flight Society held their event in West Wyalong on June 9 – 11 and their next event is on October 27 – 28. The following photos are from the June event:



Bland Shire Events List 2018

	JULY	LOCATION
9	NRMA Safer Driving School lessons	West Wyalong
10 & 17	Bland Shire Youth Activities	West Wyalong
12, 18&19	Bland Shire Library Holiday Activities	West Wyalong
14	West Wyalong Markets	West Wyalong
21	Christmas in July Trivia Night	West Wyalong
27	WW Mallee Men Football Club Red & Black Ball	West Wyalong
27	Bland Shire Library Author Talk	West Wyalong

	AUGUST	LOCATION
4	Australian Yard Dog South West Championship	West Wyalong
4	Sore Butt Charity Ride to Lake Cowal Conservation Centre	West Wyalong
4	Yard Dog South West Championships	West Wyalong
11	West Wyalong Markets	West Wyalong
12-13	Variety Bash West to West Wyalong and Weethalle	West Wyalong/ Weethalle
19	Weethalle Show with guest Adam Brand opening show and cameo performances during show	Weethalle

	SEPTEMBER	LOCATION
4-5	West Wyalong Show	West Wyalong
8	West Wyalong Markets	West Wyalong
8	Ungarie Rodeo and Show	Ungarie
15	Adam Brand 20 Year Tour at Central Hotel	Ungarie
22	Weethalle Garden Tour	Weethalle
28-30	Model Jet Flyers – West Wyalong Aerodrome	West Wyalong
30	West Wyalong Rodeo	West Wyalong

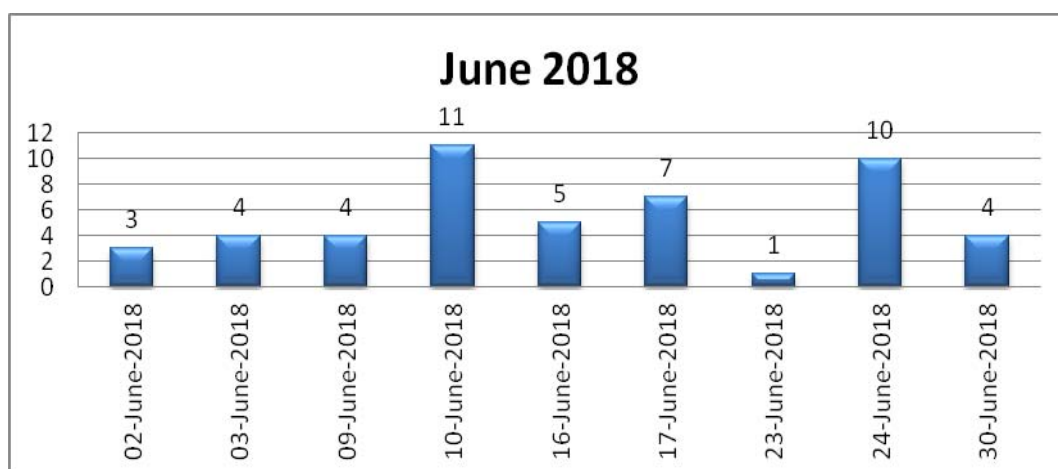
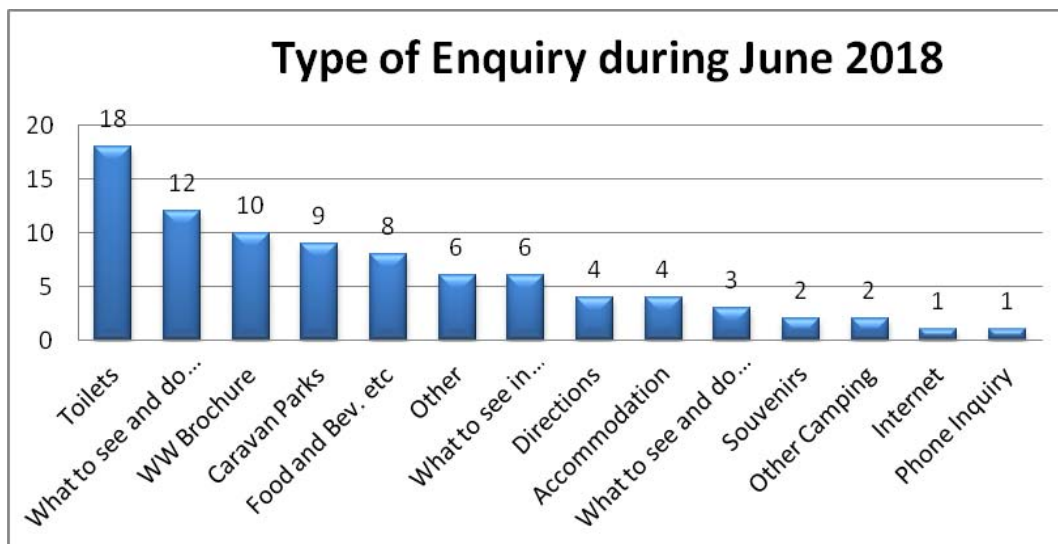
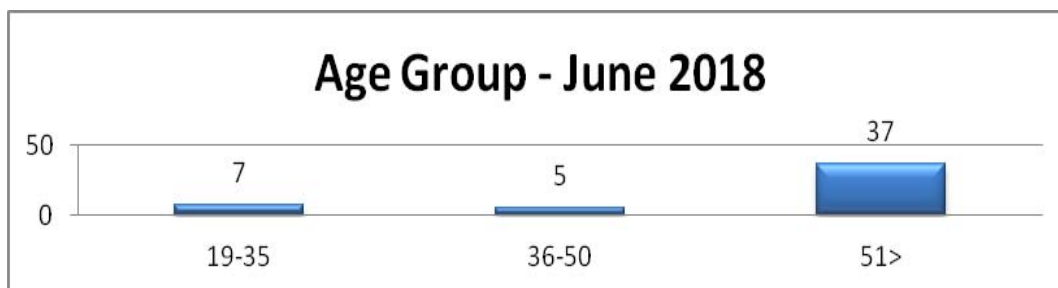
	OCTOBER	LOCATION
1	Labour Day Public Holiday	NSW
13	West Wyalong Markets	West Wyalong
13	Mirrool Silo Kick	Mirrool
19-21	Motorcycle Friendly Bike Event	West Wyalong
20	Cowal Gold Mine Charity Golf Day	West Wyalong
26-27	Camp Quality	West Wyalong
26-27	In the West Festival (held with Camp Quality)	West Wyalong
27-28	NSW Free Flight	West Wyalong

	NOVEMBER	LOCATION
6	Melbourne Cup Ladies Day	West Wyalong
10	West Wyalong Markets	West Wyalong

	DECEMBER	LOCATION
7	Business West Wyalong Christmas Carnival	West Wyalong
25	Christmas Day	NSW
25	Community Christmas Lunch	Wyalong
26	Boxing Day Public Holiday	NSW

Please note: Dates can change, please see the Bland Shire Events website for updates

Visitor Information Centre Statistics



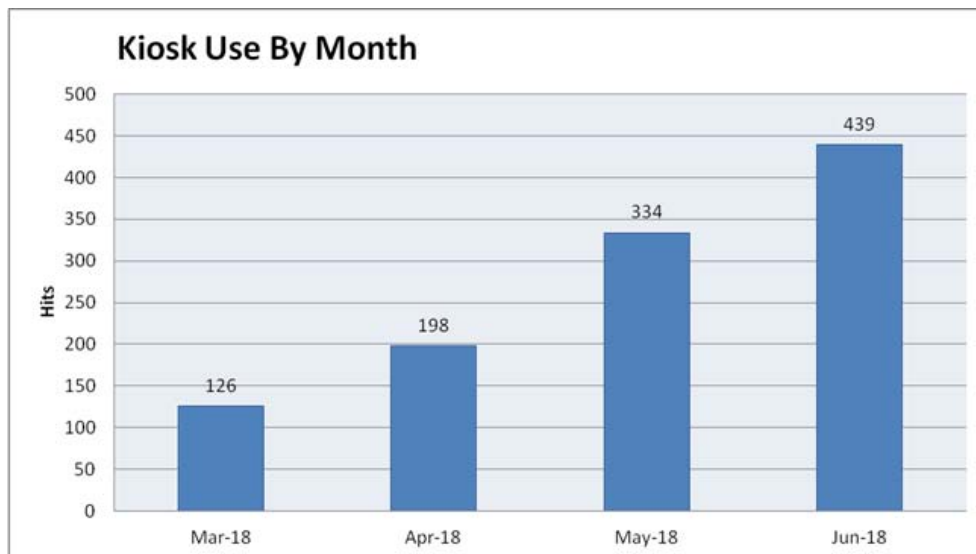
Other: include questions or research on local history

Statistics for VIC during weekdays (Monday to Saturday morning 12pm) May 2018

Visitors: 188 Phone call and email: 23

Datatrax 24 Hour Visitor Information Kiosk

The Datatrax screen was active from the 2nd last week in March 2018. These statistics are from visitors throughout Australia looking at any area on the Bland Shire page, including those that used the screen at the Bland Shire Council and Exclusive Hot Glass Gallery.



Solar Farm Developments In New South Wales

Bland Shire Council has been keeping abreast of the solar farm developments in NSW and for the potential for the development of a solar farm in the Bland Shire. The General Manager and Senior Economic Development & Tourism Advisor has met with and has had discussions with some of the potential solar farm developers and the NSW Government publication included for Councillors information provides a good overview of the large scale solar farms in NSW.

Qantas Grout Pilot Academy

Bland Shire Council submitted an expression of interest for the Qantas Group Pilot Academy and which were not successful as is outlined in the following information:



22 June 2018

Cr Tony Lord
Mayor
Bland Shire Council
PO Box 21
West Wyalong NSW 2671

Via email: council@blandshire.nsw.gov.au

CC: jstien@blandshire.nsw.gov.au

Dear Mayor,

RE: QANTAS GROUP PILOT ACADEMY LOCATION SHORTLIST

On behalf of the Pilot Academy team – and the broader Qantas Group – we would like to personally thank you for replying to the Request for Information (RFI) to host the Qantas Group Pilot Academy (the Academy) in West Wyalong.

We recognise the significant effort that went into framing your proposal. It demonstrated a clear understanding of Pilot Academy's requirements as well as a concise plan to execute. The opportunity that exists for growth around the West Wyalong region is very compelling. However, it is with regret that we inform you West Wyalong has not been included in the shortlist.

More than 60 regional cities put forward a proposal and nine regional cities across Australia have now been selected to move to the next phase of the process. Given the interest in the process, there may be scope for a second Academy. For this, we will keep your proposal and will be in touch in relation to future academy considerations.

Attached for your reference is a copy of the Media Statement that the Qantas Group will issue later today. If you have any further queries, please contact Stephen Blakeney, Government and Public Affairs on 0423 451 687.

Yours sincerely,

Andrew Parker
Group Executive,
Government, Industry, International and Environment

Wes Nobelius
Executive Manager,
Qantas Group Pilot Academy



Qantas Airways Limited, ABN 16 009 661 901, 10 Bourke Road Mascot NSW 2020 Australia
Telephone +61 2 9691 3636, qantas.com

Media Release

QANTAS ANNOUNCES SHORTLIST OF REGIONAL CITIES FOR NEW PILOT ACADEMY

Sydney, Friday 22 June 2018

The Qantas Group has today released a shortlist of the nine regional cities in the running to be home to the new Qantas Group Pilot Academy.

The [Academy](#), due to open its doors in 2019, is part of the Qantas Group's plans to build a long-term talent pipeline for its airlines and meet the increasing need for skilled aviators in one of the world's fastest growing industries. Estimates suggest the global airline industry needs more than 640,000 more pilots over the next 20 years – 40 per cent of them in the Asia Pacific region.

[Last month](#), regional cities and state governments were invited to coordinate their applications, putting forward their best case to be the home of the new Pilot Academy. Criteria included access to uncongested airspace, a certain number of clear weather days per year and infrastructure to support and accommodate up to 100 students in the first year of operation.

More than 60 regional cities put forward a proposal and nine regional cities across Australia, strongly supported by State and Territory Governments, have now been selected to move to the next phase of the process:

- Alice Springs, Northern Territory
- Bendigo, Victoria
- Busselton, Western Australia
- Dubbo, New South Wales
- Launceston, Tasmania
- Mackay, Queensland
- Tamworth, New South Wales
- Toowoomba, Queensland
- Wagga Wagga, New South Wales

The Qantas Group Pilot Academy management team will visit these nine cities in coming weeks and meet with community leaders, suppliers and airport operators to further evaluate the feasibility of each location.

A final decision on the Academy's location is expected to be made in the third quarter of this year.

Qantas Group Pilot Academy Executive Manager, Wes Nobelius, thanked all the regional cities and state and territory governments for their time and interest.

"The way that communities have come together to develop some outstanding proposals has been fantastic. From ideas around scholarships to a community photo shoot in Mackay and a video message from the children of Dubbo, we've been really impressed with the quality of responses and the level of support on offer," said Mr Nobelius.

"Narrowing down the possible locations from more than 60 to just nine wasn't easy. It will be harder still to whittle this down to just one."





Mr Nobelius said cities could still be in contention to host a second academy if the demand for pilots was strong enough – including training foreign students on behalf of airlines overseas.

"We think there could be enough demand from the broader industry for us to train up to 500 pilots a year, and to do that we're likely to need two separate academies because of the practical realities of trying to do that much training in a single location.

"Training on this scale represents a commercial opportunity for Qantas but it's also about contributing to a talent pipeline that we rely on for more senior pilots down the track. These graduates might fly for other airlines, join the defence force or be part of services like the Royal Flying Doctors.

"The applications from cities that we've seen through this process show regional cities have the capacity to help make Australia a regional hub for pilot training, and the potential benefit that could bring for local economies is huge," he added.

[Figures released by Qantas last month](#) show that the national carrier contributed more than \$5 billion to the economy in regional Australia in FY17 and supported more than 40,000 jobs.

The Qantas Group is in separate discussions with several training providers and will be releasing a formal tender process in coming weeks.

More than 14,000 aspiring pilots have so far registered their interest in the Academy via qantas.com/pilotacademy. The Qantas Group has today sent a survey to these potential students to find out more about their interest in the Academy. The national carrier is encouraging more women to consider a career in aviation, which globally stands at just 3 per cent. Around 16 per cent of people registering interest in the Academy are female.

Media enquiries: qantasmedia@qantas.com.au or +61 418 210 005



Qantas Airways Limited ABN 16 009 661 901 Further information and media releases can be found at the Qantas website: qantasnewsroom.com.au

9.16 Community Services Report



Our People - A Strong, healthy, connected and inclusive community

DP3. Nurture a strong sense of community and enrich the cultural life for the residents of the Bland Shire

Author: Community Relations Officer and Community Development Officer

Installation of Defibrillators

After Council received matching grant funding through the NSW Government, delivery and installation of life saving defibrillators at Council owned Ron Crowe Oval, McAlister Oval and the West Wyalong Sports Stadium was scheduled to take place on Tuesday 10 July.

Prior to the scheduled installation, Council partnered with West Wyalong TAFE to deliver defibrillator familiarisation training. The session was attended by approximately 20 people representing various sporting user groups surrounding the Ron Crowe Oval, McAlister Oval and Sports Stadium precincts.

125th anniversary celebrations of West Wyalong and Wyalong

Preparations for the 125th anniversary celebrations of West Wyalong/Wyalong on 22-24 March are progressing well with a number of community groups keen to be involved.

A draft program of events will be presented to the Community Reference Group meeting on Tuesday 24 July for discussion and further development.

In the meantime, all feedback, ideas and proposals are most welcome by contacting the Community Development Officer or Community Relations Officer.

Cyber Safety Workshop

Australia's leading expert on online safety, Susan McLean, presented a special cyber safety workshop for parents at the West Wyalong Bowling Club on Thursday night 23 June.

The session was attended by approximately 40 people. While attendance numbers were disappointing, the workshop delivered a powerful message to those in attendance and key messages quickly spread amongst school and parent communities in the days that followed.

Feedback from those in attendance was extremely positive with the need for further education on this ever evolving subject identified.

School holiday activities

Recognising many young people from the Bland Shire have never seen snow, for the first time ever Bland Shire Council offered a trip to Mt Selwyn Snowfields as part of our school holiday program.

Council was able to partner with Community Transport to make the experience available to young persons aged 12 years and above – the target age for youth.

The trip was quickly booked out and at the time of submitting this report Council was offering a second trip on Tuesday 17 July provided a minimum number of bookings were taken.

Council staff and youth were thrilled to be joined on the inaugural Selwyn snow trip by Councillor Rodney Crowe as a chaperone. All participants were given a two hour ski lesson from a professional instructor as well as enjoying a number of rides on the snow tube.

A Girls Night In event is further scheduled for Wednesday 18 July which will feature local health food and fitness guru, Ash Dore, along with talented local makeup artist, Braela Davies, who will provide tips, tricks and education on all things health and beauty.

Council was also able to offer both the NRMA Safer Drivers Program and NRMA Driving School during the holidays with both programs filling quickly.

Applied Suicide Intervention Skills Training (ASIST)

Council partnered with mental health organisation Wellways to deliver Applied Suicide Intervention Skills Training (ASIST) to 15 community members from right across the shire on Wednesday 20 and Thursday 21 June 2018.

Representatives were in attendance from Ungarie Central School, Barmedman, Naradhan, Business West Wyalong, the West Wyalong Local Aboriginal Land Council, Moses & Son and Council staff.

Council was extremely lucky to acquire this training for community members at no cost, as the fee is normally \$370 per participant. The training provides participants with the necessary skills to identify when a person might be at risk of suicide and how to respond in such situations. Positive feedback was received from all who attended with the common theme being that participants now feel comfortable and confident in identifying signs and responding accordingly.

9.17 Bland Shire Library Monthly Update



Our People - A Strong, healthy, connected and inclusive community

DP3.4 Foster a community learning culture optimising our physical and virtual spaces

Author: Senior Library Assistant

Upcoming Author Talk

Bland Shire Library will host a talk by academic and author Kim Hodges on Friday 27 July at 2.00 pm.

Kim's presentation aims to give people insight, challenge their beliefs and attitudes, and reduce the stigma in society around mental illness. Below is a brief introduction to Kim Hodges.

Kim currently resides on the NSW North Coast and immerses herself in the pristine beauty of beaches, mountains and estuaries. Born in Bellingen, she grew up in Coolah, a small remote town in Central West NSW from 8 to 18 years of age, and has lived in Sydney and the UK.

Kim has been employed in many professional roles: tutor and lecturer in the School of Arts and Social Sciences (Southern Cross University), a consultant in curriculum development (TAFE NSW) and policy (NSW Government), and many other roles. She is the mother of three teenage sons.

Kim has lived with mental illness for the past five years: bipolar 2 disorder, severe depression, generalised anxiety disorder, and post traumatic stress disorder.

Riverina Regional Library 40th Anniversary

Representative from Bland Shire Council attended a function at Riverina Regional Library's Administration Centre in Wagga Wagga on Friday 13 July 2018 at 10am to celebrate 40 years of regional library services in the Riverina.

July School Holiday Program

The library's July School Holiday Program is fully booked. The program includes a science based activity, cake decorating with Dagmar McIntyre, robotics, and string art.

Building Digital Skills Grant Success

Bland Shire Library recently submitted an application for a Building Digital Skills grant as part of the new Be Connected Program which aims to support older Australians to gain digital literacy skills in outer regional, rural and remote areas. The successful application will assist library staff in meeting the cost of providing digital technology training for a minimum of 25 seniors over the next 12 months.

Baby Bounce Booming

The library continues to provide an early reading and literacy program for babies aged 12 months and under. Despite a recent decline in attendance, the 30 minute program – held fortnightly during school term – attracted 24 babies for its two sessions held in June.

Storytime

The library's regular story-time session for preschool age children continues to be well supported. However, due to a request from parents, the start time has changed from 10am to 10.30am on a trial basis.

The library continues to hold a story-time session each month for Family Day Care with Bland Preschool visiting the library with two groups in June and Ungarie Preschool also visiting throughout the month.

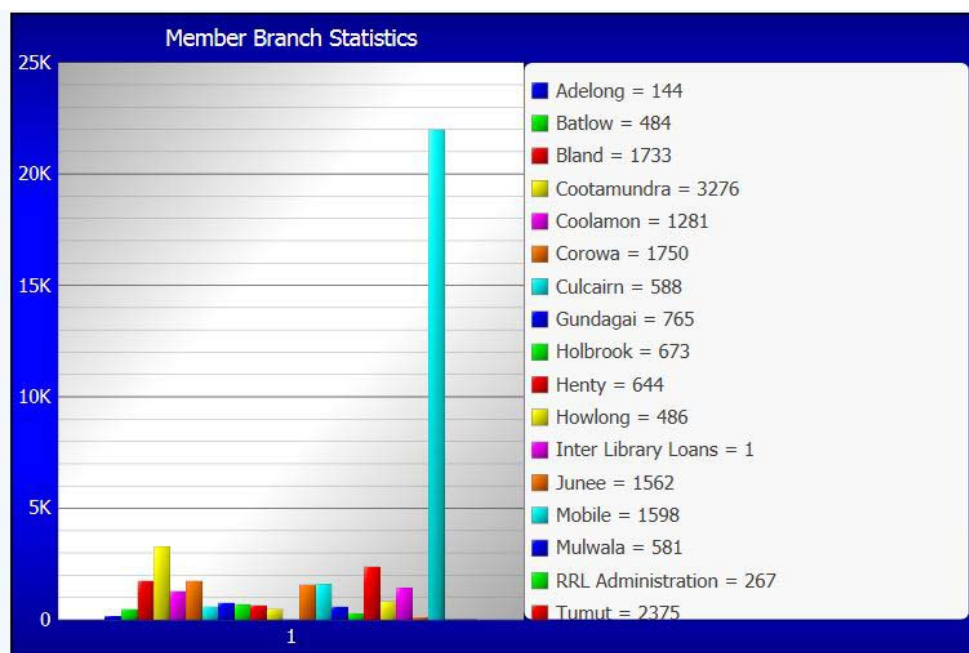
Bland Preschool has booked another two visits to the library in August.

Pals of the Pen

Library staff is constantly seeking opportunities for members of its resident writers' group to challenge their writing skills. In light of this, library staff was excited to receive news that member Shirley Magrath had received a Highly Commended in the annual Henry Lawson Festival of the Arts Writing Competition. Shirley received the Highly Commended for her poem 'Companionship of a Black Dog' which has been published in an anthology – soon to be available in the library.

Library Statistics July 2017 - June 2018

- 3414 Information Requests
- 3396 Customer Service Requests – this figure includes 762 technology assists
- 5814 Computer Usage
- 426 adults attended regular programs in the library
- 2825 children attended regular children's programs in the library
- 2806 Visitor Information Requests – this figure relates to normal library opening hours only and includes 266 phone requests
- 222 programs held
- 46643 people visited the library
- 27419 library items issued
- 1010 library items reserved
- 200 new members
- 29 per cent of Bland Shire's population is a registered member of Bland Shire Library



9.18 Children's Services Monthly Update



Our People - A Strong, healthy, connected and inclusive community

DP4.2 Provide quality, accredited and affordable Education and Care Services within Bland Shire and surrounds (Bland Preschool, Family Day Care, Mobile Resources Unit Vacation Care and Toy Library services)

Author: Children's Services Coordinator

Meetings have been held with families to discuss the changes to fee structures to align with the new Child Care Subsidy and funding requirements that will commence in term three. Due to minimal attendances from families, support information has also been provided to families via the relevant service.

All forms are currently being reviewed to ensure that they reflect the changes to child care subsidy and data entry for the new required third party software has been completed.

Service Quality Improvement Plans (QIP) have been updated as required with policy reviews continuing.

The Preschool and Vacation Care programs underwent a successful 'spot visit' from the Department of Education. These visits are to check compliance with the Education and Care Service regulations.

CSU Policy Updates currently under review:

- Fees
- Enrolment and orientation
- Safe sleep and rest time

Mobile Resource Unit

Staff have been busy informing families of the requirements for transition to the Child Care Subsidy, with training and information sessions, updated enrolment documents, as well as notes and reminders to keep families on track.

A new service schedule has been developed in consultation with families from the existing playgroups and venue options. The schedule has been developed to include the new combined structure of part playgroup (Mon/Tues) and part Preschool/Long Day Care (Wed/Thurs/Fri) to align with the funding structure being implemented on 2 July 2018.

The program for the July Vacation Care session has been developed and has been sent out for promotion.

**Mobile Resource Unit
Playgroup and Preschool/Long Day Care
Schedule
Term 3 2018**

PLAYGROUP

Monday	Tuesday	
West Wyalong 9.30-11.30am Children's Service Unit 130 Pine Street	Ariah park (fortnightly) 9:30-11:30am Memorial Hall	*First to bring morning tea hat/sunscreen messy play clothes
Tallimba (fortnightly) 1.30-3.00pm Hall	Tullibigeal (fortnightly) 10:00am-12:00pm Hall	\$4 per child over 12months of age
Weethalle (fortnightly) 1:30-3:00pm School	Ungarie 1.30-3:00pm CWA Hall	Birth Certificate & immunisation required with completion of enrolment form

PRESCHOOL/LONG DAY CARE

Wednesday	Thursday	Friday
Ungarie 9.30-3.00pm Ungarie CWA Hall children aged 2 – 5 years	Ungarie 9.30-3.00pm Ungarie CWA Hall children aged 3 – 5 years	West Wyalong 9.00-3.00pm Children's Service Unit children aged 3 years

To enquire simply contact the Children's Services Unit on 69722795.
Complete a MRU Preschool/LDC Enrolment form.
Fees are set according to the Revenue Policy each financial year.
This service is currently approved for Child Care Subsidy (CCS).

Facebook page
Bland Shire Council
Children's Services Unit

Bland Shire Children's
Services Unit
130 Pine Street
West Wyalong, NSW 2671
Ph: 0269 722 795
Mo: 0427 790 264

**July
Vacation Care**

**SCHOOL HOLIDAY
FUN!**

Session times- 8:30-5pm

Monday 9	Tuesday 10	Wednesday 11	Thursday 12	Friday 13
Wine Rite Play retro games like Bingo Guess Hopscotch and more...	NAIDOC WEEK A VISIT FROM THE LALC	BUILD AND CONSTRUCT We had so much fun last holidays, we thought we would do it again!	Temora Movie Excursion	SPOOKY DAY It's Friday the 13th! Dress up in your spookiest clothing for a spooky day ahead.
\$30	\$30	\$30	\$35	\$30

Please pack morning tea, lunch, water bottle & hat and suitable clothing/shoes.

Monday 16	Tuesday 17	Wednesday 18	Thursday 19
mixed media Try your hand at a variety of artistic styles using mixed media.	Making movies. Be the star of your very own sport movie.	Beads-N-More Create with beads! Arbuckle Decorative Jewellery Be inspired!	Build a pillow book, sing karaoke and watch a movie. Wear your PJ's and relax! It's Pajama Day
\$30	\$30	\$30	\$30

Please pack morning tea, lunch, water bottle, hat and suitable clothing/shoes.

Please note: The daily program also includes lots of time to hang out with
friends, free play, outdoor play, games, crafts and so much more!

There are always lots of fun things to do at Vacation Care!

BLAND SHIRE COUNCIL
and partners

Bland/Temora Family Day Care

It has been a busy month for the Family Day Care educators and children with excursions to see Bingo Jack at the preschool, park visits and Story time at the Library.

An educator workshop was held for all West Wyalong and Temora educators at the Children's Services Unit. This meeting was to speak about the CCS changes commencing 1 July and extending on the Early Years Learning Framework with programming, critical reflection and cultural diversity.

Playgroups were also held this month which are always popular with the children. The service is continuing with the trial of digital documentation (Kindyhub) to enable better communication with families.

QIP reviews have been conducted with feedback from all educators. All educators have completed the registration requirements to be added to the Provider Digital Access online portal (PRODA) to ensure that transition and access to the new Child Care Subsidy goes smoothly.

Bland Preschool

The children are flourishing in the classroom and their concentration spans are continuously growing, allowing our group times to be extremely involved and educational.

The incorporation of news day has been fantastic, allowing the children's social and emotional development as well as their communication skills to be enhanced.

A big part of preschool is exploration which enhances all of the children's senses; this has also been evident through our exploration of sensory experiences such as:

- Play dough
- Water play
- Rice play
- Sand play
- Digging in the worm farm

Educators are enhancing the children's self help skills ready for school. This includes dressing, putting on their shoes, getting their lunchboxes out, packing and zipping their bags, going to the toilet unassisted and opening their own lunchboxes and wrappers.

School Photos:

Another great success with our 2018 school photos, a big thank you goes to Tracey Robertson who took and edited all four classes' photos; this was a big job and was greatly appreciated by the parent committee and Bland Preschool. The photos were then sent away to be printed and collated by the parent committee. All families have received their photos and we have had brilliant feedback.

Bicultural Support visits:

The preschool was successful in obtaining access to the Bicultural Support program as part of the Sector Development Program. The Department of Education is providing this program to preschools to assist the inclusion of children from CALD, refugee and Aboriginal backgrounds.

Bicultural Support is delivered by Ethnic Community Services Co-operative as part of its Multicultural Children's Services stream and offers language and cultural assistance to children, families and educators to support inclusive practice in preschools. The preschool children and staff are currently engaging on a weekly basis with representatives from this program.



It Takes a Village (ITAV)

This month Brooke Maslin, our local Occupational Therapist (OT), from Community Health came out to talk to the families. To begin with Brooke gave a quick overview of her position, her previous experience and her passion for OT. The families were then given the opportunity to ask and/or discuss any concerns or issues they may have.

Families have also gathered and experimented with a few mediums through creating art on canvases.

The ITAV staff also visited Ardlethan as a guest of Relationships Australia. Bede Richards from Relationships Australia requested that we visit Ardlethan as they currently do not have any programs other than a preschool service and are looking at what is available in surrounding areas. The group was very interested in our program with six families attending.

9.19 Development Services Activity Report – June 2018



Our Leadership - 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 & Regulatory Services

Planning and Building Activities Update

Development Applications

The Council has received the following Development Applications during June 2018:

Application No	Address	Development
DA2018/0094	208 Railway Road, West Wyalong	Multi unit residential development
DA2018/0095	37 Yiddah Drive, West Wyalong	New storage shed & the installation of a shipping container
DA2018/0096	Boltes Lane, West Wyalong	Land use Installation of a manufactured home
DA2018/0097	15 Chauvel Street, West Wyalong	New single storey dwelling
DA2018/0098	65 Russell Street, West Wyalong	Alterations & additions to an existing dwelling
DA2018/0099	10-16 Dumaresq Street, West Wyalong	Subdivision (Creation of an additional Lot)
DA2018/0100	4 Northcott Street, West Wyalong	New single storey dwelling
DA2018/0101	Newell Highway, West Wyalong	Subdivision only (No new road)

The following DA applications were approved during June 2018:

Application No	Address	Development	Approval Date
DA2018/0085	10-16 Dumaresq Street, West Wyalong	New single storey dwelling	18/6/2018
DA2018/0091	26 Bellarwi Road, West Wyalong	Land use Installation of a manufactured home (Secondary dwelling)	12/6/2018
DA2018/0092	7 Boundary Street, West Wyalong	Alterations & the addition of a deck to an existing dwelling	5/6/2018
DA2018/0093	16 Monash Street, West Wyalong	Additions to dwelling	4/6/2018
DA2018/0101	Newell Highway, West Wyalong	Subdivision only (No new road)	21/6/2018

Public Health Activities Update

Food Premises

Council staff undertook **twenty one (21)** food premises inspections during June 2018. There were no significant food safety issues identified during these inspections.

Regulatory Activities Update

Companion Animal Seizure and Impound Activities June 2018

Seizure Activities:	Dogs	Cats
Seized	0	3
Returned to Owner	0	0

Impounding Activities:	Dogs	Cats
Animals in pound at start of month	4	3
Incoming Animals		
Transferred from Seizure Activities	0	3
Dumped at Pound	14	4
Surrendered	3	0
Total Animals in Pound	21	10

Outgoing Animals		
Released to Owner	0	0
Euthanased	0	2
Rehoused	16	4
Sold	0	0
Died at Pound	0	0
Stolen	0	0
Escaped	0	2
Total Animals Leaving Pound	16	8
Animals in Pound at end of Month	5	2

9.20 Assets & Engineering Services Report



Our Places - Maintain & improve the Shire's assets & infrastructure

DP9.1 Responsibly manage asset renewal and maintenance for current and future generations

DP9.4 Maintain parks, ovals and recreational facilities to approved standards

Author: Director Asset & Engineering Services

1. Council Road Crew Locations Week Commencing 12.6.2018

- Graders
 - Dundas Road – Shoulders
 - Lewes Road/Blackstocks Lane - Dry Grading
- Gravel Carting
 - Blackstocks Lane
- Maintenance Crews (Bobcat/Backhoe)
 - Kolkilbertoo Road – Signs

2. Council Road Crew Locations Week Commencing 18.6.218

- Graders
 - Blackstocks Lane
 - Dundas Road/Bygoo Road - Shoulder Widening
 - Sandy Creek Road area – Dry Grading
 - Dundas Road - Shoulders
- Gravel Carting
 - Blackstocks Lane
- Maintenance Crews (Bobcat/Backhoe)
 - Kolkilbertoo Road/Blackstocks Lane – Pipes

3. Council Road Crew Locations Week Commencing 25.6.2018

- Graders
 - Blackstocks Lane/Meaghers Lane
 - Bygoo Road - Shoulder Widening
 - Sandy Creek Road area – Dry Grading
 - Dundas Road - Shoulders
- Gravel Carting
 - Bygoo Road
- Maintenance Crews (Bobcat/Backhoe)
 - Patch gravelling – Shire Roads

4. Council Road Crew Locations Week Commencing 2.7.2018

- Graders
 - Blackstocks Lane/Brennans Tank/Meaghers Lane
 - Bygoo Road - Shoulder Widening
 - Thulloo Road
 - Bootoowa Road
- Gravel Carting
 - Blackstocks/Brennans Tank/Meaghers Lane

- Maintenance Crews (Bobcat/Backhoe)
 - Blackstocks Lane Pipes
 - Youngareen Road Patching

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
- Ungarie oval toilets cleaned, grounds mown and maintenance work carried out

6. Park maintenance

- McCann park, Barnado park and small parks and areas mown, trimmed and maintained
- Council chambers lawns and gardens maintained
- Maintenance to Herridge park, Cooinda park, Wyalong court house
- Lawn and monument cemetery maintenance works carried out
- Barnado park garden beds cleaned up
- Public amenities cleaned and maintained

7. Ovals maintenance

- maintenance to sporting ovals and surrounds
- Irrigation checks carried out
- Line marking for rugby league, school athletics and Australian rules
- Ron Crowe oval and park street rec spayed with liquid fertiliser
- Perseverance street ovals broken valves replaced
- Ron Crowe oval and perseverance street ovals sprinklers repaired

8. Town maintenance

- Star lane cleaned and tidied
- Town areas mown and trimmed
- Town trees trimmed and watered as needed
- Main street gardens weeded and watered
- Small pot holes repaired in roads
- Cooinda park upgrades
- Clean out town drains
- West Wyalong and Wyalong spraying on nature strips carried out
- Aerodrome slashing inspections and maintenance work carried out
- Back filled low areas on nature strips
- Street sweeper operations
- Air port gravel run way maintenance carried out