



Bland Shire Council
Business Paper
Ordinary Council Meeting
20 March 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

20 March 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 Penny English

Cr Kerry Keatley

Cr Tony Lord

Cr Liz McGlynn

Cr Brian Monaghan

Cr Murray Thomas

Cr Jan Wyse

2.2 Staff

General Manager – Ray Smith

Director Asset & Engineering Services – Will Marsh

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

Executive Assistant – Julie Sharpe

2.3 Apologies

3.0 CONFIRMATION OF THE MINUTES

3.1 Ordinary Meeting held on 20 February 2018

▪ **Confirmation**

That the minutes of the Ordinary Council meeting held on 20 February 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 Presentation – 2016/17 Financial Statements

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

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| 9.1 | Progress Report 1 on the Combined Delivery Program & Operational Plan 2017-2021 | 48 |
| 9.2 | Joint Organisations - March 2018 | 157 |

Section 3 – Corporate, Community, Development & Regulatory Services

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| 9.4 | Making Of The Rates 2018/2019 | 165 |
| 9.5 | Making Of Waste Management Charges 2018/2019 | 171 |
| 9.6 | Making Of Sewer Special Rate Charges 2018/2019 | 173 |
| 9.7 | Development Application DA2018/0052 | 174 |
| 9.8 | Development Application DA2018/0062 | 200 |

Section 4 – Reports for Information

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| 9.9 | Economic Development & Tourism Report – February 2018 | 213 |
| 9.10 | Community Services Report | 221 |
| 9.11 | Bland Shire Library Monthly Update | 223 |
| 9.12 | Children’s Services Monthly Update | 226 |
| 9.13 | Bland HACC Services Update | 228 |
| 9.14 | Development Services Activity Report – January 2018 | 230 |
| 9.15 | Asset & Engineering Services Report | 232 |

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

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 <i>(Whole Council)</i> | | |
| Australian Rural Roads Group Inc <i>(Mayor Lord, Cr McGlynn - alternate, Cr Thomas - alternate)</i> | | |
| Bland Rural Fire District Zone Liaison Committee <i>(Cr Keatley)</i> | | |
| Bland – Temora RFS Zone Bushfire Management Committee <i>(Cr Baker)</i> | 13 th September 2017 21 st March 2018 | ✓ |
| Community Reference Group <i>(Whole Council)</i> | 13 th March 2018 | |
| Country Mayors Association of NSW <i>(Mayor Lord)</i> | 2 nd March 2018 | ✓ |
| Cowal Gold Project Community Environmental Monitoring & Consultative Committee (CEMCC) <i>(Mayor Lord)</i> | 6 th December 2017 7 th March 2018 | ✓ |
| Goldenfields Water County Council Board <i>(Cr McGlynn)</i> | 22 nd February 2018 | ✓ |
| Internal Audit Committee | | |
| Lachlan Valley Noxious Plants Advisory Committee <i>(Cr Crowe)</i> | | |
| Local Traffic Advisory Committee | | |
| Murrumbidgee Primary Health Network Board <i>(Cr Monaghan)</i> | | |

| | | |
|---|---|---|
| Newell Highway Taskforce <i>(Mayor Lord)</i> | 7 th February 2018 | |
| NSW Association of Mining Related Councils <i>(Cr McGlynn, Cr Thomas - alternate)</i> | 16-17 th November 2017 23 rd February 2018 | ✓ |
| NSW Public Libraries Association <i>(Cr Wyse)</i> | | |
| Riverina Eastern Regional Organisation of Councils (REROC) <i>(Mayor Lord)</i> | 1 st February 2018 12 th April 2018 | |
| Riverina Regional Library Advisory Committee <i>(Cr Wyse)</i> | | |
| 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.



BUSH FIRE MANAGEMENT COMMITTEE MEETING

| | |
|-----------------------|---|
| Meeting: | Bland Temora Zone BFMC |
| Convened by: | Trevor Penfold |
| Attendees: | Bill Britt, Andrew Nichols, David Robinson, Trevor Penfold, David Denyer, Andrew Holmes - RMS, Ian Thompson - Conservation Centre, James - Essential Energy, Terry Pellow - Essential Energy, Sally Fitzgerald - Lands. Angela Lewis - Forest, Jody King - SES, Stephen Campbell – Forestry & Angela Lewis - NPWS |
| Location: | Bland Fire Control Centre - 221 Neeld Street West Wyalong NSW 2671 |
| Date and time: | Wednesday 13 th September 2017 - 1000hrs |
| Apologies: | Steve Holden, Garry Lavelle, Bec Bryne, Robin Mears, Glen Neyland. |
| Minutes by: | Cheryl Noble |

Minutes

APOLOGIES

Trevor Penfold asked if there were any apologies for today's BFMC Meeting. These were noted and placed in the Minutes. Bill advised that Steve Holden is an apology as he is on leave until the end October.

BUSINESS ARISING FROM PREVIOUS MEETING

Trevor Penfold asked if the RFS had addressed the road closure issue from Paynes Road Fire. RMS was requested to put up a road closure on Paynes Road Yalgogrin.

Terry Pellow informed the Committee that this issue had been discussed at the last LEMC Meeting. RMS advised that the road had been closed, however motorists kept going around the road closure signs, and RMS did not have adequate staff to keep this manned.

David Denyer said a road closure should be manned and we understand that it is sometimes difficult to ensure a road closure is established in a timely manner.

Andrew Nichols thought that maybe SES could assist us by staffing a road closure.

Bill Britt said that this was for closing the road not doing traffic management.

Brogan Murrie attended the LEMC meeting and advised that this issue was been raised. The Regional Manager for RMS stated that he was not aware of the situation. He advised if the RFS has any concerns with traffic management to contact him. The main concern was during the fire trees were down and they needed to clear these off Paynes Road. Brogan believed that this was an unsafe environment for any traffic and both Police and Bland Shire Council had been advised of the road closure.

Bill Britt suggested we somehow look at informing people about the risk and their insurances if they insist on driving vehicles through a road closure.

Bill Britt will be speaking with both Bland and Temora Shire Councils and come up with a programme to ensure we can get these road closures established quickly and that they are manned.

Motion: That the previous BFMC Minutes from 22nd March 2017, are a true and accurate reflection of the meeting.

Moved by David Denyer and seconded by Sally Fitzgerald. CARRIED.

COMMENCEMENT OF THE 2017-2018 FIRE SEASON

Trevor Penfold asked all present what their feelings were on the commencement of the fire season.

David Denyer advised that there seems to be a lot of fuel along roadside verges.

The Committee discussed issues with burning canola windrows and that they would need to start earlier to get a good burn.

Motion: The commencement of the fire season starts 1st October 2017. Canola windrow burning to commence at 12pm, all other permit burns to commence at 2pm.

Moved by David Denyer and seconded by Ian Thompson. CARRIED.

SECTION 52 PLAN OF OPERATIONS

Bill Britt asked if everyone had viewed the RFS Section 52 Plan (operations coordination plan). This plan needs to be endorsed by the BFMC and requested the committee check contact person and phone numbers.

Dave Robinson asked the agencies to review the details and confirm any changes.

Sally Fitzgerald advised that Lands have IMT Personnel who have skills to assist RFS at local fires e.g. mapping.

Andrew Nichols asked the committee if they knew of anyone interested in the RFS ICS training course.

Trevor Penfold asked the agencies to review the Section 52 Plan, and if they have any amendments to be made to let Cheryl Noble know.

BUSH FIRE RISK MANAGEMENT PLAN

Andrew Nichols – The Draft Bush Fire Risk Management Plan was sent to RFS Head Office approximately 9 months ago, for endorsement. Bill advised that BTZ received correspondence on 21/03/2017 from the Bush Fire Coordination Committee just after the last BFMC Meeting. They requesting additional amendments to be made to the draft plan. Steve has followed these up with the agencies. *Copy attached to minutes.*

Sally points 16 – aboriginal scar trees in Reefton, wanted to know if this was on the plan, and believes that this is quite significant.

Andrew Nichols – RFS - believes that Dave and Bill will need to review the risk plan and update this information.

Dave Robinson advised that he will coordinate with the agencies to update the plan – work with everyone and get to know the agencies.

FIRE TRAIL REGISTER

Bill Britt need to speak to agencies regarding fire trails and see if there are any that may need funding available to update their trails. There is an issue with funding available for fire trails on private land.

Bill Britt believes the Bland Temora Zone Fire Trail Register needs to be updated.

Sally Fitzgerald informed the committee that Guy had addressed fire trails in BTZ this last year.

ARIAH PARK & TALLIMBA COMMUNITY PROTECTION PLANS

Andrew Nichols handed all present a copy of the Tallimba and Ariah Park Draft Community Protection Plans.

- **Tallimba Community Protection Plan**

The CPP meeting was held in April this year, around 18 people attend, discussed issues, concerns, hazard reduction work and the possibility of extending the Village APZ. The Tallimba Draft CPP was displayed at the Bland FCC and Andrew discussed this plan with the committee.

Andrew asked the BFMC to sign off on the draft CPP. Andrew gave the chair a copy of the letter for the BFMC to sign off on if the BFMC agreed with the Tallimba CPP.

Sally Fitzgerald discussed concerns with the parcel of lands that fall under Crown Lands and asked Andrew to speak to Bec Byrne about this, before the final maps are printed. Sally would be happy for the draft CPP to go through, but needs to check on the recent changes.

- **Ariah Park Community Protection Plan**

Andrew advised that David and he will be conducting the Ariah Park CPP Meeting tonight at the Ariah Park Bowling Club, and if anyone wanted to know more about this, he has copies of the Agenda and map of the area. Andrew informed the committee that we now have over 1000 neighbourhood safe places within NSW, where people would go as a last resort. Andrew gave the committee members a copy of a memorandum regarding the progress of the CPP's. *Copy attached to minutes*

Motion: Tallimba Community Protection Plan be approved once the changes have been discussed with Bec Byrne -Crown Lands.

Moved by Sally Fitzgerald and seconded by Bill Britt. CARRIED.

AGENCIES 2017-2018 COMPLETED HAZARD REDUCTION

Bill Britt-The hazard reduction funding has only just come through and does not think that any of this work has been completed at this stage, and advised that BTZ have been allocated funding of \$71,000 for both Councils.

Andrew Holmes – RMS – Advised that they will conduct slashing and spraying, and that RMS only spray from table drains to the road.

Bill Britt commented on the need for us to ensure that the vegetation is kept down along the roadsides.

Angela Lewis NPWS- Stated that Robin was away and that NPWS were clearing fire trails and carrying out their general maintenance.

Sally Fitzgerald - Lands – Bec Byrne normally looks after the BTZ area and that she had emailed a copy of her report through to Cheryl. *Copy attached to minutes.*

Stephen Campbell – Forests Corporation - informed the committee that they are carrying out work on fire trails & forest harvesting.

Terry Pellow - Essential Energy – advised that their maintenance is conducted all year round. Essential Energy have adopted a new Phoenix System for fire risk classification. *Copy attached to minutes.*

Terry Pellow – informed the committee that a new Bio Security Act is now been enforced. Now there is a guideline for landholder when trucks enter their properties. Terry asked if the RFS has an exemption and if not they may need to follow this up.

James - Essential Energy – From January this year Essential Energy have a new rural maintenance model, and maintenance will be conducted when needed. Essential Energy will not clean up the vegetation when they cut down trees under power lines and this is now the landowners or Councils responsibility.

Bill Britt –RFS – Received correspondence from Jason Heffernan on 7th September, requesting that RFS Districts/Teams/Zones include the NSW Farmers Federation in the BFMC. *Copy attached to minutes.*

Bill Britt – RFS – Gave the committee a copy of the new RFS Grain Harvesting Guide – The RFS cannot enforce harvesters to stop working; however, we can highly recommend that they cease harvest. Based on the new guide the landowner or contractors can review the table and make a decision depending on the weather conditions. The landowner is accountable for a fire that escapes their property.

Ian Thompson asked if there were experts on hand in relation to dealing with stock impacted by fire. Bill said we get in touch with Local Lands Department who will send someone out or a team if needed.

Jody King – SES - advised that SES now do large animal rescue.

Dave Robinson - RFS – During the Paynes Road Fire at Yalgogrin, for bio security reasons the aircraft only used water instead of retardant because of the impact of the retardant on livestock and vegetation.

GENERAL BUSINESS

Dave Robinson - RFS – Advised that the Hazard Reduction Allocated Funding has now been approved and the spreadsheet needs to be endorsed by the BFMC on work priorities.

Motion: The Hazard Reduction Works within BTZ be prioritise in order of preference as shown in the spreadsheet.

Moved by Dave Denyer and seconded Sally Fitzgerald. CARRIED

BFMC Actions

| Action | Assigned to | Progress |
|---|-------------|----------|
| Develop a programme for Road Closure with BSC & TSC | Bill | |
| BFRMP – Update draft plan | Dave | |
| Bio Security Act – Follow up on trucks access to properties | Bill | |

Meeting Closed 12:00

Next meeting

| Date | Start | Finish | Location |
|---------------------------------------|-------|--------|--|
| Wednesday 21 st March 2018 | 10:00 | 12:00 | Temora FCC - 108 Vesper Street, Temora |



Country Mayors Association of NEW SOUTH WALES

Chairperson: Cr Katrina Humphries
PO Box 420 Moree NSW 2400
02 6757 3222
ABN 92 803 490 533

MINUTES

GENERAL MEETING

FRIDAY, 2 MARCH 2018 JUBILEE ROOM, PARLIAMENT HOUSE, SYDNEY

The meeting opened at 9.02 a.m.

1. ATTENDANCE:

Armidale Regional Council, Cr Simon Murray, Mayor
Armidale Regional Council, Mr Peter Dennis, CEO
Bathurst Regional Council, Cr Graeme Hanger, Mayor
Bega Valley Shire Council, Cr Kristy McBain, Mayor
Bland Shire Council, Cr Tony Lord, Mayor
Blayney Shire Council, Cr Scott Ferguson, Mayor
Blayney Shire Council, Ms Rebecca Ryan, General Manager
Carrathool Shire Council, Cr Peter Laird, Mayor
Carrathool Shire Council, Ms Joanne Treacy, General Manager
Coffs Harbour City Council, Cr George Cecato, Deputy Mayor
Coffs Harbour City Council, Mr Stephen McGrath, General Manager
Coolamon Shire Council, Cr John Seymour, Mayor
Coolamon Shire Council, Mr Tony Donoghue, General Manager
Cowra Shire Council, Cr Bill West, Mayor
Dubbo Regional Council, Mr Michael McMahon, Acting General Manager
Federation Council, Cr Patrick Bourke, Mayor
Federation Council, Mr Adrian Butler, Acting General Manager
Forbes Shire Council, Mr Steve Loane, General Manager
Gilgandra Shire Council, Cr Doug Batten, Mayor
Glen Innes Shire Council, Cr Steve Toms, Mayor
Goulburn Mulwaree Council, Cr Bob Kirk, Mayor
Goulburn Mulwaree Council, Mr Warrick Bennett, General Manager
Griffith City Council, Cr John Dal Broi, Mayor
Griffith City Council, Mr Brett Stonestreet, General Manager
Gunnedah Shire Council, Cr Jamie Chaffey, Mayor
Inverell Shire Council, Cr Paul Harmon, Mayor
Kempsey Shire Council, Cr Liz Campbell, Mayor
Kiama Municipal Council, Cr Mark Honey, Mayor

Kiama Municipal Council, Ms Kerry McMurray, Director Corporate, Commercial and Community Services
Leeton Shire Council, Cr Paul Maytom, Mayor
Leeton Shire Council, Ms Jackie Kruger, General Manager
Mid-Western/Mudgee Regional Council, Cr Des Kennedy, Mayor
Mid-Western/Mudgee Regional Council, Mr Brad Cam, General Manager
Moree Plains Shire Council, Cr Katrina Humphries, Mayor
Moree Plains Shire Council, Mr Lester Rogers, General Manager
Murray River Council, Cr Christopher Bilkey, Mayor
Murray River Council, Mr Des Bilske, General Manager
Murrumbidgee Council, Cr Ruth McRae, Mayor
Murrumbidgee Council, Mr Craig Moffitt, General Manager
Narrabri Shire Council, Cr Catherine Redding, Mayor
Narrabri Shire Council, Mr Stewart Todd, General Manager
Narromine Shire Council, Cr Craig Davies, Mayor
Narromine Shire Council, Mr Phil Johnston, Executive Manager Economic Development
Oberon Shire Council, Cr Kathy Sajowitz, Mayor
Oberon Shire Council, Mr Garry Wallace, General Manager
Parkes Shire Council, Cr Barbara Newton, Deputy Mayor
Shellharbour City Council, Cr Marianne Saliba, Mayor
Singleton Council, Cr Sue Moore, Mayor
Snowy Monaro Regional Council, Cr John Rooney, Mayor
Tamworth Regional Council, Cr Col Murray, Mayor
Tamworth Regional Council, Mr Paul Bennett, General Manager
Temora Shire Council, Cr Rick Firman, Mayor
Temora Shire Council, Mr Gary Lavelle, General Manager
Tenterfield Shire Council, Cr Peter Petty, Mayor
Upper Lachlan Shire Council, Cr Brian McCormack, Mayor
Upper Lachlan Shire Council, Mr John Bell, General Manager
Uralla Shire Council, Cr Michael Pearce, Mayor
Wagga Wagga City Council, Cr Greg Conkey, Mayor
Wagga Wagga City Council, Mr Peter Thompson, General Manager
Walcha Council, Cr Eric Noakes, Mayor
Warren Shire Council, Cr Rex Wilson, Mayor
Warren Shire Council, Mr Glen Wilcox, General Manager
Warrumbungle Shire Council, Cr Peter Shinton, Mayor
Warrumbungle Shire Council, Mr Roger Bailey, General Manager
LGNSW, Cr Linda Scott, President
Premier and Cabinet, Mr Don Murray
Premier and Cabinet, Mr Harry Henderson
Premier and Cabinet, Mr Bruce Whitehill
Premier and Cabinet, Mr Nick White
Telstra, Mr Michael Marom

APOLOGIES:

As submitted

SPECIAL GUESTS:

- Deputy Police Commissioner Regional NSW Field Operations, Gary Worboys

- Peter Primrose, Shadow Minister for Local Government
- Acting Consul General Linda Daetwyler, US Consul General, Sydney
- Lindsay Cane, CEO, Royal Far West

2. ADOPTION OF MINUTES OF PREVIOUS MEETING:

RESOLVED that the minutes of the General Meeting held on 3 November 2017 be accepted as a true and accurate record (Temora Shire Council / Glen Innes Severn Council).

3. Matters Arising from the Minutes

- Letter to Premier Re Establishment of Minister and Department of Local Government – no reply
- Recycling issue and China
- The \$50 million for Telco blackspots needs to be kept track of

4. Membership

RESOLVED That Warren Shire Council and Dungog Shire Council be admitted as members of the Association (Singleton Council/Gilgandra Shire Council)

5. CORRESPONDENCE

Outward

- Cr Craig Davies, Mayor, Narromine Shire Council, advising that Narromine Shire Council has been admitted as a member of the Association
- Cr Neville Kschenka, Mayor, Narrendera Shire Council, advising that Narrendera Shire Council has been admitted as a member of the Association
- The Hon John Barilaro MP, Deputy Premier, Minister for Regional New South Wales, Minister for Skills and Minister for Small Business thanking him for his presentation to the 3 November meeting
- The Hon Melinda Pavey MP, Minister for Roads and Maritime and Freight thanking her for her presentation to the 3 November meeting
- Mr Mark Smethurst, Commissioner, State Emergency Services thanking him for his presentation to the 3 November meeting
- Ms Margaret Crawford, Auditor General of NSW thanking her for her presentation to the 3 November meeting
- Hon Gabrielle Upton MP, Minister for the Environment, Minister for Local Government and Minister for Heritage enquiring into the affect of China's decision to stop importing 24 different types of solid waste by the end of 2017
- The Hon Gladys Berejiklian MP, Premier requesting consideration of establishing a Department of Local Government with only Local Government responsibilities
- The Hon Andrew Constance MP, Minister for Transport and Infrastructure asking for the closing date for submissions to the Transport Strategy 2056 be extended to 18 February 2018

Inward

- (a) Carmen Dwyer, Acting Executive Director Waste and Resource Recovery, EPA, Re China's decision to stop importing various solid waste (Copy Attached)

NOTED

RESOLVED That the Association follow up with the Premier on the matter of having a separate Minister for Local Government with only Local Government responsibilities (Temora Shire Council/Singleton Council)

6. FINANCIAL REPORT

RESOLVED That the financial reports for the last quarter were tabled and accepted (Singleton Council / Gunnedah Shire Council)

7. Local Government Remuneration

RESOLVED That the Association lobby the State Government, Local Politicians and the Remuneration Tribunal or the appropriate body to reassess the very poor level of remuneration for NSW Mayors Deputy Mayors and Elected Members (Narromine Shire Council/ Tenterfield Shire Council)

8. Grant Funding

RESOLVED That the Association lobby the NSW Government and specifically the Premier and Deputy Premier to instigate protocols surrounding Grant funding that leads to an outcome in line with councils needs and expectations (Narromine Shire Council/Leeton Shire Council)

9. Water Utility Privatisation

RESOLVED That the Hon Niall Blair, Minister for Regional Water, Minister for Trade and Industry, and Minister for Primary Industry and the CEO of Water NSW be invited to the next meeting of the Association (Upper Lachlan Shire Council/Shellharbour City Council)

10. Deputy Police Commissioner Regional NSW Field Operations, Gary Worboys

The Deputy Police Commissioner spoke on the reengineering of the police force in NSW with the formation of Police Districts with an officer in charge model replacing Local Area Commands. There has been a 34% drop in property crime and a search warrant issued every three days. The police districts have renewed the enthusiasm for policing. By the end of March the formation of Police Districts will be completed. Mayors and General Managers should have a regular interaction with their local police. The Commissioner is passionate about change and is repositioning senior police from the city to the country. There is a primary focus on domestic violence with officers specifically allocated to those crimes

11. Peter Primrose, Shadow Minister for Local Government and Michael Daley, Shadow Minister for Planning and Infrastructure

Both Peter Primrose and Michael Daley answered questions from the floor. A copy of Peter Primroses intended address is attached to the minutes

12. Acting Consul General Linda Daetwyler, US Consul General, Sydney

The Consul General in Sydney runs consular operations for US citizens as well as issuing visas for entry into the United States. The office also visits American prisoners in NSW prisons most of whom are there for drug offences. The United States is visited by three million Australians each year who spend approximately \$9 billion whilst there. They generally visit the larger cities and don't experience the smaller cities that have a lot to offer. Likewise when Linda was first posted to Sydney twelve months ago she concentrated on seeing what Sydney has to offer but is now exploring country NSW and was impressed when she recently travelled to Moree and Lightning Ridge. She has learnt a lot about opals, solar farming and pecans which are exported to the United States for the traditional pecan pie eaten on Thanksgiving Day. There are many connections between our two countries and the relationship on both sides is cherished.

13. Lindsay Cane, CEO, Royal Far West

The key drivers for Royal Far West are to improve the health and wellbeing of country children, to ensure that all country children have access to essential services, to reduce the impact of physical, social, emotional and mental disorders and trauma on childrens' health and to enhance service delivery, access and advocacy for vulnerable country children and families. Royal Far West has 150 fulltime staff who run their guest house, health service social support services. Childhood vulnerability in Australia is 22% but is two to three times that in rural Australia. When children start school they are vulnerable in physical health, social competence, emotional maturity, speech/language and communication. Vulnerable children have poorer educational outcomes, higher levels of functional disability, chronic mental health problems, higher risk of unemployment, difficulty establishing relationships, contact with the criminal justice system and higher risk of homelessness. Royal Far West is campaigning to have the National Regional Development Agenda to include "Reduce National Childhood Vulnerability from 22% to 10%"

14. Telephone Blackspots

Mr Harry Henderson, Premier and Cabinet, advised that both Telstra and Vodaphone were having problems with Forestry and Crown Lands with black spots. It appears that government is stopping government doing their jobs

15. Retaining Banking Services in Country Towns

Each Council needs to liaise with their banking prover to ensure the retention of existing services or seek a new provider

16. Lobbying Priorities

Priorities identified

1. A better rating system (rate pegging to go) and also more funds given to rural and regional councils from State Government which acknowledges the challenges of large areas/small rate bases;
2. Fairer distribution of FAGs;
3. State Forestry Corporation and National Parks being asked to pay rates (yes there is a working group on this already but a letter from CMA adds weight to their argument);

4. Review of the NDRRA funding criteria – it currently doesn't cover recreational assets and after our east coast low in 2016 I can tell you that we have lost \$3 million in assets that we can't recover now.
5. Push for State Government to look at affordable housing criteria for rural and regional areas – assistance in some form???
6. Review of Seniors SEPP (Housing for Seniors or People with a Disability) 2004 which requires in many instances access to a bus stop for public transport, walking distance to the CBD etc which is hard to achieve in some regional and rural areas which just leads to people leaving an area.
7. State Government incentives for business relocation out of metro NSW to regional/rural NSW
8. Cost of power
9. Sale of Snowy Hydro
10. Auditor General's report on performance reporting.

Each member of the Executive to nominate the areas they would like to Chair and members be invited to participate in committees

17. Newcastle Container Terminal

RESOLVED That the Association forward a letter of support to Freight and Ports supporting the Newcastle Container Terminal (Gunnedah Shire Council/Narromine Shire Council)

18. Superannuation

RESOLVED That David Smith CEO Local Government Super be invited to address the next meeting on the Defined Benefits Scheme Contribution Employer Contribution Rates and he asked to supply the Association with a copy of the Trust document (Upper Lachlan Shire Council/Goulburn Mulwaree Council)

19. Grant Funding

Adam Marshall advised that the Stronger Communities Fund had been increased by \$100 million up to \$300 million and grants will be twice the level of the first round of funding. With the sale of the Snowy Hydro and funding coming to regional NSW councils will need to come up with some big picture projects

There being no further business the meeting closed at 1.00pm.

Cr Katrina Humphries
Chair – Country Mayor's Association of NSW

SPEECH BY PETER PRIMROSE MLC, SHADOW MINISTER FOR LOCAL GOVERNMENT, TO THE COUNTRY MAYORS ASSOCIATION OF NSW AT PARLIAMENT HOUSE, SYDNEY ON FRIDAY 2nd MARCH 2018.

I would like to begin as I always do by acknowledging the traditional owners of the land on which we meet, and pay my respects to their elders past, present and emerging. There is a huge amount happening in the local government sphere at the moment, and much more to come. But today I can cover only a few areas in the time available to me.

Joint Regional Organisations:

When the Government introduced its voluntary Joint Regional Organisations Bill late last year, we gave it support. We were critical because it was about a year overdue, but because Councils would be allowed to decide whether to join or not, we were happy to support it.

It correctly is your choice, not Macquarie Street's.

I am worried about the pittance in funding being offered by the government to support new JRO's, and will push for increased funding so your local communities are not left out of pocket in the same way that forcibly merged councils have been.

JROs are one way to help councils share the costs of obtaining the skills and other resources they need.

As I said in my second reading speech, the JRO legislation itself is a mess. There are many holes. For instance, once a council has joined there is no mechanism to get out short of a proclamation by the Governor. The boundary restrictions were done without consultation and are too restrictive, and the exclusion of metropolitan areas makes no sense.

But we will work with the current government to correct any ongoing problems, or fix them when we are next in government, because we want JROs to succeed.

Forced Council Mergers:

Anyone who seriously believes that this Government has really given up on its forced merger agenda should listen to the Premier's often repeated rhetoric complaining that there are too many councils.

Before the last state election, the then Premier, the current Premier, the current Deputy Premier and the current Minister all publicly promised that there would be no forced council mergers. Now they are making the same promise again.

I have to be honest and tell you that I don't trust them. I have yet to see anything that binds current and future Liberal and National party members against moving for more forced council mergers should they win the next state election.

For that reason, I am very proud that as a result of resolutions passed at our Labor Annual Conference, NSW Labor has now unanimously resolved to put into its binding platform a policy to oppose forced council mergers both now and in the future. Any MP who breaches this Platform can be expelled.

NSW Labor has no problems supporting voluntary council mergers, but we oppose both forced mergers, and we also oppose forced demergers.

The next State Labor Government will legislate to allow voluntary demergers, but we will not force demergers on local communities.

Count Backs:

While the Government can move fast on some things, others seem to drag on forever.

Back on 30th August in 2016 the Parliament unanimously passed legislation to allow 'countbacks' instead of costly by elections. Since that time there have been a number of costly by-elections, many in regional NSW, costing councils anywhere up to half a million dollars, while confused residents who failed to vote have been hit with a \$55 fine.

That fine is paid to the State Government coffers, not to the council.

You see, the legislation cannot be used until the regulations have been enacted. So I asked the Minister why the 15 month costly delay?

On the 14th November last year she replied. She said that the Office of Local Government '*has commenced work*' on drafting the regulations.

After 15 months.

I checked again last week, and still no regulation.

Now I do not blame the Office of Local Government. Its resources have been cut back so hard that I have been told it is often now called the 'Cupboard of Local Government.' But this type of delay, which is costing councils and ratepayers big time is just not good enough.

IPART:

Nor is there any sign of a Government announcement in response to the Final Report of the IPART Review into the Local Government Rating System. That was presented to the Minister fourteen months ago in December 2016, and has been kept a secret ever since. I genuinely

hope that it will address critical issues such as the increasingly contested rate peg so we can get some serious debate on this issue.

Savings:

On other matters financial, this year's state budget lists \$110 million that was not spent because some council mergers did not proceed, as 'savings'. The money will now go back into Consolidated Revenue and in the budget papers is listed as a 'government saving'.

So if your Council is being told by the Government that you cannot have funding for an urgent project unless you can say where the money would come from, just point to the 2017/18 Budget Statement, Budget Paper Number 1, page A4-5, under Office of Local Government.

There's a lazy \$110 million there that should be available to local councils feeling the pinch and not be simply listed as a 'saving'.

The question is: why isn't this pool of \$110 million pot of funding that was allocated for local government being made available as grants to your councils for your communities?

Even more galling however is the fact that earlier the Auditor-General slammed the Government for spending \$4.5 million on its 'Stronger Councils, Stronger Communities' political ad campaign. The Auditor-General – hardly a political hack – said the campaign 'compromised value for money' and was 'inconsistent with the Government's own advertising guidelines'.

\$4.5 million wasted. Yet at the same time they claim they don't have enough money to make regional roads safer.

I guess that's what you can expect from a Government that wants to spend over \$2.5 billion in Sydney to knock down and rebuild two stadiums. Their priorities are all wrong. We unashamedly prioritise funding for hospitals and schools over stadiums.

Compare these astronomical figures to what is happening to our great public libraries. The NSW Public Library Association points out that the NSW state government provides the lowest per capita funding for libraries of all states and territories in Australia. State funding represents just a pittance of 7.5 per cent of the total operating costs of NSW libraries compared to 23.6 per cent in 1980.

The former Premier promised to look at a 'sizeable increase' for local libraries, but in this year's budget they only received a paltry 1.8% increase. Again, the Government's priorities are all wrong.

On the same day that the NSW state budget was delivered last year – on 20th June - Bill Shorten in a speech in Canberra to the National General Assembly of Local Government reconfirmed that the next Federal Labor Government will put constitutional recognition of local government to a referendum of the Australian people.

NSW Labor strongly supports this move, not only because it will guarantee federal funding arrangements with local councils, but also because it will help protect all NSW councils against any further forced mergers.

Constitutional recognition of local government is also another way to encourage all three levels of government to work together more effectively, which is the basis of the long overdue Far West Initiative.

Cost shifting:

In its final report in October 2015, the Legislative Council Inquiry into Local Government recommended:

‘That the NSW Government eschews future cost shifting and commits to providing adequate funding to local government for any new services, assets or regulatory functions that it devolves to local councils.’

The Labor Opposition supported this recommendation. Local Government NSW in its last report estimated that cost shifting cost councils around \$680 million, and I expect the next report will show that this figure has ballooned even further.

An immediate step that Labor has announced is to endorse the Local Government NSW recommendation for a detailed annual Local Government Budget Statement to be provided as part of each state budget. The Budget Statement will provide a breakdown of expenditure, both capital and recurrent, and distinguish between payments for services provided on behalf of the state and those provided to local government for its own purposes.

This will be one step to increase budget transparency in NSW, and help implement our policy of reducing cost shifting.

I am always happy to visit councils and local communities to talk about the matters I have raised today or any other council issues. My details are on the NSW Parliament website, so please email or call.

Labor’s fundamental approach to local government is this: local communities should run local councils, not Macquarie Street. The State Government should set the broad regulatory framework.

Equally local government IS government, not a company board of directors. No one objects to having a model code of conduct, but any moves to use the code shut down legitimate debates about community issues - by elected representatives of the community - is just not on and does not have our support.

Finally, I want to reiterate an undertaking that I gave you last year.

Should I have the privilege of becoming the Minister for Local Government after the next state election, I will aim to meet regularly with local councils throughout the state.

I want to make it clear that I am not only interested in listening, but in speaking face to face and actually hearing what you have to say.

Thank you, and I now look forward to your questions.

MINUTES OF MEETING

Cowal Gold Operation Community Environmental Monitoring and Consultative Committee (CEMCC)

Date: Wednesday, 6 December 2017
Time: 9.00 am – ECCC, Main Street, West Wyalong
Minutes taken by: Anne Bolton

Attendees:

Independent Chair: Margaret MacDonald-Hill (MMH)
 Evolution: Jamie Coad (JC), Darren Niejalke (DN), Bronwyn Flynn (BF), & Anne Bolton (AB)
 Community Members: Lucy Buttenshaw (LB), Kate Dean (KD) & Angus Stitt (AS),
 Lake Cowal Landowners: Bruce Dent (BD)
 Lachlan Shire Council: Cr John Ridley (JR)
 Independent Scientist: Max Finlayson (MF)

Apologies: Lisa Andrews (LA), Ally Coe (AC), Cr Steve Karaitiana (SK) Cr Tony Lord (TL), Cr Graeme Miller (GM), & Chris Roylance (CR)

| ITEM | ACTION |
|---|-------------|
| <p>1. Welcome</p> <p>Independent Chair, Margaret MacDonald-Hill opened the meeting at 9:04 am.</p> | |
| <p>2. Declaration of Interest</p> <p>Margaret MacDonald-Hill advised there were no changes to previous declarations by CEMCC members, nor to hers; Independent Chair of the CEMCC, appointed by the Secretary of the Department of Planning and Environment, a member of the Mine Subsidence Board and she receives payment via a Trust established by the Bland Shire Council for her work as Chair of the CEMCC.</p> | |
| <p>3. Confirmation of Previous Minutes</p> <p>Moved by Lucy Buttenshaw, seconded by Angus Stitt.</p> | |
| <p>4. Business Arising from previous Minutes</p> <p>AB advised new name tag obtained for Lisa Andrews. MF advised he needs a new name tag also.</p> | AB to order |
| <p>5. Correspondence</p> <ul style="list-style-type: none"> Included on the agenda - no further discussion. | |
| <p>6. Reports</p> | |

| | |
|--|--|
| <p>JC provided a detailed account of CGO's Environment and Social Responsibility Department's activities over the past three months, as per the presentation attached. BF provided an update on Modification 14 (Processing Rate Modification), as per the presentation attached, with the key findings of the Environmental Assessment to be provided to the CEMCC in March 2018.</p> | |
| <p>7. General Business</p> <p>MMH advised that it was her last meeting as Independent Chair of CEMCC. She advised that Lisa Andrews would be taking on the role of Independent Chair in 2018.</p> | |
| <p>8. Presentation</p> <p>MMH acknowledged her appreciation of the efforts of all the members, particularly the four Community Members and thanked them for their contribution to the committee with a small gift. Cr Brian Monahan, Bland Shire Council, presented MMH with a gift and thanked her for her 14 years of service on the CEMCC.</p> | |
| <p>9. Meeting Closed – 10:37 am</p> | |
| <p>10. Dates for 2018 Meetings</p> <p>March 7 at Condobolin June 6 at Cowal Gold Operation August 29 at Forbes December 5 at ECCC, West Wyalong</p> | |

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at
TEMORA OFFICE on 22 FEBRUARY 2018**

The meeting commenced at 1.00pm.

PRESENT

Cr D Palmer, Cr G Armstrong, Cr B Callow, Cr D McCann, Cr L McGlynn, Cr K Morris, Cr G Sinclair.

ALSO IN ATTENDANCE

Mr A Tonkin (General Manager), Mr I Graham (Corporate Services Manager) Mr G Veneris (Acting Engineering Manager), Mr T Goodyer (Operations Manager), Mr S Baldry (Acting Production and Services Manager), Mrs A Coleman (Executive Assistant).

1. LEAVE OF ABSENCE/APOLOGIES

18/001 RESOLVED on the motion of Crs Callow and McCann that leave of absence by granted to Cr M Stadtmiller.

2. 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

Kim Bolitho was in attendance and raised concerns regarding the price of water and the quality of water.

Katherine Priest was in attendance and raised concerns regarding discoloured water.

Ms Bolitho and Mrs Priest left the meeting at 1.10pm.

18/002 RESOLVED on the motion of Crs McCann and Morris that Goldenfields Water staff prepare a detailed response to the matters raised by Mrs. Priest and Ms. Bolitho and that the response be sent to both speakers.

4. DECLARATION OF PECUNIARY INTERESTS

Nil

5. DECLARATION OF NON PECUNIARY INTERESTS

Nil

6. CONFIRMATION OF MINUTES OF MEETINGS HELD ON 16 NOVEMBER 2017

18/003 RESOLVED on the motion of Crs McCann and Callow that the minutes of the meetings held on the 22 December 2018 having been circulated and read by members be confirmed.

7. BUSINESS ARISING FROM MINUTES

Nil

8. ADMISSION OF LATE REPORTS

Nil

9. NOTICES OF MOTION / RESCISSION MOTIONS

Nil

10. CHAIRPERSON'S MINUTE

At the time of preparation of the Business Paper the Chairperson had not issued a report for publication.

11. PUBLIC PARTICIPATION CONFIDENTIAL SESSION – 1.19pm

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

18/004 RESOLVED on the motion of Crs Sinclair and McCann that Council move into CONFIDENTIAL SESSION.

11.1 MATTERS SUBMITTED BY ACTING ENGINEERING MANAGER

11.1.1 SUPPLY OF CONCRETE RESERVOIRS FOR MANDAMAH SCHEME (G95400505)

18/005 RESOLVED on the motion of Crs McGlynn and Callow that the Tender for the supply of two (2) concrete reservoirs submitted by Hornick Constructions Pty Ltd be accepted for the tendered price of \$1,020,000 (ex GST)

Report prepared by Acting Engineering Manager

*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

18/006 RESOLVED on the motion of Crs McCann and Sinclair that Council revert back to Open Session and that the resolution made in Confidential Session be made public.

12. MATTERS TO BE SUBMITTED TO OPEN COUNCIL – 1.22pm

12.1 MATTERS SUBMITTED BY CORPORATE SERVICES MANAGER

12.1.1 COUNCIL INVESTMENTS (G35507005)

18/007 RESOLVED on the motion of Crs McGlynn and Armstrong that the report detailing Council Investments at 31 January 2018 be received and noted.

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.

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at
TEMORA OFFICE on 22 FEBRUARY 2018**

REPORT

Council's investment portfolio decreased by \$1,450,180 to \$46.45 million during December and January. The profile of Council's investments held at 31 January 2018 is detailed below:

| | Rating | Market Value (\$) | Term (days) | Rate | Purchase Date | Maturity Date |
|---------------------------------|--------|-------------------|-------------|-------|---------------|---------------|
| Long Term Deposits | | 40,000,000.00 | | | | |
| National Australia Bank | A1+ | 3,000,000.00 | 1,096 | 3.36% | 12/02/15 | 12/02/18 |
| CBA | A1+ | 3,000,000.00 | 1,096 | 3.11% | 17/03/15 | 17/03/18 |
| CBA | A1+ | 3,000,000.00 | 1,096 | 3.06% | 20/04/15 | 20/04/18 |
| Westpac Banking Corporation | A1+ | 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 | A1+ | 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 |
| Short Term Deposits | A1+ | 6,000,000.00 | | | | |
| Australian Military Bank | NR | 1,000,000.00 | 365 | 2.85% | 28/03/17 | 28/03/18 |
| 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 |
| At Call Deposits | | 450,000.00 | | | | |
| Commonwealth Bank At Call A/c | N/A | 450,000.00 | At Call | 1.45% | N/A | N/A |
| Total Value of Investment Funds | | 46,450,000.00 | | | | |

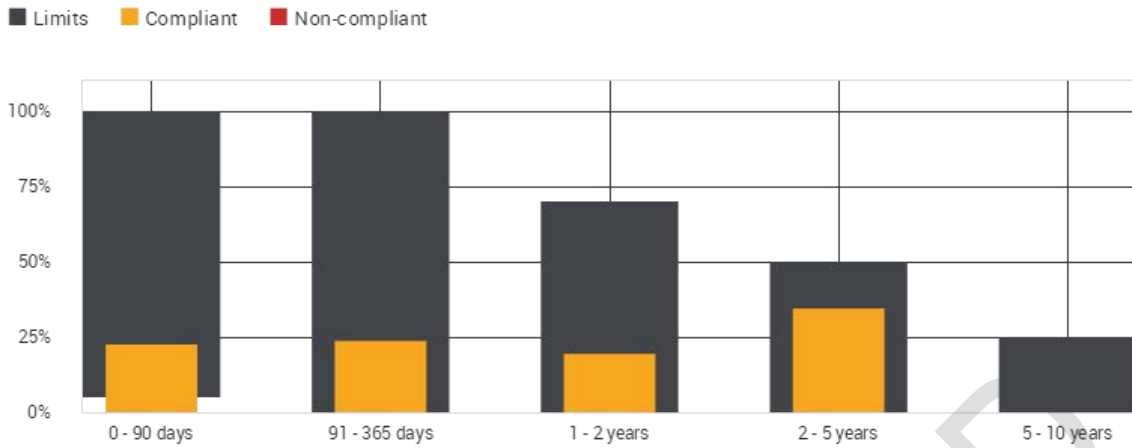
For the months of December & January, the deposit portfolio provided a solid return of +0.25% (actual), outperforming the benchmark AusBond Bank Bill Index return of +0.16% (actual). The strong performance continues to be driven by those deposits still yielding above 3% p.a.

Over the past 12 months, the deposit portfolio returned +3.22% p.a., outperforming bank bills by 1.47% p.a. This has been very strong given deposit rates reached their all-time lows and margins have generally contracted over the past 18 months.

TERM TO MATURITY

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

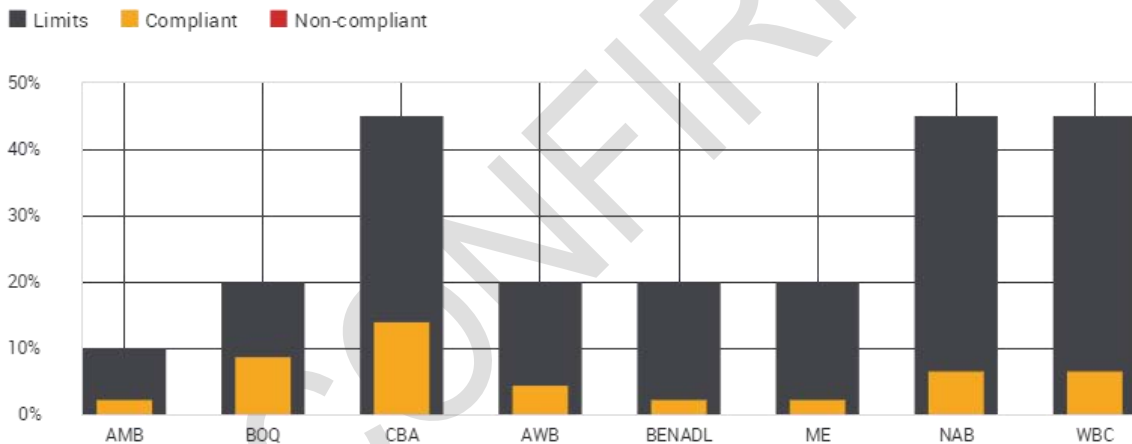
**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at
TEMORA OFFICE on 22 FEBRUARY 2018**



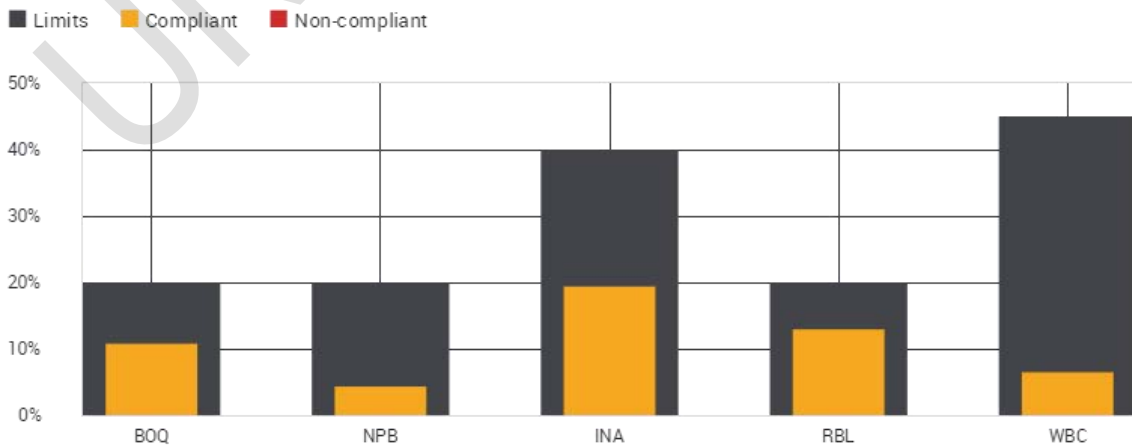
COUNTER PARTY COMPLIANCE

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

Counterparty compliance: short-term holdings

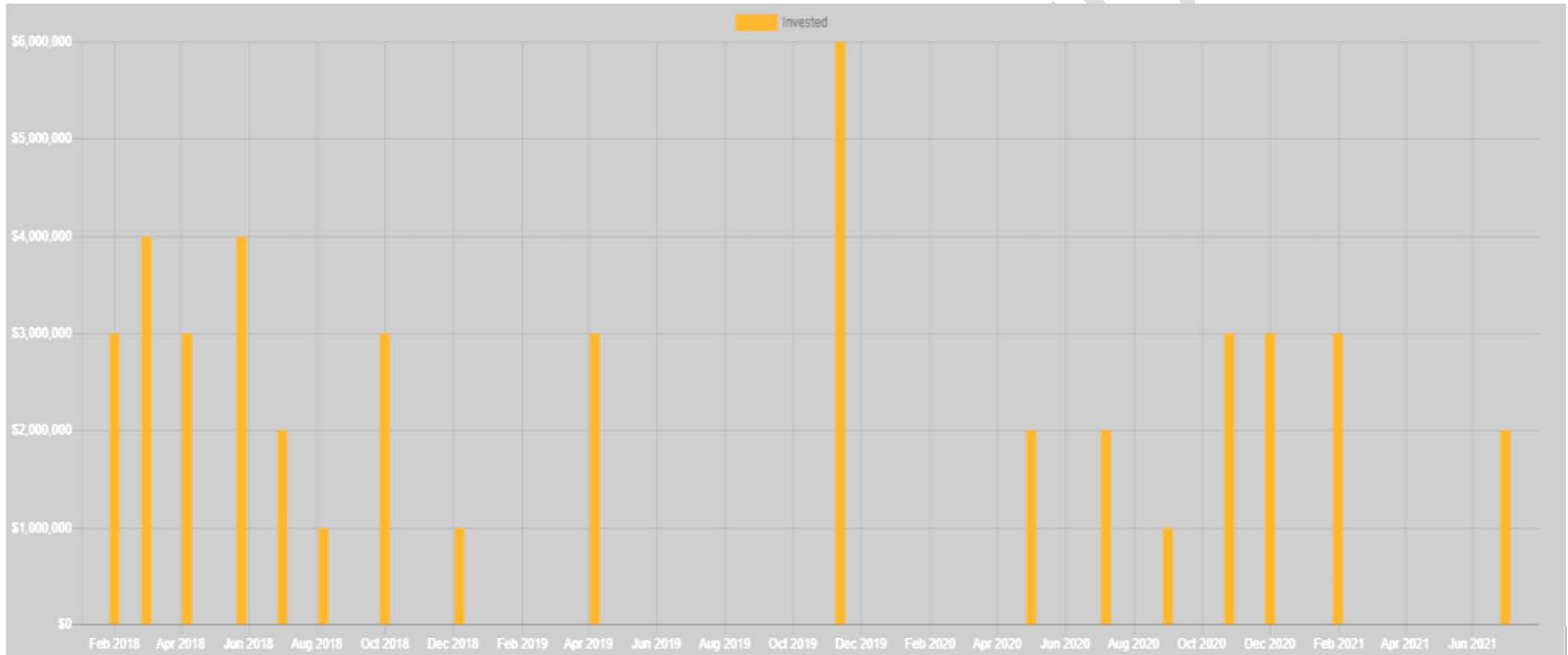


Counterparty compliance: long-term holdings



CASHFLOW ANALYSIS - MATURITIES

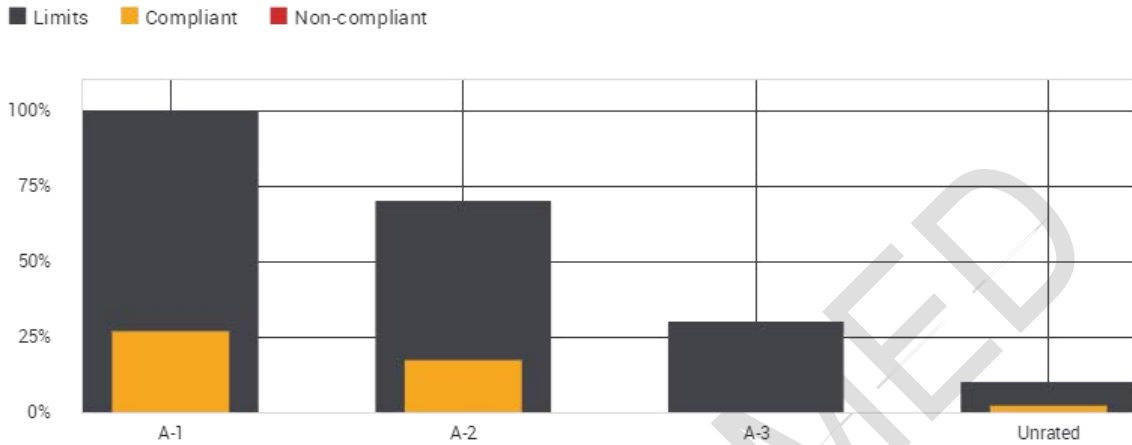
Investments maturities are detailed in the graph below.



CREDIT QUALITY COMPLIANCE

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

Credit quality compliance: short-term holdings



Credit quality compliance: long-term holdings



Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

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

RECOMMENDATION

Recommendation made was adopted.

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at
TEMORA OFFICE on 22 February 2018**

12.1.2 CAPITAL WORKS PROGRESS (G35201005)

18/008 RESOLVED on the motion of Crs McCann and Morris that the report detailing Council's capital works program as at 31 December 2017 be received and noted.

Report prepared by Accountant

BACKGROUND

Capital Works represents an important part of Council'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 Council's Capital Works Program as at 31 December 2017.

| Goldenfields Water County Council CAPITAL WORKS PROGRESS | | | |
|---|-----------------------------|------------------------------|------------------|
| | 2017/18 ESTIMATE | ACTUAL 31/12/2017 | COMMITTED |
| CAPITAL INCOME | | | |
| Proceeds Funding | | | |
| Sale of Plant | 630,000 | 428,545 | - |
| Total Proceeds Funding | 630,000 | 428,545 | - |
| Total Income | 630,000 | 428,545 | - |
| CAPITAL EXPENDITURE | | | |
| New System Assets | | | |
| Plant & Equipment | 755,000 | 1,290,220 | - |
| Future Capital Project Investigations | 100,000 | 1,095 | - |
| Developer Paid Mains | 40,000 | 65,205 | - |
| Mains | 220,000 | 21,010 | - |
| Mandamah | 3,590,000 | 344,272 | - |
| Reservoirs | - | - | - |
| Pumping Stations | - | - | - |
| Treatment | 62,000 | 33,195 | - |
| Bores | 170,000 | 30,440 | - |
| Service Meters | 200,000 | 200,404 | - |
| Backflow Devices | 750,000 | 350,581 | - |
| Intangibles | 944,500 | 452,114 | 127,386 |
| Land & Buildings | 280,000 | 272,259 | - |
| Total New System Assets | 7,111,500 | 3,060,795 | 127,386 |
| Renewals | | | |
| Mains | 810,500 | 131,402 | 157,731 |
| Reservoirs | 360,000 | 200,456 | 95,118 |
| Pumping Stations | 2,336,600 | 770,117 | - |
| Treatment | 40,000 | 127,803 | - |
| Bores | - | 136,804 | - |
| Service Meters | 145,000 | 68,114 | - |
| Plant & Equipment | - | 72,574 | - |
| Land & Buildings | 85,000 | 62,936 | - |
| Total New System Assets | 3,777,100 | 1,570,206 | 252,849 |
| Total Expenditure | 10,888,600 | 4,631,001 | 380,235 |

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

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at
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| Goldenfields Water County Council | | | |
|--|--|-----------------------------|------------------------------|
| CAPITAL WORKS PROGRESS | | | |
| | | 2017/18 ESTIMATE | ACTUAL 31/12/2017 |
| 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> | | | 877 |
| | | | 65,205 |
| New System Asset Mains | | | |
| Annual Budget | | 220,000 | |
| <i>Uley Lane Stage 2</i> | | | 18,248 |
| <i>Orr to Booth Street Coolamon</i> | | | 2,762 |
| | | | 21,010 |
| Mandamah | | | |
| Annual Budget | | 3,590,000 | 344,272 |
| | | | 344,272 |
| Renewal Mains | | | |
| Annual Budget | | 810,500 | |
| <i>Fishers Lane</i> | | | 7,254 |
| <i>Rosehill</i> | | | 89,914 |
| <i>Cootamundra Temora Road</i> | | | - |
| <i>Valve Replacement</i> | | | 34,234 |
| | | | 131,402 |
| Total Expenditure | | 4,660,500 | 561,889 |

Attachments: Nil.

Tabled Items: Nil.

FINANCIAL IMPACT STATEMENT

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

RECOMMENDATION

Recommendation made was adopted.

12.1.3 DEBT RECOVERY UPDATE (G40350505)

18/009 RESOLVED on the motion of Crs Callow and Sinclair that the quarterly Budget Review Statement for the quarter 31 December 2017 be received and noted.

Report prepared by Corporate Services Manager

BACKGROUND

Council 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, 320 accounts with a total debt of \$433,022 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 January 2018 Council has recovered \$236,973. Furthermore, 48 customers with a total debt of \$124,942 have current payment arrangements in place with Council.

The overall result for Council is a debt recovery performance (debt either paid in full or under a payment plan) of 78% up to 31 January 2018.

Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

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

RECOMMENDATION

Recommendation made was adopted.

12.1.4. QUARTERLY BUDGET REVIEW STATEMENT – DECEMBER 2017 (G35201005)

18/010 RESOLVED on the motion of Crs Callow and Armstrong that the Quarterly Budget Review Statement for the quarter ending 31 December 2017 be received and noted.

Report prepared by Accountant

BACKGROUND

The Quarterly Budget Review Statement is presented to Council to revise estimates of income and expenditure in accordance with clause 203 of the Local Government (General) Regulation 2005.

The review is for the quarter ending 31 December 2017 and is attached for Council's consideration.

REPORT

Income & Expenses Budget Review Statement

The anticipated Operating Result for the 2017/18 Financial Year is \$5,223,000. The Operating Result was originally budgeted for a surplus of \$5,188,000. Proposed December quarterly review adjustments relate to the following:

1. General Revenue

1.1 User Charges & Fees

As per Council resolution 17/009, Council officers have engaged external debt recovery agency, Outstanding Collections to recover outstanding monies. Associated legal costs in the recovery of outstanding debts is paid by Goldenfields Water and levied onto the customer accounts.

A budget increase of \$90,000 is required to account for the additional income council will receive. The corresponding costs of the debt recovery requires a budget increase of \$90,000 in Legal Costs.

| | | | |
|-----------------------|---------------------|-------------------------------|------------|
| Operating Revenue | User Charges & Fees | Fees | \$90,000 |
| Operating Expenditure | Legal Expenses | Debt Recovery | (\$90,000) |
| | | Impact on cash surplus | \$0 |

1.2 Grants & Contributions – Capital

Council was successful in securing grant funding of \$100,000 to invest in the development of a MyH2O mobile app to allow customers to access their water usage information.

A budget increase of \$100,000 is required to operational revenue to account for the additional income council will receive.

| | | | |
|-------------------|------------------------|-------------------------------|------------------|
| Operating Revenue | Grants & Contributions | Grant | \$100,000 |
| | | Impact on cash surplus | \$100,000 |

2. Operating Expenditure

2.1 Budget Reallocation

Further review of Council's operational expenditure has identified the misallocation of original budget between Employee Costs and Materials & Contracts.

A budget increase of \$1,200,000 is required to Materials and Contracts and a decrease of \$1,200,000 to Employee Costs.

| | | | |
|-----------------------|-----------------------|--|-------------|
| Operating Expenditure | Materials & Contracts | | \$1,200,000 |
|-----------------------|-----------------------|--|-------------|

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|-----------------------|----------------|-------------------------------|---------------|
| Operating Expenditure | Employee Costs | | (\$1,200,000) |
| | | Impact on cash surplus | \$0 |

2.2 Media & Communications

Additional funds are required to further engage external consultants for the delivery of Council's media and communications content.

A budget increase of \$40,000 is required to Materials & Contracts.

| | | | |
|-----------------------|-----------------------|-------------------------------|-------------------|
| Operating Expenditure | Materials & Contracts | Media & Comms | \$40,000 |
| | | Impact on cash surplus | (\$40,000) |

2.3 Legal Expenses

In addition to point 1.1, Council has incurred additional legal expenses in relation to the approved organisational restructure and investment review.

An additional budget increase of \$25,000 is required to Legal Expenses.

| | | | |
|-----------------------|----------------|-------------------------------|-------------------|
| Operating Expenditure | Legal Expenses | General Legal | \$25,000 |
| Operating Expenditure | Legal Expenses | Debt Recovery (1.1) | \$90,000 |
| | | Impact on cash surplus | (\$25,000) |

Capital Budget Review Statement

The proposed capital budget for the 2017/18 Financial Year totals \$12,789,000. The original capital works budget was \$11,369,000. Proposed December quarterly review adjustments relate to the following:

3. Capital Expenditure

3.1 Plant & Equipment

Data Centre

With the implementation of the new corporate software, Civica, Council's existing data centre was near the end of its recommended useful life. It was advised Council should bring forward the purchase of a new data centre to meet the changing requirements of the new corporate software and records management. The change also included a standalone back up for disaster recovery. A budget increase of \$460,000 is required for the acquisition of the data centre.

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| | | | |
|---------------------|-------------------|-------------------------------|--------------------|
| Capital Expenditure | Plant & Equipment | | \$460,000 |
| | | Impact on cash surplus | (\$460,000) |

Fleet Increase

As a result of the approved Council organisational restructure, a budget increase of \$250,000 is required to purchase additional council vehicles to meet the requirements of new staff.

Council also proposes the renewal of an existing large heavy rigid truck with inclusion of a crane. This requires a budget increase of \$300,000. It is proposed that this will be part funded from the sale of the existing truck.

| | | | |
|---------------------|-------------------|-------------------------------|--------------------|
| Capital Expenditure | Plant & Equipment | | \$250,000 |
| Capital Expenditure | Plant & Equipment | | \$300,000 |
| Capital Funding | Plant & Equipment | | (\$60,000) |
| | | Impact on cash surplus | (\$490,000) |

3.2 Intangibles

Water Outlook is Goldenfields Water's new water quality data base management system. It was a key project nominated in the delivery program not previously budgeted for.

A budget increase of \$100,000 is required to the capital budget.

| | | | |
|---------------------|-------------|-------------------------------|--------------------|
| Capital Expenditure | Intangibles | | \$100,000 |
| | | Impact on cash surplus | (\$100,000) |

3.3 Water Supply Infrastructure – Renewals

Management undertook a chlorine decay model in 2017, a recommendation from that report highlighted the potential benefits that reservoir mixers could provide Goldenfields Water in maintaining water quality. A \$200,000 budget increase is required for the installation of three mixers at the Cowangs Reservoirs.

In 2017 State Government released half a billion dollars under the Safe & Secure grant funding program. In order for Council to be prepared in submitting grant applications an estimated cost and liability for the demolition of the old Jugiong Water Treatment Plant needed to be identified. A budget increase of \$110,000 is required in order to obtain costs for the demolition.

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| | | | |
|---------------------|----------------------|-------------------------------|--------------------|
| Capital Expenditure | Water Infrastructure | | \$200,000 |
| Capital Expenditure | Water Infrastructure | | \$110,000 |
| | | Impact on cash surplus | (\$310,000) |

Attachments: December Quarterly Budget Review Statement (01/10/2017 – 31/12/2017)

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

The recommendation results in a net decrease in cash surplus of \$1,325,000.

RECOMMENDATION

Recommendation made was adopted.

12.2. MATTERS SUBMITTED BY ACTING ENGINEERING MANAGER

12.2.1 BUSINESS CASE DEVELOPMENT – PROPOSED BOOROWA POTABLE WATER SUPPLY (G95259510)

18/011 RESOLVED on the motion of Crs McCann and Callow that Council;

1. Note the information provided within the report and its associated attachments
2. Proceed with the development of a business case for the Boorowa water supply scheme and associated grant submission.
3. Include the options for both bulk supply and reticulation as part of the business case.

Report prepared by Acting Engineering Manager

BACKGROUND

Hilltops Council has resolved to proceed with a joint submission with Goldenfields Water for grant funding under the Safe & Secure Water Program.

REPORT

Hilltops Council resolved at its 26 July 2017 Council meeting to:

1. Note the report;
2. Endorse staff working with Goldenfields Water County Council to review current service arrangements as part of the Integrated Water Cycle Management Plans being developed with a view to deliver optimised outcomes to customers and the community within Hilltops;
3. Write to Goldenfields Water County Council requesting they consider owning and operating a bulk water pipeline to service the Galong and Boorowa communities and authorise the General Manager to undertake negotiations on behalf of Council around potential arrangements with a view to bring a further report to Council pending negotiation outcomes; and

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4. Request a joint meeting with Goldenfields Water County Council and the Honourable Niall Blair to demonstrate to the minister a mutual commitment to addressing Boorowa's water security issue and delivering a safe and secure water supply across the Hilltops area.

Meetings and workshops have occurred with both Hilltops and Goldenfields Water staff to discuss Integrated Water Cycle Management and the potential supply services to Boorowa. Initial desktop hydraulic investigations and project concepts have been developed for further review and investigations.

Hilltops Council has since resolved at its 20 December 2017 meeting to:

1. Allocate an amount of up to \$100,000 towards the detailed business case development for a water pipeline connecting Boorowa to Goldenfields to be funded out of water reserves.
2. Lodge a grant application under the Safe & Secure Water Program requesting 50% funding for the business case phase of the project; and
3. Request 50% money contribution from GWCC towards the Business Case Development Costs.

Cost estimates have been sought from Public Works to undertake the development of a business case and submission for grant funding which has been estimated at the below costs:

- Preliminary environmental and planning overview – \$20,000
- Geotechnical investigation – \$70,000
- Survey – \$0 based upon potential option to use Lidar information
- Concept Design – \$100,000
- Business Case Submission – \$20,000

These costings include investigation and analysis from the Galong take-off to Boorowa. Hilltops has requested Goldenfields Water staff to take the lead with managing the project and any associated grant submissions which has been agreed to.

Goldenfields staff recommend to proceed with the business case development and allocate 50% of the costs as per Hilltops request. Funds will be available through existing 2017/18 budgets for engineering design/investigation works and therefore no impact should be seen on the budget if grant funding is successful.

All agreements, ownership of existing and potential new mains and the associated customers will be further discussed and developed as part of the completion of both the Hilltops and Goldenfields Water Integrated Water Cycle Management Plans.

Attachments: Hilltops Council reports from 26 July 2017 & 20 December 2017.

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position. All costs will be funded from 5013 – 050 future capital design investigations. Current budget allocation of \$100,000 with \$1,095 expended.

RECOMMENDATION

1. Note the information provided within the report and its associated attachments
2. Proceed with the development of a business case for the Boorowa water supply scheme and associated grant submission.

12.2.2 BUSINESS CASE DEVELOPMENT – PROPOSED NANGUS POTABLE WATER SUPPLY (G95151019)

18/012 RESOLVED on the motion of Crs McCann and Callow that Council;

1. Note the information provided within the report
2. Approve a budget provision of \$175,000
3. Proceed with the development of a business case for the Nangus water supply scheme and associated grant submission.

Report prepared by Acting Engineering Manager

BACKGROUND

Cootamundra Gundagai Regional Council (CGRC) has received numerous requests from Nangus residents for the provision of potable water services. CGRC have requested Goldenfields Water's involvement in the project to potentially design, build and operate.

REPORT

Goldenfields Staff have met with Cootamundra Gundagai Regional Council (CGRC) to discuss the potential for water supply provisions to the village of Nangus, with the ownership of the scheme under Goldenfields Water.

CGRC have advised that around \$680,000 of funding has been allocated to the project and they are seeking further funding avenues to cover the remaining requirements for the potential delivery of the scheme.

Goldenfields Water staff have advised that a full business case, investigations and detailed designs must be completed in order for the project to be fully assessed and deemed appropriate by Goldenfields Water to proceed.

A budget estimate of \$350,000 for the business case would be required to undertake the following:

- Project Management \$ 30,000
- Business case & Landholder investigation – \$ 70,000
- Stage 1 - Preliminary investigations \$ 30,000
- Stage 2 - Investigations and preliminary design \$ 100,000
- Stage 3 - Detailed design \$ 100,000
- Stage 4 - Construction tendering \$ 20,000

Total (incl. GST) \$ 350,000

Similar to the Boorowa water supply project request from Hilltops Council, CGRC has been requested to commence the business case and design stage with a request for 50% of the business case funding requirements provided by Goldenfields Water.

Goldenfields Water will manage the project and will submit a joint grant submission seeking 50% of the \$350,000, meaning that each Council may only need to provide \$87,500 each if successful. If unsuccessful each Council will meet the cost of \$175,000 each.

Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

The recommendation requires a new budget allocation of \$175,000 in 2017/18 financial year. This funding will be allocated from the surplus result at year end. If the business case grant is successful this amount will be reduced to \$87,500.

RECOMMENDATION

Recommendation made was adopted.

12.2.3. MyH2O MOBILE APPLICATION (G55053020)

18/013 RESOLVED on the motion of Crs McGlynn and Callow

1. That Council note the information within this report
2. That Council authorise the General Manager to accept the offer of quotation from Tyeware Ltd Pty as per Section 55 (3)(i) of the Local Government Act 1993, given that Tyeware has access to the IP rights for the MiWater software.

Report prepared by Acting Engineering Manager

BACKGROUND

GWCC has recently been successful in receiving grant funding through the Commonwealth Government Smart Cities and Suburbs Program, for the development and implementation of a new MyH2O Mobile application

REPORT

GWCC has recently been successful in receiving \$100,000 in grant funding through the Commonwealth Government Smart Cities and Suburbs Program, for the development and implementation of a new MyH2O Mobile application.

In order for this project to be undertaken, GWCC must have Agreements in place with Mackay Council & Tyeware Pty Ltd for the utilisation of the Intellectual Property (IP) of MiWater, which is held by Mackay Council. GWCC must engage them and their contracted Software Managers, Tyeware, to develop the new application.

Tyeware are an Information Technology company whom have been engaged by Mackay Council to manage the Miwater software. Therefore GWCC have requested a direct quotation for Tyeware to undertake the development of the new GWCC MyH2O Application.

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Quotations received from Tyeware have been estimated at \$141,624 + GST. Given the estimated price for the delivery of this project, GWCC will need to ensure its compliance with the NSW Local Government Act's relevant procurement conditions. As such staff are requesting approval from Council to proceed with this project in accordance with Section 55 (3)(i) of the Local Government Act 1993, which states an exemption from tendering can be accepted if:

(i) a contract where, because of extenuating circumstances, remoteness of locality or the unavailability of competitive or reliable tenderers, a council decides by resolution (which states the reasons for the decision) that a satisfactory result would not be achieved by inviting tenders,

Due to the fact that no other company has access to the IP rights for the Miwater software, GWCC have no other avenue for undertaking the development of this project and therefore a single quotation has been sought and will need to be accepted with Tyeware Pty Ltd.

The project will deliver the following to Customers:

- Access to MyH2O account through a mobile device (Android and iOS phone or tablet)
- Receive push notifications from GWCC regarding news, unplanned outages, water restrictions and other relevant information
- Customer reporting functionality that allows discoloured water issues and leaks to be reported to the Duty Officer through the App. The App will also forward customer details and location to the Duty Officer, improving response time to after hours call outs.

Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position. Council had a budget of \$150,000 allocated in 2017/18 financial year and have now been successful in receiving \$100,000 in grant funds.

RECOMMENDATION

Recommendation made was adopted.

12.2.4. RESERVOIR RECOATING PROGRAM (G95751025)

18/014 RESOLVED on the motion of Crs McGlynn and Sinclair that Council approve a total budget increase to the 2018/19 capital works budget for Reservoir Recoating to complete works at Wyalong and Junee.

Report prepared by Acting Engineering Manager

BACKGROUND

Council has allocated funding in the 17/18 and 18/19 budgets to replace internal coating systems of the steel reservoirs located at Junee and Wyalong. These reservoirs had been programmed for completion a number of years previous and were not undertaken for

various reasons. These two reservoirs have since been emptied and inspected revealing significant coating failure resulting in corrosion.

REPORT

Council has employed JK Quality Control Pty Ltd to prepare specifications, assess tenders, and manage site works for the replacement of the internal and external coatings of the Wyalong Balance tank, and internal coating of the Junee steel reservoir. Council has \$640,000 allocated for works over the 2017/18 & 2018/19 financial years. These budgets have not been reviewed nor indexed since a condition report was undertaken in 2009.

JK Quality Control Pty Ltd conducted inspections in September of 2017 in order to deliver staff an accurate scope of works and prepare specifications. The inspections revealed a number of issues resulting in anticipated cost increases. The most significant issue, being lead based paint used in the external coating system of the Wyalong balance tank. Lead paint is highly toxic and requires full encapsulation of areas requiring mechanical surface preparation and correct disposal. Also requiring extra attention are a number of structural issues including replacement of internal access ladders due to corrosion, replacing roof access hatches to stop ingress of vermin and untreated water, and upgrading of flashings to bird proof and stop ingress of untreated water.

In order to achieve economy of scale for the delivery of these two reservoirs, the aim is to advertise both projects at the same time and conduct works each side of financial years which is also during our low water consumption period.

Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

Due to the aforementioned unforeseen circumstances, and given the fact that the original budget had not been indexed appropriately since a condition report was undertaken in 2009, estimated cost to complete the two reservoirs is now \$1,330,000. This requires an increase to the budget of \$680,000. The increase will be seen within the 2018/19 budget where a majority of the costs will be borne. The 2017/18 budget will remain at \$320,000 which should cover all costing requirements for this financial year.

The budget increase includes provisions for project/contract management costs for consultants and council, establishment/disestablishment plus coating costs, and contingency.

As these costings are significant they were compared to the reference rate for the construction of 2 new reservoirs. To avoid coating works in the future new concrete reservoirs were used as the comparison. The demolition and upfront construction cost of 2 new reservoirs would be \$4,265,860.

RECOMMENDATION

Recommendation made was adopted.

12.2.5. ADOPTION OF DRINKING WATER MANAGEMENT SYSTEM (G95871010)

18/015 RESOLVED on the motion of Crs Sinclair and Armstrong that Council note the information within this report and adopt attached Drinking Water Management System.

Report prepared by Acting Engineering Manager

BACKGROUND

Goldenfields Water has historically not completed a Drinking Water Management System (DWMS) which has obtained approval from NSW Public Health.

REPORT

It is a requirement for all Local Water Utilities that supply water for drinking water purposes, to develop and implement a Drinking Water Management System (DWMS). A DWMS consists of documents, procedures and other supporting information for the safe supply of drinking water.

The DWMS must address the elements of the Framework for Management of Drinking Water Quality (Australian Drinking Water Guidelines) relevant to the specific operations of Goldenfields Water's supply schemes. At the heart of the Framework are Critical Control Points (CCPs). A CCP is an activity, procedure or process that is critical to control a water quality hazard (for example chlorination and filtration/particle removal).

In 2016 Goldenfields Water was successful in obtaining funds from NSW Public Health to complete an approved DWMS. NSW Public Health provided access to an approved consultant (Atom Consulting) to help the facilitation and completion of a comprehensive DWMS.

Atom Consulting facilitated a review of water supply schemes, determined risks and recommended a list of actions/improvements and priorities to improve existing control measures.

The DWMS has now been completed and has received approval from NSW Public Health for adoption in early 2018.

Attachments: DWMS, Action & Improvement Plan

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

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

RECOMMENDATION

Recommendation made was adopted.

12.2.6. SUPPLY OF CONCRETE RESERVOIRS FOR MANDAMAH SCHEME (G95400505)

Report prepared by Acting Engineering Manager

BACKGROUND

Tenders for supply of two (2) 10m dia. by 9m high concrete reservoirs have been called for the new Mandamah water supply scheme.

REPORT

Tenders for the supply of two (2) concrete reservoirs were called in accordance with the Local Government General Regulation 2005 – Section 7 Tendering

- Tenders advertised; 9 November 2017
- Mandatory meeting and site inspection; 23 November 2017
- Tenders closed; 16 January 2018
- Tenders received; Five (5)

Tenders were evaluated in accordance with the predetermined criteria and weighting in the Tender Evaluation Plan.

Summary of Tenders received;

| Tenderer | Location |
|--|-------------------|
| Hornick Constructions Pty Ltd | Coorparoo Qld |
| A1 Quality Concrete Tanks | Essendon Vic |
| Quay Civil | Kings Langley NSW |
| Gongues Constructions Pty Ltd | Cameron Park NSW |
| Precision Civil & Infrastructure Pty Ltd | Springwood NSW |

The tender submitted by Hornick Constructions Pty Ltd is considered to provide the best value for money. Their submission scored well across all criteria.

Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

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

LOCAL PREFERENCE

The local preference policy was not applied and would not have affected the outcome of the tender.

RECOMMENDATION

Refer to the resolution made in Confidential Session, which was made public.

12.3. MATTERS SUBMITTED BY THE GENERAL MANAGER

12.3.1. RELATED PARTY TRANSACTION NOTIFICATIONS (G40203005)

18/016 RESOLVED on the motion of Crs Armstrong and Callow that Council note the tabling of the Related Party Transaction Notifications.

Report prepared by General Manager

BACKGROUND

The Australian Accounting Standards Board (AASB) has determined that AASB 124 Related Party Disclosures apply to government entities, including local government.

Related parties include Council's key management personnel, their close family members, and any entities that they or any of their close family members control or jointly control. A related party transaction is any transaction (whether a transfer of resources, services or obligations) between the reporting local government and any of the related parties, whether monetary or not.

In the annual financial statements councils must disclose related party relationship, transactions and outstanding balances, including commitments.

REPORT

Key Management Personnel – elected members, the general manager, directors and managers are required to complete Related Party Transaction Notifications disclosing any existing or potential related party transaction to assist Council in compliance with its statutory obligations.

Related Party Transaction Notifications are tabled biannually to ensure the requirements are met.

Attachments: Nil

Tabled Items: Related Party Transactions

FINANCIAL IMPACT STATEMENT

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

RECOMMENDATION

Recommendation made was adopted.

12.3.2. WORK HEALTH AND SAFETY POLICY (G40350505)

18/017 RESOLVED on the motion of Crs McGlynn and Sinclair that the updated PP013 WHS Policy be endorsed by Council.

Report prepared by WHS & Procurement Coordinator

BACKGROUND

The Work Health and Safety (WHS) Policy was adopted at the February 2017 Council meeting as resolution number 17/013.

REPORT

This update reflects the recent changes to the WHS Legislation, and inclusion of the Risk Management Policy as a related policy, together with update to text (GWCC to Goldenfields Water) throughout the document.

Attachments: PP013 WHS Policy

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

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

RECOMMENDATION

Recommendation made was adopted.

12.3.3. WORKPLACE SURVEILLANCE POLICY (G40350505)

18/018 RESOLVED on the motion of Crs Callow and Sinclair that Council endorses PP023 Workplace Surveillance Policy.

Report prepared by General Manager

BACKGROUND

The Workplace Surveillance Policy aims to set out the requirements for the management and use of workplace surveillance.

REPORT

A Workplace Surveillance Program promotes Goldenfields Waters duty of care under Work Health and Safety legislation. In addition, the program will help ensure the protection of our assets, budget management and operational management.

The Workplace Surveillance Policy forms part of the Workplace Surveillance Program.

The Workplace Surveillance Policy has been created in consultation with Goldenfields Water Consultative Committee.

Attachments: PP023 Workplace Surveillance Policy

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

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

RECOMMENDATION

Recommendation made was adopted.

**12.3.4. DELIVERY PROGRAM PROGRESS REPORT JUNE – DECEMBER 2017
(G05601005)**

18/019 RESOLVED on the motion of Crs McGlynn and Armstrong that Council's Delivery Program Progress Report July – December 2017 be received and noted.

Report prepared by General Manager

BACKGROUND

Section 404 of the Local Government Act 1993, requires Council to provide a delivery program progress report at least every 6 months.

REPORT

Council's July – December 2017 Delivery Program Progress Report has been included as an attached item.

Attachments: Delivery Program Progress Report July – December 2017.

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

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

RECOMMENDATION

Recommendation made was adopted.

13. NEXT MEETING

18/020 RESOLVED on the motion of Crs McCann and McGlynn that the next ordinary meeting of Council scheduled to be held on Thursday 26 April 2018 commence at the earlier time of 10.00am.

14. QUESTIONS AND STATEMENTS

Cr Armstrong sought information on the type of flushing performed and suggested a possible alternative that is useful for reducing the manganese build up in pipes. Mr Veneris agreed to reconsider this option.

Cr Sinclair queried the progress of the Mandamah Scheme. Mr Goodyer responded that it was on schedule.

Cr McCann requested the information being provided to Mrs Kath Priest and Ms Kim Bolitho highlight Goldenfields Waters strong health record.

Cr Callow stated that Council is doing the right thing by the public and for Goldenfields Water by answering the questions raised by Mrs Kath Priest and Ms Kim Bolitho.

Cr McGlynn stated that Councillors have gained credibility in their electorate and can talk to people about any issues that are raised.

Chairperson Palmer reminded Councillors to be mindful when responding on social media.

Mr Tonkin brought Councillors up to date with Joint Organisation matters, recruitment of the General Manager, and items to be considered at the next workshop to include the Traineeship Program.

There being no further business requiring the attention of Council the meeting closed at 2.15pm



MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) INCORPORATED, SPECIAL GENERAL MEETING HELD ON 17TH NOVEMBER 2017 IN THE SINGLETON COUNCIL CHAMBERS, 5 CIVIC AVENUE, SINGLETON, NSW.

1. Welcome by the Chair.

The Chair, Councillor Peter Shinton welcomed members to the meeting and invited the Mayor of Singleton Council, Councillor Sue Moore to address delegates, thereafter opened the meeting at 9.05am.

2. Present

| | |
|-----------------------|--|
| Cr Peter Shinton | Warrumbungle Shire Council (Chair) |
| Cr Lilliane Brady OAM | Cobar Shire Council (Deputy Chair) |
| Cr Chris Connor | Wollongong City Council (Deputy Chair) |
| Cr Owen Hasler | Gunnedah Shire Council |
| Cr Rob Hooke | Gunnedah Shire Council |
| Cr Melanie Dagg | Cessnock City Council |
| Cr Bob Pynsent | Cessnock City Council |
| Cr Dan Thompson | Singleton Shire Council |
| Cr Sue Moore | Singleton Shire Council |
| Mr Jason Linnane | Singleton Shire Council |
| Cr Jim Nolan | Broken Hill City Council |
| Cr Noel Lowry | Wollondilly Shire Council |
| Cr Michael Banasik | Wollondilly Shire Council |
| Mr David Henry | Wollondilly Shire Council |
| Cr Mark Hall | Lachlan Shire Council |
| Mr Brad Cam | Mid Western Regional Council |
| Cr Dom Figliomeni | Wollongong City Council |
| Mr Ron Zwicker | Wollongong City Council |
| Mr Andrew Johns | Gunnedah Shire Council |

Minute Taker

Mr Greg Lamont

Executive Officer, Yes Pty Ltd.

3. Apologies.

SMM 1/2017 Resolved (Cr Hasler/Cr Brady) that the apologies of the following delegates be received and noted.

Councillor Ian Davison and Heather Nicholls, Cabonne Shire Council; Councillor Scott Ferguson and Rebecca Ryan, Blayney Shire Council; Councillor Des Kennedy, Mid Western Regional Council; Peter Vlatko, Cobar Shire Council; Robert Hunt, Lachlan Shire Council; Councillor Robert Khan, Wollondilly Shire Council; Councillor Liz McGlynn, Bland Shire Council; Councillor Reg Kidd, Orange City Council; Councillor Alan Ward, Parkes Shire Council; Councillor Melisa Hederiks and Peter Koslowski, Wentworth Shire Council; Councillor Nuatali Nelmes and James Butt, Newcastle City Council; Councillor Jay Suvaal, Cessnock City Council)

4. Disclosures of Interest.

- (a) Mr Ron Zwicker declared his interest as a shareholder in AGL Gas Investments;
- (b) Cr Melanie Dagg declared her interest as her husband works at Rix's Creek Mine in the Hunter Valley;
- (c) Cr Bob Pynsent declared his interest as a shareholder in Yancoal



SMM 2/2017 Resolved (Cr Brady/Cr Nolan) that the disclosures of interest and reasons for them be received and noted.

5. Adoption of Strategic Plan 2017 – 2020 Update.

SMM 3/2017 Resolved (Cr Thompson/Cr Nolan) that consideration of the adoption of the Draft Strategic Plan 2017 – 2020 be deferred and further considered at a Special General Meeting to be held on 23rd February 2018 in Sydney;

SMM 4/2017 Resolved (Cr Brady/Cr Nolan) that the Association change its name to the Association Mining and Energy Related Councils (NSW) Incorporated – “MERC”.

6. Alterations to the Constitution.

Change of Name of Association to Mining & Energy Related Councils (NSW) Incorporated.

SMM 5/2017 Resolved (Cr Nolan/Cr Connor) that changes be made to the constitution in Clauses 1, 2 & 3, to reflect the name change of the Association to Mining and Energy Related Councils (NSW) Incorporated, plus related changes to the wording throughout the document and any typographical corrections per se;

Typographical Corrections & Document Control

SMM 6/2017 Resolved (Cr Connor/Cr Nolan) that changes be made to the constitution to correct the typographical errors in Clause 4.4 (assist) and Clause 8.2 (by resolution) and the changes to the constitution be reflected in a Document Control format as part of the constitution - Clause 25;

Voting

SMM 7/2017 Resolved (Cr Banasik/Brad Cam) that the voting system in Clause 14.6.2.2 for contested elections three positions Executive Committee be preferential only.

Candidates Nominations & Resumes

SMM 8/2017 Resolved (Cr Banasik/Cr Hasler) that:

- (a) the correct references for Clauses 14.6.1 and 14.6.2 in the constitution be included in the Voting Policy;
- (b) when a nomination is submitted, candidates can include a resume; and
- (c) candidates have until the day of the election for the seconding of the nomination form.

7. Treasurer Function.

SMM 9/2017 Resolved (Cr Thompson/Cr Brady) that no action be taken to introduce a Treasurer function at this stage.

8. Section 4 Constitution Representation

SMM 10/2017 Resolved (Cr Nolan/Cr Hasler) that Clause 4.6 Representation, be deleted and replaced by the following wording:- “Any delegate appointed, will be bound by the model Code of Conduct for Local Government in NSW.”

(Note: all motions altering the constitution were passed unanimously – CI 23)

9. Close. The meeting closed at 9.25am

The minutes (pages 1-2) were confirmed at the Special General Meeting held on 23rd February 2018 and are a full and accurate record of proceedings of the meeting held on 17th November 2017.

.....
Cr Peter Shinton, Chairperson

SECTION 2 – OFFICE OF THE GENERAL MANAGER

9.1 Progress Report 1 on the Combined Delivery Program & Operational Plan 2017-2021



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

DP10.3 Ensure the General Manager takes a high level role in implementing the Community Strategic Plan and other Council documents

Author: Executive Assistant

Introduction

The attached report is the first progress report for implementation of the Combined Delivery Program & Operational Plan 2017 – 2021. It covers the period commencing 1st July 2017 and ending 31st December 2017.

The Integrated Planning and Reporting (IPR) framework for NSW local government was implemented at Bland Shire Council from 1st July 2012. In accordance with the framework this Council reviewed and adopted the Community Strategic Plan and supporting documents in June 2017.

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

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

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

Financial Implications

Nil to this report

Summary




The Delivery Program 2017 – 2021 came into effect from 1st July 2017 and the attached report details the actions, projects, improvements and initiatives that have been undertaken for the six month period to 31st December 2017.

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

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

Overall performance against the 2017/18 Operational Plan actions are presented in the table below. This revised report format includes action icons for each individual task at the end of each quarter.

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

| 2017/18 Operational Plan Actions as at 31/12/2017 | | |
|--|--|-----|
| Total number of actions: | | 220 |
|  On target | | 170 |
|  Not progressed | | 11 |
|  Complete | | 39 |

Recommendation:

That the Council receive and note the report on progress for implementation, up to 31st December 2017, of the Combined Delivery Program & Operational Plan 2017 – 2021.



Progress Report 2017/18 – Combined Delivery Program & Operational Plan

February 2018



BLAND SHIRE COUNCIL
west wyalong

Reporting Our Progress

Performance Measures

The Community Strategic Plan is presented within four themes Our People, Our Places, Our Leadership and Our Prosperity. Each of these themes has a number of Delivery Targets and Operational Actions including performance measures to be achieved. Each of the performance measures feed into a series of key performance indicators.

The progress towards the key performance indicators will be reported to the community in line with the election cycle and the End of Term Report.




Monitoring & Reporting

It is important to track and report on our progress in delivering our Community Strategic Plan over the ten year period. Council will report to the community at regular intervals on what has been achieved and the progress towards the performance measures.

All reports will be made available to the community at Council meetings and on Council's website. Council's management team will internally monitor on a quarterly basis the output and actions as detailed in the four year Delivery Program and one year Operational Plan. The outcomes will be formally reported to Council, the Community and staff on at least, a six monthly basis.

Whilst some performance measures can be clearly quantified, it does not necessarily mean the community is aware of, fully appreciates, or is fully satisfied with, the extent of progress made. Therefore, there are also qualitative measures included that represent community response.

A community satisfaction survey will be undertaken every four years to gauge whether the community is satisfied with progress and where priorities could or should be assigned to particular areas in the future. The survey will be undertaken in the fourth year of the Council term.

| 2017/18 Operational Plan Actions | |
|--|-----|
| <i>as at 31/12/2017</i> | |
| Total number of actions: | 220 |
|  On target | 170 |
|  Not progressed | 11 |
|  Complete | 39 |






Our People

A Strong, healthy, connected and inclusive community

Our Objectives

1. Ensure health and support services address the needs of the community
2. Partner with organisations to strengthen community health and safety
3. Nurture a strong sense of community and enrich the cultural life of the residents
4. Ensure services are accessible for all residents

| 2017/18 Operational Plan Actions | |
|--|----|
| as at 31/12/2017 | |
| Our People – total actions: | 69 |
|  On target | 61 |
|  Not progressed | 1 |
|  Complete | 7 |



Ensure health and support services address the needs of the community

Delivery Program (4 years) 2017 - 2021

Strategy 1.1

Maintain active communication with health and allied health providers

Performance Measure

- Increase in the knowledge disseminated relating to health and allied health services

Operational Plan (1 year) 2017/18

Action

1.1.1 Maintain active relationships and communication with health services, relevant allied health providers and medical practices within the Shire

KPI: Quarterly Contact

Responsibility

Director Corporate,
Community &
Development Services

| | | |
|-------------------------------|--|--------------------------------------|
| Progress Update to 30/9/2017 | Regular referral meetings conducted and information shared amongst health services within the Shire | 🟡 On target |
| Progress Update to 31/12/2017 | Regular referral meetings conducted and information shared amongst health services within the Shire | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 1.1.2 | Partner with local health services to implement workshops and provide resources to the community | Community Development Officer |
| | <i>KPI: Quarterly Contact</i> | |
| Progress Update to 30/9/2017 | Partnered with Seek Fitness in the delivery of a gym safety skills workshop for young people. Utilised resources from the Butterfly Foundation to convey positive body image messages to local youth at Girls Night In event | 🟡 On target |
| Progress Update to 31/12/2017 | Partnered with MLHD in the delivery of positive mental health education to students at village schools within the shire. Partnered with the Red Cross Blood Bank to bring the Mobile Blood Van to the West Wyalong Community | 🟡 On target |
| Progress Update to 31/3/2018 | Partnering with Wellways in the promotion of their Suicide Prevention and Mental Health Awareness Roadshow | 🟡 On target |
| Progress Update to 30/6/2018 | | Choose an item. |



Ensure health and support services address the needs of the community

Delivery Program (4 years) 2017 - 2021

Strategy 1.2

Provide services to the frail, aged, disabled and their carers

Performance Measure

- Increase in the number of Bland Shire residents accessing services for frail, aged and their carers

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|--|-----------------------------------|
| 1.2.1 Review existing services to ensure service model is in line with government requirements <i>KPI: Annual Review</i> | Community Care Coordinator |
| Progress Update to 30/9/2017 Client services continue to be monitored and reviewed as needed | On target |
| Progress Update to 31/12/2017 Client services continue to be monitored and reviewed as needed depending on the services offered | On target |
| Progress Update to 31/3/2018 | <i>Choose an item.</i> |
| Progress Update to 30/6/2018 | <i>Choose an item.</i> |
| 1.2.2 Develop and implement programs to ensure need is being met <i>KPI: Annual Review</i> | Community Care Coordinator |
| Progress Update to 30/9/2017 New programs are being followed up to meet client demand and services are reviewed regularly | On target |
| Progress Update to 31/12/2017 The service is open to new ideas from clients and the community about services they need or that may be needed in the community. We are looking at 2 new programs to commence in the New Year after enquiries from the community | On target |
| Progress Update to 31/3/2018 | <i>Choose an item.</i> |
| Progress Update to 30/6/2018 | <i>Choose an item.</i> |
| 1.2.3 Network with aged care and disability service providers to strengthen relationships within community <i>KPI:</i> | Community Care Coordinator |
| Progress Update to 30/9/2017 Ongoing, networking continues where possible | On target |
| Progress Update to 31/12/2017 This is ongoing and with a very successful 2017 Seniors Expo held in November new relationships were made and others strengthened | On target |

Progress
Update to
31/3/2018

Choose an item.

Progress
Update to
30/6/2018

Choose an item.

1.2.4 Provide aged care services to towns and villages in the Shire as the need is identified **Community Care Coordinator**

KPI:

Progress
Update to
30/9/2017

Service continue to be available to all of the Bland Shire residents

🟡 On target

Progress
Update to
31/12/2017

We continue to offer services throughout Bland Shire and are willing to look at any services needed in the community

🟡 On target

Progress
Update to
31/3/2018

Choose an item.

Progress
Update to
30/6/2018

Choose an item.

1.2.5 Undertake a service survey for Aged Care Services **Community Care Coordinator**

KPI: Annual service survey undertaken

Progress
Update to
30/9/2017

Annual Survey will go out at the end of November

🟡 On target

Progress
Update to
31/12/2017

Survey has gone out with the December newsletter

✅ Complete

Progress
Update to
31/3/2018

Choose an item.

Progress
Update to
30/6/2018

Choose an item.

2.

Partner with organisations to strengthen community health and safety

Delivery Program (4 years) 2017 - 2021

Strategy 2.1

Develop and support community partnerships to increase a sense of safety and wellbeing within the community

Performance Measure

- Increased number of opportunities to provide information to the community

Operational Plan (1 year) 2017/18

| Action | | Responsibility |
|-------------------------------|---|--|
| 2.1.1 | Provide education programs on road safety, in line with RMS funding <i>KPI: Two programs per year</i> | Road Safety Officer |
| Progress Update to 30/9/2017 | Conducted 1st of 2 GLS Programs and the Stepping On Program | ✔ Complete |
| Progress Update to 31/12/2017 | Conducted Speed Program, Child Restraints Program and Stepping On Program | ✔ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 2.1.2 | Remove offensive graffiti from Council infrastructure as a matter of priority <i>KPI: Removed within two days</i> | Coordinator Urban |
| Progress Update to 30/9/2017 | Offensive graffiti removed within 2 days of reporting. Other instances prioritised based on location and sensitivity | 🟡 On target |
| Progress Update to 31/12/2017 | Instances have occurred and been attended to in Barnado Park, Lions Park and Herridge Park during this period | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 2.1.3 | Provide work health & safety and risk management information for volunteers and contractors <i>KPI: Update information annually</i> | Contract Compliance & WHS Officer |
| Progress Update to 30/9/2017 | New contractor data base launched | 🟡 On target |
| Progress Update to 31/12/2017 | Inductions held and Contractor Public Liability, Workers Comp and other insurance details are updated annually as they fall due | 🟡 On target |

| | | |
|-------------------------------|--|--|
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 2.1.4 | Support and promote young driver educational programs <i>KPI: Two programs per year</i> | Community Development Officer |
| Progress Update to 30/9/2017 | NRMA Safer Driving lessons held on 26 September 2017 | 🟡 On target |
| Progress Update to 31/12/2017 | Successful programs held in July and September. Program will be held in April 2018 | ✅ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 2.1.5 | Continue partnership with NSW Food Authority and continue to promote the Scores on Doors program <i>KPI:</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017 | Partnership has continued in 2017/2018 | 🟡 On target |
| Progress Update to 31/12/2017 | Partnership is continuing | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 2.1.6 | Inspect all High and Medium Risk Food Premises <i>KPI: Yearly Inspections</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017 | Inspection program to start later in the year | 🟡 On target |
| Progress Update to 31/12/2017 | Inspections will commence in January 2018 | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 2.1.7 | Continue partnership with NSW Public Health <i>KPI:</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017 | Partnership has continued in 2017/2018 | 🟡 On target |
| Progress Update to 31/12/2017 | Partnership is continuing | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

| | | |
|-------------------------------|--|--|
| 2.1.8 | Inspect all Skin Penetration Premises and Mortuaries <i>KPI: Yearly Inspections</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017 | Inspection program to start later in the year | 🟡 On target |
| Progress Update to 31/12/2017 | Inspection program will commence early in 2018 | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 2.1.9 | Implement Councils on site waste management systems inspection program <i>KPI: Ungarie (non-sewered area), Tallimba, Barmedman (non-sewered area), Mirrool, Weethalle, Rural Properties, non-sewered parts of Wyalong and West Wyalong</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017 | Program is currently being reviewed | 🟡 On target |
| Progress Update to 31/12/2017 | Policy has been reviewed with proposed amendments to be presented to Council in March 2018 | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 2.1.10 | Promote the continued use of online training program for Food Safety and Responsible Dog Ownership <i>KPI: Social media, Council notices and community noticeboard twice per year</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017 | The Online Food Safety Training Program continues to be available online. The Responsible Dog Ownership program is no longer available | 🟡 On target |
| Progress Update to 31/12/2017 | The Online Food Safety Training Program continues to be available online. The Responsible Dog Ownership program is no longer available | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 2.1.11 | Promote Mental Health month <i>KPI: Support and conduct one event per year</i> | Community Development Officer |
| Progress Update to 30/9/2017 | Plans in place to hold Mental Health Month events at village schools | 🟡 On target |
| Progress Update to 31/12/2017 | Mental Health Month events held at Weethalle, Ungarie, Naradhan and Tallimba schools | ✅ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

| | | |
|-------------------------------|---|--|
| 2.1.12 | Implement and monitor Council's swimming pool inspection program policy <i>KPI: Undertake every three years – 2017 & 2020</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017 | Inspections are undertaken as per the swimming pool inspection program | 🟡 On target |
| Progress Update to 31/12/2017 | Inspections are undertaken as per the swimming pool inspection program | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 2.1.13 | Provide information on Access Standards <i>KPI: As required</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017 | Provided when requested | 🟡 On target |
| Progress Update to 31/12/2017 | Provided when requested | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

3.

Nurture a strong sense of community and enrich the cultural life of the residents

Delivery Program (4 years) 2017 - 2021

Strategy 3.1

Develop and support a strong sense of community, providing advice and support to community groups

Performance Measure

- Increase in the number of workshops, events and grant applications applied for

Operational Plan (1 year) 2017/18

| Action | | Responsibility |
|-------------------------------|---|--------------------------------------|
| 3.1.1 | Actively work for the community to identify additional funding to achieve community goals by promoting and assisting with external grant applications <i>KPI: Assisting four community groups each year</i> | Community Relations Officer |
| Progress Update to 30/9/2017 | Funding secured for various groups including Ungarie RSL sub branch, Weethalle Whistlestop and Wyalong Art Group | 🟡 On target |
| Progress Update to 31/12/2017 | Funding secured for Ungarie Advancement Group (The Big Footy). Defibrillator application lodged on behalf of three local sporting organisations | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 3.1.2 | Investigate new initiatives to promote and engage volunteers and seek to strengthen relationships <i>KPI: One volunteer event/workshop per year</i> | Community Development Officer |
| Progress Update to 30/9/2017 | Investigations into new technologies to engage volunteers continuing including continued partnership with REROC on the Take Charge and Volunteer Program | 🟡 On target |
| Progress Update to 31/12/2017 | Investigations continuing | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 3.1.3 | Recognise and celebrate volunteers for National Volunteer Week <i>KPI: Hold one event per year</i> | Community Development Officer |
| Progress Update to 30/9/2017 | Volunteer Appreciation Movie at Midday held in August 2017 with 45 people attending | 🟡 On target |
| Progress Update to 31/12/2017 | Action complete | ✅ Complete |

| | | |
|-------------------------------|--|--------------------------------------|
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 3.1.4 | Facilitate Community Reference Group and report to Manex <i>KPI: Call for agenda items at least five times a year</i> | Community Relations Officer |
| Progress Update to 30/9/2017 | Agenda items called and meetings held in July and September | 🟡 On target |
| Progress Update to 31/12/2017 | Agenda items called and meeting held in November | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 3.1.5 | Administer Council's Strengthening Communities Grant programs <i>KPI: 100% applications considered</i> | Community Relations Officer |
| Progress Update to 30/9/2017 | All applications processed and presented to Council for consideration | 🟡 On target |
| Progress Update to 31/12/2017 | All applications processed and presented to Council for consideration | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 3.1.6 | Monitor the Bland Shire Ambassador Program <i>KPI: Review ambassadors annually</i> | Community Relations Officer |
| Progress Update to 30/9/2017 | Ongoing | 🟡 On target |
| Progress Update to 31/12/2017 | Program reviewed in December and new Ambassador appointment put forward | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 3.1.7 | Facilitate and support groups that build skills and social inclusion including workshops/presentations <i>KPI: Two workshops per year</i> | Community Development Officer |
| Progress Update to 30/9/2017 | NRMA Safer Driving lessons held in September and October 2017. Assistance provided to the Wyalong Art Group in the acquisition of Incorporation Status for the Group | 🟡 On target |
| Progress Update to 31/12/2017 | Youth and Senior CWA Cooking classes held during October/November 2017 | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

| 3.1.8 | Apply for external grant funding to implement Tourism and Business programs and projects | Senior Economic Development & Tourism Advisor |
|-------------------------------|---|--|
| Progress Update to 30/9/2017 | <p><i>KPI: Two grant applications per year</i></p> <p>This task is undertaken on a regular ongoing basis and when and where appropriate. The majority of the funding programs have changed in that the grants require matched funds and preference is given to those applicants who are able to provide greater amounts. There is also a greater preference for the projects to benefit more than one LGA and have a BCR of greater than one. Bland Shire Council was successful in obtaining a Murray Darling Basin Grant, Back to Business Grant and Future Towns Program Grant</p> | 🟡 On target |
| Progress Update to 31/12/2017 | <p>This task is undertaken on a regular ongoing basis and when and where appropriate. The majority of the funding programs have changed in that the grants require matched funds and preference is given to those applicants who are able to provide greater amounts. There is also a greater preference for the projects to benefit more than one LGA and have a BCR of greater than one. Bland Shire Council was successful in obtaining a Murray Darling Basin Grant, Back to Business Grant and Future Towns Program Grant</p> | 🟡 On target |
| Progress Update to 31/3/2018 | | <i>Choose an item.</i> |
| Progress Update to 30/6/2018 | | <i>Choose an item.</i> |

3.

Nurture a strong sense of community and enrich the cultural life of the residents

Delivery Program (4 years) 2017 - 2021

Strategy 3.2

Provide cultural activities and community programs that foster social development and community wellbeing

Performance Measure

- Number of residents satisfied with range and quality of cultural events

Operational Plan (1 year) 2017/18

| Action | | Responsibility |
|-------------------------------|---|------------------------------------|
| 3.2.1 | Continue membership and participation with Eastern Riverina Arts Inc <i>KPI: Annual Membership</i> | Community Relations Officer |
| Progress Update to 30/9/2017 | Membership continued | 🟡 On target |
| Progress Update to 31/12/2017 | Membership continued | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 3.2.2 | Facilitate visiting artist/exhibition/performance <i>KPI: One annually</i> | Community Relations Officer |
| Progress Update to 30/9/2017 | Expressions of interest lodged for Co-Opera, Astronomy workshop and performance, ongoing discussions with Eastern Riverina Arts | 🟡 On target |
| Progress Update to 31/12/2017 | Expressions of interest lodged for Co-Opera, Astronomy workshop and performance, ongoing discussions with Eastern Riverina Arts | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 3.2.3 | Facilitate Cultural Development Grant <i>KPI: 100% grants applications considered</i> | Community Relations Officer |
| Progress Update to 30/9/2017 | Cultural grants considered within the Strengthening Communities program | 🟡 On target |
| Progress Update to 31/12/2017 | Cultural grants considered within the Strengthening Communities program | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |

Progress
Update to
30/6/2018

Choose an item.

3.2.4 Present an inclusive community event in the villages each year **Community Relations Officer**
KPI: One free event in each village annually

Progress
Update to
30/9/2017

Opening of the Weethalle Silos attracted more than 500 people

🟡 On target

Progress
Update to
31/12/2017

Community event planned for Ungarie to celebrate The Big Football

🟡 On target

Progress
Update to
31/3/2018

Choose an item.

Progress
Update to
30/6/2018

Choose an item.

3.

Nurture a strong sense of community and enrich the cultural life of the residents

Delivery Program (4 years) 2017 - 2021

Strategy 3.3

Support and strengthen our indigenous culture and history

Performance Measure

- Increased number of engagement opportunities

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|--|------------------------------------|
| 3.3.1 Contribute to the positive working relationship with the Local Aboriginal Lands Council <i>KPI: Meet with WWLALC at least annually</i> | General Manager |
| Progress Update to 30/9/2017 Meeting held with WWLALC on 27/7/2017 | 🟡 On target |
| Progress Update to 31/12/2017 Meeting held with representatives from WWLALC and Evolution Mining on 24/11/2017 | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 3.3.2 Continue to support and participate in a range of networks and initiatives that target the Aboriginal community <i>KPI: Meet with WWLALC at least bi-annually</i> | General Manager |
| Progress Update to 30/9/2017 Council continues to fly the Aboriginal Flag on days of significance | 🟡 On target |
| Progress Update to 31/12/2017 Approach made to WWLALC to conduct a Welcome to Country during the 2018 community Australia Day event | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 3.3.3 Fly the Aboriginal Flag at Council on days of Aboriginal significance including National Reconciliation Week, NAIDOC Week and other special occasions and events where it is deemed appropriate, including the anniversary of the Apology <i>KPI: Flag flown on days of Aboriginal significance (weather permitting)</i> | Community Relations Officer |
| Progress Update to 30/9/2017 Flag flown during NAIDOC Week | 🟡 On target |
| Progress Update to 31/12/2017 Ongoing | 🟡 On target |

Progress
Update to
31/3/2018
Progress
Update to
30/6/2018

Choose an item.

Choose an item.

3.

Nurture a strong sense of community and enrich the cultural life of the residents

Delivery Program (4 years) 2017 - 2021

Strategy 3.4

Foster a community learning culture optimising our physical and virtual spaces

Performance Measure

- Increase number of community members accessing and utilising our library services

Operational Plan (1 year) 2017/18

| Action | | Responsibility |
|-------------------------------|--|---------------------------------|
| 3.4.1 | Continue to promote the library as a community hub being utilised by all community members <i>KPI: 5% increase in members, 5% increase library visits</i> | Library Services Officer |
| Progress Update to 30/9/2017 | Day Book Club (held monthly), Knit and Knatter (fortnightly), Needles and Thread (fortnightly), Pals of the Pen Writers Group (fortnightly), Storytime for preschool-aged children (held weekly during school term), Family Day Care Storytime (monthly), Baby Bounce for babies 12 months and younger (held fortnightly during school term), regular visits by HACC ladies, Preschool visits (4 per school term), various school visits (monthly) | 🟡 On target |
| Progress Update to 31/12/2017 | As previous | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 3.4.2 | Foster lifelong learning through the provision of community programs <i>KPI: Six programs per year</i> | Library Services Officer |
| Progress Update to 30/9/2017 | Children's Book Week (19-26 August 2017) Program included competition encompassing all schools within the Bland Shire and various school groups visiting the library to participate in a variety of organised activities. Author John Heffernan visited 11-15 September 2017 with 9 local schools and approximately 800 students participating | 🟡 On target |
| Progress Update to 31/12/2017 | Hosted a number of preschool and primary school visits promoting reading and library resources. Hosted two (2) West Wyalong High School students re volunteer work placements. Launched Summer Reading Club. Held an after-school Christmas craft program. Food for Fines and Gift Giving Tree. Bernard Caleo booked for annual Author Visit to be held in September 2018. Author Kim Hodges booked via RRL to be a guest speaker in July 2018 | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |

Progress
Update to
30/6/2018

Choose an item.

3.4.3 Ensure Library content and services are available to the community in various platforms **Library Services Officer**

KPI: Usage increase of 5%

Progress
Update to
30/9/2017

Housebound service - library continues to provide items to patrons unable to physically visit the library due to frailty (age related) or disability. Book Deposit Station's continue to be available at Barmedman and Weethalle - recent inspection of facilities undertaken to ensure guidelines are being met. Library continues to market / promote its core collection, online resources and services to the school community and community in general via website, social media, handouts, community noticeboard and public notices, newsletters, etc

🟡 On target

Progress
Update to
31/12/2017

As previous

🟡 On target

Progress
Update to
31/3/2018

Choose an item.

Progress
Update to
30/6/2018

Choose an item.

4.

Ensure services are accessible for all residents

Delivery Program (4 years) 2017 - 2021

Strategy 4.1

Facilitate Council events to build social capital and a sense of belonging within the community

Performance Measure

- All KPI's met or exceeded each year

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|---|--------------------------------------|
| 4.1.1 Coordinate Council events and awards programs throughout the community <i>KPI: Events held throughout the Shire</i> | Community Relations Officer |
| Progress Update to 30/9/2017 Opening of Weethalle Silos, Local Government Week | 🟡 On target |
| Progress Update to 31/12/2017 Call for nominations for Australia Day awards | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 4.1.2 Coordinate annual Australia Day Celebrations <i>KPI: Annual event</i> | Community Relations Officer |
| Progress Update to 30/9/2017 Nominations called | 🟡 On target |
| Progress Update to 31/12/2017 Nominations called and Australia Day Committee meeting held in December 2017 | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 4.1.3 Coordinate Youth Week Activities <i>KPI: Annual event</i> | Community Development Officer |
| Progress Update to 30/9/2017 Plans in place to hold Youth Week celebrations in April 2018 | 🟡 On target |
| Progress Update to 31/12/2017 Celebrations to be held in April 2018 | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |

Progress
Update to
30/6/2018

Choose an item.

| | | |
|--------------|---|---------------------------------------|
| 4.1.4 | Coordinate Aged Care Expo <i>KPI: Bi-annual – 2017 & 2019</i> | Community Care Coordinator |
|--------------|---|---------------------------------------|

| | | |
|------------------------------------|---|-------------|
| Progress Update to 30/9/2017 | Invitations have gone out and advertising has started | 🟡 On target |
|------------------------------------|---|-------------|

| | | |
|-------------------------------------|--|-------------|
| Progress Update to 31/12/2017 | Aged care Expo was held in Nov 2017, it was a very successful day for both providers and community members. We had many providers attend from out of town to show what they could offer the community. Clients also benefited from the day with many getting information and some being able to organise services on the day. A list of those attending this year will be placed on file for the next event in 2019 | 🟡 On target |
|-------------------------------------|--|-------------|

| | | |
|------------------------------------|--|-----------------|
| Progress Update to 31/3/2018 | | Choose an item. |
|------------------------------------|--|-----------------|

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|------------------------------------|--|-----------------|
| Progress Update to 30/6/2018 | | Choose an item. |
|------------------------------------|--|-----------------|

| | | |
|--------------|--|---------------------------------------|
| 4.1.5 | Coordinate Seniors Weeks Activities <i>KPI: Annual event</i> | Community Care Coordinator |
|--------------|--|---------------------------------------|

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|------------------------------------|---|-------------|
| Progress Update to 30/9/2017 | Grant application submitted for funding for Seniors Week 2018 | 🟡 On target |
|------------------------------------|---|-------------|

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| Progress Update to 31/12/2017 | Planning of events to start in the New Year | 🟡 On target |
|-------------------------------------|---|-------------|

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|------------------------------------|--|-----------------|
| Progress Update to 31/3/2018 | | Choose an item. |
|------------------------------------|--|-----------------|

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|------------------------------------|--|-----------------|
| Progress Update to 30/6/2018 | | Choose an item. |
|------------------------------------|--|-----------------|

| | | |
|--------------|---|--|
| 4.1.6 | Coordinate Community Expo/Event <i>KPI: Bi-annual – 2017 & 2019</i> | Children's Services Coordinator |
|--------------|---|--|

| | | |
|------------------------------------|--|-------------|
| Progress Update to 30/9/2017 | 2017 event complete. Next event scheduled for 2019 | 🟡 On target |
|------------------------------------|--|-------------|

| | | |
|-------------------------------------|--|-------------|
| Progress Update to 31/12/2017 | 2017 event complete. Next event scheduled for 2019 | 🟡 On target |
|-------------------------------------|--|-------------|

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|------------------------------------|--|-----------------|
| Progress Update to 31/3/2018 | | Choose an item. |
|------------------------------------|--|-----------------|

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|------------------------------------|--|-----------------|
| Progress Update to 30/6/2018 | | Choose an item. |
|------------------------------------|--|-----------------|

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|--------------|--|---------------------------------|
| 4.1.7 | Conduct Library school holiday activities <i>KPI: Three times per year</i> | Library Services Officer |
|--------------|--|---------------------------------|

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|------------------------------------|--|-------------|
| Progress Update to 30/9/2017 | School Holiday Programs conducted in July and September 2017 | 🟡 On target |
|------------------------------------|--|-------------|

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|-------------------------------------|---|-------------|
| Progress Update to 31/12/2017 | Dragsters (RRL) held during September 2017 holidays | 🟡 On target |
|-------------------------------------|---|-------------|

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| Progress Update to 31/3/2018 | | Choose an item. |
|------------------------------------|--|-----------------|

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|------------------------------------|--|-----------------|
| Progress Update to 30/6/2018 | | Choose an item. |
|------------------------------------|--|-----------------|

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|-------------------------------|--|--|
| 4.1.8 | Conduct school holiday activities <i>KPI: Three times per year</i> | Community Development Officer |
| Progress Update to 30/9/2017 | Holiday activities held in July 2017 included the Seek Fitness gym 'how to' session, the Girls Night In event, NRMA Driving lessons and the Griffith Movie and Bowling Excursion. Activities held in September included NRMA Driving lessons | 🟡 On target |
| Progress Update to 31/12/2017 | Holiday activities held in October 2017 included the Scooter workshop with Pro Rider Spencer Chermside and a movie and bowling excursion | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 4.1.9 | Conduct Vacation Care program <i>KPI: 32 days per year</i> | Children's Services Coordinator |
| Progress Update to 30/9/2017 | Ongoing | 🟡 On target |
| Progress Update to 31/12/2017 | Ongoing | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 4.1.10 | Facilitate Bland Shire Interagency meetings <i>KPI: Twice per year</i> | Community Development Officer |
| Progress Update to 30/9/2017 | Interagency Meeting held August 2017 | ✅ Complete |
| Progress Update to 31/12/2017 | Interagency meeting held November 2017 | ✅ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

4.

Ensure services are accessible for all residents

Delivery Program (4 years) 2017 - 2021

Strategy 4.2

Provide quality, accredited and affordable Education and care services within Bland Shire and surrounds (Bland Preschool, Family Day Care, Mobile Resource Unit Vacation Care and Toy Library services)

Performance Measure

- Increase in community members who are accessing or satisfied with our education and care services
- All licensing requirements met across all services

Operational Plan (1 year) 2017/18

| Action | | Responsibility |
|-------------------------------|---|--|
| 4.2.1 | Undertake a service survey for Bland Shire Council Children's Services <i>KPI: Annual service survey undertaken</i> | Children's Services Coordinator |
| Progress Update to 30/9/2017 | Completed for FDC & Preschool | ✔ Complete |
| Progress Update to 31/12/2017 | Completed for Ungarie Preschool | ✔ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 4.2.2 | Implement and update annual Quality Improvement Plans – All Children's Services areas <i>KPI: Annually</i> | Children's Services Coordinator |
| Progress Update to 30/9/2017 | Updated in January of each year | 🟡 On target |
| Progress Update to 31/12/2017 | Scheduled for January 2018 | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 4.2.3 | Meet licensing, regulation and quality standards as set by state and federal government – All Children's Services areas <i>KPI: Every three years: FDC (2016 & 2019), Preschool (2016 & 2019), Vacation Care (2018)</i> | Children's Services Coordinator |
| Progress Update to 30/9/2017 | Dept. Ed. has not set dates for A&R visit | 🟡 On target |

| | | |
|-------------------------------|--|--|
| Progress Update to 31/12/2017 | Dept. Ed. has not set dates for A&R visit | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 4.2.4 | Review and update all service policy and procedures as required – All Children’s Services areas <i>KPI:33% reviewed annually</i> | Children’s Services Coordinator |
| Progress Update to 30/9/2017 | 4 Policies under review | 🟡 On target |
| Progress Update to 31/12/2017 | 4 policies reviewed and finalised | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 4.2.5 | Undertake toy library stock take <i>KPI: Annually</i> | Children’s Services Coordinator |
| Progress Update to 30/9/2017 | Due in January 2018 | 🟡 On target |
| Progress Update to 31/12/2017 | Scheduled for January 2018 | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 4.2.6 | Provide access to Toy Library resources to residents via Mobile Resource Unit Playgroups, Family Day Care and ITAV Sessions <i>KPI: Minimum 10 opportunities each year</i> | Children’s Services Coordinator |
| Progress Update to 30/9/2017 | Ongoing via ITAV 10 visits & FDC 5 visits and Mobile 10 visits | 🟡 On target |
| Progress Update to 31/12/2017 | Ongoing via ITAV 10 visits & FDC 5 visits and mobile 10 visits | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

4.

Ensure services are accessible for all residents

Delivery Program (4 years) 2017 - 2021

Strategy 4.3

Actively engage with the community and promote open communication

Performance Measure

- Increase in number of community members accessing Council information

Operational Plan (1 year) 2017/18

| Action | | Responsibility |
|-------------------------------|---|------------------------------------|
| 4.3.1 | Establish and maintain a relevant online presence by ensuring that Council's website is engaging, up to date and rich in content <i>KPI: Annual review of content</i> | Community Relations Officer |
| Progress Update to 30/9/2017 | Content reviewed and updated | 🟡 On target |
| Progress Update to 31/12/2017 | New home page design implemented | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 4.3.2 | Publish a Community Newsletter <i>KPI: Four times per year</i> | Community Relations Officer |
| Progress Update to 30/9/2017 | Not progressed at this stage due to rising postage costs and community feedback | 🔴 Not progressed |
| Progress Update to 31/12/2017 | Not progressed at this stage due to rising postage costs and community feedback | 🔴 Not progressed |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 4.3.3 | Coordinate Council notices page in the West Wyalong Advocate <i>KPI: 45 notices per year</i> | Community Relations Officer |
| Progress Update to 30/9/2017 | Ongoing | 🟡 On target |
| Progress Update to 31/12/2017 | Ongoing | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |

Progress Update to 30/6/2018 Choose an item.

4.3.4 Update the community noticeboard in West Wyalong **Community Relations Officer**
KPI: Weekly

Progress Update to 30/9/2017 Updated weekly 🟡 On target

Progress Update to 31/12/2017 Ongoing 🟡 On target

Progress Update to 31/3/2018 Choose an item.

Progress Update to 30/6/2018 Choose an item.

4.3.5 Produce mail outs/flyers promoting Council programs, events and initiatives **Community Relations Officer**
KPI: Six per year

Progress Update to 30/9/2017 Flyers produced and distributed through relevant channels for all Council programs and events 🟡 On target

Progress Update to 31/12/2017 Flyers produced and distributed through relevant channels for all Council programs and events 🟡 On target

Progress Update to 31/3/2018 Choose an item.

Progress Update to 30/6/2018 Choose an item.

4.3.6 Maintain and promote community email list **Community Relations Officer**
KPI: Quarterly update

Progress Update to 30/9/2017 Ongoing 🟡 On target

Progress Update to 31/12/2017 Ongoing 🟡 On target

Progress Update to 31/3/2018 Choose an item.

Progress Update to 30/6/2018 Choose an item.

4.3.7 Produce media releases to inform the community about Council updates, programs, events and initiatives **Community Relations Officer**
KPI: 20 media releases per year

Progress Update to 30/9/2017 Media releases issued regularly 🟡 On target

Progress Update to 31/12/2017 Media releases issued regularly 🟡 On target

Progress Update to 31/3/2018 Choose an item.

Progress Update to 30/6/2018 Choose an item.

| | | |
|-------------------------------|--|---|
| 4.3.8 | Showcase Council services and role in the community <i>KPI: Celebrate Local Government Week, Promote services at the West Wyalong Show</i> | Community Relations Officer |
| Progress Update to 30/9/2017 | Local Government Week celebrated with interactive presentation at Ungarie School and Movie at Midday in West Wyalong. Council hosted Town Crier championships at West Wyalong Show | 🟢 Complete |
| Progress Update to 31/12/2017 | Ongoing where opportunities arises | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 4.3.9 | Maintain and update an Events Calendar promoting all local events/workshops/programs <i>KPI: Weekly</i> | Office of the General Manager - Administration Officer |
| Progress Update to 30/9/2017 | Continuously updating brochures in the VIC. Updating events listing on Bland Shire website | 🟡 On target |
| Progress Update to 31/12/2017 | Continuously updating brochures in the VIC. Updating events listing on Bland Shire website | 🟡 On target |
| Progress Update to 31/3/2018 | Continuously updating brochures in the VIC. Updating events listing on Bland Shire website. Special flyer to businesses for 10-11 March events | 🟡 On target |
| Progress Update to 30/6/2018 | | Choose an item. |
| 4.3.10 | Monitor and update Council's social media accounts <i>KPI: 40 posts per year</i> | Community Relations Officer |
| Progress Update to 30/9/2017 | Accounts monitored daily with multiple posts each week | 🟡 On target |
| Progress Update to 31/12/2017 | Accounts monitored daily with multiple posts each week | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 4.3.11 | Ensure all Council social media accounts are conducted in accordance with Council's Social Media Policy and procedures <i>KPI: Social media accounts and content reviewed weekly</i> | Community Relations Officer |
| Progress Update to 30/9/2017 | All content reviewed daily including weekends where CRO and CDO receive notifications of any activity on Council phones | 🟡 On target |
| Progress Update to 31/12/2017 | All content reviewed daily including weekends where CRO and CDO receive notifications of any activity on Council phones | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

4.

Ensure services are accessible for all residents

Delivery Program (4 years) 2017 - 2021

Strategy 4.4

Actively engage with youth to build social capital and a sense of belonging

Performance Measure

- Increased youth participation in programs and initiatives

Operational Plan (1 year) 2017/18

| Action | | Responsibility |
|-------------------------------|--|--------------------------------------|
| 4.4.1 | Partner with youth and youth service providers (including schools) to deliver programs/initiatives that improve wellbeing and build the capacity of local youth <i>KPI: Two programs per year at West Wyalong High School, One program per year at Ungarie Central School, One program per year at BSC</i> | Community Development Officer |
| Progress Update to 30/9/2017 | Partnered with Ungarie Central school in the delivery of a youth wellbeing program including cooking skills, fitness sessions, CPR sessions and resume writing | 🟡 On target |
| Progress Update to 31/12/2017 | Partnered with Ungarie, Tallimba, Naradhan and Weethalle Public Schools in the delivery of positive mental health education. A series of 5 Youth cooking classes delivered at West Wyalong High School | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 4.4.2 | Attend regional youth focused meetings <i>KPI: Two meetings attended per year</i> | Community Development Officer |
| Progress Update to 30/9/2017 | REROC Youth meeting attended June 2017 | 🟡 On target |
| Progress Update to 31/12/2017 | REROC Youth meeting attended December 2017 | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

| | | |
|-------------------------------|---|--------------------------------------|
| 4.4.3 | Engage young people through the establishment of a youth focus group to jointly identify areas of need/improvement <i>KPI: Establish group</i> | Community Development Officer |
| Progress Update to 30/9/2017 | Promotion of group and call for nominations occurred with only one EOI received. Staff continue to regularly engage with youth in a less formal and more personal manner (e.g. One-on-one conversations and small targeted groups at specific events) | 🟡 On target |
| Progress Update to 31/12/2017 | Ongoing | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 4.4.4 | Continue to investigate and establish the most effective methods for engaging with youth in the community <i>KPI: Two consultations per year</i> | Community Development Officer |
| Progress Update to 30/9/2017 | Youth consulted heavily in the development of the Stronger Country Communities grant application. One-on-one and small group consultations occurred frequently around the scooter workshop and proposed upgrades to the skatepark | 🟡 On target |
| Progress Update to 31/12/2017 | Investigations continuing | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |






Our Places

Maintain & improve the Shire's assets & infrastructure

Our Objectives

5. Work in partnership with key stakeholders to provide equitable access to Council's road infrastructure, services and facilities
6. Manage waste and recycling to improve the utilisation of existing resources, including exploring new technologies
7. Manage water and sewerage resources
8. Ensure that public places and facilities are well maintained and easily accessible
9. Develop, implement and monitor appropriate programs, plans and budgets for the effective and efficient management of Council's assets and infrastructure

| 2017/18 Operational Plan Actions | |
|--|----|
| as at 31/12/2017 | |
| Our Places – total actions: | 53 |
|  On target | 38 |
|  Not progressed | 5 |
|  Complete | 10 |

5.

Work in partnership with key stakeholders to provide equitable access to Council's road infrastructure, services & facilities

Delivery Program (4 years) 2017 - 2021

Strategy 5.1

Facilitate the delivery of accessible services and infrastructure

Performance Measure

- Increase in accessible infrastructure within the Shire

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|--|--------------------------------------|
| 5.1.1 Update and promote Access Mobility Map <i>KPI: Update every two years (2018), promote annually</i> | Community Development Officer |
| Progress Update to 30/9/2017 Access Map due to be updated in 2019 | 🟡 On target |
| Progress Update to 31/12/2017 Access Map due to be updated in 2019 | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 5.1.2 Monitor and review the Disability Inclusion Action Plan <i>KPI: Review annually</i> | Community Development Officer |
| Progress Update to 30/9/2017 DIAP due to be reviewed 2018 | 🟡 On target |
| Progress Update to 31/12/2017 DIAP due to be reviewed 2018 | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 5.1.3 Provide and promote the Access Incentive Scheme for improved access across the Shire <i>KPI: Grant program included in budget, promoted twice per year</i> | Community Development Officer |
| Progress Update to 30/9/2017 Access Grant included in Councils budget and promoted in the Council Notices section of the West Wyalong Advocate and on Facebook | 🟡 On target |
| Progress Update to 31/12/2017 Access Incentive Grant provided to Major's Mulch and French Hotbake (Funds to be disbursed to French Hotbake 1 July 2018) | 🟡 On target |

Progress
Update to
31/3/2018

Choose an item.

Progress
Update to
30/6/2018

Choose an item.

5.

Work in partnership with key stakeholders to provide equitable access to Council's road infrastructure, services & facilities

Delivery Program (4 years) 2017 - 2021

Strategy 5.2

Work with the heavy transport industry and road related organisations to cooperatively improve access to road infrastructure

Performance Measure

- Improved road conditions across the Shire

Operational Plan (1 year) 2017/18

| Action | | Responsibility |
|-------------------------------|---|--|
| 5.2.1 | Process heavy vehicle road usage applications <i>KPI: 100% processed</i> | Asset & Engineering Services Officer |
| Progress Update to 30/9/2017 | All applications for heavy vehicle or Oversize Overmass (OSOM) access are processed well within the required timeframe from the National Heavy Vehicle Regulator (NHVR). Some are even processed on a same day turnaround. Not all applications are granted access but the process is the same for approval or denial | 🟡 On target |
| Progress Update to 31/12/2017 | Ongoing upon receipt of applications | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 5.2.2 | Apply, when the opportunity arises, for external grant funding to implement engineering works and projects including additional funding for roads <i>KPI: Two grant applications per year, if available</i> | Director Asset & Engineering Services |
| Progress Update to 30/9/2017 | Complete | ✅ Complete |
| Progress Update to 31/12/2017 | Complete | ✅ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 5.2.3 | Maintain active representation on the Newell Highway Taskforce <i>KPI: 75% meetings attended</i> | General Manager |
| Progress Update to 30/9/2017 | Mayor attended a meeting in Jerilderie on 4/7/2017 and provided a verbal update to Council at its August 2017 meeting | 🟡 On target |

| | | |
|-------------------------------------|---|------------------------|
| Progress Update to 31/12/2017 | Minutes of the July 2017 meeting were presented to Council in October 2017. Meeting held in West Wyalong on 28/8/2017 and the minutes presented to the October 2017 Council meeting | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 5.2.4 | Maintain membership of the Australian Rural Roads Group | General Manager |
| | <i>KPI: Budget allocation for membership</i> | |
| Progress Update to 30/9/2017 | Budget allocated for membership. Mayor Lord is Council's delegate with Cr McGlynn and Cr Thomas as alternate representatives | 🟡 On target |
| Progress Update to 31/12/2017 | No information or membership invoice received at this stage | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

6.

Manage waste and recycling to improve the utilisation of existing resources, including exploring new technologies

Delivery Program (4 years) 2017 - 2021

Strategy 6.1

Consult with the community and relevant stakeholders regarding waste management options throughout the Shire

Performance Measure

- Increase community participation in sustainability initiatives

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|--|--------------------------------------|
| 6.1.1 Investigate, review and monitor viable recycling options in liaison with recycle organisations and neighbouring councils <i>KPI: Annual review</i> | Manager Risk & Facilities |
| Progress Update to 30/9/2017 REROC Waste Management Forum, quarterly meeting, which includes neighbouring Councils. Recycling option discussed at meetings | 🟡 On target |
| Progress Update to 31/12/2017 REROC Waste Management Forum, quarterly meeting, which includes neighbouring Councils. Recycling option discussed at meetings | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 6.1.2 Provide education to community to promote and support waste avoidance and resource recovery <i>KPI: Four education opportunities provided</i> | Manager Risk & Facilities |
| Progress Update to 30/9/2017 Through REROC: TV Adds, E-Waste, CRC Centre, Schools Program, Kindy Kits | 🟡 On target |
| Progress Update to 31/12/2017 Through REROC: TV Adds, E-Waste, CRC Centre, Schools Program, Kindy Kits | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |

6.

Manage waste and recycling to improve the utilisation of existing resources, including exploring new technologies

Delivery Program (4 years) 2017 - 2021

Strategy 6.2

Reduce reliance on landfill by increasing resource recovery, waste minimisation and community education

Performance Measure

- Reduction in waste to landfill

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|--|--|
| 6.2.1 Ensure waste management operations are in line with the implementation of Council's waste strategy <i>KPI: Review strategy bi-annually - 2018</i> | Director Asset & Engineering Services |
| Progress Update to 30/9/2017 Complete | ✔ Complete |
| Progress Update to 31/12/2017 Complete | ✔ Complete |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 6.2.2 Work in partnership with neighbouring Councils to implement waste programs <i>KPI: Two contacts with neighbouring Councils per year</i> | Manager Risk & Facilities |
| Progress Update to 30/9/2017 Contact with neighbouring Councils is through REROC meetings quarterly | 🟡 On target |
| Progress Update to 31/12/2017 Contact with neighbouring Councils is through REROC meetings quarterly | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 6.2.3 Work in partnership with community relations to increase awareness of recycling options offered <i>KPI: Minimum two media releases per year</i> | Manager Risk & Facilities |
| Progress Update to 30/9/2017 Media release Community Recycling Centre and E-Waste | 🟡 On target |
| Progress Update to 31/12/2017 Media release Community Recycling Centre and E-Waste | 🟡 On target |

| | | |
|-------------------------------------|--|--|
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 6.2.4 | Provide waste collection and management services to community <i>KPI: Minimum 50 kerbside collections per year</i> | Manager Risk & Facilities |
| Progress Update to 30/9/2017 | Minimum of 50 kerbside collections is completed each year | 🟡 On target |
| Progress Update to 31/12/2017 | Minimum of 50 kerbside collections is completed each year | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 6.2.5 | Investigate new innovations in waste management <i>KPI: Annual review</i> | Manager Risk & Facilities |
| Progress Update to 30/9/2017 | Size of population and waste received makes it hard to implement new innovations | 🟡 On target |
| Progress Update to 31/12/2017 | Size of population and waste received it is hard to implement new innovations | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 6.2.6 | Implement littering and illegal dumping avoidance strategies <i>KPI:</i> | Director Asset & Engineering Services |
| Progress Update to 30/9/2017 | Completed | ✅ Complete |
| Progress Update to 31/12/2017 | Completed | ✅ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

7.

Manage water and sewerage resources

Delivery Program (4 years) 2017 - 2021

Strategy 7.1

Ensure adequate water storage and management for future use within Council's community facilities

Performance Measure

- Increased usage of recycled water

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|---|--|
| 7.1.1 Maximise water storage within budgetary constraints <i>KPI: Increase storage capacity as funding permits</i> | Director Asset & Engineering Services |
| Progress Update to 30/9/2017 Completed | ✔ Complete |
| Progress Update to 31/12/2017 Completed | ✔ Complete |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 7.1.2 Monitor irrigation system performance <i>KPI: 12 inspections per year</i> | Coordinator Urban |
| Progress Update to 30/9/2017 Inspections carried out on pumps as required. Sprinkler irrigation systems inspected weekly and repaired as required | 🟡 On target |
| Progress Update to 31/12/2017 Inspections carried out on pumps as required. Sprinkler irrigation systems inspected weekly and repaired as required | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 7.1.3 Incorporate in the annual works program, ideas to streamline stormwater flow <i>KPI: Prepare/design works cost works and present to budget workshop (2018/2019)</i> | Director Asset & Engineering Services |
| Progress Update to 30/9/2017 Completed | ✔ Complete |
| Progress Update to 31/12/2017 Completed | ✔ Complete |
| Progress Update to 31/3/2018 | Choose an item. |

| | | | |
|-------------------------------------|--|--------------------------------------|------------------------|
| Progress Update to 30/6/2018 | | | <i>Choose an item.</i> |
| 7.1.4 | Investigate external funding opportunities to maximise future water storage options <i>KPI: Apply at every opportunity</i> | Manager Risk & Facilities | |
| Progress Update to 30/9/2017 | Need to buy water allocation before being able to extend water storage capacity | 🟡 | <i>On target</i> |
| Progress Update to 31/12/2017 | Need to buy water allocation before being able to extend water storage capacity | 🟡 | <i>On target</i> |
| Progress Update to 31/3/2018 | | | <i>Choose an item.</i> |
| Progress Update to 30/6/2018 | | | <i>Choose an item.</i> |
| 7.1.5 | Reduce reliance on potable water supply <i>KPI: Decreased usage on Council infrastructure</i> | Manager Risk & Facilities | |
| Progress Update to 30/9/2017 | Council has optimised its recycled water usage | 🟡 | <i>On target</i> |
| Progress Update to 31/12/2017 | Council has optimised its recycled water usage | 🟡 | <i>On target</i> |
| Progress Update to 31/3/2018 | | | <i>Choose an item.</i> |
| Progress Update to 30/6/2018 | | | <i>Choose an item.</i> |

7.

Manage water and sewerage resources

Delivery Program (4 years) 2017 - 2021

Strategy 7.2

Effectively manage and maintain existing stormwater and sewerage infrastructure

Performance Measure

- Review Plans
- Undertake Sewerage Inspections

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|---|--|
| 7.2.1 Review the Stormwater Management Plan <i>KPI: Every two years – 2018, 2020</i> | Director Asset & Engineering Services |
| Progress Update to 30/9/2017 Not progressed | ⊗ Not progressed |
| Progress Update to 31/12/2017 Not progressed | ⊗ Not progressed |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 7.2.2 Review the Sewerage Management Plan <i>KPI: Every two years – 2019, 2021</i> | Director Asset & Engineering Services |
| Progress Update to 30/9/2017 Not progressed | ⊗ Not progressed |
| Progress Update to 31/12/2017 Not progressed | ⊗ Not progressed |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 7.2.3 Undertake Sewerage System Inspections <i>KPI: Six monthly inspections</i> | Manager Risk & Facilities |
| Progress Update to 30/9/2017 Inspections occur with asset evaluations, relining of sewer mains is ongoing, eliminating the areas of sewer chokes | 🟡 On target |
| Progress Update to 31/12/2017 Inspections occur with asset evaluations, relining of sewer mains is ongoing, eliminating the areas of sewer chokes | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |

8.

Ensure that public places and facilities are well maintained and easily accessible

Delivery Program (4 years) 2017 - 2021

Strategy 8.1

Ensure users of Council's facilities comply with agreements

Performance Measure

- Increase in consultation with user groups

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|---|--|
| 8.1.1 Liaise with User Groups regarding Memorandum of Understandings <i>KPI: Annual review of agreements</i> | Director Asset & Engineering Services |
| Progress Update to 30/9/2017 Complete | ✔ Complete |
| Progress Update to 31/12/2017 Complete | ✔ Complete |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 8.1.2 Develop and foster current and existing relationships with user groups <i>KPI: Meet annually with user groups</i> | Coordinator Urban |
| Progress Update to 30/9/2017 Ongoing liaison with Basketball representatives | 🟡 On target |
| Progress Update to 31/12/2017 Discussions continuing with representative from Ungarie football club in relation to lighting | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |



Ensure that public places and facilities are well maintained and easily accessible

Delivery Program (4 years) 2017 - 2021

Strategy 8.2

In collaboration with users provide facilities that are accessible to acceptable standards

Performance Measure

- Inspections undertaken and standards maintained or improved
- Community satisfaction levels maintained or improved

Operational Plan (1 year) 2017/18

| Action | | Responsibility |
|-------------------------------|---|--|
| 8.2.1 | Ensure access to public facilities and buildings meet the Access Premises Standards <i>KPI: 50% buildings reviewed annually</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017 | Not yet commenced | ⊗ Not progressed |
| Progress Update to 31/12/2017 | Not yet commenced | ⊗ Not progressed |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 8.2.2 | Undertake work health and safety audits <i>KPI: Minimum of 12 inspections per year</i> | Contract Compliance & WHS Officer |
| Progress Update to 30/9/2017 | Ongoing with all Council workplaces inspected annually | 🟡 On target |
| Progress Update to 31/12/2017 | All Council workplaces are inspected on an annual basis. Inspections have been completed at CSU, the depot, sewerage treatment works, parks and gardens | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 8.2.3 | Implement signs as remote supervision <i>KPI: Annual review</i> | Contract Compliance & WHS Officer |
| Progress Update to 30/9/2017 | Ongoing monitoring | 🟡 On target |
| Progress Update to 31/12/2017 | West Wyalong parks and signs have been inspected. Modifications noted to ensure compliance | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |

8.

Ensure that public places and facilities are well maintained and easily accessible

Delivery Program (4 years) 2017 - 2021

Strategy 8.3

Collaborate with transport providers to facilitate access within the shire and regional centres

Performance Measure

- Transport operators and government lobbied regarding service

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|--|------------------------|
| 8.3.1 Lobby transport providers to ensure effective transport options are available within Bland Shire and to neighbouring regional centres <i>KPI: Twice per year</i> | General Manager |
| Progress Update to 30/9/2017 Options for Country Link service to Wagga are being considered | 🟡 On target |
| Progress Update to 31/12/2017 Discussions continuing and options being explored for Wagga service | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 8.3.2 Lobby Government to improve transport options <i>KPI: Twice per year</i> | General Manager |
| Progress Update to 30/9/2017 Ongoing involvement with REROC, their lobbying efforts on behalf of member councils and the Transport Plan | 🟡 On target |
| Progress Update to 31/12/2017 REROC lobbying continues. Discussions held with Local Member | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |



Ensure that public places and facilities are well maintained and easily accessible

Delivery Program (4 years) 2017 - 2021

Strategy 8.4

Use planning and heritage policies and controls to protect and improve the unique built environment

Performance Measure

- Grants processed
- Policies reviewed
- Heritage buildings preserved, improved or maintained
- Maintain or improve the main street appearance

Operational Plan (1 year) 2017/18

| Action | | Responsibility |
|-------------------------------|---|--|
| 8.4.1 | Review Heritage Policies <i>KPI: Annual policy review</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017 | Not yet commenced | ⊗ Not progressed |
| Progress Update to 31/12/2017 | Not yet commenced | ⊗ Not progressed |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 8.4.2 | Enforce controls in Local Environmental Plan and Development Control Plan <i>KPI: Enforced as required</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017 | Continuous | 🟡 On target |
| Progress Update to 31/12/2017 | Continuous | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 8.4.3 | Review Development Control Plan and undertake review of heritage items across the Shire <i>KPI: Review complete – 2018/2019</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017 | Review of Heritage Items underway | 🟡 On target |
| Progress Update to 31/12/2017 | Review of Heritage Items underway | 🟡 On target |

| | | |
|-------------------------------------|---|--|
| Progress Update to 31/3/2018 | | <i>Choose an item.</i> |
| Progress Update to 30/6/2018 | | <i>Choose an item.</i> |
| 8.4.4 | Administer and promote Council Local Heritage grants and funding programs <i>KPI: 100% grant applications processed</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017 | Applications processed when received | 🟡 On target |
| Progress Update to 31/12/2017 | Applications processed when received | 🟡 On target |
| Progress Update to 31/3/2018 | | <i>Choose an item.</i> |
| Progress Update to 30/6/2018 | | <i>Choose an item.</i> |
| 8.4.5 | Promote and implement the verandah upgrade program <i>KPI: Two media releases per year</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017 | Information is provided to building owners when requested | 🟡 On target |
| Progress Update to 31/12/2017 | Information is provided to building owners when requested | 🟡 On target |
| Progress Update to 31/3/2018 | | <i>Choose an item.</i> |
| Progress Update to 30/6/2018 | | <i>Choose an item.</i> |

9.

Develop, implement and monitor appropriate programs, plans and budgets for the effective and efficient management of Council's assets and infrastructure

Delivery Program (4 years) 2017 - 2021

Strategy 9.1

Responsibly manage asset renewal and maintenance for current and future generations

Performance Measure

- Council's asset condition maintained or improved

Operational Plan (1 year) 2017/18

| Action | | Responsibility |
|-------------------------------|---|--|
| 9.1.1 | Review of the Building Management Plan <i>KPI: Complete a building review to determine if community needs are being met. Maintain Council's buildings in accordance with maintenance program and budget. Complete the review of Council's building assets</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017 | Not yet commenced | ✘ Not progressed |
| Progress Update to 31/12/2017 | Not yet commenced | ✘ Not progressed |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 9.1.2 | Monitor and implement the Annual Works Program <i>KPI: Monitor and implement within budget</i> | Director Asset & Engineering Services |
| Progress Update to 30/9/2017 | Complete | ✔ Complete |
| Progress Update to 31/12/2017 | Complete | ✔ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 9.1.3 | Develop, review and implement works programs in accordance with Council's road hierarchy and Asset Management Plan <i>KPI: Kerb and guttering programs developed and implemented. Effectively manage and maintain town and village upkeep throughout the shire. Airport facilities are maintained to approved standards and budget. Effectively manage and maintain Council's works depot</i> | Director Asset & Engineering Services |
| Progress Update to 30/9/2017 | Complete | ✔ Complete |

| | | |
|-------------------------------|---|--|
| Progress Update to 31/12/2017 | Complete | ✔ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 9.1.4 | Review Asset Management Policy and Strategy <i>KPI: Annual review</i> | Director Asset & Engineering Services |
| Progress Update to 30/9/2017 | Waiting for Assetic | 🟡 On target |
| Progress Update to 31/12/2017 | Waiting for Assetic. On target | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 9.1.5 | Review and implement the annual and long term plant and equipment replacement program <i>KPI: Annual review</i> | Workshop & Plant Coordinator |
| Progress Update to 30/9/2017 | Completed for this reporting period | ✔ Complete |
| Progress Update to 31/12/2017 | Completed for this reporting period | ✔ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |



Develop, implement and monitor appropriate programs, plans and budgets for the effective and efficient management of Council's assets and infrastructure

Delivery Program (4 years) 2017 - 2021

Strategy 9.2

To manage and enhance the pool facilities within the Shire

Performance Measure

- Increase pool usage
- Master plan developed for pool facilities
- Maintenance program undertaken

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|--|--------------------------------------|
| 9.2.1 Undertake maintenance and repairs to pool facilities in accordance with maintenance program and approved budget in consultation with Contractor <i>KPI: 80% maintenance undertaken</i> | Coordinator Urban |
| Progress Update to 30/9/2017 | 🟡 On target |
| Progress Update to 31/12/2017 | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 9.2.2 Develop master plan for future renewal and upgrade of pool facilities <i>KPI: Master plan developed 2018</i> | Manager Risk & Facilities |
| Progress Update to 30/9/2017 | 🟡 On target |
| Progress Update to 31/12/2017 | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |



Develop, implement and monitor appropriate programs, plans and budgets for the effective and efficient management of Council's assets and infrastructure

Delivery Program (4 years) 2017 - 2021

Strategy 9.3

Maintain street trees

Performance Measure

- Maintain or increase number of street trees

Operational Plan (1 year) 2017/18

| Action | | Responsibility |
|-------------------------------|--|--------------------------|
| 9.3.1 | Manage street tree planting in accordance with Preferred Street Tree Species List <i>KPI: 100% of trees planted are from preferred list</i> | Coordinator Urban |
| Progress Update to 30/9/2017 | Trees replaced with suitable species upon removal and/or request within budget allocation | 🟡 On target |
| Progress Update to 31/12/2017 | Trees replaced with suitable species upon removal and/or request within budget allocation | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 9.3.2 | Proactively monitor street trees and action requests to maintain and/or remove trees within the approved budget <i>KPI: 100% action requests processed</i> | Coordinator Urban |
| Progress Update to 30/9/2017 | Trees maintained and actioned as required | 🟡 On target |
| Progress Update to 31/12/2017 | Trees maintained and actioned as required | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |



Develop, implement and monitor appropriate programs, plans and budgets for the effective and efficient management of Council's assets and infrastructure

Delivery Program (4 years) 2017 - 2021

Strategy 9.4

Maintain parks, ovals and recreational facilities to approved standards

Performance Measure

- Cemeteries and open spaces utilised and maintained within standards

Operational Plan (1 year) 2017/18

| Action | | Responsibility |
|-------------------------------|---|--------------------------|
| 9.4.1 | Inspect parks, ovals and recreational facilities <i>KPI: 26 inspections per year</i> | Coordinator Urban |
| Progress Update to 30/9/2017 | Facilities attended to in accordance with work schedules | 🟡 On target |
| Progress Update to 31/12/2017 | Facilities attended to in accordance with work schedules | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 9.4.2 | Conduct playground inspections for all playgrounds within the Shire <i>KPI: 39 inspections per year</i> | Coordinator Urban |
| Progress Update to 30/9/2017 | Playgrounds visually inspected weekly, checklist completed monthly | 🟡 On target |
| Progress Update to 31/12/2017 | Playgrounds visually inspected weekly, checklist completed monthly | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 9.4.3 | Coordinate seasonal and on/off use of sporting fields <i>KPI: Coordinate use of parks by personal trainers, administer all other bookings as appropriate and assist with transition between user groups</i> | Coordinator Urban |
| Progress Update to 30/9/2017 | Bookings for use of facilities administered by Administration Officer Assets & Engineering Services | 🟡 On target |
| Progress Update to 31/12/2017 | Bookings for use of facilities administered by Administration Officer Assets & Engineering Services. Liaison with relevant groups as required | 🟡 On target |

| | | |
|-------------------------------|---|--|
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 9.4.4 | Review the Open Space Management Plan <i>KPI: Annual review</i> | Director Asset & Engineering Services |
| Progress Update to 30/9/2017 | Not progressed | ✘ Not progressed |
| Progress Update to 31/12/2017 | Complete | ✔ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 9.4.5 | Carry out maintenance in Wyalong Cemetery <i>KPI: 52 inspections per year</i> | Coordinator Urban |
| Progress Update to 30/9/2017 | Weekly maintenance undertaken | 🟡 On target |
| Progress Update to 31/12/2017 | Weekly maintenance undertaken | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 9.4.6 | Inspect and maintain village cemeteries regularly <i>KPI: 12 inspections per year</i> | Coordinator Urban |
| Progress Update to 30/9/2017 | Crews attend to village cemeteries frequently | 🟡 On target |
| Progress Update to 31/12/2017 | Crews attend to village cemeteries frequently | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

9.

Develop, implement and monitor appropriate programs, plans and budgets for the effective and efficient management of Council's assets and infrastructure

Delivery Program (4 years) 2017 - 2021

Strategy 9.5

Identify and plan for new infrastructure

Performance Measure

- New infrastructure identified and planning progressed

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|---|------------------------|
| 9.5.1 Consult with community regarding future infrastructure needs <i>KPI: Community consultation undertaken</i> | General Manager |
| Progress Update to 30/9/2017 Grant applications under the Stronger Country Communities Program invited. Discussions held with Ungarie Advancement Group regarding Daniher tribute | 🟡 On target |
| Progress Update to 31/12/2017 Council considered and lodged applications for Round 1 of the Stronger Country Communities Program with results expected in early 2018. Progress and support for the tribute to the Daniher Bros continues and is expected to be completed in early 2018 | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 9.5.2 Develop a master plan for identified infrastructure <i>KPI: Master plan developed</i> | General Manger |
| Progress Update to 30/9/2017 Community Cinema representatives continue to meet with the Heritage Advisor to develop concept plans for the project | 🟡 On target |
| Progress Update to 31/12/2017 Plans developed to support applications under the Stronger Country Communities grant program | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 9.5.3 Allocate funds to undertake investigation, designs, business plans and obtain costings for successful projects <i>KPI: Funds allocated and internally reserved</i> | General Manager |
| Progress Update to 30/9/2017 Joint agreement with Narrandera Shire under the Fixing Country Roads Program. Council funds have been allocated from the Community Facilities Reserve in matching funds for the Community Cinema project | 🟡 On target |
| Progress Update to 31/12/2017 Council resolved at its October 2017 meeting to seek business cases for the Visitor Information Centre and Indoor Heated Pool projects | 🟡 On target |

Progress
Update to
31/3/2018

Choose an item.

Progress
Update to
30/6/2018

Choose an item.






Our Leadership

A well run Council acting as the voice of the community

Our Objectives

10. To provide quality leadership, governance and management to develop strong community partnerships
11. Provide opportunities for all stakeholders to contribute to Council's decision making
12. Lead the community
13. Develop and maintain a framework of plans and policies that ensures open and transparent Council information

| 2017/18 Operational Plan Actions | |
|--|----|
| as at 31/12/2017 | |
| Our Leadership – total actions: | 61 |
|  On target | 38 |
|  Not progressed | 5 |
|  Complete | 18 |

10.

To provide quality leadership, governance and management to develop strong community partnerships

Delivery Program (4 years) 2017 - 2021

Strategy 10.1

Ensure Councillors are provided with appropriate support and resources to carry out their civic duty

Performance Measure

- Policies reviewed on time and budget allocation for Councillor training opportunities

Operational Plan (1 year) 2017/18

| Action | | Responsibility |
|-------------------------------|--|---|
| 10.1.1 | Review the Provision of Facilities and Expenses for Councillors Policy <i>KPI: Policy review - 2020</i> | Director Corporate, Community & Development Services |
| Progress Update to 30/9/2017 | Not required this financial year | ✘ Not progressed |
| Progress Update to 31/12/2017 | Not required this financial year | ✘ Not progressed |
| Progress Update to 31/3/2018 | Not required this financial year | ✘ Not progressed |
| Progress Update to 30/6/2018 | Not required this financial year | ✘ Not progressed |
| 10.1.2 | Provide Councillors with professional development opportunities <i>KPI: Investigate the establishment of a Councillor portfolio program. Review and update the Councillor Handbook. Develop a Councillor Induction program</i> | General Manager |
| Progress Update to 30/9/2017 | Councillors advised of training opportunities as they become available | 🟡 On target |
| Progress Update to 31/12/2017 | Ongoing provision of relevant information to Councillors | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 10.1.3 | Prepare for the Mayoral and Deputy Mayoral elections in September bi-annually <i>KPI: Every two years – 2018 & 2020</i> | General Manager |
| Progress Update to 30/9/2017 | Mayoral elections are due to be held in September 2018 | 🟡 On target |
| Progress Update to 31/12/2017 | Mayoral elections are due to be held in September 2018 | 🟡 On target |

Progress
Update to
31/3/2018

Choose an item.

Progress
Update to
30/6/2018

Choose an item.



To provide quality leadership, governance and management to develop strong community partnerships

Delivery Program (4 years) 2017 - 2021

Strategy 10.2

Ensure Councillors take ownership and a strong leadership role

Performance Measure

- Reports presented on time
- Increased opportunities for Councillors to connect with the community

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|--|----------------------------|
| 10.2.1 Prepare the End of Term Report <i>KPI: Report presented to Council by August 2020</i> | Executive Assistant |
| Progress Update to 30/9/2017 No actions required during the 2017/18 year. End of Term Report due to be completed in 2020/21 year | ⊗ Not progressed |
| Progress Update to 31/12/2017 No actions required during the 2017/18 year. End of Term Report due to be completed in 2020/21 year | ⊗ Not progressed |
| Progress Update to 31/3/2018 No actions required during the 2017/18 year. End of Term Report due to be completed in 2020/21 year | ⊗ Not progressed |
| Progress Update to 30/6/2018 No actions required during the 2017/18 year. End of Term Report due to be completed in 2020/21 year | ⊗ Not progressed |
| 10.2.2 Maintain active representation and involvement with the regional organisation representing Council <i>KPI: 80% meetings attended</i> | General Manager |
| Progress Update to 30/9/2017 REROC meetings attended by Mayor and General Manager wherever possible. Council's General Manager attended the GMs Workshop held in Wagga on 18/8/2017 | 🟡 On target |
| Progress Update to 31/12/2017 REROC meetings attended on 31/10/2017, 11/12/2017 and 18/12/2017 | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |

10.

To provide quality leadership, governance and management to develop strong community partnerships

Delivery Program (4 years) 2017 - 2021

Strategy 10.3

Ensure the General Manager takes a high level role in implementing the Community Strategic Plan and other Council documents

Performance Measure

- Reports completed and submitted on time

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|---|----------------------------|
| 10.3.1 Coordinate, compile, monitor and distribute the progress reports on the Operational Plan <i>KPI: Four times per year</i> | Executive Assistant |
| Progress Update to 30/9/2017 Discussions held and GM to liaise with all individual staff assigned with tasks | 🟡 On target |
| Progress Update to 31/12/2017 Information circulated to relevant staff for consideration and further discussion in early 2018 | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 10.3.2 Develop timelines and action plan for the review of the Community Strategic Plan and associated documents <i>KPI: Annually</i> | General Manager |
| Progress Update to 30/9/2017 Implementation of the adopted plans underway | 🟡 On target |
| Progress Update to 31/12/2017 Timelines and planning commenced for 2018 review | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 10.3.3 Prepare a submission in the AR Bluett Awards Program <i>KPI: Annually</i> | General Manager |
| Progress Update to 30/9/2017 Submission lodged in early September 2017 with Council selected as a finalised later that month | 🟡 On target |

| | | |
|-------------------------------|---|------------------------|
| Progress Update to 31/12/2017 | Council hosted the Trustees on 12/10/2017 for a presentation on our submission and site inspections. Council was announced as the 2017 winner of the AR Bluett Award during the NSW Local Government Annual Conference in December. Arrangements are being finalised for the formal presentation at a reception in West Wyalong during early 2018 | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 10.3.4 | Coordinate responses related to the Fit for the Future reforms <i>KPI: By due dates</i> | General Manager |
| Progress Update to 30/9/2017 | Internal monitoring continues | 🟡 On target |
| Progress Update to 31/12/2017 | Council continues to aim for the Fit for the Future benchmarks and action plan implementation | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 10.3.5 | Report to the community and Council on Integrated Planning and Reporting Progress <i>KPI: Report of Delivery Program two times per year</i> | General Manager |
| Progress Update to 30/9/2017 | Delivery Program Progress Report presented to the September 2017 Council meeting | 🟡 On target |
| Progress Update to 31/12/2017 | Collation of data and preparation of the revised documentation is underway for presentation to the February/March 2018 Council meeting | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

10.

To provide quality leadership, governance and management to develop strong community partnerships

Delivery Program (4 years) 2017 - 2021

Strategy 10.4

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

Performance Measure

- Maintain compliance with the requirements of the Office of Local Government guidelines and legislation

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|---|-----------------------------------|
| 10.4.1 Complete budget review statements for analysis by Directors within two weeks of end of quarter <i>KPI: Four times per year</i> | Manager Financial Services |
| Progress Update to 30/9/2017 The first QBRS for 2017-18 has been produced and referred to the GM & directors | ✔ Complete |
| Progress Update to 31/12/2017 The second QBRS for 2017-18 has been produced and referred to the GM & directors | ✔ Complete |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 10.4.2 Ensure effective debt recovery is in place <i>KPI: Policy reviewed every two years</i> | Manager Financial Services |
| Progress Update to 30/9/2017 Overdue debtor accounts and rate assessments have been sent for debt collection with Council's contracted collection agency | ✔ Complete |
| Progress Update to 31/12/2017 Overdue debtor accounts and rate assessments have been sent for debt collection with Council's contracted collection agency | ✔ Complete |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 10.4.3 Complete financial statements and lodge in accordance with statutory requirements <i>KPI: Submitted by 31 October - annually</i> | Manager Financial Services |
| Progress Update to 30/9/2017 The 2016-17 Financial Statements are being collated and were available for audit on 18 September 2017. Some items identified by the auditors are currently being reviewed before statements are to be signed off | ✔ Complete |

| | | |
|-------------------------------|---|-----------------------------------|
| Progress Update to 31/12/2017 | The 2016-17 Financial Statements have been collated and were available for audit on 18 September 2017. Additional information required by the auditors have been forwarded in September and again in December, however the audit has yet to be completed and signed off by the auditors | ✔ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 10.4.4 | Manage investments in accordance with investment strategies and policies <i>KPI: Policy reviewed every two years</i> | Manager Financial Services |
| Progress Update to 30/9/2017 | Investments have been managed effectively, investing in secure term deposits, the term of the deposit has been selected based on future cash requirements and best rate of interest at that time | ✔ Complete |
| Progress Update to 31/12/2017 | Investments have been managed effectively, investing in secure term deposits, the term of the deposit has been selected based on future cash requirements and best rate of interest at that time | ✔ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 10.4.5 | Review the long term financial plan aiming for financial sustainability to prepare for the Fit for the Future program <i>KPI: Annual review, \$0.00 bottom line year 20/21</i> | Manager Financial Services |
| Progress Update to 30/9/2017 | The Long Term Financial Plan for 2017-18 was completed with the available information at the time and has been incorporated in the Strategic Plan. Revisions are continuing as variations are proposed by the State Government, Councillors and Council Directors | ✔ Complete |
| Progress Update to 31/12/2017 | The 10 year Long Term Financial Plan from 2018-19 is currently being prepared with LG Solutions to update the current version to version 9. The information from the LTFP is being utilised in the preparation of the 2018-19 budget | ✔ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 10.4.6 | Ensure timely and accurate processing of payments <i>KPI: Ensure timely and accurate processing of payments to employees, payments of invoices to suppliers and contractors, accounts receivable and quarterly rates.</i> | Manager Financial Services |
| Progress Update to 30/9/2017 | At this stage there are no overdue matters or issues raised in these areas | ✔ Complete |
| Progress Update to 31/12/2017 | At this stage there are no overdue matters or issues raised in these areas | ✔ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |

10.

To provide quality leadership, governance and management to develop strong community partnerships

Delivery Program (4 years) 2017 - 2021

Strategy 10.5

Ensure Council's workforce is provided with appropriate equipment and resources to meet the needs of Council and the community

Performance Measure

- Services and equipment improved across organisation

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|---|---|
| 10.5.1 Maintain and renew network infrastructure hardware and software to ensure effective delivery of services <i>KPI: Review hardware and software every six months</i> | Director Corporate, Community & Development Services |
| Progress Update to 30/9/2017: Continuously reviewing and updating when required | 🟡 On target |
| Progress Update to 31/12/2017: Continuously reviewing and updating when required | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 10.5.2 Implement web based Spatial mapping for public use <i>KPI: Investigate options</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017: Underway | 🟡 On target |
| Progress Update to 31/12/2017: Development for internal use is nearing completion. Public access will be made available once the program has been tested internally | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 10.5.3 Ensure progressive upgrade of computers, phones and other IT equipment <i>KPI: Annual review</i> | Director Corporate, Community & Development Services |
| Progress Update to 30/9/2017: Continuously reviewing and updating when required | 🟡 On target |
| Progress Update to 31/12/2017: Continuously reviewing and updating when required | 🟡 On target |

Progress
Update to
31/3/2018

Choose an item.

Progress
Update to
30/6/2018

Choose an item.



To provide quality leadership, governance and management to develop strong community partnerships

Delivery Program (4 years) 2017 - 2021

Strategy 10.6

Regular consultation with key industry, business and stakeholders

Performance Measure

- Increased communication with key business and stakeholders

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|--|------------------------|
| 10.6.1 Ensure attendance and participation in relevant meetings and/or events <i>KPI: 80% meetings attended</i> | General Manager |
| Progress Update to 30/9/2017 GM has attended relevant meetings and/or events during this period including: Melbourne Cup Tour, Weethalle Silo Art opening, MAAA, Free Flight Society, RFS, Evolution, Museum, Patient Advisory Group, Productivity Commission, Sandfire Resources, Regional Forum (RMS, Health, Education), MLHD, LALC, Basketball Assoc, Donaldson's, StateCover Advisory Committee, LGNSW, Queens Baton Relay, Telstra, Country Mayors Assoc, Deputy Premier, LCCC, Legislative Council, Minister for Roads, Country Rugby League, REROC, Freight & Ports, Jet Flyers, West Estate, Majors Mulch, GWCC, local doctors, CSU, IOR, Community Cinema, Seek Fitness, Community Radio, National Town Criers Championships, Kurrajong Waratah, Disability Services and LG Professionals | On target |
| Progress Update to 31/12/2017 GM has attended relevant meetings and/or events including: Eastern Riverina Arts, AR Bluett Trust, Museum, Country Link, Community Transport, Renrow, Motorcycle Friendly Town Declaration, Rural Doctors Network, Hilltops Council, Bendigo Bank, Majors Mulch, FERS/REDS, Daniher Bros Tribute, Ulysses Club, Mirrool Silo Kick, Barmedman Tractor Pull, Evolution Mining, West Estate, IOR, LG Regional Managers, Destination Riverina Murray, USU, Legal Mediation, LCCC, In the West Festival, REROC, MLHD, VC & War Heroes Exhibitions, Garden Group, Crown Lands, Local Member, Basketball Assoc, WW High School, TAFE, Regional Development, Water Resources, Village Community Forums, Queens Baton Relay, OLG, LALC, Riverina BEC, RMS, LGNSW, State Advisory Committee, WW Public School | On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |

| | | |
|-------------------------------|---|------------------------|
| 10.6.2 | Invite representatives of from Cowal Gold Mine to address Council | General Manager |
| | <i>KPI: Annually</i> | |
| Progress Update to 30/9/2017 | Liaising with Evolution Mining representatives on a regular basis, a suitable date to address Council is yet to be determined | 🟡 On target |
| Progress Update to 31/12/2017 | Evolution Mining addressed Council at its meeting on 21 November 2017 | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 10.6.3 | Open communication established between Council and key local industry | General Manager |
| | <i>KPI: Two meetings per year</i> | |
| Progress Update to 30/9/2017 | GM has attended meetings with Evolution Mining, Sandfire Resources, Donaldson's, IOR and Freight & Ports during this period | 🟡 On target |
| Progress Update to 31/12/2017 | GM has attended meetings with Evolution Mining, Renrow and IOR during this period | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |



Provide opportunities for all stakeholders to contribute to Council’s decision making

Delivery Program (4 years) 2017 - 2021

Strategy 11.1

Encourage village residents to participate in community forums

Performance Measure

- Increased community participation

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|--|---|
| 11.1.1 Seek community input into each forum agenda and report back to the community on forum outcomes <i>KPI: Annually</i> | Asset & Engineering Services Officer |
| Progress Update to 30/9/2017 When a date has been set by Council for a Community Forum it is advertised in the Advocate and flyers prepared and delivered to contacts within the villages for distribution. Agendas are then prepared from information received from these sources. Following the forums minutes are prepared and emailed back to the attendees from information gathered on the attendance sheets | On target |
| Progress Update to 31/12/2017 Council set the dates for Community Forums at the Workshop held on 3/10/17. The dates determined were Thursday 16/11/17 at Weethalle and Ungarie, and Thursday 23/11/17 at Barmedman and Mirrool. Agendas were prepared following advertising and distribution of flyers as well as inclusion on Council's website and facebook page. Minutes, with outcomes included, will be forwarded back to the community when outstanding matters have been finalised | Complete |
| Progress Update to 31/3/2018 | <i>Choose an item.</i> |
| Progress Update to 30/6/2018 | <i>Choose an item.</i> |
| 11.1.2 Organise Community forums in villages within the Shire, as required <i>KPI: Annually</i> | Asset & Engineering Services Officer |
| Progress Update to 30/9/2017 When a date has been set by Council for a Community Forum the venues are booked, transport is sourced, be it bus or cars, depending on requirements and numbers requiring transport are determined. Food is ordered and organised as required | On target |
| Progress Update to 31/12/2017 Venues were organised within villages and transport arranged between villages | Complete |
| Progress Update to 31/3/2018 | <i>Choose an item.</i> |
| Progress Update to 30/6/2018 | <i>Choose an item.</i> |

| 11.1.3 | Communicate with the community utilising forums | General Manager |
|---|--|------------------------|
| <i>KPI: Annual forums, meetings as required</i> | | |
| Progress Update to 30/9/2017 | Regular Community Reference Group forums are conducted. Planning underway for Village Community Forums in late 2017 | 🟡 On target |
| Progress Update to 31/12/2017 | Community Reference Group Forums were held on 12/9/2017 and 14/11/2017. Village Community Forums held during October/November 2017 | 🟡 On target |
| Progress Update to 31/3/2018 | | <i>Choose an item.</i> |
| Progress Update to 30/6/2018 | | <i>Choose an item.</i> |



Provide opportunities for all stakeholders to contribute to Council's decision making

Delivery Program (4 years) 2017 - 2021

Strategy 11.2

Provide innovative and accessible communication strategies to Shire residents to encourage active participation in Council's future

Performance Measure

- Maintain or increase community communication avenues

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|---|------------------------------------|
| 11.2.1 Promote and foster electronic communications through Social Media, community email list and other technologies <i>KPI: Four communications per month, 12 local newspapers, six newsletters</i> | Community Relations Officer |
| Progress Update to 30/9/2017 | 🟡 On target |
| Active and successful electronic communications program in place to engage relevant community members at relevant times. New email list established for information about road closures | |
| Progress Update to 31/12/2017 | 🟡 On target |
| Active and successful electronic communications program in place to engage relevant community members at relevant times. New email list established for information about road closures | |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 11.2.2 Target advertising to encourage maximum participation <i>KPI: 12 per year</i> | Community Relations Officer |
| Progress Update to 30/9/2017 | 🟡 On target |
| Ongoing | |
| Progress Update to 31/12/2017 | 🟡 On target |
| Ongoing | |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 11.2.3 Maintain the Public forum prior to each Ordinary Council Meeting <i>KPI: 11 times per year</i> | General Manager |
| Progress Update to 30/9/2017 | 🟡 On target |
| GM with the assistance of the Executive Assistant continues to manage the Public Forum requests at each council meeting. For this reporting period there were 6 requests | |
| Progress Update to 31/12/2017 | 🟡 On target |
| The monthly Public Forum section of the council meeting is advertised and opportunities made available for members of the community to address the councillors. There were 5 requests during this period | |

Progress
Update to
31/3/2018

Choose an item.

Progress
Update to
30/6/2018

Choose an item.

11.

Provide opportunities for all stakeholders to contribute to Council’s decision making

Delivery Program (4 years) 2017 - 2021

Strategy 11.3

Ensure all Council communication branded signs and banners are provided to funding recipients

Performance Measure

- Council branding prevalent at sponsored events

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|---|------------------------------------|
| 11.3.1 Provide Council branded signs and banners to funding recipients <i>KPI: 90% grant recipients provided with Council banner to display</i> | Community Relations Officer |
| Progress Update to 30/9/2017 Signage provided | ✔ Complete |
| Progress Update to 31/12/2017 Signage provided | ✔ Complete |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 11.3.2 Display Council logo in all advertising and promotion of Council events/programs/workshops <i>KPI: 100%</i> | Community Relations Officer |
| Progress Update to 30/9/2017 Ongoing | 🟡 On target |
| Progress Update to 31/12/2017 Ongoing | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |

Delivery Program (4 years) 2017 - 2021

Strategy 12.1

Review Council's customer service charter and monitor Council services to ensure they are provided in a professional, timely and friendly manner and are responsive to community needs

Performance Measure

- Maintain or improve service response times

Operational Plan (1 year) 2017/18

| Action | | Responsibility |
|-------------------------------|---|--|
| 12.1.1 | Review and monitor frontline customer service practices and performance <i>KPI: Annual Review</i> | Corporate Services Coordinator |
| Progress Update to 30/9/2017 | Frontline customer service practices are monitored regularly to ensure that the objectives of Council's Customer Service Charter and Complaints Handling Policy are met | 🟡 On target |
| Progress Update to 31/12/2017 | Frontline customer service practices are monitored regularly to ensure that the objectives of Council's Customer Service Charter and Complaints Handling Policy are met | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 12.1.2 | Process development applications <i>KPI: 90% applications approved within 30 days</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017 | Applications are processed within the statutory framework of 40 days | 🟡 On target |
| Progress Update to 31/12/2017 | Applications are processed within the statutory framework of 40 days | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 12.1.3 | Deliver store services <i>KPI: Orders filled/ordered within 48 hours</i> | Purchasing Officer |
| Progress Update to 30/9/2017 | Ongoing | 🟡 On target |
| Progress Update to 31/12/2017 | Ongoing | 🟡 On target |

| | | |
|-------------------------------|---|---|
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 12.1.4 | Deliver purchasing services <i>KPI: Purchase orders processed within 48 hours</i> | Purchasing Officer |
| Progress Update to 30/9/2017 | Ongoing | 🟡 On target |
| Progress Update to 31/12/2017 | Ongoing | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 12.1.5 | Provide information and services and monitor complaints in regards to companion animals and responsible pet ownership <i>KPI: Enter registrations on NSW Pet Registry within 72 hours. Place impounded dogs on website (include photo). Registration program twice per year. Two media releases per year for responsible pet ownership. Install automated watering system at the pound. Review enforcement policy and procedure. Investigate complaints within five days. Review illegal dumping policy. Review barking dog policy.</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017 | Pet owners are now responsible for updating information on the Pet Registry. Information on website is currently being updated. Council does not currently have an illegal dumping policy or barking dog policy | 🟡 On target |
| Progress Update to 31/12/2017 | Pet owners are now responsible for updating information on the Pet Registry. Information on website has been updated and a number of fact sheets are now available for barking dogs | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 12.1.6 | Conduct customer satisfaction survey <i>KPI: Every four years - 2020</i> | Director Corporate, Community & Development Services |
| Progress Update to 30/9/2017 | Not required this financial year | 🔴 Not progressed |
| Progress Update to 31/12/2017 | Not required this financial year | 🔴 Not progressed |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

12.

Lead the community

Delivery Program (4 years) 2017 - 2021

Strategy 12.2

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

Performance Measure

- Maintain or increase staff satisfaction

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|---|-----------------------------|
| 12.2.1 Assist in the management of workforce relations and provision of timely advice on workplace relations matters <i>KPI: Advice provided within 48 hours. Gather and report to Manex on staffing issues/trends.</i> | Human Resources Coordinator |
| Progress Update to 30/9/2017: On target | 🟡 On target |
| Progress Update to 31/12/2017: On target - provide assistance as needed | 🟡 On target |
| Progress Update to 31/3/2018: Choose an item. | Choose an item. |
| Progress Update to 30/6/2018: Choose an item. | Choose an item. |
| 12.2.2 Investigate cost effective recruitment services <i>KPI: Decrease 5%</i> | Human Resources Coordinator |
| Progress Update to 30/9/2017: Complete | ✅ Complete |
| Progress Update to 31/12/2017: Complete - make use of Facebook, Council web page | ✅ Complete |
| Progress Update to 31/3/2018: Choose an item. | Choose an item. |
| Progress Update to 30/6/2018: Choose an item. | Choose an item. |
| 12.2.3 Review and monitor the implementation of the workforce plan <i>KPI: Annually. Organise retirement planning sessions and phased retirement discussions for staff.</i> | Human Resources Coordinator |
| Progress Update to 30/9/2017: Complete | ✅ Complete |
| Progress Update to 31/12/2017: Complete - revision completed | ✅ Complete |

| | | |
|-------------------------------|--|------------------------------------|
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 12.2.4 | Establish and support staff reference groups to identify process improvement and deficiencies across all of Council's functional areas <i>KPI:</i> | General Manager |
| Progress Update to 30/9/2017 | This has not occurred at this stage as council has been deemed as a 'stand alone' council with no immediate threat of amalgamation. If this should change in the future then the establishment of the SRG's will occur | ✘ Not progressed |
| Progress Update to 31/12/2017 | EEO & Employee Engagement Survey results considered by Employee Taskforce and workplace committees | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 12.2.5 | Maintain register of delegations and issue authorities to relevant employees <i>KPI: Register reviewed annually</i> | Executive Assistant |
| Progress Update to 30/9/2017 | Ongoing monitoring of any changes required | 🟡 On target |
| Progress Update to 31/12/2017 | Review and reissue of delegations to all affected staff scheduled for early 2018 | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 12.2.6 | Develop, implement and monitor Learning and Development Plan utilising traditional and alternative measures <i>KPI: Annual plans developed. Individual training plans for trainees, apprentices and cadets. 80% training needs met. Review process for identifying and tracking training needs – 2017. Identify external funding opportunities for training and education.</i> | Human Resources Coordinator |
| Progress Update to 30/9/2017 | Complete | ✔ Complete |
| Progress Update to 31/12/2017 | Complete - L&D plan was reviewed and communication was sent to each employee | ✔ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 12.2.7 | Maintain and promote the Employee Assistance Program (EAP) <i>KPI: Program maintained</i> | Human Resources Coordinator |
| Progress Update to 30/9/2017 | Complete | ✔ Complete |

| | | |
|-------------------------------|--|------------------------------------|
| Progress Update to 31/12/2017 | Complete - new EAP service provider was selected and information distributed and information is shared on a monthly basis in Thursday Thoughts | ✔ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 12.2.8 | Promote and encourage employee representation on workplace committees <i>KPI: 90% staff representation</i> | Human Resources Coordinator |
| Progress Update to 30/9/2017 | On target | 🟡 On target |
| Progress Update to 31/12/2017 | On target - EOI was sent to all employees to join the Consultative Committee, WHS and EEO Committee | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 12.2.9 | Review and update position descriptions <i>KPI: Review and update annually or as per Employee Development Review and/or organisational changes</i> | Human Resources Coordinator |
| Progress Update to 30/9/2017 | Complete | ✔ Complete |
| Progress Update to 31/12/2017 | Complete - PDs are reviewed when a vacancy is advertised and during the annual Performance and Development Reviews | ✔ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 12.2.10 | Maintain and promote the staff service and achievement awards program <i>KPI: Monthly service presentations and annual achievement awards</i> | Executive Assistant |
| Progress Update to 30/9/2017 | Manex and relevant Managers/Supervisors notified each month and presentations made at monthly staff meetings | 🟡 On target |
| Progress Update to 31/12/2017 | Ongoing circulation of details. Policy review considerations to be progressed in 2018 | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

Delivery Program (4 years) 2017 - 2021

Strategy 12.3

Develop, implement and monitor HR programs to solidify Council's reputation as an employer of choice

Performance Measure

- Maintain Council's reputation as an employer of choice

Operational Plan (1 year) 2017/18

| Action | | Responsibility |
|-------------------------------|---|------------------------------------|
| 12.3.1 | Oversee the implementation and monitoring of the EEO Management Plan <i>KPI: Minimum of two meetings annually</i> | Human Resources Coordinator |
| Progress Update to 30/9/2017 | Completed | ✔ Complete |
| Progress Update to 31/12/2017 | Completed - the plan is discussed and updated during EEO meetings | ✔ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 12.3.2 | Identify and support opportunities for resource sharing arrangements with other councils <i>KPI: Opportunities investigated</i> | General Manager |
| Progress Update to 30/9/2017 | The introduction of Joint Organisations may provide additional opportunities for resource sharing | ✘ Not progressed |
| Progress Update to 31/12/2017 | The introduction of Joint Organisations may provide additional opportunities for resource sharing | ✘ Not progressed |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 12.3.3 | Implement workforce programs ensuring Council remains an employer of choice <i>KPI: Provide job rotation opportunities for staff, both indoor and field staff. Identify and nurture talent. Continue to develop and report on succession plan and initiatives</i> | Human Resources Coordinator |
| Progress Update to 30/9/2017 | On target | 🟡 On target |

| | | |
|-------------------------------|--|------------------------------------|
| Progress Update to 31/12/2017 | On target - programs are updated | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 12.3.4 | Review the performance management system and process <i>KPI: Annual review</i> | Human Resources Coordinator |
| Progress Update to 30/9/2017 | Completed | ✅ Complete |
| Progress Update to 31/12/2017 | Completed - Annual review of the process | ✅ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 12.3.5 | Conduct Employee Engagement & EEO Survey <i>KPI: Survey staff every two years (2017, 2019, 2021)</i> | Human Resources Coordinator |
| Progress Update to 30/9/2017 | On target | 🟡 On target |
| Progress Update to 31/12/2017 | Completed and results communicated | ✅ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

Delivery Program (4 years) 2017 - 2021

Strategy 12.4

Review and implement Council policies and comply with WHS and Risk Management requirements

Performance Measure

- Maintain Councils focus on WHS and Risk Management

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|--|--------------------------------------|
| 12.4.1 Ensure WHS Committee meet in accordance with approved schedule <i>KPI: Minimum four meetings per year</i> | WHS Committee Chair |
| Progress Update to 30/9/2017 Meeting held on 8/8/2017 | 🟡 On target |
| Progress Update to 31/12/2017 Meeting held on 21/11/2017 | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 12.4.2 Develop and maintain Council's Risk Management Action Plan (RAMP) <i>KPI: Annually</i> | Manager Risk & Facilities |
| Progress Update to 30/9/2017 Ongoing with StateWide | 🟡 On target |
| Progress Update to 31/12/2017 Ongoing with StateWide | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 12.4.3 Establish and monitor Council's Risk Register <i>KPI: Establish the Register by 31/12/17 and monitor annually</i> | Manager Risk & Facilities |
| Progress Update to 30/9/2017 Completed | ✅ Complete |
| Progress Update to 31/12/2017 Completed | ✅ Complete |
| Progress Update to 31/3/2018 | Choose an item. |

| | | | |
|-------------------------------------|--|---|------------------------|
| Progress Update to 30/6/2018 | | | <i>Choose an item.</i> |
| 12.4.4 | Establish an internal Risk Committee | | General Manager |
| | <i>KPI: Committee established and functioning by 31/7/2017</i> | | |
| Progress Update to 30/9/2017 | The establishment of a Risk Committee will be further considered in early 2018 | ✘ | <i>Not progressed</i> |
| Progress Update to 31/12/2017 | To be progressed in the new year | ✘ | <i>Not progressed</i> |
| Progress Update to 31/3/2018 | | | <i>Choose an item.</i> |
| Progress Update to 30/6/2018 | | | <i>Choose an item.</i> |

13.

Develop and maintain a framework of plans and policies that ensures open and transparent Council information

Delivery Program (4 years) 2017 - 2021

Strategy 13.1

Promote and advocate improved management of, and access to, information across Council

Performance Measure

- Improve access to Councils information

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|--|--------------------------------|
| 13.1.1 In liaison with Community Relations Officer and other staff, review information contained on Council's website of functional areas for easier location of Council information for customers <i>KPI: Annual review</i> | Corporate Services Coordinator |
| Progress Update to 30/9/2017 | 🟡 On target |
| Progress Update to 31/12/2017 | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 13.1.2 Ensure information required under the GIPA legislation is displayed appropriately on Council's website <i>KPI:</i> | Corporate Services Coordinator |
| Progress Update to 30/9/2017 | 🟡 On target |
| Progress Update to 31/12/2017 | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |

| | | |
|-------------------------------|---|---------------------------------------|
| 13.1.3 | Monitor and report on response times to Service requests (received in person, phone or mail) <i>KPI:</i> | Corporate Services Coordinator |
| Progress Update to 30/9/2017 | Response times are monitored and reported to Manex on a regular basis | 🟡 On target |
| Progress Update to 31/12/2017 | Response times are monitored and reported to Manex on a regular basis | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 13.1.4 | Monitor compliance with Council's Record Management Policy <i>KPI:</i> | Corporate Services Coordinator |
| Progress Update to 30/9/2017 | Records staff monitors staff's compliance with the Records Management Policy. Training is undertaken when required by records staff and users of the system | 🟡 On target |
| Progress Update to 31/12/2017 | Records staff monitors staff's compliance with the Records Management Policy. Training is undertaken when required by records staff and users of the system | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

13.

Develop and maintain a framework of plans and policies that ensures open and transparent Council information

Delivery Program (4 years) 2017 - 2021

Strategy 13.2

Develop, implement and promote best practice governance policies and procedures

Performance Measure

- Review Council procedures

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|---|------------------------|
| 13.2.1 Progress the Internal Audit Committee and function within the organisation as per the legislation <i>KPI: Implemented as required by the LG Act</i> | General Manager |
| Progress Update to 30/9/2017 Advice from the OLG is that guidelines will be produced later in 2017 and until then there is no legal requirement for councils to establish an Internal Audit Committee | 🟡 On target |
| Progress Update to 31/12/2017 Awaiting release of guidelines | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 13.2.3 Review Council's policies and procedures <i>KPI: 25% reviewed annually</i> | General Manager |
| Progress Update to 30/9/2017 Salary Procedure under review, Smoke Free Zone - Council Workplaces Procedure under review, revised Tree Management Policy adopted, Commercial Health & Fitness Providers policy adopted, Sporting Field Closure policy adopted and Liquid Trade Waste Policy adopted | 🟡 On target |
| Progress Update to 31/12/2017 Work within Council's Roads & Road Reserves Procedure adopted, Draft Work Health & Safety Planning Procedure under review, WHS Management System to be reviewed, Fraud Policy review underway, revised EEO Committee Constitution adopted, Alcohol & Other Drugs Policy adopted, Internet, revised Email & Computer usage policy adopted, CSU policies reviewed and adopted in accordance with regulations | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |






Our Prosperity

Growing our population and jobs

Our Objectives

- 14. Visitors and tourists are welcomed
- 15. Promote the Shire as a place to do business
- 16. Work with our communities and businesses to use our resources in a sustainable way for the future of the Bland Shire

| 2017/18 Operational Plan Actions | |
|--|----|
| as at 31/12/2017 | |
| Our Prosperity – total actions: | 37 |
|  On target | 33 |
|  Not progressed | 0 |
|  Complete | 4 |

14.

Visitors and tourists are welcomed

Delivery Program (4 years) 2017 - 2021




Strategy 14.1

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

Performance Measure

- Increase in tourism enterprises that encourage people to stay

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|---|---|
| 14.1.1 Maintain relationships with Business West Wyalong and Events West Wyalong <i>KPI: Minimum two meetings per year</i> | Office of the General Manager – Administration Officer |
| Progress Update to 30/9/2017 Attended Business WW meetings in July 2017 and September 2017. Attended Events West Wyalong meetings in July, August and September 2017 |  On target |
| Progress Update to 31/12/2017 Attended Business WW meetings in October 2017 and November 2017. Assisted with very successful Christmas Carnival arrangements. Attended Events West Wyalong meetings in October and December 2017. Assisted with a very successful Aussie Fest in the West Carnival |  On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 14.1.2 Maintain an active participation and representation in relevant regional tourism and business meetings and events <i>KPI: 80% meetings attended</i> | Senior Economic Development & Tourism Advisor |
| Progress Update to 30/9/2017 Ongoing and the SEDTA has an active participation and representation in the relevant regional tourism and business meetings and events including Thrive Riverina, Regional Development Australia Riverina, Destination Riverina Murray and Central West, Events West Wyalong, Business West Wyalong, The Newell Highway Promotions and Task Force Committees, Destination NSW, AusIndustry, NSW Department of Industry, NSW Department of Premier & Cabinet, Planning & Environment, Office of Environment & Heritage, Crown Lands, NSW Department of Industry, Roads & Maritime Service, Australia Bureau of Statistics, Business Enterprise Centres, and other Government Departments as required including the Small Business Commissioner |  On target |

| | | |
|-------------------------------|---|--|
| Progress Update to 31/12/2017 | Ongoing and the SEDTA has an active participation and representation in the relevant regional tourism and business meetings and events including Thrive Riverina, Regional Development Australia Riverina, Destination Riverina Murray and Central West, Events West Wyalong, Business West Wyalong, The Newell Highway Promotions and Task Force Committees, Destination NSW, AusIndustry, NSW Department of Industry, NSW Department of Premier & Cabinet, Planning & Environment, Office of Environment & Heritage, Crown Lands, NSW Department of Industry, Roads & Maritime Service, Australia Bureau of Statistics, Business Enterprise Centres, and other Government Departments as required including the Small Business Commissioner | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 14.1.3 | Investigate options to further develop the League of Extraordinary Communities with Dull in Scotland and Boring in the United States <i>KPI: Minimum annual contact</i> | Senior Economic Development & Tourism Advisor |
| Progress Update to 30/9/2017 | Ongoing and the SEDTA has promoted the League of Extraordinary Communities to both the Australian Federal & State Governments and is working on developing some marketing collateral. The SEDTA has met with marketing companies and the Charles Sturt University. The SEDTA will contact Charles Sturt University again and if there is not interest will contact the other institutions. Promotional structure concept approved and ordered for installation in prominent location in West Wyalong | 🟡 On target |
| Progress Update to 31/12/2017 | Ongoing and the SEDTA has promoted the League of Extraordinary Communities to both the Australian Federal & State Governments and is working on developing some marketing collateral. The SEDTA has met with marketing companies and the Charles Sturt University. The SEDTA will contact Charles Sturt University again and if there is not interest will contact the other institutions. Bland, Dull & Boring promotional structure due for completion and installation in early 2018 | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 14.1.4 | Investigate potential strategic property acquisition opportunities as they arise <i>KPI: Report to Council as required</i> | General Manager |
| Progress Update to 30/9/2017 | Negotiations continue for industrial land | 🟡 On target |
| Progress Update to 31/12/2017 | Ongoing as opportunities arise | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

14.1.5 Develop local tourism publications and website information to showcase the Bland Shire

KPI: Review annually

Office of the General Manager – Administration Officer

| | | |
|-------------------------------|--|-----------------|
| Progress Update to 30/9/2017 | Continuously updating brochures in the VIC. Updating events listing on Bland Shire website | 🟡 On target |
| Progress Update to 31/12/2017 | Continuously updating brochures in the VIC. Updating events listing on Bland Shire website | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

Delivery Program (4 years) 2017 - 2021

Strategy 14.2

Attract a diverse range of Visitors to the Shire

Performance Measure

- Increase visitors to the shire

Operational Plan (1 year) 2017/18

| Action | | Responsibility |
|-------------------------------|---|---|
| 14.2.1 | Seek major event opportunities for the Bland Shire <i>KPI: Contact made at least three times per year</i> | Senior Economic Development & Tourism Advisor |
| Progress Update to 30/9/2017 | This is ongoing and the SEDTA undertakes this task on a regular basis and investigates both major and minor events and has to work with a limited budget | 🟡 On target |
| Progress Update to 31/12/2017 | This is ongoing and the SEDTA undertakes this task on a regular basis and investigates both major and minor events and has to work with a limited budget | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 14.2.2 | Investigate technology to improve the visitor experience within Bland Shire <i>KPI: Review technology options annually</i> | Office of the General Manager – Administration Officer |
| Progress Update to 30/9/2017 | Investigating an electronic information display for the VIC | 🟡 On target |
| Progress Update to 31/12/2017 | Council has approved the installation of a Datatrax for the VIC. Putting together information to display on Datatrax | 🟡 On target |
| Progress Update to 31/3/2018 | Datatrax screen has been installed at the entry to the VIC within the Library. Visitors will have 24 hours information available to them including maps, accommodation, where to eat and what to see and do | 🟡 On target |
| Progress Update to 30/6/2018 | | Choose an item. |
| 14.2.3 | Produce and circulate the VIC Connect publication <i>KPI: Monthly</i> | Office of the General Manager – Administration Officer |
| Progress Update to 30/9/2017 | Prepared and distributed VIC Connect for July, August and September 2017 | ✅ Complete |

| | | |
|-------------------------------|---|----------------------------|
| Progress Update to 31/12/2017 | Prepared and distributed VIC Connect for October, November and December 2017 | ✔ Complete |
| Progress Update to 31/3/2018 | Prepared and distributed VIC Connect for January, February and March 2018. Extra flyer with focus on events on weekend of 9-11 March included | 🟡 On target |
| Progress Update to 30/6/2018 | | Choose an item. |
| 14.2.4 | Coordinate the National Town Criers Championships being hosted in September 2017 | Executive Assistant |
| | <i>KPI: Successful event and positive feedback</i> | |
| Progress Update to 30/9/2017 | Event planning and preparations are underway for Championships to be held from 5-7 September 2017. Evolution Mining have agreed to Gold Sponsorship proposal for the event and will provide activities/resources and financially support on a \$ for \$ basis | 🟡 On target |
| Progress Update to 31/12/2017 | Event delivered within budget allocation, national championships held in conjunction with the West Wyalong Show with 15 competing town criers. Activities scheduled across 3 days for town criers and their partners/guests with optional events to encourage visitors to extend their stay. All programmed activities were supported by local businesses/community groups and were well attended with positive feedback received on the successful event | ✔ Complete |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

Delivery Program (4 years) 2017 - 2021

Strategy 15.1

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

Performance Measure

- Maintain or increase number of businesses and industry within the shire

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|---|---|
| 15.1.1 Identify, target and liaise with existing and potential new retail business and/or industry opportunities <i>KPI:</i> | Senior Economic Development & Tourism Advisor |
| Progress Update to 30/9/2017 This task is ongoing and meetings are held with companies and individuals who are looking to establish a business in the Bland Shire. Large and small businesses are targeted and approached to consider establishing an operation in the Bland Shire or to expand their operation |  On target |
| Progress Update to 31/12/2017 This task is ongoing and meetings are held with companies and individuals who are looking to establish a business in the Bland Shire. Large and small businesses are targeted and approached to consider establishing an operation in the Bland Shire or to expand their operation |  On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 15.1.2 Promote Business Development Assistance Fund to retail Industries looking at establishing and/or expanding in the Bland Shire <i>KPI:</i> | Senior Economic Development & Tourism Advisor |
| Progress Update to 30/9/2017 This task is ongoing and the Business Development Assistance program is actively promoted. Meetings are held with companies and individuals who are looking to establish a business in the Bland Shire |  On target |
| Progress Update to 31/12/2017 This task is ongoing and the Business Development Assistance program is actively promoted. Meetings are held with companies and individuals who are looking to establish a business in the Bland Shire |  On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |

15.

Promote the shire as a place to do business

Delivery Program (4 years) 2017 - 2021

Strategy 15.2

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

Performance Measure

- Increase support to existing business

Operational Plan (1 year) 2017/18

| Action | | Responsibility |
|-------------------------------|---|--|
| 15.2.1 | Work cooperatively with the local business groups <i>KPI:</i> | Senior Economic Development & Tourism Advisor |
| Progress Update to 30/9/2017 | This is ongoing and the SEDTA maintains a relationship with and meets with Business West Wyalong on a regular and ongoing basis. The SEDTA involves Business West Wyalong with the Business Enterprise Centre workshops, and the Small Biz Bus visits to West Wyalong | 🟡 On target |
| Progress Update to 31/12/2017 | This is ongoing and the SEDTA maintains a relationship with and meets with Business West Wyalong on a regular and ongoing basis. The SEDTA involves Business West Wyalong with the Business Enterprise Centre workshops, and the Small Biz Bus visits to West Wyalong | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 15.2.2 | Maintain strong working relationships and engagement with relevant agencies, authorities, organisations and Government Departments in relation to providing guidance on business systems and strategies to local businesses <i>KPI:</i> | Senior Economic Development & Tourism Advisor |

| | | |
|-------------------------------|--|--|
| Progress Update to 30/9/2017 | This task is ongoing and the SEDTA has an active participation and representation in the relevant regional tourism and business meetings and events including Thrive Riverina, Regional Development Australia Riverina, Destination Riverina Murray and Central West, Events West Wyalong, Business West Wyalong, The Newell Highway Promotions and Task Force Committees, Destination NSW, AusIndustry, NSW Department of Industry, NSW Department of Premier & Cabinet, Planning & Environment, Office of Environment & Heritage, Crown Lands, NSW Department of Industry, Roads & Maritime Service, Australia Bureau of Statistics, Business Enterprise Centres, and other Government Departments as required including the Small Business Commissioner | 🟡 On target |
| Progress Update to 31/12/2017 | This task is ongoing and the SEDTA has an active participation and representation in the relevant regional tourism and business meetings and events including Thrive Riverina, Regional Development Australia Riverina, Destination Riverina Murray and Central West, Events West Wyalong, Business West Wyalong, The Newell Highway Promotions and Task Force Committees, Destination NSW, AusIndustry, NSW Department of Industry, NSW Department of Premier & Cabinet, Planning & Environment, Office of Environment & Heritage, Crown Lands, NSW Department of Industry, Roads & Maritime Service, Australia Bureau of Statistics, Business Enterprise Centres, and other Government Departments as required including the Small Business Commissioner | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 15.2.3 | Monitor and support requests to assist future mining activities within the Bland Shire <i>KPI:</i> | Senior Economic Development & Tourism Advisor |
| Progress Update to 30/9/2017 | This is ongoing and the Mayor, General Manager and the SEDTA meet with mining and exploration companies on a regular basis | 🟡 On target |
| Progress Update to 31/12/2017 | This is ongoing and the Mayor, General Manager and the SEDTA meet with mining and exploration companies on a regular basis | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 15.2.4 | Monitor and support requests to assist future major developments within the Bland Shire <i>KPI:</i> | Senior Economic Development & Tourism Advisor |
| Progress Update to 30/9/2017 | This is ongoing and the SEDTA supports requests for assistance from major and minor developments in the Bland Shire | 🟡 On target |
| Progress Update to 31/12/2017 | This is ongoing and the SEDTA supports requests for assistance from major and minor developments in the Bland Shire | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to | | Choose an item. |

15.

Promote the shire as a place to do business

Delivery Program (4 years) 2017 - 2021

Strategy 15.3

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

Performance Measure

- Maintain or improve telecommunication and technology within the shire

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|---|---|
| 15.3.1 Monitor telecommunication and technology trends <i>KPI:</i> | Senior Economic Development & Tourism Advisor |
| Progress Update to 30/9/2017 This task is undertaken on a regular ongoing basis, with regular emails being sent to businesses in the Bland Shire making them aware of new technologies. The SEDTA has worked with nbn and Lendlease with regards to the installation of Fixed Wireless and Fixed Line in the Bland Shire and West Wyalong |  On target |
| Progress Update to 31/12/2017 This task is undertaken on a regular ongoing basis, with regular emails being sent to businesses in the Bland Shire making them aware of new technologies. The SEDTA has worked with nbn and Lendlease with regards to the installation of Fixed Wireless and Fixed Line in the Bland Shire and West Wyalong |  On target |
| Progress Update to 31/3/2018 | <i>Choose an item.</i> |
| Progress Update to 30/6/2018 | <i>Choose an item.</i> |
| 15.3.2 Send submissions to Government on new technology <i>KPI:</i> | Senior Economic Development & Tourism Advisor |
| Progress Update to 30/9/2017 This task is undertaken when the State and Federal Governments call for submissions involving new technologies. The SEDTA submitted a response to a number of State and Federal Government inquiries and has raised the issue with mobile phone black spots in the Bland Shire and the connecting roads to the Bland Shire |  On target |
| Progress Update to 31/12/2017 This task is undertaken when the State and Federal Governments call for submissions involving new technologies. The SEDTA submitted a response to a number of State and Federal Government inquiries and has raised the issue with mobile phone black spots in the Bland Shire and the connecting roads to the Bland Shire |  On target |

| | | |
|-------------------------------------|---|--|
| Progress Update to 31/3/2018 | | <i>Choose an item.</i> |
| Progress Update to 30/6/2018 | | <i>Choose an item.</i> |
| 15.3.3 | Inform local businesses of new technology <i>KPI:</i> | Senior Economic Development & Tourism Advisor |
| Progress Update to 30/9/2017 | This task is undertaken on a regular basis through emails and workshops | 🟡 <i>On target</i> |
| Progress Update to 31/12/2017 | This task is undertaken on a regular basis through emails and workshops | 🟡 <i>On target</i> |
| Progress Update to 31/3/2018 | | <i>Choose an item.</i> |
| Progress Update to 30/6/2018 | | <i>Choose an item.</i> |

16.

Work with our communities and businesses to use our resources in a sustainable way for the future of the Bland Shire

Delivery Program (4 years) 2017 - 2021

Strategy 16.1

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

Performance Measure

- Maintain development in line with legislation and guidelines

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|--|--|
| 16.1.1 Retain prime agricultural land, farm viability, manage rural subdivision and associated landscape impacts <i>KPI:</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017 LEP review underway | 🟡 On target |
| Progress Update to 31/12/2017 LEP review underway | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 16.1.2 Prepare and implement NSW Planning Reforms <i>KPI: Review relevant policies including Section 94 Contribution Plan</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017 Policies reviewed as required | 🟡 On target |
| Progress Update to 31/12/2017 Policies reviewed as required | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 16.1.3 Encourage orderly, feasible and equitable development whilst safeguarding the communities interests, environment, agribusiness and residential amenity <i>KPI: Review LEP and DCP</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017 LEP review underway | 🟡 On target |

| | | |
|-------------------------------|---|--|
| Progress Update to 31/12/2017 | LEP review underway | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 16.1.4 | Deliver affordable housing by working in partnership with developers and key stakeholders <i>KPI:</i> | Manager Development & Regulatory Services |
| Progress Update to 30/9/2017 | LEP review underway | 🟡 On target |
| Progress Update to 31/12/2017 | LEP review underway | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

16.

Work with our communities and businesses to use our resources in a sustainable way for the future of the Bland Shire

Delivery Program (4 years) 2017 - 2021

Strategy 16.2

Through partnerships with stakeholders foster our education, learning and training industry and increase employment opportunities within the Shire

Performance Measure

- Maintain or increase number of community members attending education opportunities

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|--|--|
| 16.2.1 Maintain Council's traineeship and apprenticeship program <i>KPI: Advertise positions as available</i> | Human Resources Coordinator |
| Progress Update to 30/9/2017 Complete | ✔ Complete |
| Progress Update to 31/12/2017 Complete - 2 new apprentices and 1 trainee appointed | ✔ Complete |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 16.2.2 Foster partnerships with education sector <i>KPI: Meet at least annually</i> | Human Resources Coordinator |
| Progress Update to 30/9/2017 Complete | ✔ Complete |
| Progress Update to 31/12/2017 Complete - regular meetings or phone calls | ✔ Complete |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 16.2.3 Identify education needs for local businesses and work with training providers to deliver appropriate training <i>KPI: One workshop/program annually</i> | Senior Economic Development & Tourism Advisor |
| Progress Update to 30/9/2017 This task is undertaken on a regular ongoing basis, and previously arranged for the Business Enterprise Centre to conduct business workshops in West Wyalong and visits by the Small Biz Bus. The SEDTA promotes other educational and information activities to the local businesses as they arise | 🕒 On target |

| | | |
|-------------------------------|---|--|
| Progress Update to 31/12/2017 | This task is undertaken on a regular ongoing basis, and previously arranged for the Business Enterprise Centre to conduct business workshops in West Wyalong and visits by the Small Biz Bus. The SEDTA promotes other educational and information activities to the local businesses as they arise | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 16.2.4 | Liaise with retail and industry to assist in creating employment opportunities <i>KPI: Meet at least annually</i> | Senior Economic Development & Tourism Advisor |
| Progress Update to 30/9/2017 | This task is undertaken on a regular ongoing basis, and previously arranged for the Business Enterprise Centre to conduct business workshops in West Wyalong and visits by the Small Biz Bus. The SEDTA promotes other educational and information activities to the local businesses as they arise | 🟡 On target |
| Progress Update to 31/12/2017 | This task is undertaken on a regular ongoing basis, and previously arranged for the Business Enterprise Centre to conduct business workshops in West Wyalong and visits by the Small Biz Bus. The SEDTA promotes other educational and information activities to the local businesses as they arise | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 16.2.5 | Investigate alternative employment opportunities within Council <i>KPI:</i> | Human Resources Coordinator |
| Progress Update to 30/9/2017 | On target | 🟡 On target |
| Progress Update to 31/12/2017 | On target - to identify alternative opportunities | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

16.

Work with our communities and businesses to use our resources in a sustainable way for the future of the Bland Shire

Delivery Program (4 years) 2017 - 2021

Strategy 16.3

Promote agricultural practices which are leading edge and efficient

Performance Measure

- Maintain or increase environmental awareness

Operational Plan (1 year) 2017/18

| Action | | Responsibility |
|-------------------------------|--|---|
| 16.3.1 | Provide a workshop/program targeting the agricultural industry <i>KPI: One workshop/program annually</i> | Foreman Environmental Services |
| Progress Update to 30/9/2017 | Carried out circuit of local shows with weeds display trailer | 🟡 On target |
| Progress Update to 31/12/2017 | Participated in Noxious Weeds televised advertisements | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |
| 16.3.2 | Provide a workshop/program targeting energy efficiency <i>KPI: One workshop/program annually</i> | Foreman Environmental Services |
| Progress Update to 30/9/2017 | Have held sustainability lifestyle expo in the past, relevancy and frequency under consideration | 🟡 On target |
| Progress Update to 31/12/2017 | Expo under consideration | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

16.3.3 Educate the community on benefits of protecting our environment Environmental Officer

KPI:

| | | | |
|-------------------------------|---|---|------------------------|
| Progress Update to 30/9/2017 | Participated in national tree day with local school students and landcare | 🟡 | <i>On target</i> |
| Progress Update to 31/12/2017 | Participation with LCCC and LLS in the local Mallee Fowl Group | 🟡 | <i>On target</i> |
| Progress Update to 31/3/2018 | | | <i>Choose an item.</i> |
| Progress Update to 30/6/2018 | | | <i>Choose an item.</i> |

16.

Work with our communities and businesses to use our resources in a sustainable way for the future of the Bland Shire

Delivery Program (4 years) 2017 - 2021

Strategy 16.4

Liaise with utility providers to ensure a quality sustainable service to the community

Performance Measure

- Maintain or improve access to reliable and efficient utilities

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|--|------------------------|
| 16.4.1 Maintain delegate representation on Goldenfields Water County Council <i>KPI: 80% meetings attended</i> | General Manager |
| Progress Update to 30/9/2017 Cr McGlynn continues as Bland Shire's delegate and reports regular updates to Council's ordinary monthly meetings. The minutes of the GWCC meetings held on 22/6/2017 and 24/8/2017 were presented to Council during this reporting period | 🟡 On target |
| Progress Update to 31/12/2017 GWCC meeting minutes for their meeting held on 16/11/2017 were presented to the December Council meeting | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 16.4.2 Communicate local issues with utility providers <i>KPI: As required</i> | General Manager |
| Progress Update to 30/9/2017 Ongoing as the need arises | 🟡 On target |
| Progress Update to 31/12/2017 Discussions commenced with Goldenfields Water County Council regarding 'developer charges' | 🟡 On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 16.4.3 Liaise with potable water suppliers to ensure sustainable water supply to the Shire and investigate alternative options to existing potable and non potable water supplies <i>KPI: Number of times met with suppliers</i> | General Manager |
| Progress Update to 30/9/2017 Liaison with Goldenfields Water County Council continues. Investigating other potential opportunities with Plains Water | 🟡 On target |

| | | |
|-------------------------------|---------|-------------|
| Progress Update to 31/12/2017 | Ongoing | 🟡 On target |
|-------------------------------|---------|-------------|

| | | |
|------------------------------|--|-----------------|
| Progress Update to 31/3/2018 | | Choose an item. |
|------------------------------|--|-----------------|

| | | |
|------------------------------|--|-----------------|
| Progress Update to 30/6/2018 | | Choose an item. |
|------------------------------|--|-----------------|

16.

Work with our communities and businesses to use our resources in a sustainable way for the future of the Bland Shire

Delivery Program (4 years) 2017 - 2021





Strategy 16.5

The availability of commercial and industrial land, coupled with our geographic location, be maximised and marketed to boost economic growth

Performance Measure

- Maintain or improve availability of industrial land

Operational Plan (1 year) 2017/18

| Action | Responsibility |
|---|---|
| 16.5.1 Identify and act on avenues for marketing our Shire's (commercial) industrial land <i>KPI:</i> | Senior Economic Development & Tourism Advisor |
| Progress Update to 30/9/2017 This is undertaken on a regular basis and Bland Shire Council has one block of land left in the Central Road Industrial Estate |  On target |
| Progress Update to 31/12/2017 This is undertaken on a regular basis and Bland Shire Council has one block of land left in the Central Road Industrial Estate |  On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |
| 16.5.2 Identify cluster industries to complement existing strengths by working with state agencies and private sector <i>KPI: Industry identified and approached</i> | Senior Economic Development & Tourism Advisor |
| Progress Update to 30/9/2017 This is undertaken on a regular basis and the Mayor, General Manager and SEDTA met with and visit businesses in the Bland Shire with the State and Federal Government members and ministers |  On target |
| Progress Update to 31/12/2017 This is undertaken on a regular basis and the Mayor, General Manager and SEDTA met with and visit businesses in the Bland Shire with the State and Federal Government members and ministers |  On target |
| Progress Update to 31/3/2018 | Choose an item. |
| Progress Update to 30/6/2018 | Choose an item. |

16.5.3 Investigate, purchase and market industrial land for new industrial estate in the Bland Shire **Senior Economic Development & Tourism Advisor**

KPI:

| | | |
|-------------------------------|---|-----------------|
| Progress Update to 30/9/2017 | A parcel of land has been identified and Council has agreed to purchase the land and has delegated the General Manager to finalise the purchase. The General Manager and SEDTA are monitoring appropriate funding opportunities to assist with the development of the industrial land | 🟡 On target |
| Progress Update to 31/12/2017 | A parcel of land has been identified and Council has agreed to purchase the land and has delegated the General Manager to finalise the purchase. The General Manager and SEDTA are monitoring appropriate funding opportunities to assist with the development of the industrial land | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |

16.5.4 Identify suitable industrial land within the Shire **Manager Development & Regulatory Services**

KPI: Rezone or identify for zone review within LEP

| | | |
|-------------------------------|---------------------------------------|-----------------|
| Progress Update to 30/9/2017 | Planning proposal submitted | 🟡 On target |
| Progress Update to 31/12/2017 | Planning proposal has been progressed | 🟡 On target |
| Progress Update to 31/3/2018 | | Choose an item. |
| Progress Update to 30/6/2018 | | Choose an item. |



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Progress Report 2017/18 Combined Delivery Program & Operational Plan



9.2 Joint Organisations - March 2018



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: Acting General Manager

Introduction

Council at its meeting held on 21st November 2017 resolved to await the introduction of the Joint Organisation legislation before committing to membership of a JO. That legislation was passed on 15th December 2017.

The REROC Board at its meeting held on 1 February 2018 resolved to support REROC Inc and a REROC JO being run side-by-side. Details of this proposal together with the proposed budgets were distributed at the March workshop.

There were two other options put forward a) being a combined REROC and RAMROC JO which was rejected particularly given that Albury City Council, as a member of RAMROC, did not want to participate and b) (laid on the table at the meeting by Wagga) was for two independently run entities being the REROC Inc and a REROC JO independently run and resourced. This option was also rejected at the meeting.

The NSW Office of Local Government (OLG) has prepared a template for a council resolution to become a member of a joint organisation as follows;

In accordance with Part 7 of Chapter 12 of the Local Government Act 1993 Bland Shire Council resolves:

- 1. That Council inform the NSW Minister for Local Government of the Council's endorsement of the Minister Recommending to the Governor the establishment of a Joint Organisation in accordance with this resolution.*
- 2. To approve the inclusion of the Council's area in the Joint Organisation's area.*
- 3. That the Joint Organisation be established to cover the Council's area and any one or more of the following council areas;
Coolamon, Cootamundra-Gundagai, Greater Hume, Junee, Lockhart, Snowy Valleys, Temora and Wagga.*
- 4. That on the expiry of a period of 28 days from the making of this resolution, the General Manager provide the Minister:*
 - (a) With a copy of this resolution including the date on which Council made this resolution;*
 - (b) Inform the Minister that this resolution has not been rescinded, for the purpose of the Minister issuing a certificate under section 400P of the Act.*

Initially every council had until 28 February to make a decision about membership of a JO. However, after representations to the Deputy Premier, REROC member councils were granted an extension until 28 March 2018. With the release of the Draft JO Regulations late on Friday 16 February 2018 there has been an extension granted to all NSW councils up to 23 March 2018.

Amazingly, councils have been given until 16 March to make a submission on the draft regulations however; we still need to make a decision by 23 March. This gives the NSW OLG less than 5 working days to consider all submissions and respond back to all councils. If this was achieved it would be a history breaking event in the annals of local government.

In a presentation given to the March workshop by Melissa Gibbs of the Office of Local Government, a number of interpretations of the regulations seemed to have changed since the first announcements. The main one being that a JO can be formed if it is “around” a regional centre, and it does not need to include the regional centre.

Another concern that was also addressed in the presentation was that of State Government bodies indicating that in the future they would not deal with Councils directly, they will only deal through the JO. Mellissa Gibbs emphatically told council that this would not be the case. Government bodies around the three core areas will have an input into the JO determinations, but in all other matters government bodies must continue to liaise directly with the councils.

There still exist two options: join a JO by the 23 March, 2018 or wait and join later when the “lie of the land” is known. The workshop asked that this report also include the thoughts of council senior officers. In weighing this up, the plus side of joining a JO now is that the council will be part of the team that sets up the new JO charter and can influence the charter to suit the council. The negative is that council is “buying into” a system that it is not entirely certain where it would end up especially if the draft regulations are changed.

The positive of ‘waiting and seeing’ is that council knows exactly what JO it is joining and what the Charter is for that JO. The negative is that the council would have no influence on the charter and may not be accepted by the JO it wants to join, and if this as the case, there could be a real chance that the council would then be left on its own with all the ramifications that may come from this.

It is believed that, with the exception of Wagga Wagga and Snowy Valley, all other REROC members are like minded and joining them at the outset in a JO may be the most prudent action. Therefore senior management would be inclined to support a JO based on the REROC area, but excluding Wagga Wagga and Snowy Valley. However it is believed more scrutiny is need into the funding model proposed by the current REROC board which could happen during the charter discussions.

Financial Implications

There would be no immediate financial cost to council under the current REROC proposal, however if Bland Shire Council was to remain a member of REROC as well as become a member of a separate Joint Organisation in the future there could certainly be additional membership fees.

The media release makes mention of ‘seed’ funding of \$3.3M but there is no reference to recurrent funding for Joint Organisations.

Summary

There is no certainty in making a decision either way: if the council 'waits and sees" it could be left outside the system and if it joins a JO the NSW Government could change the draft regulations so that the system the council thought it was joining was not the final system implemented. It would seem, after the presentation of Melissa Gibbs of the OLG, that the best advantage would be gained by being part of a newly created JO with like minded councils.

Currently amongst the REROC councils Coolamon, Cootamundra-Gundagai, Greater Hume, Junee, Lockhart and Temora are like minded. Wagga Wagga and the Snowy Valley have different agendas.

It is believed that the best course for Council is to join a JO consisting of Coolamon, Cootamundra-Gundagai, Greater Hume, Junee, Lockhart and Temora under the current NSW Government terms, but with a covering clause stating that this is only if there are no major changes to the current regulatory system associated with JO's and with the current interpretation of those systems.

It should be noted that council in recommending joining a JO consisting of the majority of the REROC councils does not mean that Bland Shire Council is agreeing, at this stage, to the proposed REROC model.

Recommendation:

That in accordance with Part 7 of Chapter 12 of the Local Government Act 1993 Bland Shire Council resolves:

- 1. That Council inform the NSW Minister for Local Government of the Council's endorsement of the Minister Recommending to the Governor the establishment of a Joint Organisation in accordance with this resolution.**
- 2. To approve the inclusion of the Council's area in the Joint Organisation's area.**
- 3. That the Joint Organisation be established to cover the Council's area and any one or more of the following council areas; Coolamon, Cootamundra-Gundagai, Greater Hume, Junee, Lockhart and Temora.**
- 4. That on the expiry of a period of 28 days from the making of this resolution, the General Manager provide the Minister:**
- 5. With a copy of this resolution including the date on which Council made this resolution;**
- 6. Inform the Minister that this resolution has not been rescinded, for the purpose of the Minister issuing a certificate under section 400P of the Act.**
- 7. That this resolution is passed on the understanding that there are no major changes to any of the current regulatory processes and their current interpretation.**

SECTION 3 – CORPORATE, COMMUNITY, DEVELOPMENT & REGULATORY SERVICES

9.3 Financial Statements – February 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 FEBRUARY, 2018.

BANK BALANCES AS AT 28th February, 2018

| ACCOUNT | BALANCE |
|---|-------------------------|
| General Fund | \$ 1,930,787.25 |
| BCard | \$15,900.00 |
| | \$ 1,946,687.25 |
| Invested Funds | |
| Fixed Deposits | \$ 22,735,770.00 |
| Deposits at Call | \$ 3,165,683.53 |
| | \$ 25,901,453.53 |
| Net Balance | \$ 27,848,140.78 |
| Percentage of investment to Net Balance | 93.00% |

STATEMENT OF BANK BALANCES AS AT 28.02.18
SUBMITTED TO THE ORDINARY MEETING MARCH 20TH, 2018

| | | |
|---|---------------------------------------|-------------------------------|
| BALANCE as at 01.02.18 | | \$ 663,087.41 |
| Add Receipts | | |
| <u>Receipts over \$150,000</u> | | |
| 2/2/18 | RMS Block Grant | \$ 258,000.00 |
| 16/2/18 | OLG Financial Assistance Grant | \$ 912,879.50 |
| <u>Receipts under \$150,000</u> | | |
| | | \$ 1,692,221.69 |
| <i>Total Receipts for February 2018</i> | | \$ 2,863,101.19 |
| Less Payments | | |
| <u>Payments over \$150,000</u> | | |
| 22/2/18 | Millers Metals – Dozer Hire & Precoat | - \$ 223,701.50 |
| <u>Payments under \$150,000</u> | | |
| | | -\$ 1,371,699.85 |
| <i>Total Payments for February 2018</i> | | -\$ 1,595,401.35 |
| CASH BALANCE | | <u>\$ 1,930,787.25</u> |
| Limit of Overdraft Arranged with Bank | | \$ 350,000.00 |

ACCOUNTS SUMMARY

The following is a summary of accounts paid for the period February 01, 2018 to February 28, 2018.

I CERTIFY,

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

| Fund | Voucher No.s | Total |
|--|-------------------------------|------------------------|
| Cheques | 025350 - 025376 | \$ 73,412.98 |
| Auto-pay Creditors | E013325 – E013557 | \$ 1,062,623.25 |
| Auto-pay Payroll | 4/2-25/2 | \$ 444,248.16 |
| February Bank Charges & Commission etc | | \$ 902.92 |
| Direct Debits | Repayments & Vehicle Lease | \$ 14,214.04 |
| | | \$ 1,595,401.35 |

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

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

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

CERTIFICATE OF GENERAL MANAGER

This accounts summary, a copy of which was submitted to each member of Council on the 20th March 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 \$1,595,401.35 was submitted to the Ordinary Meeting on the 20th March 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) | \$ 9,583,969.55 |
| Rates received as at 28/02/2018 | \$ 6,892,602.46 |
| % of rates received to date | 71.92% |

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 February, 2018**
- 2. That Council confirms the payment of accounts, for the period 01 February to 28 February 2018, summarised in the accounts summary totalling \$1,595,401.35**

INVESTMENTS

The following table gives details of Council's Funds invested at 28th February 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 |
| 31-August-2017 | NAB (Term Deposit) | 1,000,000.00 | 242 days | 2.57% | 30-April-2018 |
| 21-June-2017 | NAB (Term Deposit) | 1,000,000.00 | 334 days | 2.53% | 21-May-2018 |
| 14-September-2017 | NAB (Term Deposit) | 1,500,000.00 | 271 days | 2.57% | 12-June-2018 |
| 08-November-2017 | Rural Bank (Term Deposit) | 1,000,000.00 | 365 days | 2.50% | 08-November-2018 |
| 19-June-2017 | Bankwest (Term Deposit) | 2,000,000.00 | 270 days | 2.50% | 16-March-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-2017 | AMP (Term Deposit) | 2,000,000.00 | 365 days | 2.60% | 15-June-2018 |
| 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-2017 | ME Bank (Term Deposit) | 2,000,000.00 | 273 days | 2.55% | 31-May-2018 |
| 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 |
| | ANZ Deposit at Call | 50,801.39 | Cash at Call | | |
| | CBA Deposit at Call | 3,114,882.14 | Cash at Call | | |
| | TOTAL: | 25,901,453.53 | | | |

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

9.4 Making Of The Rates 2018/2019



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

DP 10.4 Ensure the long term financial sustainability of Council through effective and prudent financial management

Author: Director Corporate, Community, Development and Regulatory Services

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

The rate pegging limit for Ordinary Rates, as advised by The Minister for Local Government, has been set at 2.3% for the 2018/19 rating year. The below recommendations have been calculated on a 2.3% rate increase.

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

Recommendation:

That the Council makes the rates for the 2018/2019 year to allow for inclusion in the 2018/19 budget preparation.

RECOMMENDATION 1

Recommendation:

ORDINARY RATE

A. That it is hereby RECOMMENDED that Ordinary Rates be made for the year commencing on 1 July 2018 on all rateable land within the area of the Council of Bland as follows:

(a) Farmland Rate

A base amount of eighty four dollars (\$84.00) per assessment plus an ad-valorem amount of point zero zero four three nine three cents (0.004393c) in the dollar on the land value of all rateable land categorised as farmland, the base amount to yield two point nine one percent (2.91%) of the total amount payable by the levying of the Farmland rate.

(b) Mining Rate

A base amount of one hundred and seventy seven dollars (\$177.00) plus an ad-valorem amount of point zero zero six five seven two cents (0.006572c) in the dollar on the land value of all land categorised as mining land, the base amount to yield three point zero one percent (3.01%) of the total amount payable by the levying of the mining rate.

(c) Gold Mining Rate

A base amount of one hundred and seventy three dollars (\$177.00) plus an ad-valorem amount of point zero three five two six seven cents (0.035267c) in the dollar on the land value that is categorised as gold mining land, the base amount to yield zero point zero two percent (\$0.02%) of the total amount payable by the levying of the mining rate.

RECOMMENDATION 2

Recommendation:

B. That it is hereby RECOMMENDED that Ordinary Rates be now made for the year commencing on 1 July 2018 on all rateable land within the area of the Council of Bland as follows:

(a) Residential Rate

A base amount of eighty four dollars (\$84.00) per assessment plus an ad-valorem amount of point zero zero six two one one cents (0.006211c) in the dollar on the land value of all rateable land categorised as residential, the base amount to yield thirty point six zero percent (30.60%) of the total amount payable by the levying of the Residential rate.

(b) Business Rate

A base amount of one hundred and fifty three dollars (\$153.00) plus an ad-valorem amount of point zero one one six five four cents (0.011654c) in the dollar on the land value of all land categorised as business land, the base amount to yield twenty seven point one seven percent (27.17%) of the total amount payable by the levying of the Business Rate.

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

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

RECOMMENDATION 3

Recommendation:

WEST WYALONG - WYALONG

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

(a) Residential (West Wyalong/Wyalong) Rate

A base amount of one hundred and fifty three dollars (\$153.00) per assessment plus an ad-valorem amount of point zero one three zero eight five cents (0.013085c) in the dollar on the land value of all rateable land, the base amount to yield twenty two point one one percent (22.11%) of the total amount payable by the levying of the Residential (West Wyalong/Wyalong) rate.

(b) Business (West Wyalong/Wyalong) Rate

A base amount of one hundred and seventy seven dollars (\$177.00) per assessment plus an ad-valorem amount of point zero one three one one six cents (0.013116) in the dollar on the land value of all rateable land categorised as business land, the base amount to yield eleven point two three percent (11.23%) of the total amount payable by the levying of the Business (West Wyalong/Wyalong) rate.

RECOMMENDATION 4

Recommendation:

BARMEDMAN

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

(a) Residential (Barmedman) Rate

A base amount of eighty four dollars (\$84.00) per assessment plus an ad-valorem amount of point zero one one five two six cents (0.011526c) in the dollar on the land value of rateable land, that is categorised as residential land, the base amount to yield thirty seven point nine seven percent (37.97%) of the total amount payable by the levying of the Residential (Barmedman) rate.

(b) Business (Barmedman) Rate

A base amount of eighty four dollars (\$84.00) per assessment plus an ad-valorem amount of point zero one one seven four one cents (0.011741c) in the dollar on the land value of all rateable land categorised as business land, the base amount to yield thirty six point zero zero percent (36.00%) of the total amount payable by the levying of the Business (Barmedman) rate.

RECOMMENDATION 5

Recommendation:

UNGARIE

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

(a) Residential (Ungarie) Rate

A base amount of eighty four dollars (\$84.00) per assessment plus an ad-valorem amount of point zero four one nine zero seven cents (0.041907c) in the dollar on the land value of all rateable land, the base amount to yield thirty six point two five percent (36.25%) of the total amount payable by the levying of the Residential (Ungarie) rate.

(b) Business (Ungarie) Rate

A base amount of eighty four dollars (\$84.00) per assessment plus an ad-valorem amount of point zero four five five three five cents (0.045535c) in the dollar on the land value of all rateable land categorised as business land the base amount to yield twenty eight point nine seven percent (28.97%) of the total amount payable by the levying of the Business (Ungarie) rate.

9.5 Making Of Waste Management Charges 2018/2019



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

DP 10.4 Ensure the long term financial sustainability of Council through effective and prudent financial management

Author: Director Corporate, Community, Development and Regulatory Services

DOMESTIC WASTE MANGEMENT CHARGE

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

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

Standard 240L domestic service:

| | |
|-------------------------------------|----------|
| Barmedman | \$394.00 |
| Ungarie | \$394.00 |
| West Wyalong/Wyalong | \$394.00 |
| Weethalle | \$394.00 |
| plus \$394.00 per extra collection. | |

Standard 120L Domestic Service

| | |
|-------------------------------------|----------|
| West Wyalong/Wyalong | \$320.00 |
| Ungarie | \$320.00 |
| Barmedman | \$320.00 |
| Weethalle | \$320.00 |
| plus \$320.00 per extra collection. | |

(b) Vacant Land able to be built upon \$32.00

TRADE WASTE SERVICE CHARGE

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

Standard 240L Collections:

| | |
|------------------------------------|----------|
| West Wyalong/Wyalong | \$400.00 |
| Ungarie | \$400.00 |
| Barmedman | \$400.00 |
| Weethalle | \$400.00 |
| plus \$400.00 per extra collection | |

Standard 120L Collections:

| | |
|-------------------------------------|----------|
| West Wyalong/Wyalong | \$327.00 |
| Ungarie | \$327.00 |
| Barmedman | \$327.00 |
| Weethalle | \$327.00 |
| plus \$327.00 per extra collection. | |

Annual Waste Management Charge

A charge of \$32.00 per property will apply to all properties not within a serviced area for the DWMS, under Section 501 of the Local Government Act.

Recommendation:

That the Council makes the Waste Management charges for the year 2018/2019 for inclusion in the 2018/2019 budget preparation.

9.6 Making Of Sewer Special Rate Charges 2018/2019



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

DP 10.4 Ensure the long term financial sustainability of Council through effective and prudent financial management

Author: Director Corporate, Community, Development and Regulatory Services

Recommendation:

SEWER SPECIAL RATE

It is hereby **RECOMMENDED** that a Sewerage Special Rate be now made for the year commencing on 1 July 2018 subject to a minimum amount of eight hundred and three dollars (\$803.00) excepting any assessment in respect of the land not built upon nor connected to sewer mains in which case the minimum amount shall be, one hundred and ninety dollars (\$190.00) and that the charge to be made for non-rateable land provided with sewerage services shall be:

- (a) Land defined in Clause 184(1) of former Ordinance 46 under the Local Government Act 1919- \$162.00 for each water closet on the premises and \$84.00 per annum for each cistern serving any urinal on the premises.
- (b) Land defined in Clause 184(2) of former Ordinance 46 under the Local Government Act 1919- \$162.00 for each water closet on the premises and \$84.00 per annum for each cistern serving any urinal on the premises.

Recommendation:

That the Council makes the Sewer Special Rate charges for the year 2018/2019 for inclusion in the 2018/2019 budget preparation.

9.7 Development Application DA2018/0052



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 on 13 December 2017 for a liquid fuel depot comprising of:

- Two 105 kL diesel above ground fuel tanks (double walled, self bunded)
- Two 10 kL Adblue above ground tanks (double walled, self bunded)
- Canopy
- Oily water treatment separator
- Concrete slab (roll over bunded area around truck refuelling area)
- Sealed ingress and egress
- Signage
- Ablutions block

The proposal was notified to adjoining owners and three (3) objections to the proposal were received.

Financial Implications

The development application fees for this proposal were \$2565.00 which have been paid in full.

Summary

The application for the construction of a liquid fuel depot is consistent with the objections of the Bland Local Environmental Plan and both the RU1 Primary Production and IN1 Industrial zones.

Following a comprehensive assessment of the proposal it is considered to be suitable for the locality and warrants determination by way of approval. As the estimated cost of the development is \$1 million the application is required to be determined by the Council.

Recommendation:

That DA2018/0052 for the construction of a liquid fuel depot and associated structures be approved subject to the conditions in Attachment 1.

APPLICATION DETAILS

| | |
|--------------------------------------|---|
| Application No: | DA2018/0052 |
| Lodgement Date: | 13 December 2017 |
| Applicant: | IOR Petroleum Pty Ltd |
| Proposal: | Depot (Unmanned Fuel Facility) |
| Estimated Cost: | \$1,000,000.00 |
| Assessment Officer: | Manager Development and Regulatory Services |
| Concurrence Required: | No |
| Referrals: | Roads and Maritime Services |
| Adjoining Owner Notification: | Yes |
| Advertising: | Not applicable |
| Determination Body: | Council |
| Reason: | Estimated cost of \$1,000,000.00 |
| Meeting Date: | 20 March 2018 |
| Owner's Consent Provided: | Yes |

SITE DETAILS

| | |
|----------------------|---|
| Subject Land: | Newell Highway, West Wyalong Lot 1379 DP705311 |
| Owner: | Bland Shire Council |

PLANNING CONTROLS

Environmental Planning Instrument: Bland Local Environmental Plan 2011

Zoning: RU1 Primary Production

Current Land Use: Rural Industry

Permissibility: Permitted with Development Consent

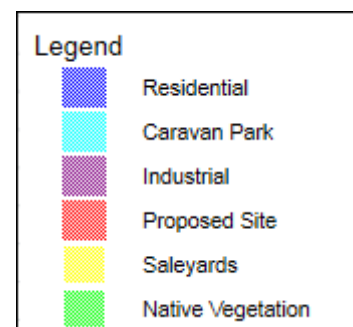
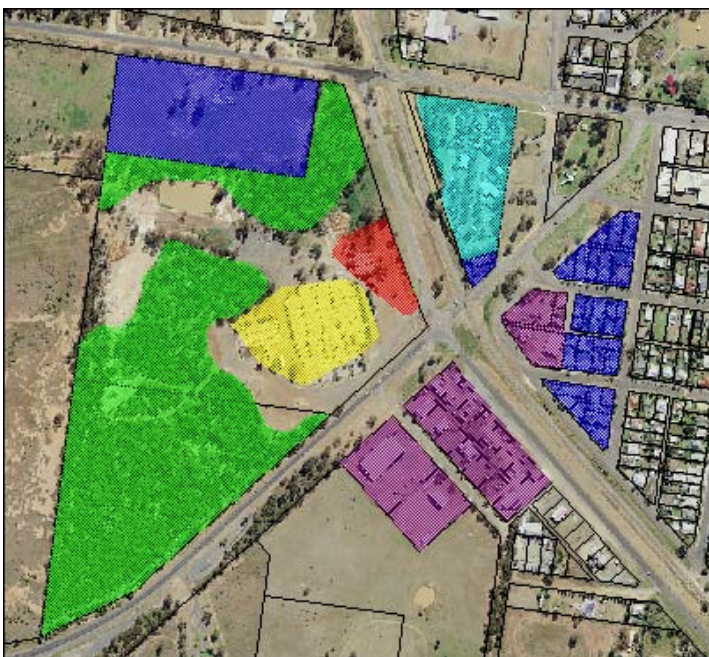
Description of Development

The proposal is for a refuelling facility that be unmanned with payment being made only by a pre-arranged swipe card. The proposal will include:

- Two 105 kL diesel above ground fuel tanks (double walled, self bunded)
- Two 10 kL Adblue above ground tanks (double walled, self bunded)
- Canopy
- Oily water treatment separator
- Concrete slab (roll over bunded area around truck refuelling area)
- Sealed ingress and egress
- Signage
- Ablutions block

Site and Locality

The proposed development is to be located within the existing saleyards. The site will have access only to the link road and there will be no direct access to the Newell Highway. There is a range of land uses in the vicinity of the site. The map below identifies the adjacent land uses.



The table below indicates the distances of adjacent land uses to the proposed development site:

| Land Use | Distance |
|---------------------|-----------------|
| Caravan Park | 83.08 metres |
| Residential Units | 118.2 metres |
| Council Depot | 188.9 metres |
| Industrial | 203.9 metres |
| Residential (East) | 231.1 metres |
| Residential (North) | 302.6 metres |

Easements and Covenants

There are no easements or covenants over the subject land.

Previous Development Consents

There have been no development consents issued for the land which are relevant to this proposal.

MATTERS FOR CONSIDERATION PURSUANT TO SECTION 79C(1)

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

Bland Local Environmental Plan 2011

Under the provisions of the Bland LEP 2011, the subject site is within the RU1 Primary Production zone. The proposed development is defined as a liquid fuel depot which is permissible in the zone with development consent.

Part 2 Permitted or Prohibited Development

RU1 Primary Production Zone

Objectives of the Zone:

- *To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.*
- *To encourage diversity in primary industry enterprises and systems appropriate for the area.*
- *To minimise fragmentation and alienation of resource lands.*
- *To minimise conflict between land uses within this zone and land uses within adjoining zones.*
- *To ensure that development on land within this zone does not unreasonably increase demand for public services or public facilities.*

Comment

While the site is currently zoned RU1 Primary Production this site is not currently used for agriculture. The principal use of the site is as a stock and saleyards and this proposal will not impact significantly on that use. It is noted that a planning proposal has been lodged to change the zone of the site from RU1 Primary Production to IN1 General Industrial.

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

There are no additional local provisions that are applicable to the subject site or the proposed development.

State Environmental Planning Policies

SEPP No 55 – Remediation of Land

SEPP No 55 is relevant to all development applications. Council must consider whether the land is contaminated and if the land is contaminated in its contaminated state is suitable for the development.

The land subject to the development proposal was previously used as pig yards, which is not listed in Table 1 of the NSW EPA Managing Contaminated Land Guidelines as a contaminating land use.

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. Three (3) objections to the proposal were received. The main planning issues raised in the submissions were: traffic generation, noise generation, dust generation, odour generation, hours of operation and proximity to residential areas.

Chapter 7 Industrial Development

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

Assessment against performance criteria of Bland Development Control Plan 2012

Chapter 7 – Industrial Development

| Performance Criteria | Satisfactory | Not Satisfactory | Not Relevant | Comment |
|---|--------------|------------------|--------------|--|
| Setbacks | | | | |
| Front/Road Setbacks | | | | |
| PI1 - Setbacks complement the streetscape and allow for landscaping and open space between buildings. | ✓ | | | Awning is set back 3 metres from boundary along the Link Road. This is considered sufficient given that the bulk and scale of the structure and wide road reserve. |
| Side and Rear Setbacks | | | | |
| PI2 - Side and rear setbacks provide emergency services access and reduces adverse impacts on adjoining properties. | ✓ | | | The will be sufficient space for emergency vehicles to gain access to the site. |
| Building Design | | | | |
| Building Design | | | | |
| PI3 - Buildings are designed to integrate with the streetscape and be compatible with their surroundings. | | | ✓ | Not relevant to this proposal |
| Building Height | | | | |
| PI4 - Building height is maintained at a scale appropriate to the location of the development. | ✓ | | | The awning structure will be 6.5 metres high and is considered appropriate for the site as it is generally within an area of open space and is of open construction. |
| Ancillary Uses | | | | |
| PI5 - Ancillary uses are designed, constructed and located in a sympathetic manner which enhances the visual amenity of the development. | | | ✓ | There are no ancillary uses proposed as part of this development. |
| PI6 - Ancillary office space is designed to be integral to the industrial development. | | | ✓ | There are no ancillary uses proposed as part of this development. |

| Security | | | | |
|--|---|--|---|--|
| PI7 - Building design facilitates surveillance of streets and open spaces. | | | ✓ | Passive surveillance can be achieved from the Newell Highway. |
| Building Materials | | | | |
| PI8 - The form, colours, textures and materials of buildings should enhance the quality and character of the industrial precinct. | | | ✓ | Not relevant to this proposal |
| Landscaping | | | | |
| Site Planning | | | | |
| PI9 - Landscaping is considered as a component of the site planning process and reflects the scale of the development. | | | ✓ | It is not considered that landscaping is required for this development. |
| PI10 - Existing trees and shrubs Development is designed to maximise the number of trees retained onsite. | ✓ | | | The removal of native vegetation is not proposed as part of this development application |
| Visual Amenity | | | | |
| PI11 - Landscaping is used to soften the impact of buildings, as a screen to visual intrusions, parking areas and for recreation space. | | | ✓ | Not applicable. |
| Water Efficiency | | | | |
| PI12 - Landscaping should use indigenous species of a low water demand. | | | ✓ | Not applicable. |
| Vehicular Access, Parking and Hardstand Areas | | | | |
| Ingress and Egress | | | | |
| PI13 - Ingress and egress points are located and sized to facilitate the safe and efficient movement of vehicles to and from the site. Note: The design vehicle used to determine the | | | ✓ | Access to the site is to be from the Link Road. The site has been designed to accommodate a maximum of six B-Doubles at any one time. It is anticipated that eight (8) trucks per day will use the site. The application was also referred to the RMS for their comment. |

| | | | | |
|--|---|--|---|---|
| width of the ingress, egress, driveways, accessways and manoeuvring areas is to be the largest vehicle likely to enter the site. The minimum design vehicle for: <ul style="list-style-type: none"> • IN2 Light Industry zone is a prime mover and semi-trailer (19 metres); and • IN1 General Industrial zone is a B-Double (25 metres). | | | | |
| Accessways | | | | |
| PI14 - Accessways and driveways are sized to facilitate the safe and efficient movement of vehicles to, from and within the site. Note: The dimensions mentioned are minimums only. It is still required that the width be suitable given the turning path of the required vehicle design. | ✓ | | | Trucks will circulate in a clockwise direction. |
| Car Parking | | | | |
| PI15 - Car parking does not adversely impact upon the visual amenity of the site and the locality. | | | ✓ | Car parking is not required for this application. |
| PI16 - Car parking is conveniently located and easily accessed. | | | ✓ | Car parking is not required for this application. |
| PI17 - Car parking areas are designed to facilitate the safe movement of vehicles and provide a sufficient number of spaces for the projected needs of the development. | | | ✓ | |
| Loading/Unloading and Manoeuvring Areas | | | | |
| PI18 - Facilities are provided onsite for the loading and unloading of goods. | | | ✓ | |

| | | | | |
|--|---|--|---|---|
| PI19 - Manoeuvring areas are provided to ensure that the design vehicle can enter and leave the site in a forward direction. | ✓ | | | Vehicles will leave the site in a forward direction. |
| Sealing and Drainage | | | | |
| PI20 - All driveways, car parks, loading, unloading, manoeuvring areas etc are appropriately drained and sealed. | ✓ | | | 2 coat seal will be used to seal the approach and departure |
| Fencing | | | | |
| PI21 - Fencing and screen walls do not adversely impact upon the visual amenity of the area. | | | ✓ | Fencing is not proposed as part of this development. |
| Soil and Water Quality and Noise Management | | | | |
| Soil Erosion | | | | |
| PI22 - Adequate provision is made for measures during construction to ensure that the land form is stabilised and erosion is controlled. | ✓ | | | Sedimentation and Erosion controls will be addressed by the application of conditions |
| Water Quality | | | | |
| PI23 - The system design optimises the interception, retention and removal of water-borne pollutants through the uses of appropriate criteria, prior to their discharge to receiving waters. | ✓ | | | An oily water treatment system is proposed to treat run off prior to dispersal. |
| Stormwater Management | | | | |
| PI24 - Drainage from development sites is consistent with the predevelopment storm water patterns. | ✓ | | | The proposed development will not significantly increase storm water discharge. |
| PI25 - Drainage systems should be designed to ensure safety and minimise storm water inundation of habitable floor areas. | | | ✓ | Not applicable to this development. |

Noise Management

PI26 - The hours of operation of noise generating activities are restricted to avoid any noise nuisance upon surrounding residential areas.



The proposed refueling facility will be available to customers of IOR Petroleum 24 hours. It is anticipated that the site will not be utilised by more than eight (8) trucks per day.

It is not considered that the refueling of trucks at the site will generate noise additional to trucks accelerating and decelerating at the intersection of Showground Road and the Link Road.

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 subject site is located in the existing saleyards. The impacts of the development on adjoining properties have been considered during assessment of this proposal. |
| Streetscape | | | ✓ | Not relevant to this proposal. |
| Traffic, access & parking | ✓ | | | The proposal will utilise the new access to the saleyards on the Link Road. There is sufficient space within the site to allow for the movement of vehicles |
| Public Domain | | | ✓ | The proposal will not restrict any recreational activities in the area. |
| Utilities | ✓ | | | Utility services (power & water) are available to the site. |
| Heritage | | | ✓ | Not applicable. |
| Other Land Resources | | | ✓ | The proposal will not impact productive agricultural land, mineral or extractive resources or water supply catchments. |
| Water quality & stormwater | ✓ | | | Storm water run off from the bunded area will be collected in a 10KL holding tank prior to oily water treatment. The water will then be discharged to a subsurface disposal system. |
| Soils & soil erosion | ✓ | | | Erosion and sedimentation controls will be required during construction. An erosion and |

| | | | | |
|-------------------------------------|---|--|---|--|
| | | | | sedimentation management plan will be required to be submitted to Council prior to any works commencing on the site. |
| Air & microclimate | ✓ | | | Dust management 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 generate minimal waste. |
| Energy | ✓ | | | It is not anticipated that the redevelopment of the site will require additional energy requirements. |
| Noise & vibration | ✓ | | | Heavy vehicles using the site have the ability to cause a noise nuisance. As a low number of trucks are anticipated to use the site it is not expected that noise generated will be significant. |
| Natural hazards | ✓ | | | There have been no natural hazards identified on the site. |
| Technological hazards | ✓ | | | There have been not 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 proposal will not have a significant social impact. |
| Economic impact on the locality | ✓ | | | The proposal will not have a significant economic impact. |
| Site design and internal design | ✓ | | | The site design makes best use of the space available. The development will be part of the wider salesyard precinct and makes use of land that is currently under utilised. |
| Overlooking & overshadowing | | | ✓ | It is not considered that overlooking and overshadowing will create significant issues on the site, as the structures proposed on the site are not situated in close proximity to the adjoining dwellings. |
| Construction | ✓ | | | It is not considered that specific measures are required outside of Council's standard conditions of consent. |
| Cumulative impacts | ✓ | | | There have been no negative cumulative impacts identified. |

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

The subject land is located at Showground Road, West Wyalong and is considered suitable for the proposed development as it rural land that has been considered to be suitable for industrial development.

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

Three (3) submissions were received in relation to the proposal. The main planning issues raised in the submissions were: traffic generation, noise generation, dust generation, odour generation, hours of operation and proximity to residential areas. The submissions were referred to the applicant and their response is as follows:

| Issue | Response from Applicant |
|--------------------|---|
| Traffic Generation | <p><i>The proposal is considered to be well located to maximise safe and convenient access for trucks, being located close to the major road network (Newell Highway and Mid Western Highway). The proposal will utilise the existing lawful point of vehicle access for the site via one ingress/egress point off Showground Road. The majority of vehicles accessing the site are anticipated to be B-double heavy vehicles. The facility can accommodate up to two B-doubles refuelling at any one time with sufficient space for four to queue without backing onto the road an causing traffic safety/congestion issues. The existing road network and site dimensions (site frontage and depth) of the proposed facility area within the site, is considered to be sufficient for the scale and nature of the intended use without compromising the safety and function of the existing structures on site and the surrounding road network.</i></p> |
| Noise Generation | <p><i>The submissions raised concerns with the noise that will be generated by the proposed development. The site is immediately adjoined to the north, south and west by primary production (RU1) zoned land, which is generally vacant. Immediately to the east of the site, across Showground Road is a section of the Lake Cargelligo branch railway line. Further to the east of the railway line is a caravan park. The site has frontage to both the Newell Highway to the south and the Mid Western Highway to the north.</i></p> <p><i>In the context of the noise generated from heavy vehicles travelling along the highways at all hours of the day and night, it is considered that noise generated by the proposed development will not be significant. Furthermore, actual usage of trucks accessing the site to refuel in night time hours is expected to be low. The closest residential areas (apart from the caravan park) are across the Newell Highway approximately 200 metres to the east. It is unlikely that noise levels experienced by either the caravan park or nearby residents will exceed the current levels experience as a result of highway traffic.</i></p> |
| Dust Generation | <p><i>Submission raised concerns with the increase in vehicles potentially contributing to dust generation. In response the applicant has prepare revised site layout plans to identify a two-coat bitumen seal to be provided in the vehicle approach and departure areas to prevent any perceived dust issue or damage to the all-weather gravel surface.</i></p> |

| | |
|---------------------------------------|---|
| <p>Odour Generation</p> | <p><i>Submissions raised concern about potential odour generation. It can be noted that the proposed development only has the provision for diesel fuel and not petrol. From a general fuel odour/emissions perspective, a standard service station with a full fuel offering would have the potential for more impact than that of the proposed small-scale diesel refuelling facility. Furthermore, the proposed unmanned truck refuelling facility is adequately separated from nearby sensitive receivers, and fuel odour originating from the proposed unmanned truck refuelling facility is unlikely to be experience external to the subject site.</i></p> |
| <p>Hours of Operation</p> | <p><i>Submissions also raised concerns about the hours of operations. Whilst the development proposes to operate 24/7, this is in part to cater for heavy vehicle operations within the surrounding future industrial area – actual usage of trucks access the site to refuel during night time hours is expected to be low.</i></p> |
| <p>Proximity to Residential Areas</p> | <p><i>The submissions raised concerns about the proximity of the proposed development to nearby residential land uses. The site is immediately adjoined to the north, south and west by Primary Production (RU1) zoned land, which is generally currently vacant. Immediately to the east of the site, across Showground Road is a section of the Lake Cargelligo branch railway line. Further to the east of the railway line is a caravan park. The closest residential areas (apart from the caravan park) are across the Newell Highway approximately 200 metres to the east.</i></p> <p><i>In addition, the Bland Shire Council have recently proposed minor amendments to the Bland Local Environmental Plan 2011. The proposed amendments include the rezoning of RU1 Primary Production Land at the West Wyalong Saleyards to IN1 General Industrial, to increase opportunities for development that is compatible with the operation of the saleyards. The land is also located on several major transport routes including the Newell Highway, Mid Western Highway and Lake Cargelligo branch railway line, making it suitable for industrial uses that complement the existing saleyards operations. The proposed use of the subject site for a ‘depot’ is permitted with consent in both the RU1 Primary Production and IN1 General Industrial zone and as such is considered to be a suitable use of the premises both now and in the future.</i></p> <p><i>Whilst the development proposes to operate 24/7, this is in part to cater for heavy vehicle operations within the surrounding future industrial area – actual usage of trucks accessing the site to refuel during night time hours is expected to be low. It is unlikely that noise levels experience by either the caravan park or nearby residents will exceed the current levels being experienced as a result of highway traffic. Overall the proposed facility is not of the scale or intensity which would be expected to cause a significant impact to the amenity of nearby residential areas.</i></p> |

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 development.

Section 94A Development Contribution Plan 2011

A contribution under this plan will be required at a rate of 1% of the cost of the 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 DA2018/0052 for a depot (unmanned refuelling facility) be approved subject to the conditions of consent in Attachment 1.

ATTACHMENT 1

CONDITIONS OF CONSENT

PART A - ADMINISTRATIVE CONDITIONS

General

1. This consent relates to **depot (unmanned refuelling facility)** 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 **depot** 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.*

4. The depot shall comply with the requirements of a Class 6 Type C construction as per the Building Code of Australia

Erection of signs

5. 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

6. 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.

Section 68 Local Government Approval Application

7. A Section 68 Local Government Approval application is required to be submitted to, and issued by Council for the installation of the ablutions block and the associated onsite wastewater management system prior to the issue of a construction certificate.

Section 94A Contribution

8. The payment of a Section 94A Contribution Levy of \$10,000.00 (being 1% 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

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

Erosion and Sediment Control

10. An erosion and sediment control plan is to be submitted to Council prior to the commencement of any work. This plan should also include measures to prevent dust generation from the property during construction.
11. 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.

Temporary Onsite Toilet

12. 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

13. 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

14. Construction work may only be undertaken in accordance with the provisions of the Environmental Protection Authority – Interim Construction Noise Guideline:

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

Building Waste

15. 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

16. 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

17. 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.

PART E - REQUIREMENTS PRIOR TO OCCUPATION CERTIFICATE

Occupation Requirements

18. 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.

Ground Levels

19. Finished ground levels are to be graded away from the buildings, structures and hard stand areas 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.

Completion Requirements

20. 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.

Fire Safety Certificate

21. The owner of the buildings must cause the Council to be given a Final Fire Safety Certificate on occupation of the building in relation to the essential fire or other safety measures included in the schedule attached to this consent.

PART F - OPERATIONAL REQUIREMENTS

Amenity

22. The development is to be conducted in a manner that will not interfere with the amenity of the locality by reason of the emission of noise, vibration, smell, fumes, smoke, dust, wastewater, waste products and/or oil.

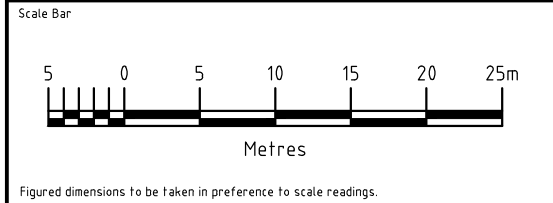
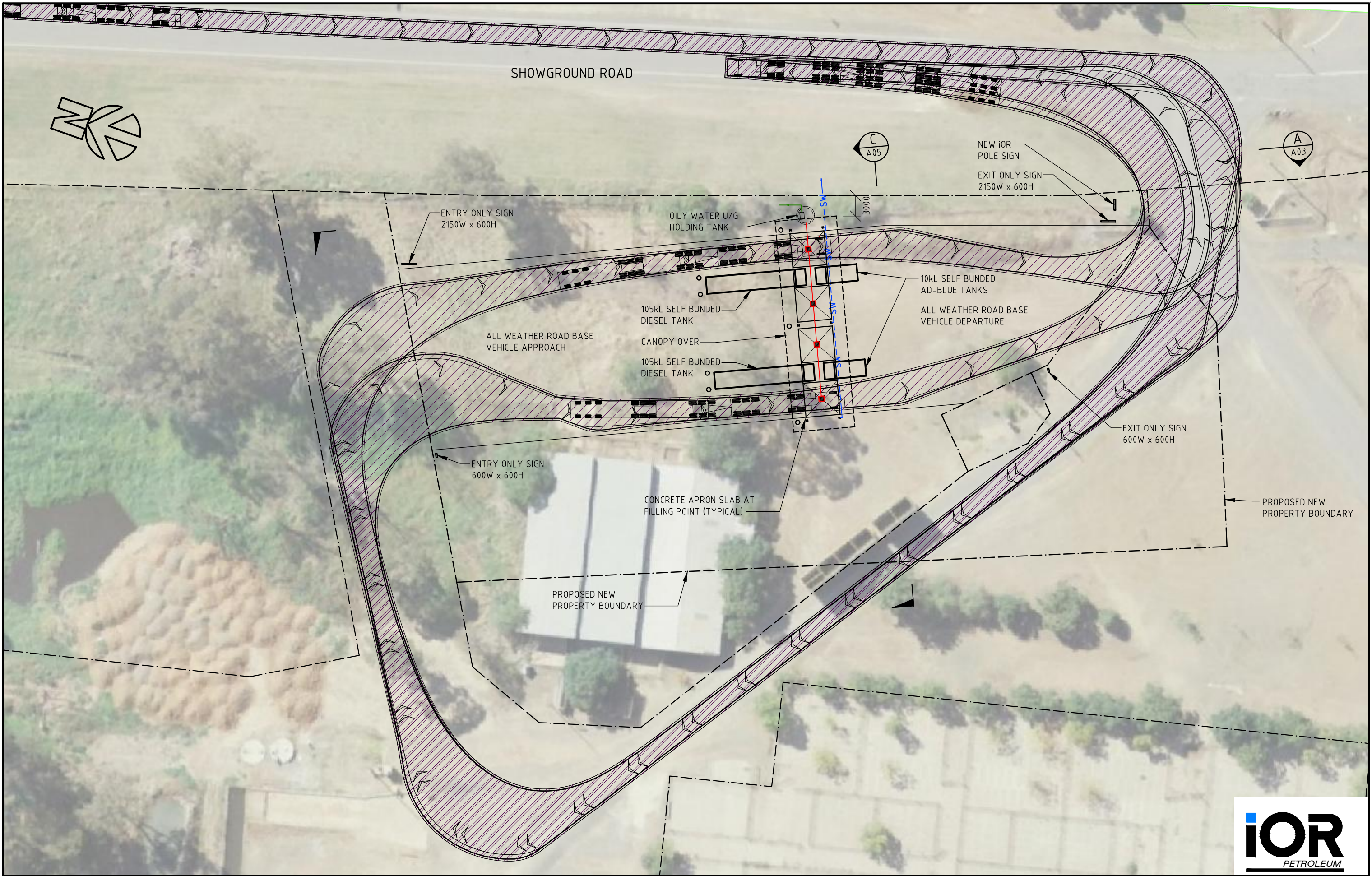
Clean and Tidy

23. The premises are to be maintained in a clean and tidy condition at all times.

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.



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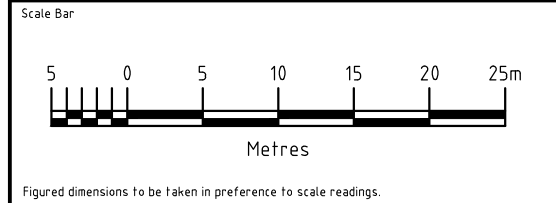
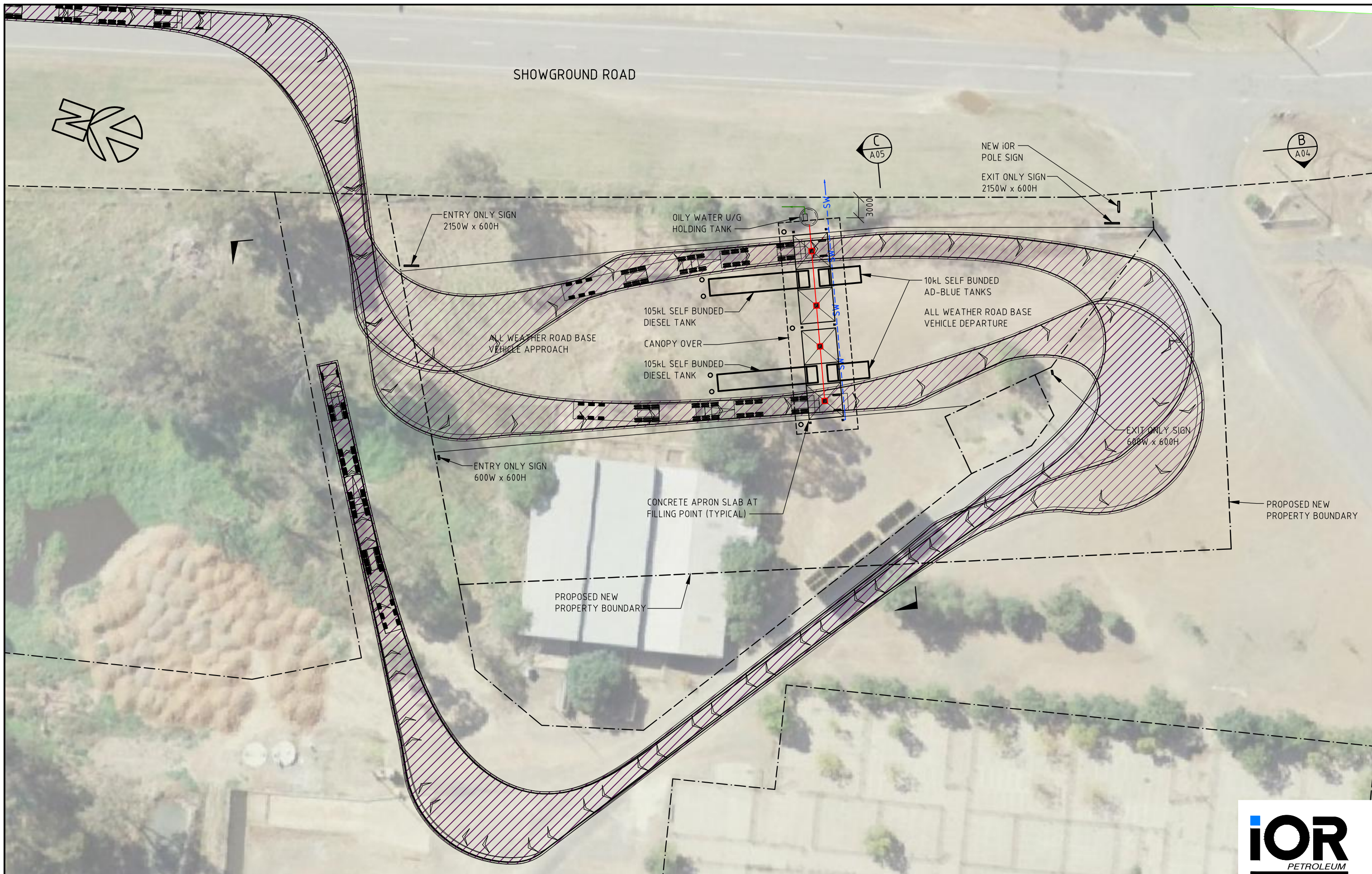
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project
 iOR PETROLEUM
 UNMANNED TRUCK STOP
 SHOWGROUND ROAD
 WEST WYALONG
 NSW

| Title | | date created | | A1 scale | A3 scale |
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| PROPOSED SITE LAYOUT - EXIST. ENTRY | | 26.10.17 | | 1:250 | 1:500 |
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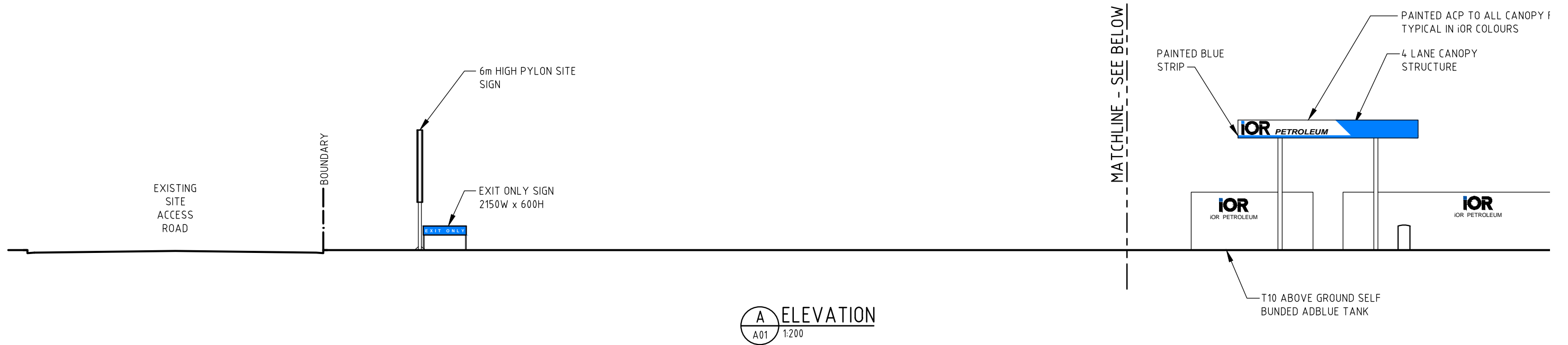
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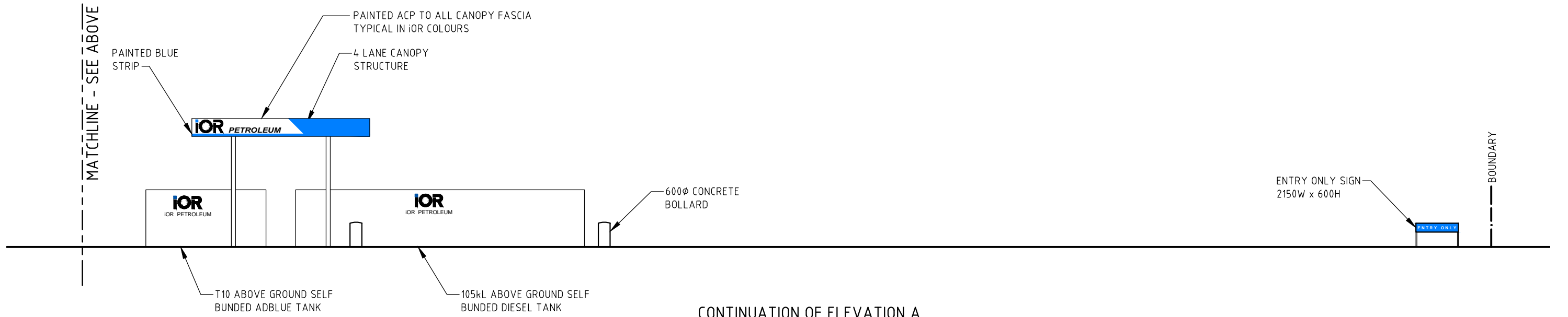
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 WEST WYALONG
 NSW

| title | | | | |
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| 36.5m AB-TRIPLE TRUCK MOVEMENTS | | | | |
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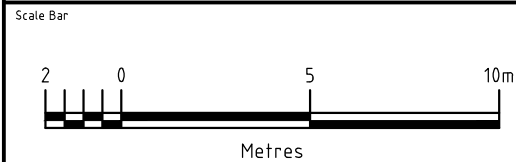
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A ELEVATION
A01 1:200



CONTINUATION OF ELEVATION A



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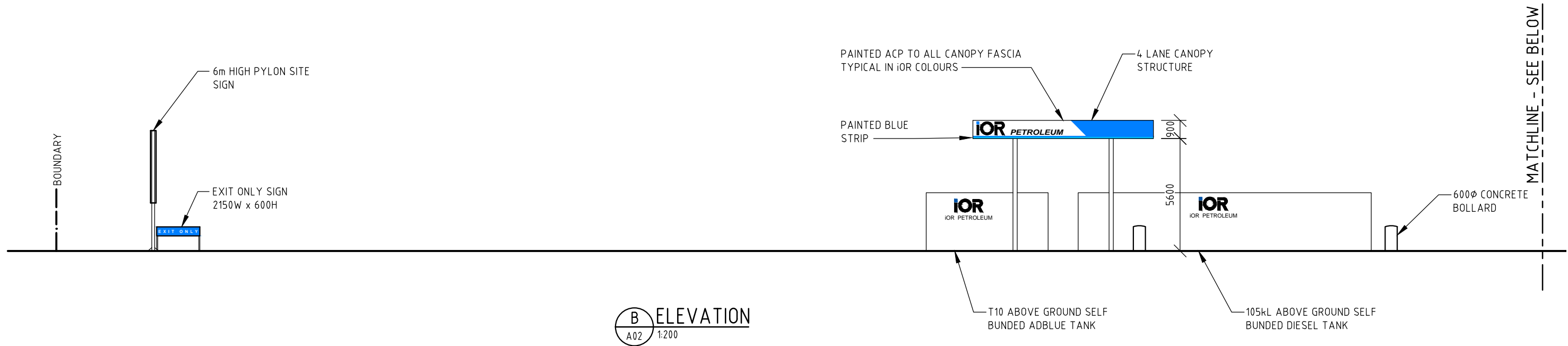
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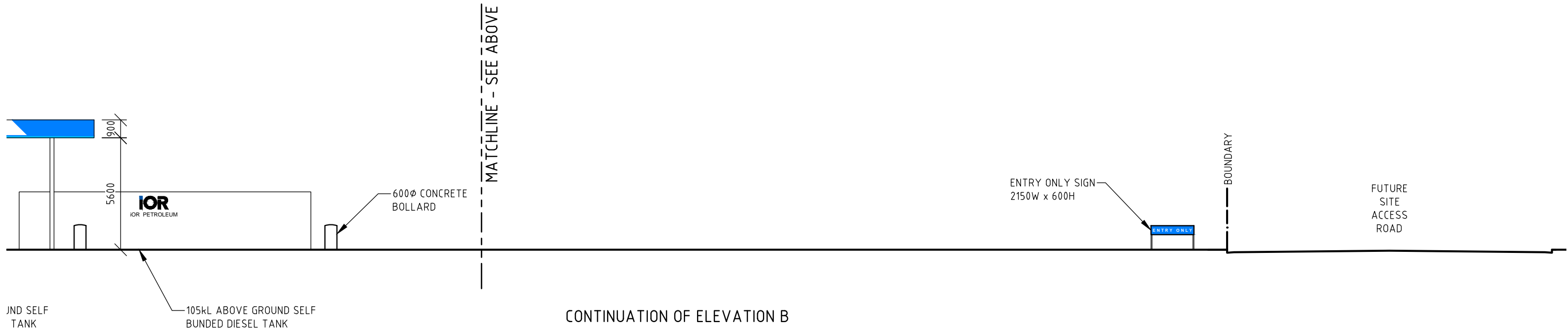


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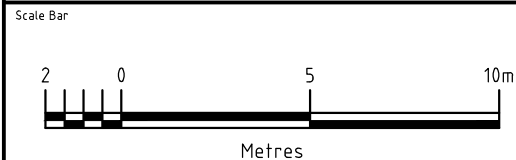
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B ELEVATION
A02 1:200



CONTINUATION OF ELEVATION B



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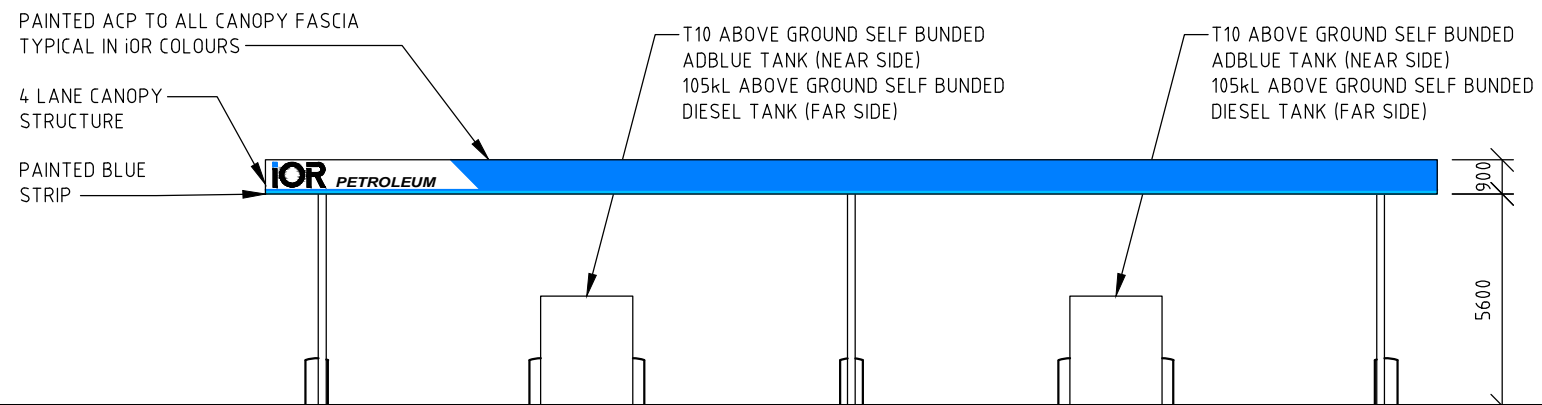
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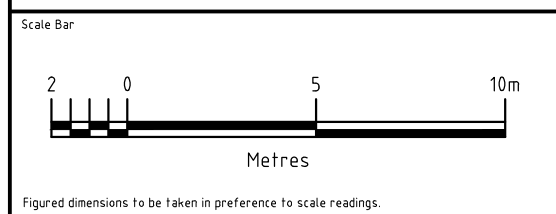


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WEST WYALONG
NSW

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C ELEVATION
A01 1:200
C ELEVATION
A02 1:200



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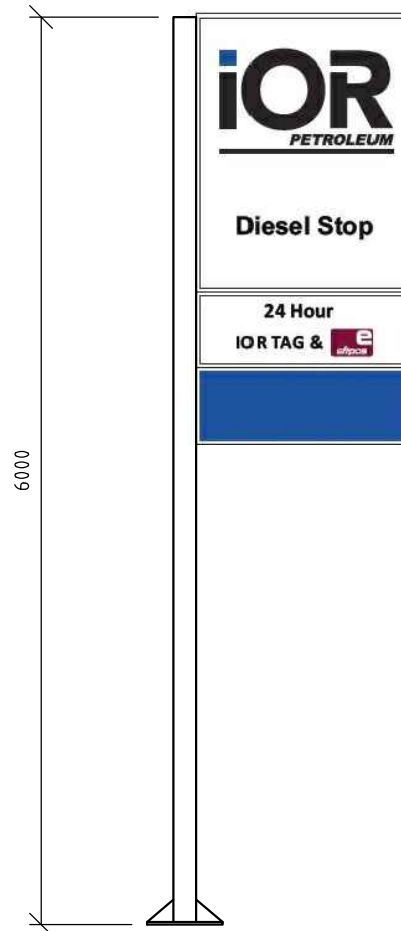
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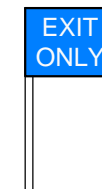
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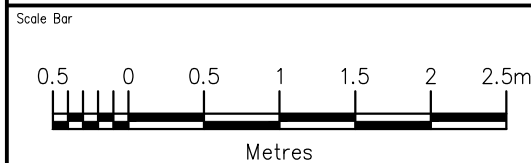
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SIGN
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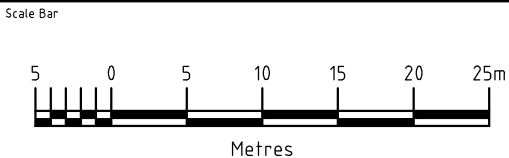
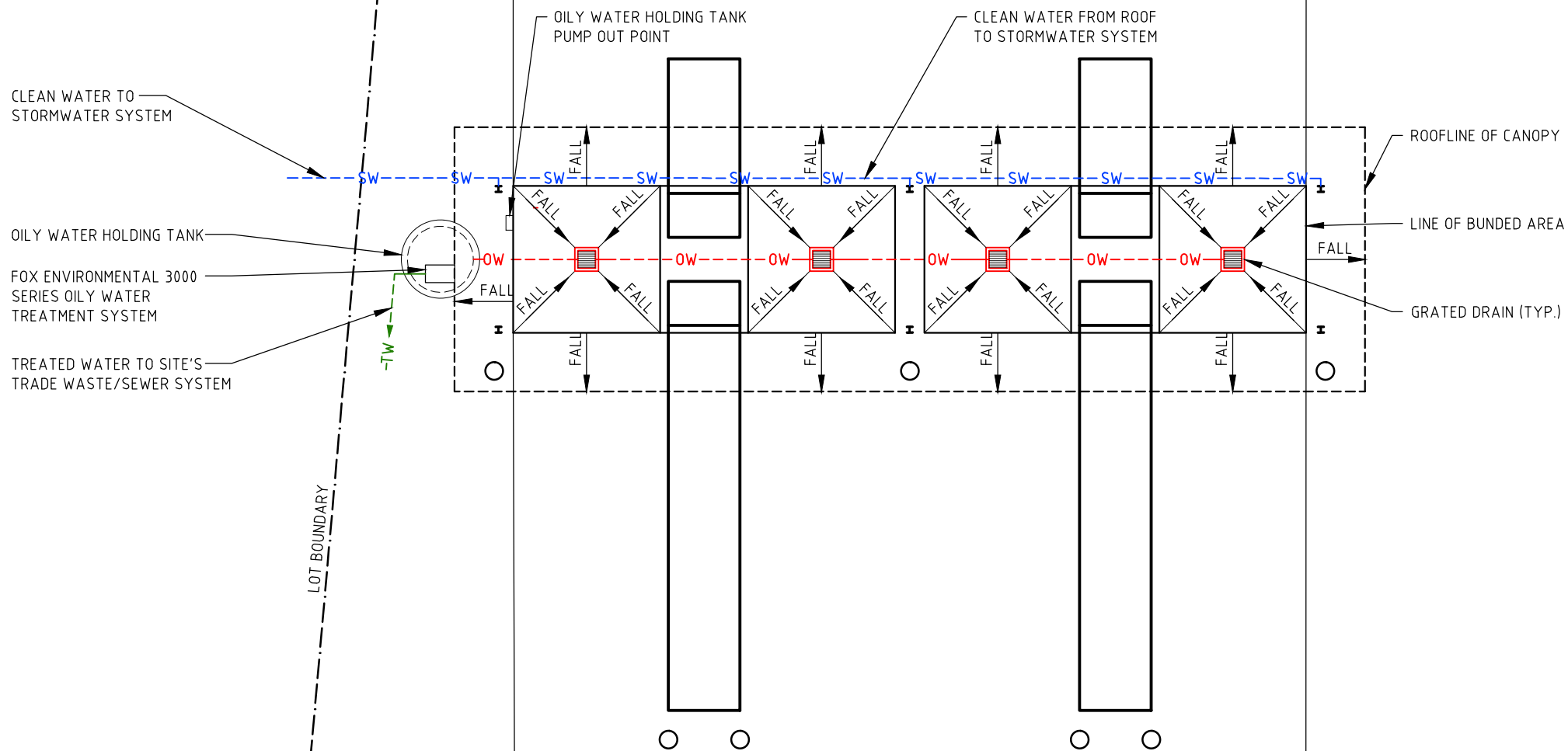
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| PROPOSED SIGNAGE DETAILS | | | | |
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| status D.A. ISSUE | | drawing no. 17253-WW-A06 | | rev. 1 |

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9.8 Development Application DA2018/0062



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 on 5 February 2018 in relation to a change of use from a place of public worship to a function centre. The applicant proposes to undertake heritage conservation works to restore the building and to operate the premises as a venue for small functions.

Financial Implications

The development application fees for this proposal were \$285.00 which have been paid in full.

Summary

The application for the change of use from a place of public worship to a function centre with the objectives of the Bland Local Environmental Plan and R1 General Residential zone.

Following a comprehensive assessment of the proposal it is considered to be suitable for the locality and warrants determination by way of approval. As an objection was received in relation to the development the application is referred to Council for determination.

Recommendation:

That DA2018/0062 for the change of use from a place of public worship to a function centre be approved subject to the conditions in Attachment 1.



Development Assessment Report

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

APPLICATION DETAILS

| | |
|--------------------------------------|--|
| Application No: | DA2018/0062 |
| Lodgement Date: | 5 February 2018 |
| Applicant: | Clare Harrison |
| Proposal: | Change of Use – Place of Public Worship to Function Centre |
| Estimated Cost: | \$8000 |
| 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: | 20 March 2018 |
| Owner's Consent Provided: | Yes |

SITE DETAILS

| | |
|----------------------|--|
| Subject Land: | 59 – 61 Gilbert Street, Wyalong Lot 22 DP703003 |
| Owner: | C E Harrison |

PLANNING CONTROLS

Environmental Planning Instrument: Bland Local Environmental Plan 2011

Zoning: R1 General Residential

Current Land Use: Vacant Church and meeting room

Permissibility: Permitted with development consent

Description of Development

The proposal is for the change of use for the buildings from a place of public worship to a function centre. A function centre is defined as “...*a building or place used for the holding of events, functions and conferences and the like, and includes convention centres, exhibition centres and reception centres, but does not include an entertainment facility.*” It is proposed that the church building would be available for small events such as morning and afternoon teas, tasting events and small wedding ceremonies. The proposed use complements the heritage conservation works current underway at the site.

Site and Locality

There is currently the former church building and a small transportable building (with amenities) on the site. The church building will be utilised for functions and toilet and kitchen facilities will remain in the transportable dwelling. The locality is predominantly residential with the Wyalong Public School adjacent to the site on the western side of Slee Street.

Easements and Covenants

There are no easements or covenants over the subject land.

Previous Development Consents

A search of Council records have not located any relevant development consents issued in the past ten (10) years.

MATTERS FOR CONSIDERATION PURSUANT TO SECTION 79C(1)

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

Bland Local Environmental Plan 2011

Function centres are permissible with consent in the R1 General Residential zone.

R1 General Residential

Objectives of the Zone:

- *To provide for the housing needs of the community*
- *To provide for a variety of housing types and densities*
- *To enable other land uses that provide facilities or services to meet the day to day needs of residents*
- *To promote seniors housing on land in the vicinity of the West Wyalong District Hospital.*

Comment

The proposal is consistent with the objectives of the R1 General Residential zone. The proposed development provides a compatible land use that will provide a service to both the residents of Wyalong and the wider community.

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

There are no additional local provisions that are applicable to the subject site or the proposed development.

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 formal objection (including a petition) was received.

Council wrote to the objector and those listed on the petition to provide further information and to advise that the application would be tabled at the March Council meeting.

Chapter 5 Commercial, Business and Retail Development

The performance criteria for commercial, business and retail development is addressed in the following table:

Assessment against performance criteria of Bland Development Control Plan 2012

Chapter 5– Commercial, Business and Retail Development

| Performance Criteria | Satisfactory | Not Satisfactory | Not Relevant | Comment |
|--|--------------|------------------|--------------|--|
| To ensure that development is consistent with existing or future character and that building heights are consistent with the prevailing heights for commercial and retail development within the immediate vicinity. | ✓ | | | The development makes use of an existing building with heritage character. |
| To ensure that safe and efficient passage is available between street frontages and car parking areas. | | | ✓ | Not applicable to this proposal. |
| To ensure that parking is of sufficient quantity, and provided in a safe and efficient manner. | ✓ | | | Car parking cannot be facilitated on the site. It is considered that car parking requirements when the building is in use can be accommodated on-street. |
| To provide shop top housing OR in commercial development in the upper stories of multi-storey development (where zone permits). | | | ✓ | Not applicable to this proposal. |
| To ensure zone B6 has a well landscaped presentation with simple centralised entrance signage. | | | ✓ | Not applicable to this proposal. |
| To ensure that sites area is appropriately serviced. | ✓ | | | Utility services are existing at the site. |

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 subject site is the former Anglican Church in Wyalong. The impacts of the development on adjoining owners have been considered on adjoining owners during assessment of this proposal. |
| Streetscape | ✓ | | | The proposal does not seek to alter the building and as such will not impact on the streetscape. |
| Traffic, access & parking | ✓ | | | While car parking is not available on the site it is considered that car parking can be accommodate by on-street parking. This will have minimal impact on traffic movement in the vicinity of the site given the low volume of traffic in the locality. |
| Public Domain | ✓ | | | The proposal will not restrict any recreational activities in the area. |
| Utilities | ✓ | | | The development will not require additional utility services. |
| Heritage | ✓ | | | The building is not listed as local heritage in the Bland LEP. However it has been identified as a significant building. The change of use will complement the |

| | | | | |
|-------------------------------------|---|--|---|--|
| | | | | heritage conservation works taking place on the site. |
| 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 | | | ✓ | No new building works are proposed. |
| Air & microclimate | | | ✓ | No new building works are proposed. |
| 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 | | | ✓ | There have been no natural hazards identified on the site. |
| 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 proposal is for the adaptive reuse of a building that has significant meaning for many residents of Wyalong. The proposed use of the church building is in keeping with its social significance. |
| Economic impact on the locality | ✓ | | | The proposal will not have a significant economic impact. |
| Site design and internal design | | | ✓ | No changes are proposed to the site design. |
| Overlooking & overshadowing | | | ✓ | No changes are proposed to the site design. |
| Construction | | | ✓ | No new construction works are proposed. |

| | | | | |
|--------------------|---|--|--|--|
| Cumulative impacts | ✓ | | | There have been no negative cumulative impacts identified. |
|--------------------|---|--|--|--|

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

The site is considered to be suitable for development as a function centre. The proposal makes use of existing buildings and infrastructure to provide a unique venue for small functions.

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. Enclosed with the submission signed by 11 other residents. Council wrote to the original objector and those included on the petition with further information and to advise that the proposal would be tabled at the March Council meeting.

The following issues were raised in the submission:

| Issue | Comment |
|--|--|
| <p>Noise <i>“Function Centre” could mean a disco that could be held there every night. Large gatherings of people would produce considerable levels of noise in a quiet residential area with normally low ambient noise.</i></p> | <p>A ‘disco’ would be defined as an entertainment facility which is defined in the Bland LEP as “a theatre, cinema, music hall, concert hall, dance hall and the like, but does not include a pub or registered club.</p> |
| <p>Heritage <i>The property has a strong local heritage and spiritual significance. Many local have ancestors and relatives and friends christened, married or had a funeral service held there. Even though now deconsecrated to many it is still sacred ground and it would be disrespectful and abhorrent for it to turn into something like a “party house”.</i></p> | <p>The application is for the adaptive reuse of a former church building that is currently vacant and at risk of falling into disrepair. All conservation works are taking place in consultation with Council’s Heritage Advisor.</p> |
| <p>Economic Impact in the Locality <i>The probability of such a venue taking income from other existing local facilities ie Toppo Hall, S&C Club, Bowling Club, Golf Club, Top Town Hotel, Metropolitan Hotel, Tattersals Hotel, Royal Hotel, Masonic Hall</i></p> | <p>The use of a former Church as a function centre will provide a unique venue for small functions and will not significantly impact on the economic viability of licenced clubs, pubs and larger halls.</p> |
| <p>Social Impact in the Locality <i>Attached letter with signatures of a number of long term residents expressing concerns of vehicle parking and noise</i></p> | <p>Assessment of social impacts relates to matters such as sense of place, community structure, character, values and beliefs. This application will have a positive social impact as it will retain and conserve a building that has community significance.</p> <p>The premises will be used for small functions. While there may be some impact in relation to parking and noise it is considered that it would be low impact and short term.</p> |
| <p>Context and Setting <i>The property is directly opposite Wyalong Public</i></p> | <p>The character and amenity of the surrounding area has been considered during the assessment of</p> |

| | |
|---|--|
| <p><i>School in a quiet residential area. The main building is less than 9 metres wall to wall from two bedrooms in the neighbouring residents.</i></p> | <p>this proposal. The impact of the development on the school has been considered and as it is most likely for events to occur outside of school hours the impact is considered to be low.</p> <p>The impact on adjoining residential properties has also been considered. As the proposal will facilitate the holding of small events, the impact is considered to be within acceptable limits.</p> |
| <p>Access & Traffic <i>The property has no off street parking so would rely on street parking causing significant disruption to residents in the vicinity.</i></p> | <p>It is acknowledged that there is no off street parking for this development. It is considered that the road network is sufficient to accommodate on street parking and would not significantly inconvenience adjoining property owners.</p> |
| <p>Site and Internal Design <i>The building does not appear to have facilities for the disabled. The building does not appear to be compliant with the Building Code of Australia. The building may not have acceptable Fire Risk for its intended use.</i></p> | <p>These issues are addressed by the application of conditions of consent.</p> |
| <p>Zoning <i>The proposed development may not meet requirements for the zone.</i></p> | <p>Function centres are permissible with development consent in the R1 General Residential zone.</p> |

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

Not applicable to this application

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 DA2018/0062 for a change of use from a place of public worship to a function centre be approved subject to the conditions in Attachment 1.

ATTACHMENT 1

DRAFT CONDITIONS OF CONSENT

PART A - ADMINISTRATIVE CONDITIONS

General

1. This consent relates to a **change of use (place of public worship to function centre)** 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 **function centre** 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.

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.*

PART B - REQUIREMENTS PRIOR TO OCCUPATION CERTIFICATE

Occupation Requirements

4. 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.

Completion Requirements

5. 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.

Fire Safety Certificate

6. The owner of the buildings must cause the Council to be given a Final Fire Safety Certificate on occupation of the building in relation to the essential fire or other safety measures included in the schedule attached to this consent.

Disabled Access

7. Disabled access is to be provided to the entrance to the church building and ancillary building to comply with AS 1428.1-2001 Design for access and mobility.

PART C - REQUIREMENTS PRIOR TO OCCUPATION CERTIFICATE

Noise

8. Amplified music must not be audible in neighbouring properties before 8.00am and after midnight on any Friday, Saturday or the day immediately before a public holiday or before 8.00am and after 10.00pm on any other day.

Clean and Tidy

9. The premises are to be maintained in a clean and tidy condition at all times.

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.

SECTION 4 – REPORTS FOR INFORMATION

Recommendation:

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

- **9.9 - Economic Development & Tourism Report – February 2018**
- **9.10 - Community Services Report**
- **9.11 - Bland Shire Library Monthly Update**
- **9.12 - Children’s Services Monthly Update**
- **9.13 - Bland HACC Services Update**
- **9.14 - Development Services Activity Report – January 2018**
- **9.15 - Asset & Engineering Services Report**

9.9 Economic Development & Tourism Report – February 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

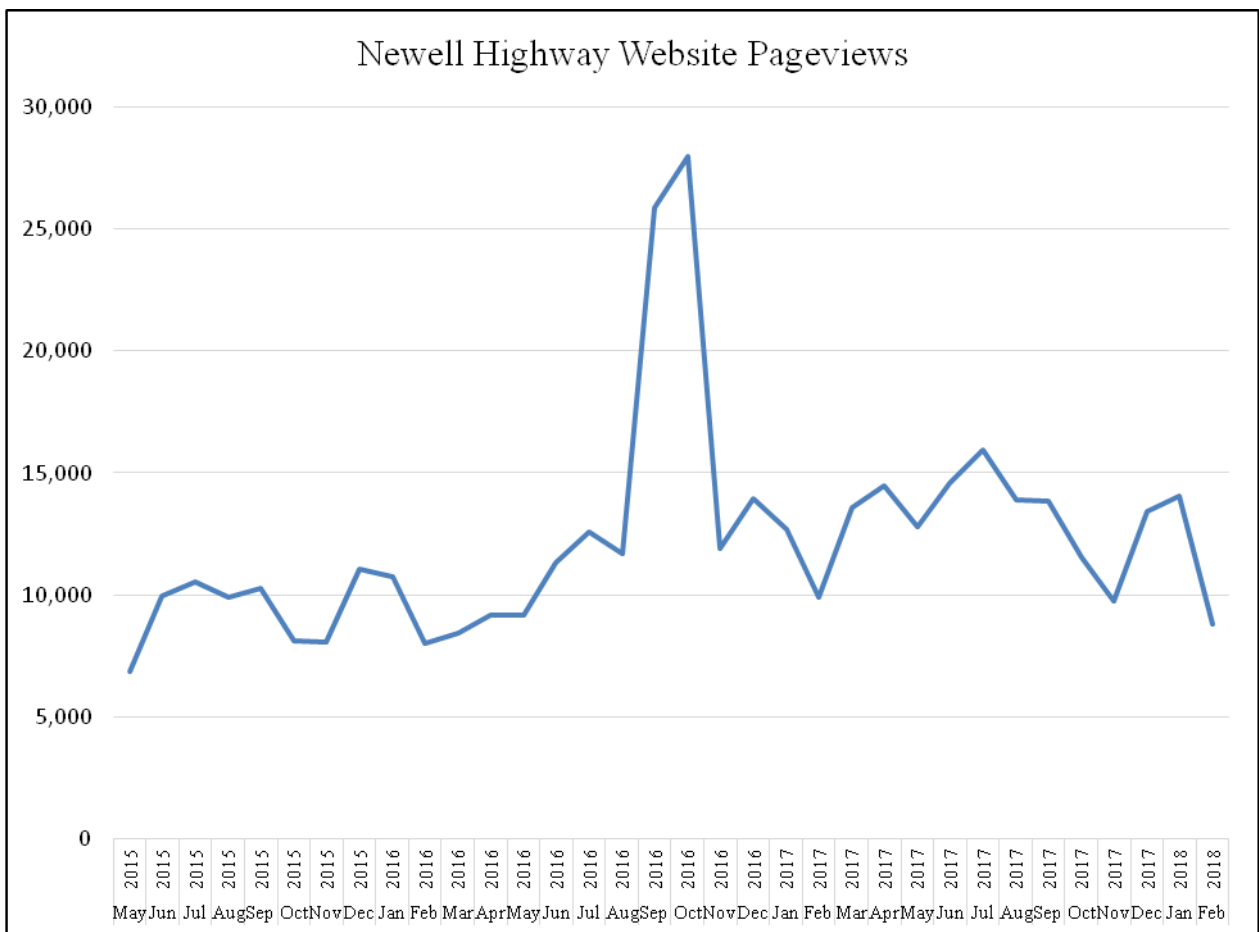
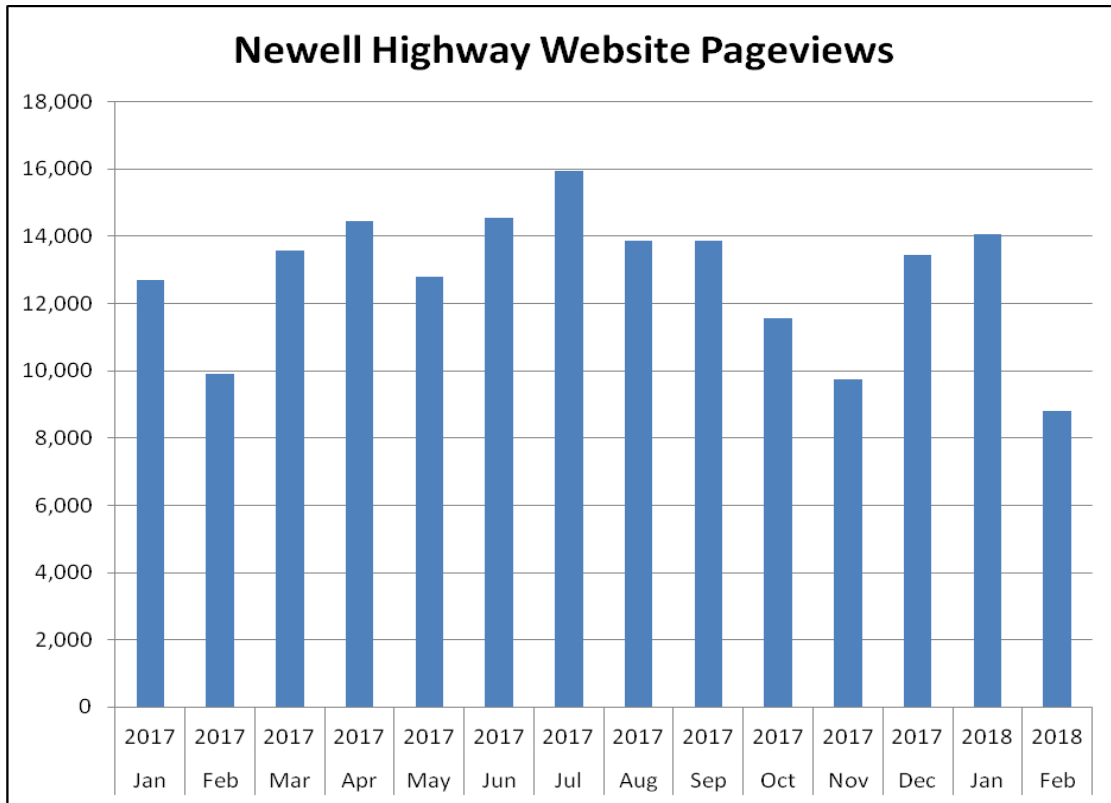
Author: Senior Economic Development & Tourism Advisor

Introduction Bland Shire Council February 2018 Economic Development & Tourism Report

Financial Implications Nil

NEWELL HIGHWAY WEBSITE ANALYTICS

| | Jan | Feb | Mar | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb |
|------------------|--------|-------|--------|--------|--------|--------|--------|--------|--------|--------|-------|--------|--------|-------|
| | 2017 | 2017 | 2017 | 2017 | 2017 | 2017 | 2017 | 2017 | 2017 | 2017 | 2017 | 2017 | 2018 | 2018 |
| Pageviews | 12,710 | 9,904 | 13,570 | 14,467 | 12,789 | 14,554 | 15,959 | 13,872 | 13,869 | 11,559 | 9,753 | 13,446 | 14,066 | 8,810 |
| Visits | 5,157 | 3,998 | 5,842 | 5,775 | 5,088 | 5,748 | 6,274 | 5,141 | 5,151 | 4,419 | 3,857 | 5,176 | 5,935 | 3,440 |
| Visitors | 4,046 | 3,228 | 4,687 | 4,581 | 4,016 | 4,491 | 4,923 | 4,260 | 4,269 | 3,552 | 2,939 | 4,106 | 4,628 | 2,787 |
| Desktop | 35.3% | 39.2% | 37.8% | 34.7% | 36.6% | 38.9% | 32.8% | 33.8% | 32.2% | 32.6% | 37.4% | 31.5% | 30.4% | 39.2% |
| Mobile | 45.7% | 40.7% | 42.8% | 44.8% | 42.6% | 40.7% | 45.6% | 42.0% | 45.6% | 47.2% | 42.2% | 50.4% | 52.3% | 41.0% |
| Tablet | 18.9% | 20.1% | 19.4% | 20.5% | 20.9% | 20.4% | 21.6% | 24.2% | 22.2% | 20.2% | 20.4% | 18.2% | 17.2% | 19.7% |



STEPH COOKE MP – MEMBER FOR COOTAMUNDRA

Steph Cooke visited the Bland Shire to announce funding for the following projects:

Holland Park Swimming Pool

\$285,146 from the Stronger Country Communities fund for the Holland Park Swimming Pool made up of \$137,550 for the refurbishment of the waterslide and \$147,596 for facilities to heat the water.



St Mary's War Memorial School

\$890,000 from the Building Grants Assistance scheme will go towards the St Mary's \$1.2 million upgrade project that will include the refurbishment classrooms, the school library, administration and staff facilities.



Ungarie Tennis Club

\$264,520 from the Stronger Country Communities fund for the resurfacing and refurbishment of the Ungarie courts.



Masonic Hall

\$451,572 from the Stronger Country Communities fund for the conversion of the Masonic Hall into a 95 seat cinema, meeting place and performance space.



70TH MAAA NATIONAL MODEL AIRCRAFT CHAMPIONSHIPS 23 – 30 APRIL 2018

At the recent MAAA Council Conference held in Tasmania, the proposal submitted by NSWFFS, to hold the 70th Nationals in West Wyalong, was unanimously approved. The dates that the 70th MAAA National Model Aircraft Championships will be held in West Wyalong are 23 – 30 April 2018. Bland Shire Council staff and Mayor met with the some of the organisers in West Wyalong recently.



As at the end of January 2018, the MAAA Nationals have received 250 confirmed competitor entries including:

- 2 from Japan
- 7 from China
- 2 from New Zealand
- 1 from America
- And enquiries from Mongolia

Bland Shire Council has also been successful in attracting four Jet Flyer events to West Wyalong with the first event to be held from Friday 9th, Saturday 10th and Sunday 11th of March 2018.



2018 BLAND SHIRE EVENTS

| | MARCH | LOCATION |
|-------|---|-----------------|
| 4-15 | Senior Week Festival | West Wyalong |
| 9-11 | Jet Flyers | West Wyalong |
| 10 | Unveiling "Big Football" Tribute to the Daniher's | Ungarie |
| 10 | Ride for Peter –Dice Run | West Wyalong |
| 10 | West Wyalong Markets | West Wyalong |
| 10 | Peter Collins Cup – Yabbe Raced Day | West Wyalong |
| 10 | Official Opening "Dugout " Room | Ungarie |
| 11 | West Wyalong Gold Triathlon | West Wyalong |
| 11 | PedalCure for MND | Ungarie |
| 13 | Nathan Griggs Whip Cracking | West Wyalong |
| 23 | Supportive Care for Cancer Patients Info Session | West Wyalong |
| 30-31 | Easter Bowls Carnival | West Wyalong |
| 16 | Candy Stripe Fair | West Wyalong |

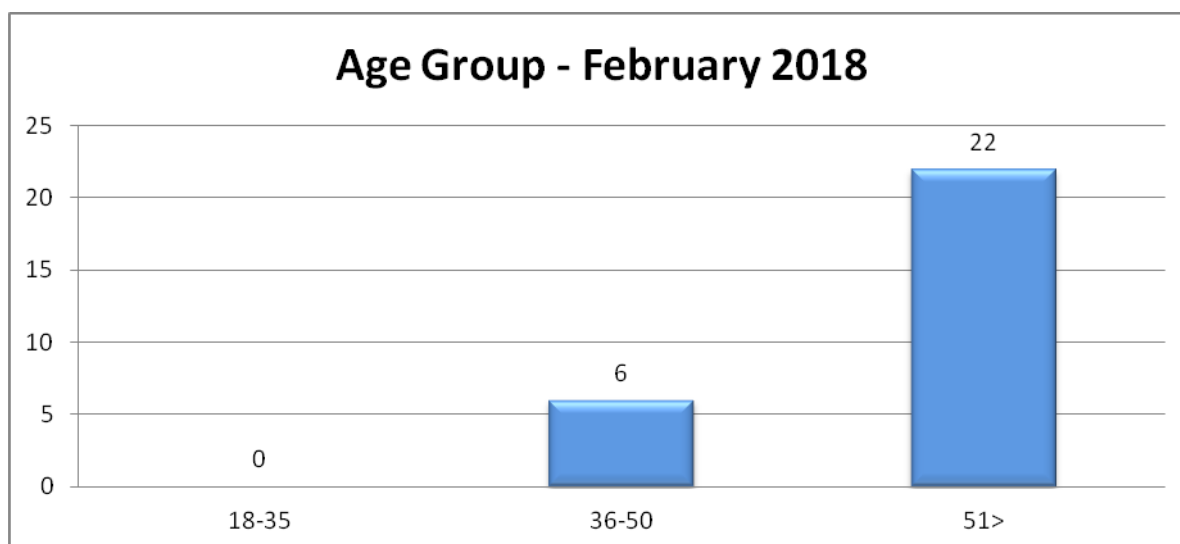
| | APRIL | LOCATION |
|-------|--|-----------------|
| 1 | Easter Bowls Carnival | West Wyalong |
| 1 | Carnival Of Cups Harness Racing | West Wyalong |
| 4-15 | Seniors Festival | West Wyalong |
| 7-8 | West Wyalong Team Yarding | West Wyalong |
| 8 | Free Tip Day | Bland Shire |
| 8 | End of Daylight Savings | NSW |
| 14 | Browsers Charity Walk | West Wyalong |
| 14 | West Wyalong Markets | West Wyalong |
| 16-20 | Bland Shire Library School Holiday Program | West Wyalong |
| 23-30 | National Model Aircraft Championships | West Wyalong |
| 25 | Anzac Day Ceremonies | Bland Shire |
| TBA | Youth Week Celebrations | West Wyalong |

| | MAY | LOCATION |
|-----|---|-----------------|
| 12 | West Wyalong Markets | West Wyalong |
| TBA | Landmark Gold Nugget Campdraft | West Wyalong |
| TBA | National Simultaneous Storytime – Bland Shire Library | West Wyalong |
| TBA | Bland Shire Library Smallest and Biggest Morning Tea | West Wyalong |
| TBA | Phillip Judd Jumping Day and Gymkhana | West Wyalong |
| | JUNE | LOCATION |
| 9 | West Wyalong Markets | West Wyalong |
| | JULY | LOCATION |
| 14 | West Wyalong Markets | West Wyalong |
| 28 | Smallbore Club Annual Prize Shoot West Wyalong | West Wyalong |
| | AUGUST | LOCATION |
| 4 | Australian Yard Dog Championships | West Wyalong |
| 11 | West Wyalong Markets | West Wyalong |
| 20 | Weethalle Show | Weethalle |
| TBA | Sore Butt Charity Ride | West Wyalong |
| | SEPTEMBER | LOCATION |
| 4-5 | West Wyalong Show | West Wyalong |
| 8 | West Wyalong Markets | West Wyalong |
| TBA | Landmark Gold Nugget & West Wyalong Campdraft | West Wyalong |
| TBA | Ungarie Bogeye Cup | Ungarie |
| TBA | Barmedman Show | Barmedman |

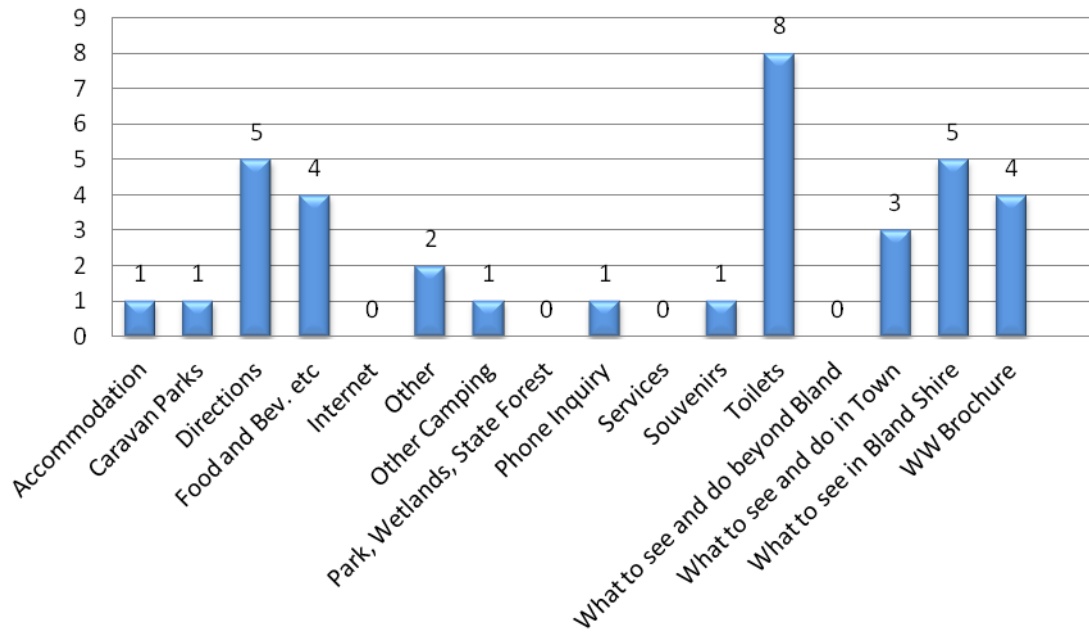
| OCTOBER | | LOCATION |
|-----------------|---|-----------------|
| 13 | West Wyalong Markets | West Wyalong |
| 13 | Mirrool Silo Kick | Mirrool |
| TBA | Barmedman Tractor Pull | Barmedman |
| TBA | In the West Festival | West Wyalong |
| TBA | West Wyalong Rodeo | West Wyalong |
| NOVEMBER | | LOCATION |
| 10 | West Wyalong Markets | West Wyalong |
| TBA | Wyalong Museum Open Day | Wyalong |
| TBA | Crooked Mile Show & Shine | West Wyalong |
| DECEMBER | | LOCATION |
| 7 | Business West Wyalong Christmas Carnival | West Wyalong |
| 25 | Community Christmas Lunch | Wyalong |
| TBA | Carols by Candlelight | West Wyalong |
| TBA | International Day of People with a Disability | West Wyalong |
| TBA | Annual Summer Pool Party West Wyalong | West Wyalong |

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

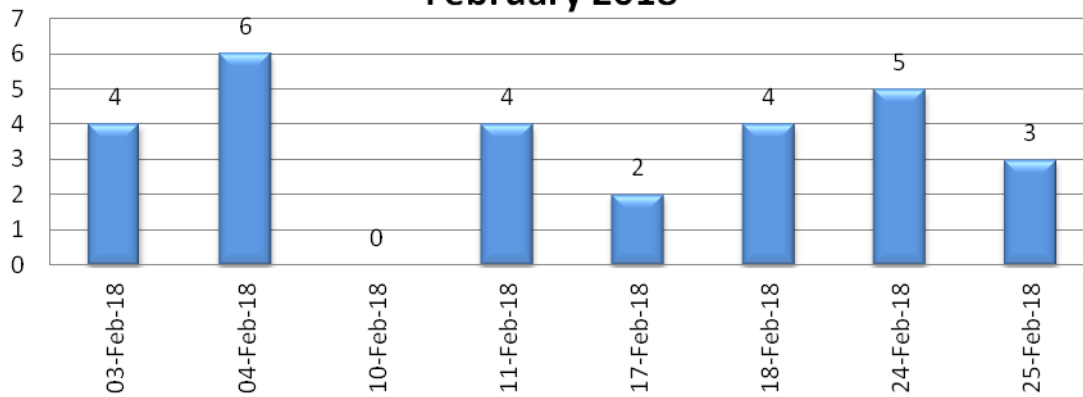
VISITOR INFORMATION CENTRE STATISTICS



Type of Enquiry during February 2018



February 2018



Statistics for VIC during weekdays

108 Visitor Inquiries including phone calls.

9.10 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 Development Officer

Youth Week Activities

Council has partnered with the NSW Police and the PCYC to assist in hosting one of their annual 'Blue Light Goes West' disco events at the West Wyalong Service and Citizens Club on Saturday 14 April.

Blue Light Goes West brings a DJ, Sound and Lighting equipment, prizes and a great atmosphere and further promotes a soft entry approach where young people can come into contact with Police Officers in a fun and non threatening manner.

The event is free to all youth 17 years and under and is strictly an alcohol and drug free event.

Council will also partner with the NRMA to deliver the ever popular driving lessons in West Wyalong in the April school holidays in addition to a number of other activities yet to be advised.

Stronger Country Communities Fund Projects

After the submission of multiple projects under the Stronger Country Communities Fund in 2017 Council has received \$264,520 to resurface and refurbish the Ungarie Tennis Courts, \$451,572 towards the development of a Community Cinema in West Wyalong, \$137,550 to refurbish the water slide at Holland Park Pool and \$147,596 for the purchase and installation of solar panels at Holland Park Pool.

Round two of the Stronger Country Communities Fund opened on 12 March and close on 4 May 2018. A number of community groups have already approached community services staff with major community projects for submission in round two. Successful round 2 projects are expected to be announced in August 2018.

Interagency Meeting and Resultant Projects

The Bland Shire Interagency meeting was held on Tuesday 27 February 2018 with approximately 30 services providers who outreach to the area attending.

A number of concerns were flagged during the meeting with areas of particular concern including the changing climate around the National Disability Insurance Scheme (NDIS) and access to local mental health provision.

As a result of issues identified in the meeting and the challenges that have been noted in rural communities such as the Bland Shire, Flourish Australia reported that they are able to run an information session around the NDIS for those with psychosocial disabilities and work with people on a more one-on-one basis as required. Council staff will continue to liaise with Flourish Australia around this and advocate for the rights of Bland Shire Residents.

The lack of access to local mental health provision was also reported to be an issue that requires further investigation.

An idea that was raised at the Interagency Meeting was the notion of establishing a Facebook page where services are able to promote themselves and let service users know when they will be in town and what services they can offer. It is hoped this will assist in the prevention of service duplication and ensure a collaborative and multidisciplinary approach is offered to the community. Council will continue to liaise with service providers about local issues.

Variety Bash and Camp Quality Escarpade Charity Car Rally's

Council staff have met with representatives from the Variety Bash and Camp Quality Escarpade charity car rally's.

After a tour and inspection of local facilities, the Variety Bash has announced West Wyalong as the stopover point for night one of its annual rally on Sunday 12 August.

Approximately 300 people will stay overnight and attend a dinner and breakfast in West Wyalong.

They have also arranged a special detour on Monday 13 August to visit the Weethalle Silos.

The Camp Quality Escarpade will bring a similar number of people to town on Friday 26 October for an overnight visit and are considering a variety of options for both breakfast and dinner in West Wyalong.

Organisers are also keen for a stopover at Ungarie to see the "Big Football".

9.11 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

Donation of Books by Evolution Mining

Bland Shire Library received a donation of three books from Evolution Mining. These resources will provide some guidance and support to people in the community going through a period of grief or loss in their lives.



Cowal Partnering Program

The library has submitted an application seeking funds to assist with the rising costs associated with its annual author visit and Summer Reading Club program.

Library Talk

Senior Library Officer Cathy Lange was the guest speaker at this month's (March) meeting of the CWA – Kikoira Branch. Mrs Lange's talk highlighted the services and programs provided by Bland Shire Library.

School Holiday Program

Bookings are currently being taken for the library's April School Holiday Program which includes Lego Construction, No-Bake Cooking and Weird Science.

Law Week 14 – 20 May

Law Week provides an opportunity for the library to highlight its free legal information collection both in the library and online. The library anticipates holding a number of sessions including a session specifically targeting secondary students currently completing Legal Studies and/or anticipating a career in Law.

Library and Information Week 21-27 May

Library and Information Week aims to raise the profile of libraries and information service professionals in Australia. It gives libraries and information services the opportunity to showcase their resources, facilities, events, contacts and services through different programs and events to the community.

- As part of Library and Information Week, Bland Shire Library will showcase all its programs with a display.
- For a bit of fun, a competition based around this year's theme 'Find Yourself in a Library' will be held for patrons both young and old to participate in.
- **Wednesday 23 May – National Simultaneous Storytime** — at 11am participants across Australia and New Zealand will sit down and read *Hickory Dickory Dash* by Tony Wilson and illustrated by Laura Wood.
- **Thursday 24 May** – a Biggest Morning Tea in support of Cancer Council will be held in the library from 10.30am.
- **Thursday 24 May** – a Littlest Morning Tea in support of Cancer Council will be held in conjunction with Story-time at 10am.

Meetings

- Riverina Regional Library (RRL) Advisory Committee Meeting to be held Wednesday 28 March 2018 at Wagga.
- RRL Branch Library Meeting to be held on Tuesday 10 April 2018 at Wagga. *Guest speaker will be Kevin Hennah. Kevin has a wealth of knowledge and experience working with international brands on store design, layout and visual merchandising. Kevin is considered a “design genius” and made the transition to work with libraries in 2002, focusing on strategies to maximise productivity of space, improve presentation and maintain relevance. His understanding of operational requirements of libraries is coupled with practical advice that is sensitive to budget restrictions and challenges traditional thinking.*
- NSW Public Libraries Association South West Zone meeting to be held Thursday 19 April 2018 at Coolamon.

Library Statistics for February 2018

- 241 Information Requests
- 288 Customer Service Requests – this figure includes 55 technology assists
- 389 Computer Usage (*calculated based on a one hour usage rate*)
- 47 adults attended regular adult programs in the library during February
- 126 children and 55 adults attended regular children's programs during February.
- 16 Programs were held in February
- 108 Visitor Information Requests – *this figure relates to normal library opening hours only* – includes 15 phone requests
- Approximately 2400 people visited the library during February (*calculated from the library's security gate counter*). This equates to an average of approximately 85 people per day.
- 2226 Items issued
- 80 Reservations
- 16 New members

Preschool / Day Care Visits

- Two class groups from the local Preschool visited the library during February/March. The respective groups participated in a story-time session featuring a variety of activities including storytelling, group discussion, music and dance, craft – and a treasure hunt to coincide with the Pirate theme.
- Little Wattle Pre-school & Child Care Centre will visit the library on Wednesday 11 April at 10.30am.



9.12 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

The first Parent Committee meeting has been held with a changeover in office holders as follows:

President: Holly Brooks
Vice President: Sarah Maitland
Secretary: Jacqui Cuthbertson
Financial Officer: Sally Crowe

A successful Family Fun Day was held at the Bowling Club. This Children's Services Family event was held to assist new families and children to meet and greet each other in a relaxed setting. The Parent Committee and the CSU staff worked together to ensure a successful afternoon.

Staff have been working on updating the Quality Improvement plans for each of the Children's Services, as part of the National Quality Framework.

Bland/Temora Family Day Care

Playgroups recommenced in both West Wyalong and Temora this month. Toy Library is also available for the educators to borrow at each playgroup session.

We have had two new educator enquiries in Temora. Preliminary visits were conducted to one of these applicants. Promotional materials are currently being distributed with the aim to recruit new educators in the smaller villages.

It takes a village (ITAV)

At each venue we demonstrated how to make play dough. Everyone made their own batch to take home as well as the recipe and information of the benefits of playing with play dough.

Toy Library was utilised at both Corinella and Tallimba.

Bland Preschool

The Preschool children and staff, are all settled in and making beautiful friendships with their peers and educators. The 4 year old classes are currently into exploring different learning journeys.

So far this year Carlie's class has explored colour recognition, self help, worm farms and popcorn. With Mel's class concentrating on colour recognition, insects and jungle animals.

Bland Preschool has joined Cathy at the library where the children explored pirates activities.

Along with the library visits Bland Preschool are busy with visits this term from the Taronga Zoomobile, Healthy Harold, Finding Frank Puppet show as well as celebrating with a sing-a-long as part of the Seniors Festivities 2018 Celebrations.

The 2018 preschool enrolments are on track however vacancies are still available in both 3 year old and 4 year old classes.



Mobile Resource Unit

Playgroup- Term 1 of playgroup has begun with great attendance numbers and we have welcomed new families to our service. Families have been notified of our funding changes which will commence in July 2018 and will continue to be informed as we receive more information.

Ungarie Preschool- Five weeks of preschool has been held so far this year and all children and families have settled in well. Families have responded positively to the possibility of offering two days of care in Ungarie if the changes to funding go ahead.

Child Care Subsidy System – Meetings- The Government is implementing a new Child Care Subsidy System which will be effective on 1 July 2018. Staff attended an information session this month to assist them to transition to the new system effectively.

9.13 Bland HACC Services Update



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

DP1- Ensure health and support services address the needs of the community

Author: Community Care Coordinator

Seniors Festivities 2018

Staff are currently preparing for the Bland But Not Dull & Boring Seniors Festivities 2018. The theme for this year is “Let’s Do More Together” and events will be conducted from Wednesday 28 March up to and including Friday 13 April 2018.

Festivities throughout this celebration provide opportunities for older people to participate in community life, assist older people to be healthy and active as they age, provide older people with cultural, creative, sporting and recreational opportunities, support older people to plan for retiring and getting around and to recognise and encourage the contributions of older people within the Bland Shire.

The intergenerational and multi partnership program will empower seniors to build capacity within themselves and the community as a whole.

These activities will give residents aged 60 and over a chance to make new friends or gather with old ones to celebrate the role seniors play and the contribution they make in the local community.

Events planned to take place include:

- Children’s Sing-a-long, A Musical Morning Tea – Bland Shire Council’s Children’s Services Unit
- Collaborative Art Workshop – Splatter Gallery & Art
- Dealing with Grief & loss presentation by Relationships Australia – Bland Shire Council’s Community Care Centre
- Community Care Centre Open Day & Bingo – Bland Shire Council’s Community Care Centre
- Naradhan Woolshed Visit – Naradhan
- Movie Screening – Council Chambers
- West Wyalong Men’s Shed Open Day & BBQ Lunch – Men’s Shed
- Healthy Brain Ageing Workshop and Memory Van Visit – Bland Shire Council’s Community Care Centre
- Sensory Garden Workshop – Majors Mulch

Advertising has commenced and will continue to be advertised leading up to the events.

Wednesday Activity Day

Bland Community Care Service offers an Activity Day conducted every Wednesday for clients to participate in games and activities. It is a great opportunity for Clients to get out of the house and socialise with others. Lunch is provided by Meals on Wheels and Clients enjoy playing Bingo in the afternoons.



Bland Community Care Service have a great group of volunteers and we are always on the lookout for help at the centre. If there are members of the public who have some spare time and they would like to help playing bingo, making morning tea or just having a chat with the clients we would love to hear from them. Services benefit from volunteers and the volunteers benefit from providing a service to the community.

9.14 Development Services Activity Report – January 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 February 2018:

| Application No | Address | Development |
|----------------|------------------------------------|--|
| DA2018/0060 | 177 Railway Road, West Wyalong | Storage shed |
| DA2018/0061 | Judds Lane, Weethalle | Subdivision (creation of two (2) additional lots) |
| DA2018/0062 | 59-61 Gilbert Street, Wyalong | Change of use from a place of worship to a function centre |
| DA2018/0064 | 64 Cassin Street, Wyalong | Patio & balustrade |
| DA2018/0065 | 55 Operator Street, West Wyalong | Pergola |
| DA2018/0066 | 62 Court Street, West Wyalong | Double carport & storage shed |
| DA2018/0068 | 29 Wollongough Street, Ungarie | Public art |
| DA2018/0069 | 128 Clear Ridge Road, West Wyalong | New dwelling & storage shed |

The following DA applications were approved during February 2018:

| Application No | Address | Development | Approval Date |
|----------------|--------------------------------|---|---------------|
| DA2018/0054 | 3 Evans Street, West Wyalong | New dwelling & storage shed | 14/2/2018 |
| DA2018/0060 | 177 Railway Road, West Wyalong | Storage shed | 27/2/2018 |
| DA2018/0061 | Judds Lane, Weethalle | Subdivision (creation of two (2) additional lots) | 14/2/2018 |
| DA2018/0068 | 29 Wollongough Street, Ungarie | Public art | 28/2/2018 |

Heritage Conservation Activities

Council's Heritage Advisor visit Bland Shire in February. During this visit both the Heritage Advisor and Museum Advisor undertook combined site visits of the Ungarie and Wyalong Museums.

Public Health Activities Update

Food Premises

Council staff undertook **five (5)** food premises inspections during February 2018. There were no significant food safety issues identified during these inspections.

Regulatory Activities Update

Dog Attacks

There were **no** dog attacks reported during February 2018.

Companion Animal Seizure and Impound Activities February 2018

| Seizure Activities: | Dogs | Cats |
|----------------------------|-------------|-------------|
| Seized | 2 | 0 |
| Returned to Owner | 1 | 0 |

| Impounding Activities: | Dogs | Cats |
|-------------------------------------|-------------|-------------|
| Animals in pound at start of month | 2 | 0 |
| Incoming Animals | | |
| Transferred from Seizure Activities | 1 | 0 |
| Dumped at Pound | 4 | 11 |
| Surrendered | 5 | 2 |
| Total Animals in Pound | 12 | 13 |

| Outgoing Animals | | |
|------------------------------------|----------|----------|
| Released to Owner | 1 | 0 |
| Euthanased | 0 | 2 |
| Rehoused | 6 | 5 |
| Sold | 0 | 0 |
| Died at Pound | 0 | 0 |
| Stolen | 0 | 0 |
| Escaped | 0 | 1 |
| Total Animals Leaving Pound | 7 | 8 |
| Animals in Pound at end of Month | 5 | 5 |

9.15 Asset & 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. Contractors

- Work has continued as part of the RMS funded flood damage repairs to causeway's and floodway's on the following roads in January/February.
 - Aria Park Road
 - Beckom Road
 - Whilesmiths Lane
- While a heavy/wet grade has been carried out by Cleary Earthworks on the following:-
 - Cunningtions Lane.
- Work has commenced Hatelys Lane.

2. Council Road Crew Locations Week Commencing 26/2/18

- Graders
 - Quandialla Road Realignment (Pipers Hill)
 - MR57 North - Widening
 - Mahda Road area – Wet Grading
 - Ungarie area – Wet Grading/Flood Damage
 - Jillett Road area – Dry Grading
- Maintenance Crews (Bobcat/Backhoe)
 - Gravel Patching – Mirrool area

3. Council Road Crew Locations Week Commencing 5/3/18

- Graders
 - Quandialla Road Realignment (Pipers Hill)
 - Naradhan Road – Wet Grading
 - Mahda Road area – Wet Grading
 - Ungarie area – Wet Grading/Flood Damage
 - Jillett Road area – Dry Grading
- Gravel Carting
 - Kolkilbertoo Road Shoulder Widening
- Maintenance Crews (Bobcat/Backhoe)
 - Gravel Patching – Mirrool area
 - Youngs Lane – Wet Grading

4. Council Road Crew Locations Week Commencing 12/3/2018

- Graders
 - Quandialla Road Realignment (Pipers Hill)
 - Gibsonvale Road – Wet Grading
 - Mahda Road area – Wet Grading
 - Ungarie area – Wet Grading/Flood Damage
 - Sandy Creek Road area – Dry Grading

- Gravel Carting
 - Kolkilbertoo Road Shoulder Widening
- Maintenance Crews (Bobcat/Backhoe)
 - Gravel Patching – Mirrool area

5. Noxious Weeds/Environmental

- Property Inspections – 28 private properties , Rail corridor West Wyalong – Ungarie , 2 creeks in Clear ridge area.
- Training – Traffic Control.
- The following noxious weeds and other controls were undertaken:
 - Silver Leaf Nightshade – 57 North, 231, Ungarie, Kikoira Calleen. Meaghers Lane, Ariah Park Road, Hollands Lane.
 - Spiny Burr Grass – Wargin Road, Quandialla Road, Mid Western Kolkilbertoo Road, Dundas Road, Beckom Road, Buralyang Road, Sandy creek Road, Bygoo Road, Newel Highway, 231, 371, 57 North, Patons Lane, Clear Ridge Road.
 - Bathurst Burr – Back Creek Lane, Kellys Lane, Blow Clear Road, Uncle Bills, Lake Cowal Road, Bonehams Lane, Wests Lane, Corringale Lane, Bartons Lane, West Lane, Dundas Road.
 - Devils Claw-McDermots Lane, Gunns Road, Troys Lane, Kiers Lane, Quambatook Lane, East Bland Lane, Berendebba Road, Williams Crossing Road, Mandamah Road, Quandialla Road, Grahams Lane, Mary Gilmore Way.
 - Nagoora Burr – 231 , Kikoira Road, Spauls Lane, Clear Ridge Road.
 - Coolatai grass – Newell Highway.
- General weed control
- Spray Sale Yards, Truck Wash;
- Ant Control – West Wyalong, Wyalong;
- Town Slashing – West Wyalong, Wyalong.
- Town Spraying – Ungarie, Ungarie Showground, West Wyalong, Weethalle, Talimba. Barmedman – Lanes , Paths for Cat Heads and Khaki Weed, Drains
- Tree Clearing – West Wyalong Airport