



Bland Shire Council
Business Paper
Ordinary Council Meeting
20 November 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
NQF	National Quality Framework
NSRF	National Stronger Regions Fund
NSWEC	New South Wales Electoral Commission
NSWPLA	New South Wales Public Libraries Association
NSWRFS	NSW Rural Fire Service
OGM	Office of the General Manager
OLG	Office of Local Government
OP	Operational Plan
P&G	Parks & Gardens
PA	Per Annum
PC	Personal Computer
PCBU	Person Conducting a Business or Undertaking
PHAMs	Personal Helpers and Mentors
PLA	Public Library Association
POEO	Protection of the Environment Operations Act & Regulations
PSITAB	NSW Public Sector Industry Advisory Board
PSSA	NSW Primary Schools Sports Association
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 November 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 16 October 2018

- **Confirmation**

That the minutes of the Ordinary Council meeting held on 16 October 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 Mrs Julie Briggs, REROC – Southern Lights Project

6.0 MAYORAL MINUTE

6.1 Save our Recycling Campaign

Recommendation:

1. That Council endorse Local Government NSW's campaign, Save Our Recycling, to realise the reinvestment of 100% of the Waste Levy collected each year by the NSW Government in waste minimisation, recycling and resource recovery.

2. That Council make representation to the local State Member, Ms Steph Cooke MP, in support of this campaign objective - for the NSW Government to commit to reinvest 100% of the Waste Levy in waste minimisation, recycling and resource recovery.

3. That Council write to the Premier, the Hon Gladys Berejiklian MP, the Opposition Leader, the Hon Michael Daley MP, the Minister for Local Government and the Minister for the Environment, the Hon Gabrielle Upton MP, and the Shadow Minister for the Environment and Heritage, Penny Sharpe MLC, seeking bipartisan support for the 100% reinvestment of the Waste Levy collected each year into waste minimisation, recycling and resource recovery.

4. That Council take a lead role in activating the Local Government NSW Save Our Recycling campaign locally.

5. That Council endorse the distribution and display of the Local Government NSW Save Our Recycling information on Council premises, as well as involvement in any actions arising from the initiative.

6. That Council formally advise Local Government NSW that Council has endorsed the Save Our Recycling advocacy initiative.

Background

I am calling on Councillors to support Local Government NSW in its advocacy to all those contesting the State election to reinvest 100% of the waste levy collected each year into waste management, recycling and resource recovery in NSW.

The Protection of the Environment Operations Act 1997 (POEO Act) requires certain licensed waste facilities in NSW to pay a contribution to the NSW Government for each tonne of waste received at the facility. Referred to as the 'waste levy', the contribution aims to reduce the amount of waste being landfilled and promote recycling and resource recovery.

The waste levy applies in the regulated area of NSW which comprises the Sydney metropolitan area, the Illawarra and Hunter regions, the central and north coast local government areas to the Queensland border as well as the Blue Mountains, Wingecarribee and Wollondilly local government areas.

In 2016/17, the NSW Government collected \$726 million from local government, community, businesses and industry via the waste levy, but only committed to use \$72 million through its Waste Less Recycle More initiative – or 10% - on waste minimisation and recycling in 2017-18.

Overall the NSW Government's Waste Less Recycle More initiative allocates \$801 million over 8 years (2013-2021) to waste and recycling, however the waste levy collected over that same period will be over \$4.62 billion.

At a local government level, just 18% of the \$300 million collected from the local government sector each year is reinvested in recycling and waste management.

Regardless of how you look at it, the principle remains the same – very little of the waste levy is currently used to support waste minimisation, recycling and resource recovery. The remainder is returned to NSW Government's consolidated revenue.

The reinvestment of the waste levy to support waste and resource recovery infrastructure, develop markets and innovative solutions, and undertake other initiatives to encourage reuse and recycling also offers wide-ranging benefits to our communities right across NSW. There is the potential for economic growth, new infrastructure, new technology and new jobs, particularly in our regional areas.

It should be noted that the following motion was unanimously endorsed at the Local Government NSW 2018 Conference:

That the NSW Government be called upon to ensure that 100% of the levy arising from Section 88 of the Protection of the Environment Operations Act 1997 be used for waste infrastructure and programs, predominantly by local government and the waste sector, for initiatives such as:

- Development of regional and region-specific solutions for sustainable waste management (e.g. soft plastic recycling facilities, green waste, waste to energy).
- Support innovative solutions to reduce waste and waste transport requirements.
- Protect existing and identify new waste management locations.
- Local community waste recovery and repair facilities.
- Funding a wider range of sustainability initiatives, such as marketing and strategies, that promote and support a circular economy.

This motion covered motions proposed by Blacktown City Council (Resource recovery locations); Central Coast Council (Waste levy revenues); Cessnock City Council (Recycling crisis - funding support); City of Ryde (Revenue raised by the waste levy); Federation Council (Waste resource); Gwydir Shire Council (Tyre recycling); Hornsby Shire Council (Increase in grant funding for waste levy program); Leeton Shire Council (Increase of waste levy distribution); and Shoalhaven City Council (POEO Levies). Related motions were also submitted by Tweed Shire Council (Recycled products and procurement); Lake Macquarie Council (Support for recycle end markets, reusable, recyclable or compostable packaging); and Orange City Council (Waste management).

As previously noted, this is not a party-political issue: the advocacy initiative calls on all parties and candidates to commit to the 100% hypothecation of the Waste Levy to the purpose for which it is collected.

I am recommending that we support this campaign by the NSW local government sector and Local Government NSW and call on all political parties to commit to the reinvestment of 100% of the Waste Levy collected each year by the NSW Government into waste management, recycling and resource recovery.

7.0 NOTICES OF MOTION

7.1 Drought Support – Goldenfields Water County Council (Cr Lord)

Recommendation:

That Bland Shire ask Goldenfields Water to provide assistance to farmers in the Bland Shire Council area (which is drought declared) whom seek water from their standpipes to either give a free allowance or discounted water until 30th June 2019. If the drought situation continues then the continuation be reviewed at that time.

7.2 Request for a Community Forum in Quandialla (Cr McGlynn)

Recommendation:

- 1. That Bland Shire Council arrange for a community forum to be held in early 2019 in the Quandialla area to allow Bland Shire Council property owners in that area to meet with councillors and senior staff to discuss issues of concern: and**
- 2. That Weddin Shire Council be advised as a matter of courtesy of the proposed forum within their shire boundary.**

Note From General Manager

This matter was discussed at the November Workshop and had varying degrees of support.

8.0 DELEGATES & COMMITTEE REPORTS

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

9.0 STAFF REPORTS

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Section 4 – Reports for Information

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10.0 URGENT BUSINESS WITHOUT NOTICE

11.0 QUESTIONS AND STATEMENTS

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

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

12.1 Tender 2018/04: Road Investigations of Various Roads in Bland Shire Council Area

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

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

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

14.0 CLOSE OF THE MEETING

SECTION 1 – DELEGATES & COMMITTEE REPORTS



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

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

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

Committee	Date/s	Minutes attached
Australia Day Awards Committee of the Whole <i>(Whole Council)</i>	4 th December 2018	
Australian Rural Roads Group Inc <i>(Mayor Monaghan, Cr McGlynn - alternate, Cr Thomas - alternate)</i>	19 th June 2018	
Bland Rural Fire District Zone Liaison Committee <i>(Cr Keatley)</i>	21 st March 2018	
Bland – Temora RFS Zone Bushfire Management Committee <i>(Cr Baker)</i>	21 st March 2018	
Community Reference Group <i>(Whole Council)</i>	13 th November 2018	
Country Mayors Association of NSW <i>(Mayor Monaghan)</i>	2 nd November 2018	✓
Cowal Gold Project Community Environmental Monitoring & Consultative Committee (CEMCC) <i>(Mayor Monaghan, Cr Thomas - alternate)</i>	5 th December 2018	
Goldenfields Water County Council Board <i>(Cr McGlynn)</i>	8 th October 2018 25 th October 2018 6 th November 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>(Cr Lord)</i>	14 th August 2018	✓
NSW Association of Mining & Energy Related Councils (MERC) <i>(Cr McGlynn, Cr Thomas - alternate)</i>	10 th May 2018 9 th & 10 th August 2018 8 th & 9 th November 2018	
NSW Public Libraries Association <i>(Cr Wyse)</i>	11 th October 2018	
Riverina Eastern Regional Organisation of Councils (REROC) <i>(Mayor Monaghan)</i>	7 th June 2018 2 nd August 2018 19 th October 2018 6 th December 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.



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

AGM MINUTES

ANNUAL GENERAL MEETING

FRIDAY, 2 NOVEMBER 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 Susan Law, CEO
Bega Valley Shire Council, Cr Kristy McBain, Mayor
Bland Shire Council, Cr Brian Monaghan, Mayor
Bland Shire Council, Mr Ray Smith, General Manager
Blayney Shire Council, Cr Scott Ferguson, Mayor
Blayney Shire Council, Ms Rebecca Ryan, General Manager
Broken Hill City Council, Cr Darriea Turley, Mayor
Broken Hill City Council, Mr James Roncon, General Manager
Cabonne Shire Council, Cr Kevin Beatty, Mayor
Cabonne Shire Council, Mr Stephen Harding, General Manager
Carrathool Shire Council, Cr Peter Laird, Mayor
Coolamon Shire Council, Cr John Seymour, Mayor
Coolamon Shire Council, Mr Tony Donoghue, General Manager
Coonamble Shire Council, Cr Allan Karanouh, Mayor
Cootamundra-Gundagai Regional Council, Cr Abb McAlister
Cootamundra-Gundagai Regional Council, Mr Allen Dwyer, General Manager
Cowra Shire Council, Cr Bill West, Mayor
Cowra Shire Council, Mr Paul Devery, General Manager
Dubbo Regional Council, Mr Michael McMahon, CEO
Dungog Shire Council, Cr Tracy Norman, Mayor
Dungog Shire Council, Ms Coralie Nichols, General Manager
Federation Council, Cr Paul Miegel, Mayor
Federation Council, Mr Adrian Butler, General Manager
Forbes Shire Council, Cr Phyllis Miller, Mayor
Forbes Shire Council, Mr Steve Loane, General Manager
Glen Innes Shire Council, Cr Carol Sparkes, Mayor
Goulburn Mulwaree Council, Cr Bob Kirk, Mayor
Goulburn Mulwaree Council, Mr Warrick Bennett, General Manager
Griffith City Council, Mr Brett Stonestreet, General Manager
Gwydir Shire Council, Cr John Coulton, Mayor
Gwydir Shire Council, Mr Max Eastcott, General Manager

Hilltops Council, Cr Brian Ingram, Mayor
Hilltops Council, Ms Edwina Marks , General Manager
Kempsey Shire Council, Cr Liz Campbell, Mayor
Kempsey Shire Council, Mr Craig Milburn, General Manager
Kiama Municipal Council, Cr Mark Honey, Mayor
Kiama Municipal Council, Mr Kerry McMurray, General Manager
Leeton Shire Council, Cr Paul Maytom , Mayor
Leeton Shire Council, Ms Jackie Kruger, General Manager
Lithgow City Council, Cr Ray Thompson, Mayor
Lithgow City Council, Mr Graeme Faulkner, General Manager
Lockhart Shire Council, Cr Roger Schirmer, Mayor
Lockhart Shire Council, Mr Peter Veneris, General Manager
Mid-Western/Mudgee Regional Council, Mr Brad Cam, General Manager
Moree Plains Shire Council, Cr Katrina Humphries, Mayor
Moree Plains Shire Council, Mr Angus Witherby, Director Planning and Community Development
Moree Plains Shire Council, Ms Alice Colbran, Support Officer
Murrumbidgee Council, Cr Ruth McRae, Mayor
Murrumbidgee Council, Mr John Scarce, General Manager
Narrabri Shire Council, Cr Catherine Redding, Mayor
Narrabri Shire Council, Mr Stewart Todd, General Manager
Narromine Shire Council, Cr Craig Davies, Mayor
Oberon Shire Council, Cr Kathy Sajowitz, Mayor
Oberon Shire Council, Mr Garry Wallace, General Manager
Parkes Shire Council, Cr Ken Keith, Mayor
Shellharbour City Council, Cr Marianne Saliba, Mayor
Singleton Council, Cr Sue Moore, Mayor
Shoalhaven City Council, Cr Amanda Findley, Mayor
Snowy Monaro Regional Council, Cr John Rooney, Mayor
Snowy Valleys Council, Cr James Hayes, Mayor
Snowy Valleys Council, Mr Matthew Hyde, General Manager
Temora Shire Council, Cr Rick Firman, Mayor
Temora Shire Council, Mr Gary Lavelle, General Manager
Tenterfield Shire Council, Cr Peter Petty, Mayor
Tenterfield Shire Council, Mr Terry Dodds, General Manager
Upper Lachlan Shire Council, Cr John Stafford, 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
Walcha Council, Cr Eric Noakes, Mayor
Walcha Council, Mr Jack O'Hara, General Manager
Warrumbungle Shire Council, Cr Denis Todd, Mayor
Warrumbungle Shire Council, Mr Roger Bailey, General Manager
Yass Valley Council, Cr Rowena Abbey, Mayor
Yass Valley Council, Mr Sharon Hutch, General Manager
Mr Ken Gillespie, Regional Infrastructure Coordinator, Premier and Cabinet
Mr Nick White, Office Regional Infrastructure Coordinator, Premier and Cabinet
Mr Bruce Whitehill, Office Regional Infrastructure Coordinator, Premier and Cabinet
Mr Phil Anderson, Office Regional Infrastructure Coordinator, Premier and Cabinet
Michael Kninpp, Office Regional Infrastructure Coordinator, Premier and Cabine

APOLOGIES:

As read

2. ADOPTION OF MINUTES OF PREVIOUS MEETING:

RESOLVED that the minutes of the Annual General Meeting held on 3 November 2017 be accepted as a true and accurate record (Parkes Shire Council / Lockhart Shire Council).

3. Chairman's Report

RESOLVED That the Chairman's report be received and noted (Moree Plains Shire Council (Temora Shire Council)

The Chairperson extended her congratulations to the General Manager of Cabonne Shire Council who after 43 years service in Local Government is retiring

4. FINANCIAL REPORT

RESOLVED That the financial reports for the 2017/18 year as tabled be accepted (Lockhart Shire Council / Singleton Council)

5. Returning Officer

RESOLVED That the returning Officer for the conduct of the elections be Mr Allan Burgess (Tenterfield Shire Council / Forbes Council)

The Chairperson Cr Katrina Humphries Vacated the chair

6. Election of Office Bearers

6.1 Chairperson

The Returning Officer advised that he had received only one nominations in writing. Cr Katrina Humphries, Mayor, Moree Plains Shire Council, who was nominated by Kempsey Shire Council and Narrabri Shire Council. The Returning Officer called for any further nominations for the position of Chairperson. No other nominations were received. As there was only one nomination the Returning Officer declared Cr Katrina Humphries elected Chairperson for the 2018/19 year

6.2 Vice Chairperson

The Returning Officer advised that he had received one nomination in writing. Cr Michael Pearce, Mayor, Uralla Shire Council who was nominated by Moree Plains Shire Council and Narrabri Shire Council. The Returning Officer called for any further nominations for the position of Vice Chairperson. No other nominations were received. As there was only one nomination the Returning Officer declared Cr Michael Pearce elected Vice Chairperson for the 2018/19 year.

The Chairperson Cr Katrina Humphries resumed the chairpersonship

6.3 Secretary/Public Officer

RESOLVED That Mr Lester Rodgers General Manager, Moree Plains Shire Council, be appointed Secretary/Public Officer (Coonamble Council / Forbes Shire Council)

6.4 Executive

Nominations for the six positions on the Executive were called for. Nominations were received for Cr John Seymour, Coolamon Shire Council, Cr Liz Campbell, Kempsey Shire Council, Cr Catherine Redding, Narrabri Shire Council, Cr Kathy Sajowitz, Oberon Council, Cr Peter Petty, Tenterfield Shire Council and Cr Rowena Abbey Yass Valley Council

RESOLVED That the following delegates be elected to the Executive for the 2018/19 year

- Cr John Seymour, Cooloamon Shire Council
- Cr Liz Campbell, Kempsey Shire Council
- Cr Catherine Redding, Narrabri Shire Council
- Cr Kathy Sajowitz, Oberon Council
- Cr Peter Petty, Tenterfield Shire Council.
- Cr Rowena Abbey, Yass Valley Council
(Coonamble Shire Council/Temora Shire Council)

7. SETTING OF ANNUAL MEMBERSHIP FEES

RESOLVED That the fees for the 2018/19 year remain at \$750 for Councils with a population of 10,000 and over, and Councils with a population of less than 10,000 paying 75% \$562.50 (Tenterfield Shire Council / Forbes Shire Council)

8. Secretariat

RESOLVED That Allan Burgess trading as Alkanat Consulting be appointed the Secretariat (Moree Plains Shire Council / Kempsey Shire Council)

9. Meeting dates for 2019

RESOLVED that the meeting dates for 2019 be 8 March, 31 May, 2 August and 1 November (Uralla Shire Council / Yass Valley Council Shire Council)

There being no further business the meeting closed at 9.27 am.

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



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 NOVEMBER 2018 JUBILEE ROOM, PARLIAMENT HOUSE, SYDNEY

The meeting opened at 9.27 a.m.

1. ATTENDANCE:

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Bega Valley Shire Council, Cr Kristy McBain, Mayor
Bland Shire Council, Cr Brian Monaghan, Mayor
Bland Shire Council, Mr Ray Smith, General Manager
Blayney Shire Council, Cr Scott Ferguson, Mayor
Blayney Shire Council, Ms Rebecca Ryan, General Manager
Broken Hill City Council, Cr Darriea Turley, Mayor
Broken Hill City Council, Mr James Roncon, General Manager
Cabonne Shire Council, Cr Kevin Beatty, Mayor
Cabonne Shire Council, Mr Stephen Harding, General Manager
Carrathool Shire Council, Cr Peter Laird, Mayor
Coolamon Shire Council, Cr John Seymour, Mayor
Coolamon Shire Council, Mr Tony Donoghue, General Manager
Coonamble Shire Council, Cr Allan Karanouh, Mayor
Cootamundra-Gundagai Regional Council, Cr Abb McAlister
Cootamundra-Gundagai Regional Council, Mr Allen Dwyer, General Manager
Cowra Shire Council, Cr Bill West, Mayor
Cowra Shire Council, Mr Paul Devery, General Manager
Dubbo Regional Council, Mr Michael McMahon, CEO
Dungog Shire Council, Cr Tracy Norman, Mayor
Dungog Shire Council, Ms Coralie Nichols, General Manager
Federation Council, Cr Paul Miegel, Mayor
Federation Council, Mr Adrian Butler, General Manager
Forbes Shire Council, Cr Phyllis Miller, Mayor
Forbes Shire Council, Mr Steve Loane, General Manager
Glen Innes Shire Council, Cr Carol Sparkes, Mayor
Goulburn Mulwaree Council, Cr Bob Kirk, Mayor
Goulburn Mulwaree Council, Mr Warrick Bennett, General Manager

Griffith City Council, Mr Brett Stonestreet, General Manager
Gwydir Shire Council, Cr John Coulton, Mayor
Gwydir Shire Council, Mr Max Eastcott, General Manager
Hilltops Council, Cr Brian Ingram, Mayor
Hilltops Council, Ms Edwina Marks , General Manager
Kempsey Shire Council, Cr Liz Campbell, Mayor
Kempsey Shire Council, Mr Craig Milburn, General Manager
Kiama Municipal Council, Cr Mark Honey, Mayor
Kiama Municipal Council, Mr Kerry McMurray, General Manager
Leeton Shire Council, Cr Paul Maytom , Mayor
Leeton Shire Council, Ms Jackie Kruger, General Manager
Lithgow City Council, Cr Ray Thompson, Mayor
Lithgow City Council, Mr Graeme Faulkner, General Manager
Lockhart Shire Council, Cr Roger Schirmer, Mayor
Lockhart Shire Council, Mr Peter Veneris, General Manager
Mid-Western/Mudgee Regional Council, Mr Brad Cam, General Manager
Moree Plains Shire Council, Cr Katrina Humphries, Mayor
Moree Plains Shire Council, Mr Angus Witherby, Director Planning and Community Development
Moree Plains Shire Council, Ms Alice Colbran, Support Officer
Murrumbidgee Council, Cr Ruth McRae, Mayor
Murrumbidgee Council, Mr John Scarce, General Manager
Narrabri Shire Council, Cr Catherine Redding, Mayor
Narrabri Shire Council, Mr Stewart Todd, General Manager
Narromine Shire Council, Cr Craig Davies, Mayor
Oberon Shire Council, Cr Kathy Sajowitz, Mayor
Oberon Shire Council, Mr Garry Wallace, General Manager
Parkes Shire Council, Cr Ken Keith, Mayor
Shellharbour City Council, Cr Marianne Saliba, Mayor
Singleton Council, Cr Sue Moore, Mayor
Shoalhaven City Council, Cr Amanda Findley, Mayor
Snowy Monaro Regional Council, Cr John Rooney, Mayor
Snowy Valleys Council, Cr James Hayes, Mayor
Snowy Valleys Council, Mr Matthew Hyde, General Manager
Temora Shire Council, Cr Rick Firman, Mayor
Temora Shire Council, Mr Gary Lavelle, General Manager
Tenterfield Shire Council, Cr Peter Petty, Mayor
Tenterfield Shire Council, Mr Terry Dodds, General Manager
Upper Lachlan Shire Council, Cr John Stafford, 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
Walcha Council, Cr Eric Noakes, Mayor
Walcha Council, Mr Jack O'Hara, General Manager
Warrumbungle Shire Council, Cr Denis Todd, Mayor
Warrumbungle Shire Council, Mr Roger Bailey, General Manager
Yass Valley Council, Cr Rowena Abbey, Mayor
Yass Valley Council, Mr Sharon Hutch, General Manager
Mr Ken Gillespie, Regional Infrastructure Coordinator, Premier and Cabinet
Mr Nick White, Office Regional Infrastructure Coordinator, Premier and Cabinet
Mr Bruce Whitehill, Office Regional Infrastructure Coordinator, Premier and Cabinet
Mr Phil Anderson, Office Regional Infrastructure Coordinator, Premier and Cabinet

Michael Kninpp, Office Regional Infrastructure Coordinator, Premier and Cabinet

APOLOGIES:

As submitted

SPECIAL GUESTS:

Mr Simon Draper, Secretary, Department of Industry

Mr Alex Young, Director, Community and Behavioural Change, NSW Environment Protection Authority

Mr David Salisbury, Executive Manager Engineering, Essential Energy and Ms Julie Briggs, REROC, CEO

Cr Linda Scott, President, Local Government NSW

2. ADOPTION OF MINUTES OF PREVIOUS MEETING:

RESOLVED that the minutes of the General Meeting held on 3 August 2018 be accepted as a true and accurate record (Uralla Shire Council / Tenterfield Shire Council).

3. Matters Arising from the Minutes

NIL

4. CORRESPONDENCE

Outward

- (a) Cr Kevin Beatty, Mayor Cabonne Council, advising that Cabonne Council has been admitted as a member of the Association
- (b) To Joint Organisations requesting support to Tenterfield Shire Council and the New England Joint Organisation Re Waste to Energy
- (c) Mr Ken Gillespie, Regional Infrastructure Coordinator, NSW Premier and Cabinet requesting him to facilitate a meeting to discuss the challenges and issues in securing feed funding to undertake a study into Waste into Energy
- (d) Cr Linda Scott, President, Local Government NSW, regarding Board membership of Local Government Super
- (e) Mr David Smith, Chief Executive Officer, Local Government Super, requesting that the Association be advised of the Board's decision regarding future contributions under the Defined Benefits and retirement Fund as early as possible
- (f) 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 August meeting
- (g) The Hon Gladys Berejiklian, MP, Premier, thanking her for her presentation to the 3 August meeting and advising her of the presentation by Tenterfield Shire Council on Waste to Energy and our request to Ken Gillespie to facilitate a meeting

- (h) Cr Peter Petty, Mayor, Tenterfield Shire Council, advising him of the Associations decisions regarding Waste to Energy and that the Premier had been provided with a copy of Terry Dodds presentation
- (i) Mr Terry Dodds, Chief Executive Officer, Tenterfield Shire Council, advising him of the Associations resolutions regarding Waste to Energy

Inward

- (a) Mr David Smith, Chief Executive Officer, Local Government Super, regarding additional contributions
- (b) Hon Gladys Berejiklian, MP, Premier, thanking the Association for its letter regarding Waste to Energy
- (c) JIM Modrouvanos, A/Executive Director, Transport for NSW, regarding the Associations submission and the NSW Freight and Ports Plan 2018-2023

NOTED

5. FINANCIAL REPORT

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

6. County Council Membership

RESOLVED That membership of the Country Mayors Association by County Councils be referred to the next meeting of the Association (Bland Shire Council / Blayney Shire Council)

7. Waste to Energy

RESOLVED that the Association write to NSW Councils requesting a maximum contribution of \$15000 to fund the Waste to Energy Feasibility Study at a local scale that is to be subject to a pro rata redistribution rebate subject to the amount collected (Parkes Shire Council /Forbes Shire Council)

RESOLVED That the Association write to the Minister for the Environment requesting that Local Government be included in the EPA's review of their Waste to Energy Policy (Goulburn Mulwaree Council / Bega Valley Shire Council)

8. SIMON DRAPER, SECRETARY, DEPARTMENT OF INDUSTRY

The Department of Industry is responsible to five Ministers, and eleven portfolios and has a multitude of functions such as industry, primary industry, water, skills vocational education and TAFE. 99% of the State is currently impacted by drought in some way or another depending on criteria such as rainfall, soil, moisture and pasture growth. The drought fund has been increased to \$600 million plus \$500 million has be made available for relief packages such as transport subsidies, cost of living waivers and community health. The Government has received 35,000 applications. Water usage per connection has halved and 400,000 more people have access to water and sewerage programs. A specialist team has been established to work with local Government to solve critical water security issues. A

draft policy is being developed on water metering “No Meter No Pump”. The Governments objective was to create 150,000 new jobs over 4 years but 360,000 jobs have been created. More jobs were created in NSW country areas than Victoria, South Australia and Queensland country areas combined. There is a skills and relocation package of \$10,000 available and \$320 million low interest or no interest loans are available. Business Connect provides advice to small business.

9. Alex Young, Director, Community and Behavioural Change, NSW Environment Protection Authority

The purpose of the Container Deposit Scheme is to reduce drink container litter in NSW. the goal is to reduce litter by 40% by 2020. Material and Financial flows from suppliers to recyclers and network operators to the collection points. Total collection since the start last December is 864 million, average daily rate 3.38 million and highest daily rate 4.89 million. There are 688 collection points with 80.2% collected through vending machines. The aim is to provide collection point to all towns with a population of 500 or more. There have been some increases in beverage prices eg beer 4.5c, soft drinks 10.4c, water 10c and fruit juice 4.8c. There is high community support 91% and public awareness was 93%. So far \$50 Million has been paid out.

**10. David Salisbury, Executive Manager Engineering, Essential Energy
Ms Julie Briggs CEO, REROC**

Essential Energy looks after 1.38 million power poles, 840,000 customers, covers 95% of NSW ie 737,000 square kilometres of rural network and 183, 612 kilometres of overhead power lines. The role of Essential Energy is distribution and distribution costs are 37% of electricity costs. There are 163,000 street lights in 83 council areas. Southern Light a Local Government ROC’s project in southern NSW has a crucial role in promoting the Street Smart Lighting opportunity and has examined the costs of street lighting to LED to save costs. There is an opportunity to create a State solution to connect to LED and smart solution. Traditional lighting to LED to connected luminate to small pole as hub of services. These solutions can be applied to other opportunities in tourism, agriculture, mining and transport. The next step is to obtain a funding decision from the NSW Government

11. Mr Steve Orr, Premier and Cabinet

Mr Orr advised that Ken Gillespie and his Regional Infrastructure team would finalise their operations in December with the State election to be held in March 2019. A Department of Premier and Cabinet Regional Team will be formed and with this restructure in the Premiers Department regional NSW will be given a stronger presence with bigger teams to work with regional NSW

12. Cr Linda Scott, President, Local Government NSW

LGNSW will change dates of their Board meetings so that they do not clash with country Mayors meeting dates. The Annual conference was a success. LGNSW launched the Local Government Drought Fund in Forbes. The billion \$ Safe and Secure Water Program red tape removal is welcomed. It was pleasing to get the message to Conference from the Government and Opposition that "No one size fits all". Cost Shifting Report was released in Bellingen this week. LGNSW as one organization is working well. LGNSW is currently recruiting for a new Chief Executive. LGNSW has changed the way appointments are made to Boards.

13. 8 March 2019 Meeting

RESOLVED That Country Mayors Association in conjunction with LGNSW arrange a question and answer session on the 8 March 2019 at Parliament House between the leaders of the major NSW Political Parties and the Mayors and General Managers of NSW Councils (Coonamble Shire Council / Blayney Shire Council)

14. Street Smart Lighting

RESOLVED That the Association write to the Premier and the Opposition Leader expressing support of the Street Smart Lighting program developed by Essential Energy and ROC's in southern NSW and request that financial support be provided to allow the project to proceed (Shellharbour City Council / Bland Shire Council)

15. Local Government Superannuation

A MOTION WAS MOVED 1. "That Country Mayors Association express its concerns to Local Government Superannuation (LGS) at the continuous demand on all Councils in NSW for additional contributions which often exceeds more than 1% of Councils general rate take beyond the normal percentage on superable salary for the Defined Benefit Plan (DPB).

2. That Local Government Superannuation be requested to undertake an independent audit on the investment strategy to give confidence to stakeholders that the returns on superannuation funds are appropriate to the risk portfolio.

3. Country Mayors Association requests that Local Government Superannuation to cease the additional contributions on the defined benefit plan immediately as the assets associated with the scheme now exceed the liabilities

4. That Country Mayors' Association requests that LGNSW ensure Industry applicants for any external Board positions be apolitical and not members of any political parties or political organisations.

5. That Country Mayors' Association requests Local Government Superannuation to amend its constitution immediately to reflect the APRA recommendation that the Board be made up of three union representatives, three industry representatives

and three independent representatives with the chair coming from the independents.”

(Goulburn Mulwaree/ Bega Valley Shire Council)

CARRIED ON THE CASTING VOTE OF THE CHAIRPERSON

16. Regional Infrastructure Office

RESOLVED That the Association write to Ken Gillespie thanking him and his team for the support and assistance given to Country Mayors (Moree Plains Shire Council / Temora Shire Council)

There being no further business the meeting closed at 1.02pmpm.

Cr Katrina Humphries

Chair – Country Mayor’s Association of NSW

**Minutes of the Extraordinary Meeting of GOLDENFIELDS WATER COUNTY COUNCIL
held at TEMORA OFFICE on 8 October 2018**

The meeting commenced at 10.00am

PRESENT

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

ALSO IN ATTENDANCE

Mr D Hancock (General Manager), Ali Connell (Human Resources Coordinator)

1. LEAVE OF ABSENCE/APOLOGIES

Nil

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. DECLARATION OF PECUNIARY INTERESTS

Declaration of Interest

Councillors and senior staff are reminded of their obligation to declare their pecuniary interest in any matters listed before them.

Councillors may declare an interest at the commencement of the meeting, or alternatively at anytime during the meeting should any issue progress or arise that would warrant a declaration.

Councillors must state their reasons in declaring any type of interest.

4. DECLARATION OF NON PECUNIARY INTERESTS

Declaration of non Pecuniary Interest

Councillors and senior staff are reminded of their obligation to declare their interest in any matters listed before them.

In considering your interest you are reminded to include non-pecuniary and conflicts of interest as well as any other interest you perceive or may be perceived of you.

Councillors may declare an interest at the commencement of the meeting, or alternatively at anytime during the meeting should any issue progress or arise that would warrant a declaration.

Councillors must state their reasons in declaring any type of interest.

5. PUBLIC PARTICIPATION – CONFIDENTIAL SESSION

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

It is recommended that Council move into CONFIDENTIAL SESSION.

18/072 RESOLVED on the motion of Crs Callow and Sinclair that Council move into CONFIDENTIAL SESSION.

6. MATTERS TO BE SUBMITTED TO CONFIDENTIAL SESSION

6.1. MATTERS SUBMITTED BY THE GENERAL MANAGER

6.1.1. Confidential Report on Goldenfields Water Management Structure

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

(a) personnel matter concerning particular individuals (other than councillors)

18/073 RESOLVED on the motion of Crs McCann and Callow that the report from the General Manager be noted and that the General Manager will populate an organisation structure chart with changes as per the discussion in the meeting and provided to the Board at the 25 October meeting.

EXITING CONFIDENTIAL

There being no further confidential items it is recommended that Council revert back to Open Session and that the resolution made in Confidential Session be made public.

18/074 RESOLVED on the motion of Crs Armstrong and Cr McCann that Council revert back to Open Session and that the resolution made in Confidential Session be made public.

The General Manager read out the resolutions made in Confidential Session.

7. QUESTIONS AND STATEMENTS

Nil

There being no further business requiring the attention of the Council the meeting was declared closed.

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at
TEMORA OFFICE on 25 October 2018**

The meeting commenced at 10.00am.

PRESENT

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

ALSO IN ATTENDANCE

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

1. LEAVE OF ABSENCE/APOLOGIES

BOARD RESOLUTION

18/075 RESOLVED on the motion of Crs Stadtmiller and Sinclair that the Board note and accept the apology of Cr B Callow.

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

Nil

4. DECLARATION OF PECUNIARY INTERESTS

Nil

5. DECLARATION OF NON PECUNIARY INTERESTS

Nil

6. CONFIRMATION OF MINUTES OF MEETINGS HELD ON 23 AUGUST 2018 and 8 OCTOBER 2018.

BOARD RESOLUTION

18/076 RESOLVED on the motion of Crs Armstrong and McCann that the minutes of the meetings held on the 23 August 2018 and 8 October 2018, having been circulated and read by members be confirmed.

7. BUSINESS ARISING FROM MINUTES

The Chairperson noted that the minutes from the extraordinary meeting held 8 October stated that 'the General Manager will populate an organisation structure chart with changes as per the discussion in the meeting and provide to the Board at the 25 October meeting'. The Chairperson and the Deputy Chairperson met with the General Manager to discuss and it was decided that more time was needed to consider the proposed structure.

BOARD RESOLUTION

18/077 RESOLVED on the motion of Crs Armstrong and McCann that the business arising be received and noted.

8. CORRESPONDENCE

Nil

9. ADMISSION OF LATE REPORTS

BOARD RESOLUTION

18/078 RESOLVED on the motion of Crs McCann and Armstrong that the late report of General Managers Performance review be included as a late report.

GENERAL MANAGER PERFORMANCE ASSESSMENT PROCESS

BOARD RESOLUTION

18/079 RESOLVED on the motion of Crs McGlynn and Armstrong that:

- 1. The Chairperson, Deputy and Cr G Armstrong form the Performance Appraisal Committee.**
- 2. The role of the Performance Appraisal Committee is to finalise the General Manager Performance Agreement, and undertake a review of the General Manager's performance in accordance with the guidelines set out in Clause 7 of the Standard Contract of Employment General Managers of Local Councils in New South Wales**

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

- 1 The Board of Goldenfields Water establish a Performance Appraisal Committee consisting of the Chair, the Deputy Chair and other members to be determined by the Board.
- 2 The role of the Performance Appraisal Committee is to finalise the General Manager Performance Agreement, and undertake a review of the General Manager's performance in accordance with the guidelines set out in Clause 7 of the Standard Contract of Employment General Managers of Local Councils in New South Wales.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

- 01 Excellence in Service Provision
- 07 Efficient Operations
- 09 Financially Sustainable

BACKGROUND

Clause 7 (Performance agreement and review), of the Standard Contract of Employment General Managers of Local Councils in New South Wales, requires the following:

- 7.1 Within 3 months after the commencement date, the employee and Council will sign a performance agreement setting out agreed performance criteria.
- 7.2 In the event that the employee and Council are unable to agree on the performance criteria, Council will determine such performance criteria that are reasonable and consistent with the employee's duties and functions under clause 6 and in Schedule B.
- 7.3 The performance agreement may be varied from time to time during the term of this contract by agreement between the employee and Council, such agreement not to be unreasonably withheld.
- 7.4 Within 2 months after signing or varying the performance agreement, the employee will prepare and submit to Council an action plan which sets out how the performance criteria are to be met.
- 7.5 Council will ensure that the employee's performance is reviewed (and, where appropriate, the performance agreement varied) at least annually. Any such review is to have regard to the performance criteria.

Note: Council may review the employee's performance every 6 months or more frequently if necessary.

- 7.6 The employee will give Council 21 days' written notice that an annual performance review in accordance with subclause 7.5 is due.
- 7.7 Council will give the employee at least 10 days' notice in writing that any performance review is to be conducted.
- 7.8 The structure and process of the performance review is at the discretion of Council following consultation with the employee.
- 7.9 The employee may prepare and submit to Council an assessment of the employee's own performance prior to a performance review.
- 7.10 Within 6 weeks from the conclusion of a performance review, Council will prepare and send to the employee a written statement that sets out:
 - a) Council's conclusions about the employee's performance during the performance review period,
 - (b) Any proposal by Council to vary the performance criteria as a consequence of a performance review, and
 - (c) any directions or recommendations made by Council to the employee in relation to the employee's future performance of the duties of the position.
- 7.11 The employee and Council will, as soon as possible after the employee receives the written statement referred to in subclause 7.10, attempt to come to agreement on any proposal by Council to vary the performance criteria and on any recommendations by Council as to the future performance of the duties of the position by the employee.
- 7.12 Subject to the employee being available and willing to attend a performance review, Council undertakes that if a performance review is not held in accordance with this

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at
TEMORA OFFICE on 25 October 2018**

clause, this will not operate to the prejudice of the employee unless the employee is responsible for the failure to hold the performance review.

REPORT

The contracted agreement with Local Government NSW Management Solutions for the recruitment of the general manager included their involvement in establishing the performance agreement between Council and the General Manager.

The General Manager of Goldenfields Water commenced on April 23.

Local Government NSW Management Solutions have forwarded a copy of the 2018-19 General Manager agreement template. The document is in two separate parts.

A Performance Appraisal Committee, comprising of member of the Board of Goldenfields Water is to be established. The role of the committee is in two parts:

- 1 Finalise the General Manager Performance Agreement, based on the Local Government NSW Management Solutions 2018-19 General Manager agreement template.
 - a. Part one of the agreement template reflects the managerial objectives/responsibilities as defined in the General Managers position description.
 - b. Part two of the agreement template are Council's strategic objectives in moving the organisation forward. This includes 6-10 key activities which should be progressed or accomplished in the coming 12 months, including clear indicators to measure performance
 - Usually, these should be found in Council's Community Strategic Plan, Delivery Plan or Operational Plan.
 - As projects may be spread over 2, 3 or 4 years and may roll straight from one year to another, it is important to use realistic time frames and performance measures against those projects e.g. (Specific, Measurable, Achievable, Realistic and Timely).
- 2 Conduct the review of the General Manager's performance
 - a. in accordance with the guidelines set out in Clause 7 of the Standard Contract of Employment General Managers of Local Councils in New South Wales.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Nil

10. NOTICES OF MOTION / RESCISSION MOTIONS

Nil

11. CHAIRPERSON'S MINUTE

Nil

12. ELECTION OF CHAIRPERSON

10.10am Chairperson Palmer vacated the Chair to the General Manager.

The General Manager to conduct the elections for the Chairperson and Deputy Chairperson.

A duly signed nomination form for the position of Chairperson was received for Cr D Palmer.

Cr D Palmer was declared elected as Chairperson for the ensuing 12 months.

BOARD RESOLUTION

18/080 RESOLVED on the motion of Crs McGlynn and Armstrong that Cr D Palmer is declared elected as Chair for the ensuing 12 months.

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That nomination for the position of Chairperson is called and that if necessary, voting be by ordinary ballot.

BACKGROUND

In accordance with section 391 of the Local Government Act (1993) the position of Chairperson becomes vacant at this meeting and an election is required to elect a person from within the members of the council to fill this position. The Chairperson holds office for one year.

REPORT

The Local Government (General) Regulations 2005 clause 395, Schedule 8 provides the following:

- The General Manager (or person appointed by the General Manager) is the Returning Officer
- A Member of a county council may be nominated without notice for election as Chairperson of the county council
- The nomination is to be made in writing by two or more Members of the county council (one of whom may be the nominee)
- The nomination is not valid unless the nominee has indicated consent to the nomination in writing
- The nomination is to be delivered or sent to the Returning Officer
- The Returning Officer is to announce the names of the nominees at the county council meeting at which the election is to be held
- If only one member of the county council is nominated, that Member is elected
- If more than one Member is nominated, the county council is to resolve whether the election is to proceed by preferential ballot, by ordinary or by open voting
- The election is to be held at the county council meeting at which the county council resolves on the method of voting.

Appropriate nomination forms have been circulated to all Councillors.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Nil

13. ELECTION OF DEPUTY CHAIRPERSON

A duly signed nomination form for the position of Deputy Chairperson was received for Cr D McCann.

BOARD RESOLUTION

18/081 RESOLVED on the motion of Crs McGlynn and Armstrong that Cr D McCann is declared elected as Deputy Chairperson for the ensuing 12 months.

The Chairperson resumed the Chair.

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That nomination for the position of Deputy Chairperson is called and that if necessary, voting be by ordinary ballot. That the person with the most votes apart from the Chairperson and Deputy be called on when these are unavailable for engagements.

BACKGROUND

In accordance with section 231 of the Local Government Act (1993) Councillors may elect a person from within their number to be the Deputy Chairperson.

REPORT

The position of Deputy Chairperson is an optional position. The Deputy Chairperson may exercise any function of the Chairperson at the request of the Chairperson or if the Chairperson is prevented by illness, absence or otherwise, from exercising the function or if there is a casual vacancy in the office of Chairperson.

Council has traditionally elected such a person and the election procedures are the same as for the Chairperson.

Appropriate nomination forms have been circulated to all Councillors with their Business Papers.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Nil

14. PUBLIC PARTICIPATION – CONFIDENTIAL SESSION

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

BOARD RESOLUTION

18/082 RESOLVED on the motion of Crs Stadtmiller and McCann that Council move into Confidential Session.

15. MATTERS TO BE SUBMITTED TO CONFIDENTIAL SESSION

15.1. MATTERS SUBMITTED BY PRODUCTION AND SERVICES MANAGER

15.1.1. EXCEEDANCE OF TENDER THRESHOLD

*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.*

BOARD RESOLUTION

18/083 RESOLVED on the motion of Crs Morris and Sinclair that the Board:

- a. Note that a contract was entered into with FITT Resources Pty Ltd for a total cost of \$108,911.**
- b. Note that an additional \$46,403.50 in variations were required as part of the works which therefore exceeded the tendering threshold for contracts as per Section 55 of the Local Government Act 1993**
- c. Note and approve the reasoning provided within this report for not tendering the Jugiong Pump 3 works.**

BOARD RESOLUTION

18/084 RESOLVED on the motion of Crs McCann and Stadtmiller that Council revert back to open session and the resolutions made in Confidential Session be made public.

16. MATTERS TO BE SUBMITTED TO OPEN COUNCIL

16.1. MATTERS SUBMITTED BY CORPORATE SERVICES MANAGER

16.1.1. COUNCIL INVESTMENTS

BOARD RESOLUTION

18/085 RESOLVED on the motion of Crs Armstrong and McCann that the report detailing Council Investments as at 30th September 2018 be received and noted.

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the report detailing Council Investments as at 30th September 2018 be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

A report on Council's Investments is required to be presented for Council's consideration in accordance with Clause 212 of the Local Government (General) Regulation 2005.

REPORT

This report is presented for information on Council Investments as at 30th September 2018.

Council's investment portfolio decreased by \$150,000.00 from \$49,650,000.00 as at 31st July 2018 to \$49,500,000.00 as at 30th September 2018.

For the month of September, the deposit portfolio provided a solid return of +0.26% (actual), outperforming the benchmark AusBond Bank Bill Index return by +0.10% (actual). The strong performance continues to be driven by those deposits still yielding above 3% p.a. However, some of these deposits are fast maturing and may be reinvested at lower prevailing rates unless a longer duration is maintained.

Over the past 12 months, the deposit portfolio returned +3.06% p.a., strongly outperforming bank bills by 1.19% p.a. This is considered very strong given deposit rates reached their all-time lows and margins have generally contracted over the past 2 years.

As at the end of September 2018, Council's deposit portfolio was yielding 3.05% p.a. (unchanged from the previous month), with an average duration of around 621 days (~1.7 years).

FINANCIAL IMPACT STATEMENT

Council's investment portfolio decreased by \$150,000.00 from \$49,650,000.00 as at 31st July 2018 to \$49,500,000.00 as at 30th September 2018.

ATTACHMENTS: Council Investments Report as at 30th September 2018.

TABLED ITEMS: Nil.

16.1.2. PROGRESS REPORT – CAPITAL WORKS EXPENDITURE

BOARD RESOLUTION

18/086 RESOLVED on the motion of Crs Sinclair and Armstrong that the report detailing Council's Capital Works Program as at 30th September 2018 be received and noted.

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the report detailing Council's Capital Works Program as at 30th September 2018 be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

Capital Works represents an important part of Councils 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 30th September 2018.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Capital Works Progress Report as at 30th September 2018.

TABLED ITEMS: Nil.

16.1.3. DEBT RECOVERY UPDATE

BOARD RESOLUTION

18/087 RESOLVED on the motion of Crs Sinclair and McGlynn that the update on Goldenfields Water's debt recovery process be received and noted.

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the update on Goldenfields Water's debt recovery process be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

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

REPORT

Since engaged, 321 accounts with a total debt of \$469,520 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 30 September 2018 Goldenfields Water has recovered \$343,054. Furthermore, 47 customers with a total debt of \$116,530 have current payment arrangements in place with Goldenfields Water.

The overall result for Council is a debt recovery performance (debt either paid in full or under a payment plan) of 98% up to 30 September 2018, for debts referred to our external debt collection agency.

Please note that due to a recent change in debt recovery procedure, in future a modified report will be produced to incorporate debts recovered from other methods of debt recovery, e.g. restricted supply.

FINANCIAL IMPACT STATEMENT

The financial impact is a net reduction in outstanding debts of \$15,019 for the two monthly period of August/September 2018.

ATTACHMENTS: Nil.

TABLED ITEMS: Nil.

16.1.4. QUARTERLY BUDGET REVIEW

BOARD RESOLUTION

18/088 RESOLVED on the motion of Crs McCann and Stadtmiller that the Board:

- 1. Adopt the changes to the 2018/19 Budget as detailed below**
- 2. Receive and note the Responsible Accounting Officers Statement**
- 3. Receive and note the Mandatory Quarterly Budget Review document.**

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board:

1. Adopt the changes to the 2018/19 Budget as detailed below
2. Receive and note the Responsible Accounting Officers Statement
3. Receive and note the Mandatory Quarterly Budget Review document.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

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 Act (General Regulations) 2005.

The review is for the Quarter ending 30th September 2018 and is attached for Council's consideration.

REPORT

The Annual Budget for 2018/19 was prepared based on knowledge and assumptions at that time.

The Annual Budget for 2018/19 estimated that the net result from continuing operations would be a surplus of \$4,111m. Based on the September 2018 quarterly review as detailed below, the projected result will decrease by \$219k to a net surplus of \$3,892m.

Council has now completed the 2017/18 Annual Financial Statements. Following a review of the 2017/18 actual results and events that have occurred since that time there are a number of amendments which need to be incorporated into the revised Budget for September 2018.

1. Carry over Capital Projects:

Council resolved at its August Meeting to carry over \$3,125m in capital projects and put aside this amount in Reserves to fund these projects in 2018/19.

This will have an impact of increasing the capital expenditure program for 2018/19 funded from reserves decreasing the cash held as at 30/06/2018.

There is no impact on the operating budget for this item.

2. Employee Benefits and On-Costs:

In reviewing the Original budget it was identified that there were costs that need to be amended to reflect the anticipated costs for the year:

- Superannuation – increase of \$128k for End of Year on-cost calculations and under estimates,
- Long Service Leave – increase of \$33k to include End of Year on -cost calculations,
- Public Holidays for Outdoor staff – increase of \$96k, was not included in original budget,
- Accrued Leave - increase of \$30k. Original budget stated a credit amount, however should have been nil as these costs are included in salaries & wages,
- Plus an allowance for incremental increases.

3. Depreciation:

- Increase in Depreciation Charge of \$532k to reflect the increase based on actuals for 2017/18.

4. Materials & Contracts:

- Cost of cleaning at the Depots and Workshop - increase of \$58k based on review of 2017/18 actual costs,
- Meter Repairs & Maintenance - increase of \$32k based on review of 2017/18 actual costs,
- A new project for review of Efficiencies and Effectiveness was not included in original Budget,
- Managed Services (GIS) reflecting reduced costs, decrease of \$70k.

5. Other Expenses:

- Electricity – increase by \$275k, based on the cost for 2017/18 the original budget under estimated the cost. Change to contract will result in further review in QBR 3,
- Section 356 Donations over estimated - decrease of \$55k.

6. User Charges & Fees:

- Water User charges - increase of \$1,049m. Estimated to increase in 2018/19 based on 2017/18 actual usage, 2018/19 first quarter billing and assuming similar weather conditions that are predicted to occur for the rest of 2018/19,
- Tapping service meter fees and reconnections are anticipated to decrease in revenue by \$9k for the year.

7. Interest & Investment Revenue:

- As a result of debt recovery action taken in 2017/18 it is anticipated that this will result in a decrease in interest on overdue accounts of \$14k.

8. Other Revenues:

The Insurance Rebates for Risk Management and Property insurance of \$12k are expected to decline based on last year's actuals.

9. Internal Charges:

The elimination of 100% of overheads was fully used in the final result for Employee Benefits and On Costs, but are in fact only 55% related to Employee Costs. The other 45% is related to Materials & Contracts.

Therefore an adjustment needs to be made between increasing Employee Benefits and On-costs of \$900k and a reduction in Materials & Contracts of the same amount.

There is no effect on the operating result from this adjustment.

10. Other amendments to budget:

- Transfer \$40k from Employee Costs to Contractors for finance assistance while recruiting for Accountant. No financial impact to operating result to date.
- There are some other amendments to the budget that are a reallocation of costs etc. from one activity to another with no impact on the operating result.

11. Mandatory Quarterly Review Report:

Attached is the Mandatory Quarterly review which incorporates the above amendments.

FINANCIAL IMPACT STATEMENT

The result for the September Quarter is a \$219,000 decrease in the projected year-end surplus from original budget of \$4,111m to \$3,892m.

ATTACHMENTS: Mandatory QBR September including RAO statement.

TABLED ITEMS: Nil.

16.1.5. CIVICA AUTHORITY PROJECT UPDATE

BOARD RESOLUTION

18/089 RESOLVED on the motion of Crs Sinclair and McCann that the CIVICA Authority Project update report as at 30th September 2018 be received and noted.

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the CIVICA Authority Project update report as at 30th September 2018 be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

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

REPORT

The CIVICA implementation project has been underway since mid-2017. Since the previous report to the Board, go-live and implementation has been ongoing.

CIVICA Authority

Of significance is the further delay to Utility Billing go live, which has now been revised from October 2018 (initially July 2018) to late January 2019. This will be after the 2nd quarterly billing. Go live of the Utility Billing module has been affected by programming issues, which CIVICA has now resolved with further on and off-site testing to commence on the 15th October 2018.

As a result of work practice changes with the new systems (e.g. electronic document management in HPE CM9; the change from Job Numbers in the legacy system to Work Orders in CIVICA Authority), there has been a significant impact on staff in regard to learning and adjusting to the new processes; however the implementation has proceeded without a negative impact on overall operations and service delivery.

Since go-live, finance have been reviewing postings to the General Ledger and refining the associated Work Order structure, including elimination of Tasks from Work Orders where required to simplify the structure. In addition, a review of Resource Numbers has been ongoing.

Records Management HPE CM9

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

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

Document security, access and searching has been significantly improved as a result of the implementation of the new records management system.

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Milestones

IMPLEMENTATION	Completed	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19
Records Keeping CM9											
General Ledger											
Name & Address Register											
Standing Work Orders											
BIS											
Plant/Fleet											
Works Management	On hold										
Utility Billing/Property							Revised				
Receipting											
Accounts Payable											
Accounts Payable Workflow								Revised			
Accounts Receivable											
Debt Recovery								Revised			
OLR/Purchase Orders											
Payroll											
OL Timesheets								Revised			
Stores											
GIS Integration											
CRM Registers											
- Backflow								Revised			
- Connections								Revised			
Mobile App (CRM)	On hold										

GO LIVE	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19
Records Keeping CM9													
General Ledger													
Name & Address Register													
Standing Work Orders													
BIS													
Plant/Fleet													
Works Management		On hold											
Utility Billing/Property	Initial				1st revision				2nd revision				
Receipting													
Accounts Payable													
Accounts Payable Workflow							Initial				Revised		
Accounts Receivable													
Debt Recovery					Initial					Revised			
OLR/Purchase Orders													
Payroll													
OL Timesheets													
Stores													
GIS Integration													
CRM Registers													
- Backflow						Initial			Revised				
- Connections						Initial			Revised				
Mobile App (CRM)		On hold											

ATTACHMENTS: Nil

TABLED ITEMS: Nil

FINANCIAL IMPACT STATEMENT

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

16.1.6. PRIVATE WORKS POLICY AND PROCEDURE REPORT

BOARD RESOLUTION

18/090 RESOLVED on the motion of Crs Stadtmiller and Sinclair that the Board:

- 1. Adopt the Goldenfields Water’s draft Private Works Policy and Private Works Procedure**
- 2. Amend the 2018/19 Fees and Charges Schedule to include “Private Works – Plant and Labour at cost plus 15% (no dry hire)”.**

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board:

1. Adopt the Goldenfields Water’s draft Private Works Policy and Private Works Procedure
2. Amend the 2018/19 Fees and Charges Schedule to include “Private Works – Plant and Labour at cost plus 15% (no dry hire)”.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

Goldenfields Water undertakes Private Works for external customers, including constituent Councils. Currently there is no Policy or Procedure in place relating to Private Works activities and the current Goldenfields Water Fees and Charges do not stipulate the Private Works charge-out rate.

REPORT

The development of the draft Private Works Policy and Procedure formalises Goldenfields Water’s position in regard to the undertaking of private works by Goldenfields Water for an external person(s) or organisation at their request.

Goldenfields Water County Council will:-

- Provide a private works service to individuals and other organisations, subject to prioritisation of available resources
- Project manage all private works, including documenting of scope and value of works, payment terms, risk assessment, insurance provisions, responsibility for management of the contract, accountability and reporting requirements
- Undertake appropriate risk assessments
- Price all private works as per annually updated and adopted Fees & Charges
- Maintain records in accordance with Council’s policy and procedure.

The draft Private Works Policy and Procedure have been developed to:

- Create a framework for performing private works that is transparent, objective and consistent;
- Ensure a clear understanding of roles and responsibilities for each party entering into a private works agreement;
- Undertake private works at cost recovery plus return a profit to Goldenfields Water County Council, and

- Ensure statutory compliance in the undertaking and pricing of private works.

FINANCIAL IMPACT STATEMENT

The draft Private Works Policy and Procedure establish the basis for private works charge-out rates in line with legislative requirements.

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

ATTACHMENTS:

1. Draft Private Works Policy & Draft Private Works Procedure.

TABLED ITEMS: Nil.

16.1.7. PROPERTY INVESTMENT STRATEGY

BOARD RESOLUTION

18/091 RESOLVED on the motion of Crs Sinclair and Morris that:

1. The Board rescinds Resolution 17/082, and
2. Council allocates \$1,000,000 to the Property Asset Reserve for the purpose of purchasing suitable staff housing in accordance with the Act.

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That:

1. The Board rescinds Resolution 17/082, and
2. Council allocates \$1,000,000 to the Property Asset Reserve for the purpose of purchasing suitable staff housing in accordance with the Act.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

At the November 2017 meeting, a report was presented to the Board outlining a Property Investment Strategy. The report identified a Property Portfolio as an integral component for the future financial success of Council, reducing its reliability on the cash market and expanding income earning potential from alternative sources. The Board resolved as follows (Resolution 17/082):-

1. Approve the budget allocation of \$5,000,000 to a Property Asset Reserve
2. Delegate the General Manager to negotiate the purchase of viable property as the opportunity arises funded from the newly created Property Asset Reserve.

REPORT

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Subsequent to the November 2017 Board meeting, further investigation was undertaken and legal advice obtained regarding the ability of Council to diversify its investment portfolio, under the relevant legislation, being:

- s625 of the Local Government Act,
- The Investment Order notified by the Minister for Local Government under s625 of the Local Government Act (dated 12 January 2011),
- The Investment Policy Guidelines published by the Department of Premier and Cabinet Division of Local Government (dated May 2010),
- ss22 and 388 of the Local Government Act, and
- s50 of the Interpretation Act 1987 (NSW).

The investigation and legal advice confirmed that Council is limited to investments in a form notified by the Minister published in the Gazette (Ministerial Investment Order). The Order does not specify investment in land or property as being authorised investments under s625 of the Local Government Act.

The legal advice concluded that:-

- Council must not invest any surplus money in land in any circumstance,
- Council may purchase land for the bona fide use in exercise of the relevant functions of the County Council,
- Council may purchase residential property for staff accommodation in the bona fide use in exercise of the relevant functions of the County Council, and
- Council is prohibited by s625 of the Local Government Act and the Order from investing surplus funds in the purchase of residential property as an investment and for no other purpose.

A review of future infrastructure renewals is currently under way and although not fully completed, the clear indication is that Council has a full commitment of all current reserve funds to infrastructure and plant renewals. The allocation of \$5,000,000 to a Property Asset Reserve may be detrimental to these asset renewal programmes; however the allocation of \$1,000,000 is reasonable to allow for the purchase of suitable staff housing for the attraction and retention of staff, in accordance with the Act.

FINANCIAL IMPACT STATEMENT

The November 2017 report indicated that property investment could offer annual property value growth of 7.5% and an average rental yield of 5.43%; however as Council is unable to undertake such investments the recommendation does not impact on Council's financial position.

ATTACHMENTS: Nil.

TABLED ITEMS: Nil.

16.1.8. AUDIT RISK AND IMPROVEMENT COMMITTEE MINUTES

Report prepared by Corporate Services Manager

BOARD RESOLUTION

18/092 RESOLVED on the motion of Crs Armstrong and Sinclair that the minutes of the Audit, Risk and Improvement Committee meeting held on 28 September 2018 are received and noted.

COUNCIL OFFICER RECOMMENDATION

That the minutes of the Audit, Risk and Improvement Committee meeting held on 28 September 2018 are received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

In 2008 pursuant to section 23A of the Local Government Act 1993, the Department released Internal Audit Guidelines for local government in NSW via Circular number 08-64. In 2010, the Department released revised Internal Audit Guidelines via Circular number 10-22. The Guidelines advised all councils to develop an audit committee as part of an internal audit function to act as an independent and objective oversight of council systems and processes.

REPORT

In accordance with the Audit Office of NSW client service plan, the Goldenfields Water County Council Audit, Risk and Improvement Committee met on Friday 28 September 2018 to review and discuss the draft 2017/18 Financial Reports.

The minutes of that meeting are attached for the information of the Board.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Minutes of Audit, Risk and Improvement Committee meeting held on 28 September 2018.

TABLED ITEMS: Nil.

16.1.9. FINANCIAL STATEMENTS REPORT

This item was suspended at 10.45am to allow Brad Bohun to attend to present the audited financial statements later in the meeting.

11.37am – A 10 minute recess was taken.

11.45am – The meeting was reconvened.

11.45am - The auditor Brad Bohun attended the meeting to present the audited Financial Statements.

BOARD RESOLUTION

18/093 RESOLVED on the motion of Crs Sinclair and McCann that the report on the Financial Statements for the year-ended 30th June 2018 be received and noted.

11.50am – Brad Bohun and Mr Ian Graham exited the meeting and did not return.

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the report on the Financial Statements for the year-ended 30th June 2018 be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

Council's Financial Statements for the year ended 30 June 2018 are ready for presentation to the general public. Under section 418 of the Local Government Act 1993, Council is required to present its audited Financial Statements, together with the Auditor's Report, to the public having given seven (7) days' notice.

Council's Auditors will attend the Board meeting to present their report.

REPORT

Income Statement (Operating Result)

Council's operating surplus decreased from \$3.841m in the previous year to \$3.747m in the current period (-\$0.94m). Council budgeted for a surplus of \$5.213m.

The decrease in Council's operating surplus from the prior year was a result of a an overall increase in total income from continuing operations of \$3.798m, offset by an overall increase in total expenses from continuing operations of \$3.892m (decrease in operating surplus of -\$0.94m).

The net operating result before capital contributions decreased from a surplus of \$2.965m in the previous year to \$1.738m in the current period (-\$1,227m). Council budgeted for a surplus of \$3.140m.

Revenue:

Rates and annual charges increased by \$.196m (4.1%).

User charges and fees revenue increased by \$2.360m (17.0%)

Grants and contributions for capital purposes increased \$1.133m.

Expenses:

Employee benefits increased by \$.685m

Materials and contracts expense increased by \$.684m

Other expenses increased by \$1.254m.

Depreciation and amortisation expense increased by \$1.025m

Statement of Cash flows

Council recorded a net decrease in cash and cash equivalents of -\$4.991m in 2018 compared to a net increase of \$2.694m in the prior year.

Net cash provided by operating activities amounted to \$10.051m (2017: \$9.111m). Cash provided by operating activities increased in the current year due to an increase in cash receipts from annual charges, user charges and fees, grants and contributions offset by increased cash payments for employee benefits, materials and contracts and other.

Net cash used in investing activities amounted to \$15.042m (2017: \$6.417m). Council recorded a net cash outflow of \$7.000m from the purchase and sale of investment securities in the current financial year (2017: \$3.000m).

Statement of Financial Position (Balance Sheet)

Externally restricted cash and investments are restricted in their use by externally imposed requirements. Council did not have any cash and investments that were subject to external restrictions as at 30 June 2018.

Internally restricted cash and investments have been restricted in their use by resolution or policy of Council to reflect identified programs of works and any forward plans identified by Council. The movement in internally restricted cash balances included a net increase of \$3.125m relating to infrastructure replacement works scheduled for completion in the next financial year.

Unrestricted cash decreased by \$6.235m to \$4.320m from \$10.555m in 2017. The decrease in unrestricted cash is due to Council transferring over \$5.000m to the Infrastructure Replacement Reserve. Unrestricted cash remains adequate.

Performance Ratios

Operating performance ratio – The operating performance ratio declined to 8.64% (2017: 14%) due to an increase in electricity costs and depreciation costs, but continued to remain well above the industry benchmark of 0%.

Own source operating revenue ratio – This ratio has remained stable over the past three years and at 91.07% for 2018 (2017: 95%) is well above the benchmark of 60%.

Unrestricted current ratio – This ratio shows a decline in Council’s liquidity position compared to the prior year due to placing more investments in long term rather than short term deposits. At 11.09x this ratio well exceeds the benchmark position of >1.50x.

Rates and annual charges outstanding ratio – At 21.43%, this ratio has slightly decreased from previous year (2017: 24%) and remains outside the industry benchmark. This is due to that fact that Council bills quarterly with the June quarter bills not due and payable until the following financial year. The ratio is not relevant to a water utility.

Cash expense cover ratio – At 39.20 months, Council has performed comfortably above the benchmark of >3.00 months in both the current and prior period, indicating a strong liquidity position.

Special Schedule 7 Report on Infrastructure Assets:

There has been a significant increase in amount to bring back to satisfactory condition, highlighting the need to review the future capital works renewals program, in the future, to ensure Council’s assets are maintained at a required level.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: 2017/18 General Purpose Financial Statements, 2017/18 Special Purpose Financial Statements, 2017/18 Special Schedules & 2017/18 Annual Audit Report.

TABLED ITEMS: Nil.

16.2. MATTERS SUBMITTED BY PRODUCTION AND SERVICES MANAGER

16.2.1. WATER PRODUCTION REPORT

This matter was considered after matter 16.3.1.

BOARD RESOLUTION

18/094 RESOLVED on the motion of Crs Sinclair and Morris that the Water Production Report be received and noted.

Report prepared by Acting Manager Production and Services

COUNCIL OFFICER RECOMMENDATION

That the Water Production Report be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

03 Strategic Water Management

BACKGROUND

Goldenfields Water provides the essential water requirements of about 40,000 people spread over an area in excess of 20,000 square kilometres between the Lachlan & Murrumbidgee Rivers in the South West of NSW.

Goldenfields Waters' supply system consists of five separate water schemes, Jugiong, Oura, Mt Arthur, Mt Daylight and Hylands Bridge. Goldenfields Water carries out water supply functions within the Local Government areas of Bland, Coolamon, Cootamundra, Hilltops, Junee, Temora, and part of Narrandera.

Hilltops Shire Council and Cootamundra Gundagai Shire Council are retailers, who purchase bulk water from GWCC and supply the water to retail customers in their respective local government areas. Goldenfields Water also supplies small quantities of bulk water to Riverina Water County Council.

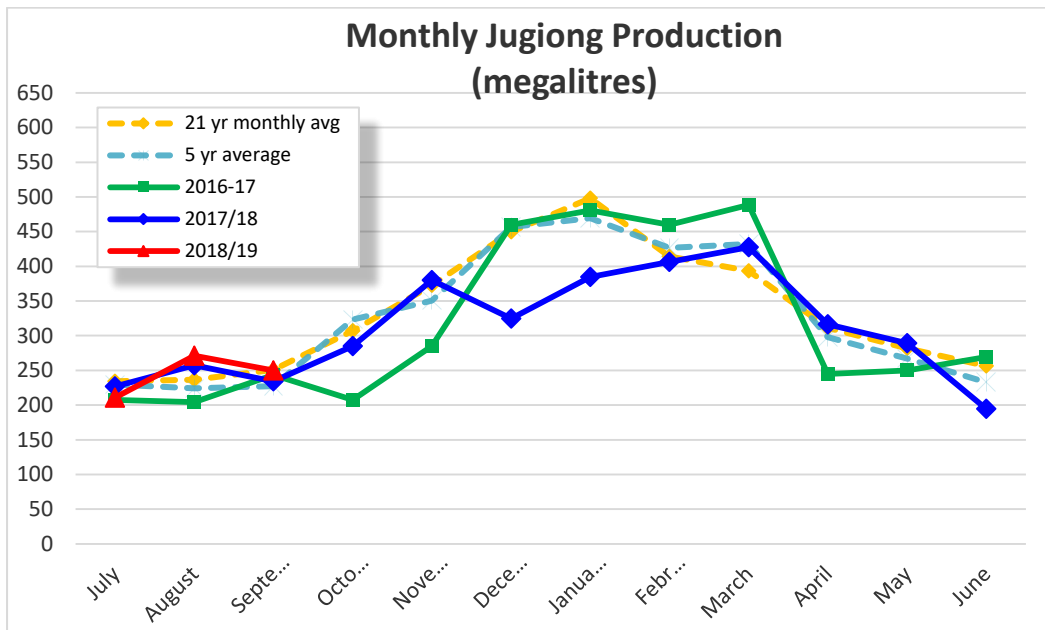
REPORT

Jugiong drinking Water Scheme

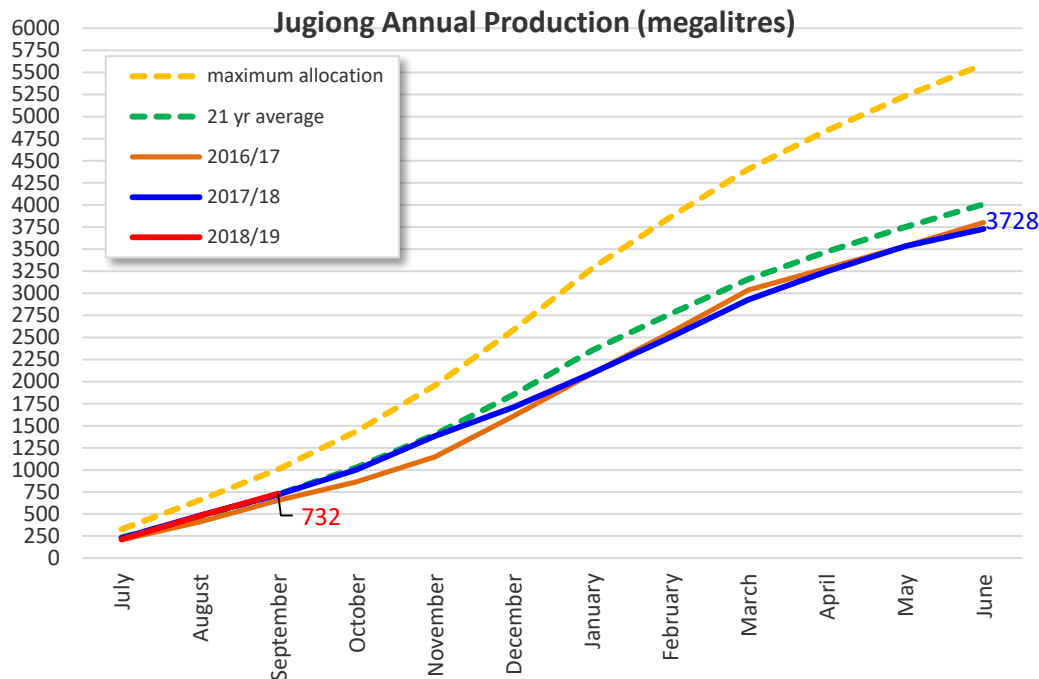
The Jugiong drinking water scheme sources water from the Murrumbidgee River and has an extraction licence of 40ML per day. Water from the Murrumbidgee River is treated through a conventional Water Treatment Plant that consists of: Coagulation, Flocculation, Clarification, Filtration, Disinfection and Fluoridation. The Jugiong Scheme has 14 sets of reservoirs. The Jugiong Scheme supplies bulk water to the Cootamundra-Gundagai Regional Council for supply to the township of Cootamundra with a population of approximately 6800. Bulk water is also supplied to the Hilltops Council for the town of Harden with a population of approximately 2200, and the town of Young with a population of approximately 8000.

Retail supply to approximately 600 people in the villages of Stockinbingal, Wallendbeen and Springdale.

As can be seen below the Jugiong production for September, 249.96ML, is slightly higher than the same period in 2017, 234.14ML.



To the end of September 2018/19, 732ML of water has been produced through the Jugiong Water Treatment Plant, this is slightly higher (718ML) than for the same period in 2017/18

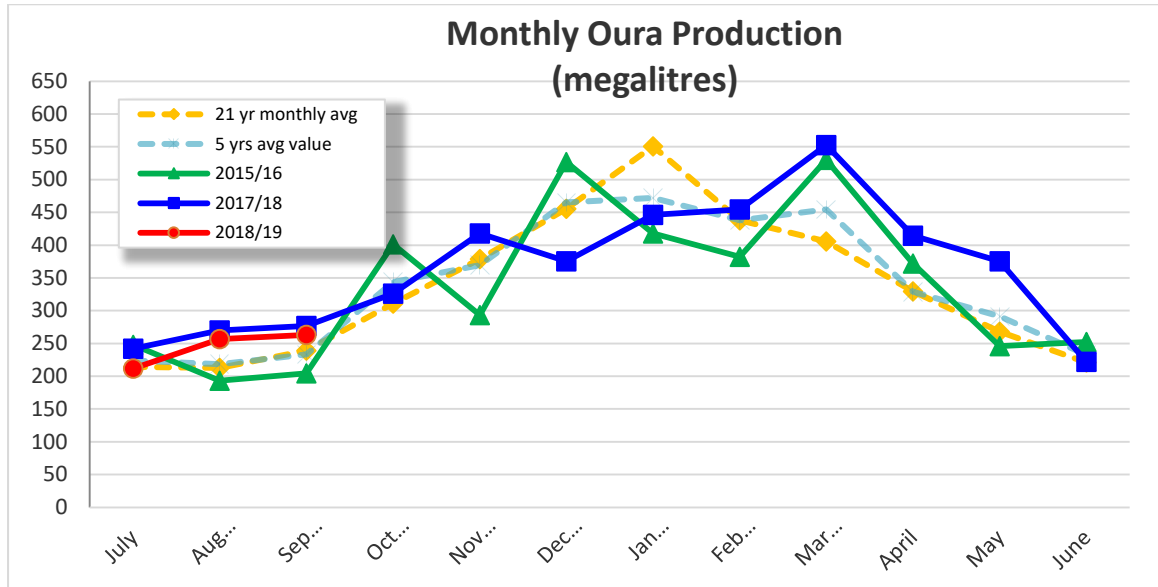


Oura Drinking Water Scheme

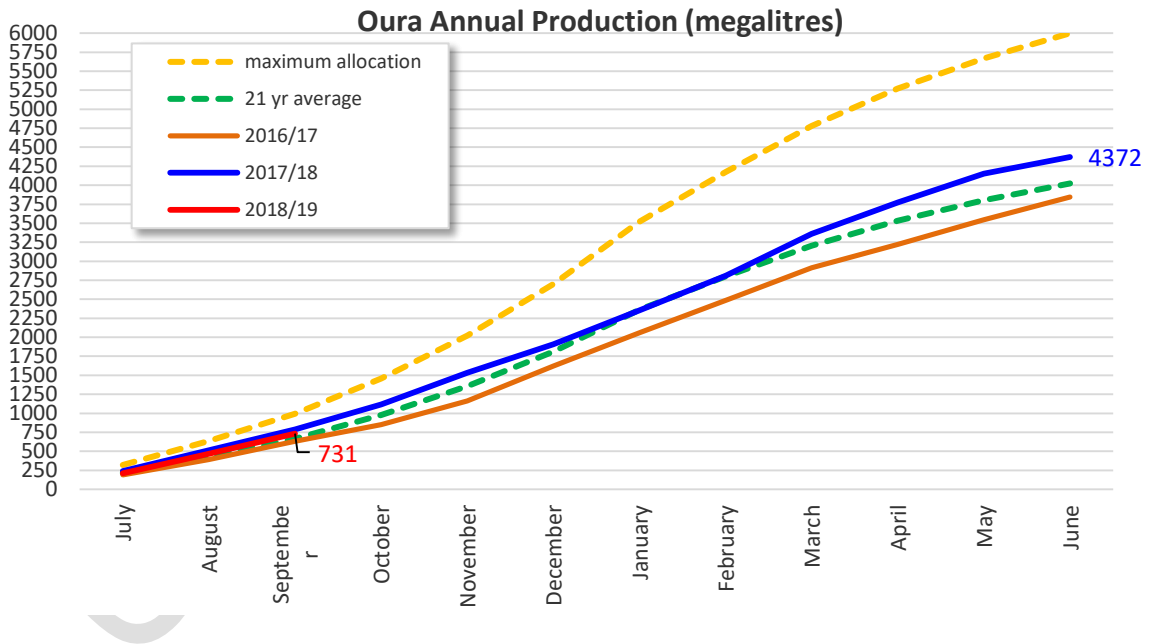
The water source at Oura is the Murrumbidgee inland alluvial aquifer, this water is extracted from 3 bores namely: Bores 3, 4 and 6. The raw water then goes through a treatment process at the Oura Water Treatment Plant that includes Aeration, Disinfection and Fluoridation. The Oura scheme has 33 sets of reservoirs and produces drinking water for approximately 14,600 people in the Bland, Coolamon, Junee, Narrandera and Temora Shires. The Oura scheme can also supply water to the Northern side of the Wagga Wagga shire when required.

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Oura September 2018/19 water production (262.8ML) is trending in a similar fashion to 2017/18 (276.57ML) although production is slightly lower for the same period last year



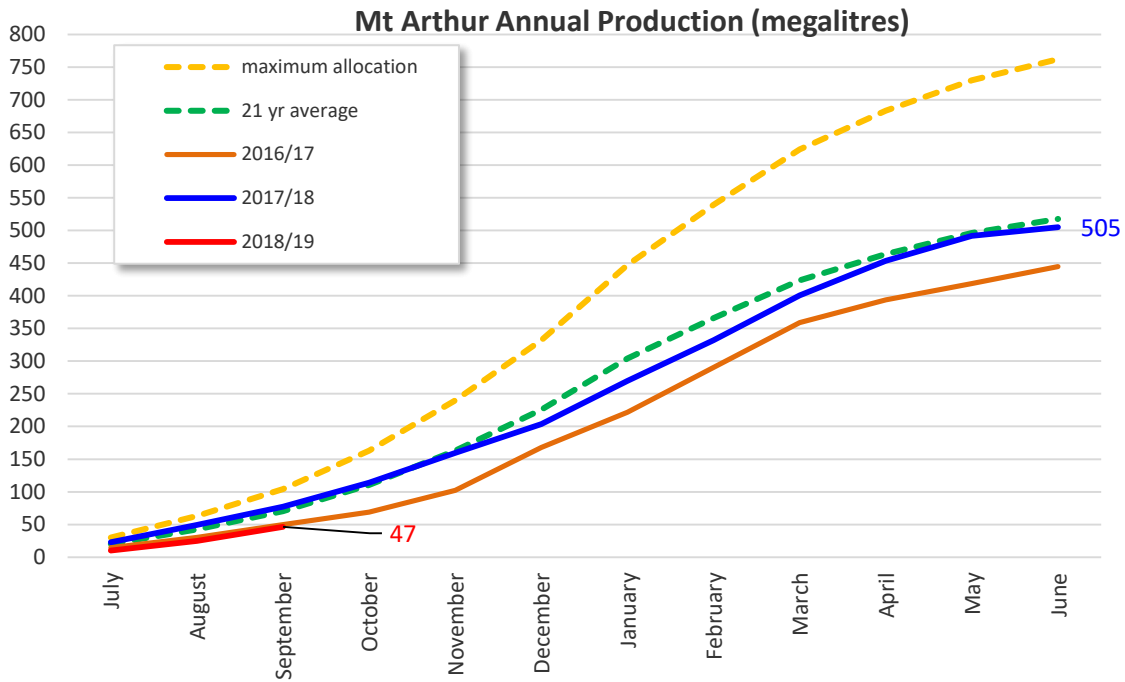
To the end of September 2018/19, 731ML of water has been produced through the Oura Water Treatment Plant this is slightly lower (788ML) than for the same period in 2017/18



Mount Arthur Drinking Water Scheme

The Mount Arthur Water Source is from the Lachlan Fold belt Aquifer System. The water is extracted via two bores, bores 1 and 2 located in the Shire Wagga Wagga near Matong. The water is disinfected before distribution through 9 sets of reservoirs supplying approximately 2400 people with water in the Coolamon shire.

To the end of September 2018/19, 47ML of water has been produced from the Mt Arthur Bores this is lower than for the same period in 2017/18 (77ML)



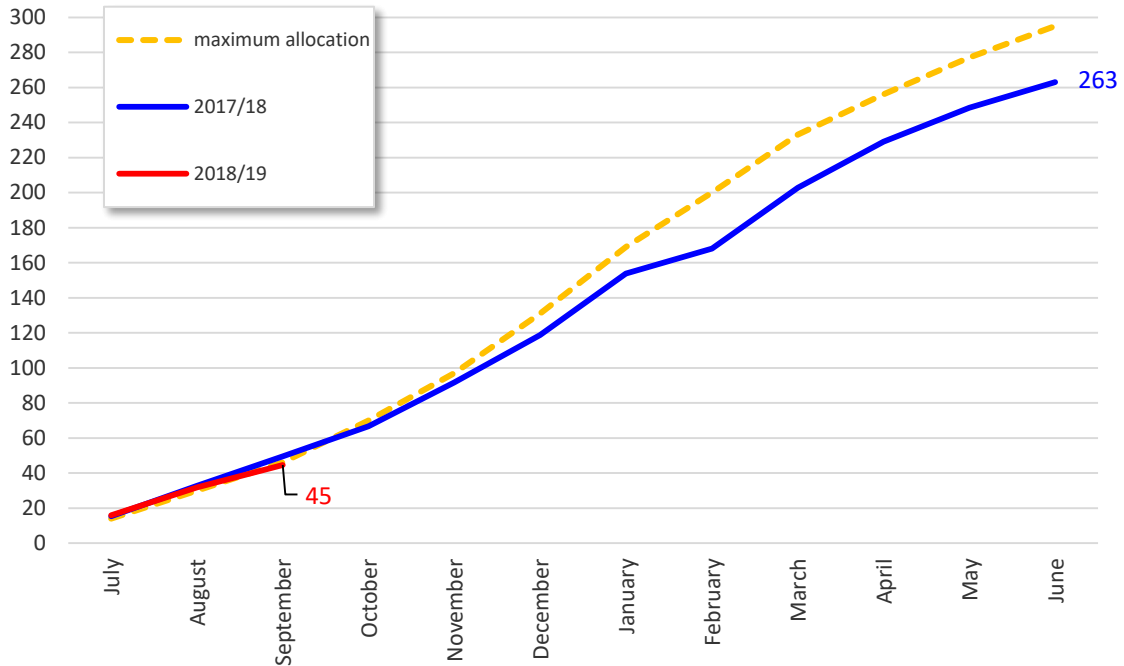
Mount Daylight Drinking Water Scheme

The Mount Daylight water source is from the Lower Lachlan alluvium aquifer. The Mount Daylight bores are jointly operated with Carathool Shire Council. Carathool Shire Council is responsible for bore management. There are 7 sets of reservoirs in the Mt Daylight scheme. Mt Daylight supplies water to approximately 125 people in the villages of Naradhan Weethalle and Tallimba in the Bland Shire Council

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To the end of September 2018/19, 45ML of water has been produced from the Mt Daylight bores this is lower than for the same period in 2017/18 (50ML)

Daylight Annual Volume (megalitres)

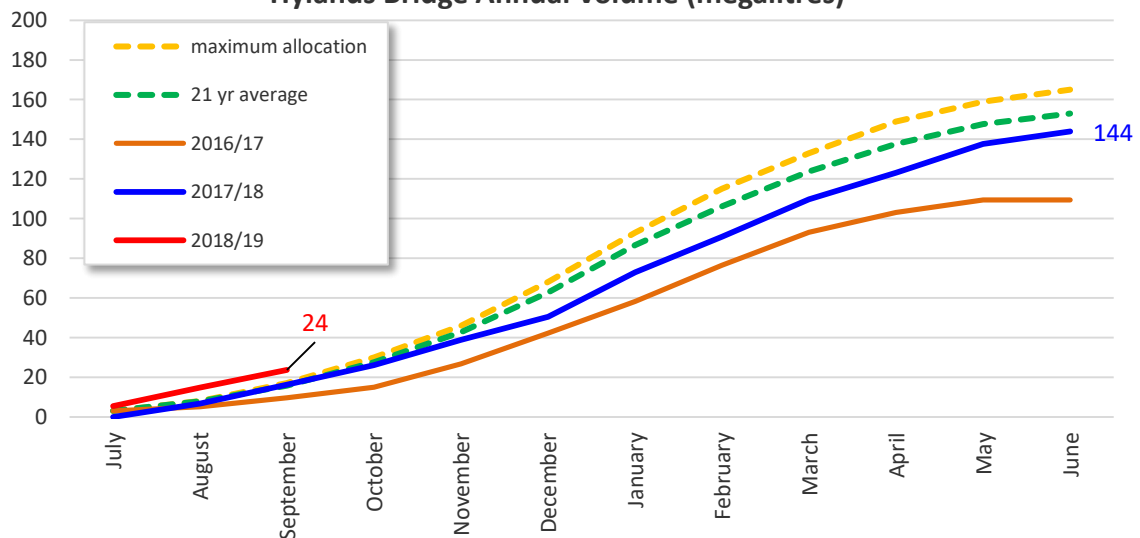


Hylands Bridge - Non Potable

Hylands Bridge supplies Non Potable water to Barellan and Binya.

To the end of September 2018/19, 24ML of water has been produced from Hylands Bridge this is higher than for the same period in 2017/18 (16ML)

Hylands Bridge Annual Volume (megalitres)



FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Nil

16.3. MATTERS SUBMITTED BY THE GENERAL MANAGER

16.3.1. RELATIVE EFFICIENCIES AND ECONOMIES OF THE RETICULATION AND DISTRIBUTION OF WATER

BOARD RESOLUTION

18/095 RESOLVED on the motion of Crs McCann and Morris that:

1. The Board approve the submission to the Minister on the review of "the relative efficiencies and economies of the reticulation and distribution of water of the towns of Cootamundra, Harden and Young compared with reticulation and distribution of water within such areas by the County Council"
2. The cover letter to the Minister accompanying the report include Councils recommendation that the current proclamation, allowing the Hilltops and Cootamundra Council to continue to be responsible for the reticulation systems within their Council regions, through the purchase of bulk water from Goldenfields Water.

Cr Sinclair was opposed to the resolution.

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

The Board approve the submission to the Minister on the review of "the relative efficiencies and economies of the reticulation and distribution of water of the towns of Cootamundra, Harden and Young compared with reticulation and distribution of water within such areas by the County Council"

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

03 Strategic Water Management

BACKGROUND

As part of Goldenfields Water's Proclamation, every three years we are required to undertake a review of "the relative efficiencies and economies of the reticulation and distribution of water" by the Councils of the towns of Cootamundra, Harden and Young "compared with reticulation and distribution of water within such areas by the County Council" and report the findings to the Minister.

REPORT

Goldenfields Water engaged Atom Consulting to undertake the review to ensure a level of independence in the review findings. Atom Consulting has previously consulted to all the Councils involved in the review, and have an excellent reputation within the Water Industry.

This efficiency review considered financial aspects, corporate activities and scheme specific activities. In undertaking the review, Atom Consulting met with representatives of Goldenfields Water, Hilltops and Cootamundra-Gundagai Councils. In addition, data was requested to enable comparisons to be undertaken. Gaps in available data or assumptions made during the analysis are noted where relevant in the report. Where data was either insufficient or not provided, no analysis was been presented in this report.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Councils Financial Position.

ATTACHMENTS: The review of “the relative efficiencies and economies of the reticulation and distribution of water of the towns of Cootamundra, Harden and Young compared with reticulation and distribution of water within such areas by the County Council”, prepared by Atom Consulting.

TABLED ITEMS: Goldenfields Water submission to the Minister of the review of “the relative efficiencies and economies of the reticulation and distribution of water of the towns of Cootamundra, Harden and Young compared with reticulation and distribution of water within such areas by the County Council”

16.3.2. GOLDENFIELDS WATER DRY TIMES PREPAREDNESS ASSISTANCE TO THE COMMUNITY

Moved on the motion of Crs McCann and Sinclair that:

1. Goldenfields Water increases the number of bulk water filling station upgrades to include Barmedman at an additional \$60,000 to the capital works budget.
2. A 25% discount on the stand pipe usage rates be provided to farmers undergoing hardship as a result of the dry times, where water is sourced at the new bulk water filling stations. The discount is applied until 30 June 2019.

An amendment was moved on the Motion of Crs Morris and Armstrong that in addition to points 1 and 2 that the following be included: 3. A 25% rebate on the Goldenfields Water stand pipe usage rates be provided to farmers undergoing hardship as a result of the dry times, from any non-electronic water filling stations. Goldenfields is to develop a rebate system in this instance. The discount is applied via rebate until 30 June 2019.

The amendment was put to a vote – the vote was unanimous in support of the amendment.

BOARD RESOLUTION

18/096 RESOLVED on the motion of Crs McCann and Sinclair that:

- 1. Goldenfields Water increases the number of bulk water filling station upgrades to include Barmedman at an additional \$60,000 to the capital works budget.**
- 2. A 25% discount on the Goldenfields Water stand pipe usage rates be provided to farmers undergoing hardship as a result of the dry times, where water is sourced at the new bulk water filling stations. The discount is applied until 30 June 2019.**
- 3. That the 25% rebate on the Goldenfields Water stand pipe usage rates be provided to all farmers undergoing hardship as a result of the dry times including existing filling stations. Goldenfields is to develop a rebate system in this instance. The discount is applied via rebate until 30 June 2019.**

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

1. Goldenfields Water increases the number of bulk water filling station upgrades to include Barmedman at an additional \$60,000 to the capital works budget.
2. A 25% discount on the stand pipe usage rates be provided to farmers undergoing hardship as a result of the dry times, where water is sourced at the new bulk water filling stations. The discount is applied until 30 June 2019.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

05 Proactive Customer Relations

BACKGROUND

The current 2018/19 Capital Works budget has an allocation of \$120,000 for the installation of a new bulk water filling station, activated by an electronic button. These are planned to be located at Temora and Wyalong.

REPORT

A prototype design has been developed for the bulk water filling station to be installed at Temora. This design should increase the flow of water available to bulk carters of the water and reduce the filling time. A review of current usage patterns from customers accessing water from the overhead stand pipes indicates that in addition to those two stations, Barmedman also has a significant demand for water. Historically, the remaining overhead standpipes have received only limited use.

It is proposed that Goldenfields Water allocate an additional \$60,000 to the capital works budget, allowing for a third bulk water filling station upgrade to be installed at Barmedman.

As the dry times have the potential to have significant financial impact on the farmers in our community, it is proposed that financial consideration be provided to those farmers who are relying on carting water to their properties. A discount of 25% from stand pipe usage rates

should apply to farmers that apply for consideration on financial hardship grounds. The projected increase in water sales should offset the loss of revenue through the application of a discount.

This discount is to be applied until the end of June 2019, at which time a review will be undertaken.

FINANCIAL IMPACT STATEMENT

The Capital Works Budget will be increased by an additional \$60,000. As there will be a predicted increase in water sales during the dry times, any reduction in water charges to the affected farmers should not negatively impact the overall operational result.

ATTACHMENTS: Nil

TABLED ITEMS: Nil

16.3.3. APPOINTMENT OF ACTING GENERAL MANAGER

Report prepared by General Manager

BOARD RESOLUTION

18/097 RESOLVED on the motion of Crs McCann and McGlynn

- 1. The General Manager is granted leave from the 7th to 21st December 2018.**
- 2. Council appoints Geoff Veneris, Manager Production and Services as acting General Manager during the period 7 to 21 December 2018.**

COUNCIL OFFICER RECOMMENDATION

1. The General Manager is granted leave from the 7th to 21st December 2018.
2. Council appoints Geoff Veneris, Manager Production and Services as acting General Manager during the period 7 to 21 December 2018.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

Under section 334 of the Local Government Act, council must appoint the general manager.

REPORT

I am seeking to take leave from the 7th to 21st December 2018 for personal reasons. As this period is greater than 4 days, the appointment of an acting general manager is required to ensure efficient operations and the functions of the general manager are maintained during this period.

It is my recommendation that Geoff Veneris, Manager Production and Services is appointed to this position for the period between 7 and 21 December 2018.

FINANCIAL IMPACT STATEMENT

The annual operating budget includes funding for acting allowances, therefore there is not an impact on Councils Financial Position.

ATTACHMENTS: Nil

TABLED ITEMS: Nil

16.3.4. MANDAMAH PROGRESS REPORT

BOARD RESOLUTION

18/098 RESOLVED on the motion of Crs McGlynn and McCann that the progress report on the Mandamah Rural Water Supply Scheme be received and noted.

Report prepared by Engineering Officer

COUNCIL OFFICER RECOMMENDATION

That the progress report on the Mandamah Rural Water Supply Scheme be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

02 Maximising Regional Water Supply

BACKGROUND

Goldenfields Water is expanding its supply area over the next six years by adding a new rural water supply scheme to its existing service area around the Mandamah region of NSW (west of the town of Barmedman). The scheme will have the capacity to supply water to approximately 100 connections and will include approximately 180km of pipe, two reservoirs and a pump station.

The scheme has been broken up into four stages with Stage one currently in construction phase which includes; 2 reservoirs and 60km of pipeline.

The project is scheduled to be delivered by July 2023 with a total project budget of \$10.9m.

REPORT

Reservoir design and construction was awarded to Hornick Constructions on the 1st of March 2018 for a tendered amount of \$1.05M, construction started on 12th of June 2018 with a construction period of 26 weeks. Due to delays in obtaining certain specialised construction materials and encountering rock during excavation of the reservoir foundations, an 11 week extension was granted to Hornick Constructions with revised completion date of 26th of November 2018. The encounter of rock will attract a variation to the original tender price of an estimated \$40,000.

Stage one pipeline construction is being delivered in house, construction started November 2017 and currently Goldenfields Water has completed the following:

- 19.3km of 200mm PVC of 33.95km
- 4.7km of 63mm PE of 17.1km
- 4.9km of 100mm PVC of 7.65km

None of the newly constructed pipelines have currently been tested or commissioned.

Goldenfields Water has requested quotations for the preliminary design for Stages 2 - 4 and the pump station. Goldenfields Water received two quotations to undertake the requested work. A review of these is currently being undertaken and an appointment of the successful consultant is anticipated by the end of the October 2018.

FINANCIAL IMPACT STATEMENT

The Project is currently budgeted within the 2018/19 Capital Works Budget.

ATTACHMENTS: Project Progress Status Report (as at 30 September 2018).

TABLED ITEMS: Nil

16.3.5. ASSET MANAGEMENT POLICY AND RISK FRAMEWORK

BOARD RESOLUTION

18/099 RESOLVED on the motion of Crs Morris and Armstrong that the Board:

1. **Adopt the revised Asset Management Policy (PP026)**
2. **Adopt the revised Risk Management Policy (PP022)**
3. **Adopt the Draft Risk Management Framework**
4. **Adopt the Draft Risk Matrix and Consequence Table**

Report prepared by Engineering Officer

COUNCIL OFFICER RECOMMENDATION

That the Board:

1. Adopt the revised Asset Management Policy (PP026)
2. Adopt the revised Risk Management Policy (PP022)
3. Adopt the Draft Risk Management Framework
4. Adopt the Draft Risk Matrix and Consequence Table

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

03 Strategic Water Management

BACKGROUND

Staff have been reviewing asset and risk management processes to help better prioritise current works and ensure resources are targeted at projects of the highest priority.

REPORT

Goldenfields Water is committed to providing a safe and reliable water supply. In order to do so Goldenfields Water must be able to identify the risks associated with such supply. A Draft Risk Management Framework and Risk Management Policy has been put together that aligns with ISO 31000: 2018 *Risk Management – Guidelines* and provides information on the roles, responsibilities, processes as well as procedures, standards, tools and documentation to be used for managing risk. Once adopted, utilisation of the Risk Management Policy and Framework will strengthen Goldenfields Water decision making, and resource allocation processes ensuring that works are prioritised and are conducted within a suitable timeframes.

A draft Risk Matrix and Consequence Table has been included as an appendix to the Risk Management Framework. This table once adopted will be the key tool to refer to for effective risk assessment. It will be used to assess all external and internal risks that are a potential threat to Goldenfields Water. The associated risk tables will be the single point of truth across Goldenfields Water for risk assessment and treatment.

Risk assessment will be a key component of asset management planning and prioritisation. A draft asset management policy which aligns with the both the draft risk management framework and policy has been developed as part of the process.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS:

Draft Asset Management Policy
Draft Risk Management Policy
Draft Risk Management Framework
Draft Risk Matrix and Consequence Table

TABLED ITEMS: Nil

16.3.6. DELIVERY PROGRAM PROGRESS REPORT

BOARD RESOLUTION

18/100 RESOLVED on the motion of Crs McCann and Morris that Goldenfields Water's Delivery Program Progress Report January – June 2018 be received and noted.

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That Goldenfields Water's Delivery Program Progress Report January – June 2018 be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

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

REPORT

Goldenfields Water Delivery Program 2017 – 2021 was adopted in June 2017. The January – June 2018 progress report is the second within this four year reporting period.

There have been a number of staff movements during the second half of the 2018 Financial Year that have impacted on the delivery of some of the programs.

These include

- The resignation and subsequent recruitment of a new general manager. An interim general manager was appointed for the first four or the six month reporting period.
- The Human Resources Coordinator was on maternity leave (without replacement) during this reporting period.
- The appointment of a Water Quality Officer assisted in the development and implementation of the new Drinking Water Management System.
- The appointment of a Community Education and Engagement Officer drove Goldenfields Water into the age of social media, enabling engagement with our community through a range of new media platforms

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Delivery Program Progress Report January – June 2018

TABLED ITEMS: Nil

16.3.7. ANNUAL REPORT

Report prepared by General Manager

BOARD RESOLUTION

18/101 RESOLVED on the motion of Crs McGlynn and Armstrong that Council's 2017/18 Annual Report be received and noted.

COUNCIL OFFICER RECOMMENDATION

That Council's 2017/18 Annual Report be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

Section 428 of the Local Government Act 1993, requires Council to prepare an Annual Report.

REPORT

Goldenfields Waters' 2017/18 Annual Report is the first report within this four year reporting period for the 2017 – 2021 Delivery Program.

The achievements detailed in this report are testimony to an energetic and dedicated workforce. Goldenfields Water must ensure that key staff are available 24 hours a day / 365 days a year. This requires staff to be on call and potentially be called to work on public holidays and weekends. The results and outcomes are a reflection of the efforts of all staff within the organisation, undertaking a variety of roles from the front office in Temora to the remote areas within our 22,500 square kilometre footprint.

The management of Goldenfields Water acknowledges the efforts of all staff and the 2017/18 Annual Report is included as an attachment.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: 2017/18 Annual Report

TABLED ITEMS: Nil

16.3.8. COUNCIL MEETING DATES 2018/2019

Report prepared by General Manager

BOARD RESOLUTION

18/102 RESOLVED on the motion of Crs Morris and McGlynn that Council set the meeting schedule as described for the ensuing twelve months.

COUNCIL OFFICER RECOMMENDATION

That Council set the meeting schedule as described for the ensuing twelve months.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

Goldenfields Water County Council meetings are held on the fourth Thursday of every second month at the Temora Office, commencing at 10.00am

REPORT

By reviewing the meeting schedule for the ensuing twelve months at the October meeting each year, a new Council and / or a new Chairman can revise the meeting schedule after the annual Chair elections have been held.

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at
TEMORA OFFICE on 25 October 2018**

Goldenfields Water Council meetings are generally held on the fourth Thursday of every second month. However, applying this to the April meeting results in the meeting falling on ANZAC day. Therefore it is proposed that the meeting be scheduled for 2 May 2019.

In order to allow advance public notification of Council meeting dates for the next twelve months, the following program is put forward for consideration:

Friday 21 December 2018, commencing at 10am
Thursday 28 February 2019, commencing at 10am
Thursday 2 May 2019, commencing at 10am
Thursday 27 June 2019, commencing at 10am
Thursday 22 August 2019, commencing at 10am
Thursday 24 October 2019, commencing at 10am

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Nil

16.3.9. OFFICE CLOSURE

Report prepared by General Manager

BOARD RESOLUTION

18/103 RESOLVED on the motion of Crs Stadtmiller and Sinclair that Council endorse the office to be closed from 12.00pm Friday 21 December 2018 and to reopen Monday 7 January 2019.

COUNCIL OFFICER RECOMMENDATION

That Council endorse the office to be closed from 12.00pm Friday 21 December 2018 and to reopen Monday 7 January 2019.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

08 Highly Skilled and Energetic Workforce

BACKGROUND

Council has previously closed its office for a period of two weeks during the Christmas and New Year Period, with minimal disruption to Council's normal operations.

REPORT

The office closure is proposed to be from 12.00pm Friday 21 December 2018 and to reopen Monday 7 January 2019.

Benefits are:

- The first week of the New Year is a quiet week for customer interaction,

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at
TEMORA OFFICE on 25 October 2018**

- Many businesses that Council deals with are closed that week,
- Many staff take advantage of extending their Christmas/New Year break, and
- The additional closure assists annual leave liability management.

Rostered staff will be on call to attend to operational issues (water breaks, breakdowns etc) and for major emergencies key staff will be recalled.

Customers can pay accounts through Australia Post and Bpay facilities.

Notification of the office closure period would be advertised during December.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Nil

16.3.10. COUNCIL CHRISTMAS FUNCTION

Report prepared by General Manager

BOARD RESOLUTION

18/104 RESOLVED on the motion of Crs Sinclair and McCann that Goldenfields Water host a Christmas function at the conclusion of the December council meeting.

COUNCIL OFFICER RECOMMENDATION

That Goldenfields Water host a Christmas function at the conclusion of the December council meeting.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

08 Highly Skilled and Energetic Workforce

BACKGROUND

Goldenfields Water hosts a Christmas function for the Board, staff and their families to acknowledge the efforts of employees over the preceding year.

REPORT

Goldenfields Waters December council meeting is normally held with a Christmas function immediately following its conclusion. Councillors, staff and families are invited to attend.

Details of the function will be provided closer to the date.

Transportation will be arranged for employees whose roles are based outside Temora.

FINANCIAL IMPACT STATEMENT

The cost of hosting a Christmas function has been allocated with the budget.

ATTACHMENTS: Nil

TABLED ITEMS: Nil

17. NEXT MEETING

The next ordinary meeting of council is scheduled to be held on Friday 21 December 2018 at 10.00am.

18. QUESTIONS AND STATEMENTS

Tony Goodyer provided a response to the question in relation to item 15.1.1 asked by Cr Armstrong: 'how far the pump was into the Asset Schedule'. The pump was 3 years and 30,000 hours overdue for refurbishment.

Cr McCann - Nil

Cr McGlynn – Thanked Tony Goodyer for the Mandamah site visit.

Cr Stadtmiller - Nil

Cr Morris – Nil

Cr Armstrong - Nil

Cr Sinclair – Nil

19. CLOSE OF BUSINESS

There being no further business requiring the attention of Council the meeting was declared closed at 12.50pm

The meeting commenced at 9.00am.

PRESENT

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

ALSO IN ATTENDANCE

Mr D Hancock (General Manager), Ms Alexandria Connell (Human Resources Coordinator).

1. LEAVE OF ABSENCE/APOLOGIES

Nil

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. DECLARATION OF PECUNIARY INTERESTS

Nil

4. DECLARATION OF NON PECUNIARY INTERESTS

Nil

5. PUBLIC PARTICIPATION - CONFIDENTIAL SESSION

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

It is recommended that Council move into CONFIDENTIAL SESSION.

18/105 RESOLVED on the motion of Crs Callow & Morris that Council move into CONFIDENTIAL SESSION.

6. PERSONNEL MATTERS CONCERNING THE GENERAL MANAGERS CONTRACT

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

(a) personnel matter concerning particular individuals (other than councillors)

At 9.15am Darryl Hancock left the meeting and did not return.

At 9.15am Ali Connell left the meeting.

At 11.10am Cr McGlynn left the meeting and did not return.

At 11.50am Ali Connell re-entered the meeting.

18/106 RESOLVED on the motion of Crs Armstrong & Callow that Council receives the verbal report from the General Manager and resolve to commence negotiations with the General Manager in regard to the General Manager's contract.

EXITING CONFIDENTIAL

18/107 RESOLVED on the motion of Crs McCann & Armstrong that Council revert back to open session and the resolutions made in Confidential Session be made public.

7. QUESTIONS AND STATEMENTS

Nil

CLOSE OF BUSINESS

There being no further business requiring the attention of Council the meeting may be declared closed at **12.29pm**.

UNCONFIRMED

NEWELL HIGHWAY TASK FORCE MEETING

Minutes of the Newell Highway Task Force (NHTF) Meeting held in Coonabarabran on Tuesday 14 August 2018

The NHTF meeting commenced at 10:00am

1. Welcome, Attendees, Apologies

The Chair Cr Ken Keith OAM welcomed everyone to the General Meeting in Coonabarabran and thanked the Warrumbungle Shire Council for hosting the General Meeting.

Cr Peter Shinton the Mayor of Warrumbungle Shire Council thanked Cr Keith and welcomed everyone to Coonabarabran for the Newell Highway Task Force Committee General Meeting. Cr Shinton mentioned that this is not Coonabarabran's best season as our normal rainfall is around 700 mm and for this year the rainfall averages between under 100 mm to 200 mm. With Coonabarabran's backbone water supply the Timor Dam being at 22%, a series of successful bores have been sunk to supplement our low water supply and these will be plumbed into our system over the next month.

The meeting is being held in the Coonabarabran Headquarters of the VRA who are the first responders to motor vehicles accidents in a section of the Newell Highway from North of Gilgandra to South of Narrabri.

It's been a long process to attract reasonable funding to the Newell Highway and I applaud this Committee for their diligence over the years in promoting NSW's longest highway and its burgeoning freight task. I would also encourage you that before you leave have a look around Coonabarabran and leave some dollars in town.



Front row L to R: Cr Ken Keith OAM Mayor Parkes Shire Council, John Morris Regional NSW High Productivity Road Transport Alliance, Matthew Lewis Dubbo Regional Council, John Zannes Forbes Shire Council, Alistair Lunn Western Regional Director of the RMS, Cr Doug Batten Mayor Gilgandra Shire Council, Cr Tony Lord Mayor Bland Shire Council, Cr Graeme Miller Mayor Forbes Shire Council, Cr Dennis Todd Deputy Mayor Warrumbungle Shire Council, Kevin Tighe Warrumbungle Shire Council, Luke McDermott Narrabri Shire Council and absent from the photo was Cr Peter Shinton Mayor Warrumbungle Shire Council.

Attendees:

Name	Organisation
Cr Ken Keith OAM	Parkes Shire Council
Jeff Stien	Bland Shire Council
Cr Tony Lord	Bland Shire Council
Cr Graeme Miller	Forbes Shire Council
John Zannes	Forbes Shire Council
Cr Doug Batten	Gilgandra Shire Council
John Morris	Regional NSW High Productivity Road Transport Alliance
Luke McDermott	Narrabri Shire Council
Kevin Tighe	Warrumbungle Shire Council
Alistair Lunn	RMS
Matthew Lewis	Dubbo Regional Council
Cr Denis Todd	Warrumbungle Shire Council
Cr Peter Shinton	Warrumbungle Shire Council

Apologies:

Cr Craig Davies	Narromine Shire Council
George Cowan	Narrandera Shire Council
Julian Geddes	Narrandera Shire Council
Krishna Shrestha	Narrandera Shire Council
Warren Clark	NATROAD
Mick Savage	Institute of Public Works Engineering Australia
Steph Cooke MP	Member for Cootamundra
Philip Donato MP	Member for Orange
Carla Campbell	EO Kevin Humphries MP
Darren Raeck	Narrabri Shire Council
Cr Cathy Redding	Narrabri Shire Council
Cr Alan Ward	Parkes Shire Council
Ray Smith	Bland Shire Council
Cr Ruth McCrae	Murrumbidgee Council
Craig Moffitt	Murrumbidgee Council
David Neeves	Gilgandra Shire Council
Ian Dinham	Moree Plains Shire Council
Katrina Makim	Moree Plains Shire Council
Lila Fisher	Moree Plains Shire Council
Merran Socha	Berrigan Shire Council
Raju Ranjit	Weddin Shire Council
Cr Kevin Morris	Narrandera Shire Council
Cr Neville Kschenka	Narrandera Shire Council
Peter Dale	Narrandera Shire Council
Jo Ruffin	Berrigan Shire Council
Peter Gall	Federation Council

Resolution

That the apologies be confirmed

Moved: Cr Graeme Miller

Seconded: John Zannes

All in favour

Carried

2. Confirmation of the minutes from the previous meeting held in Narrandera on Tuesday 8 May 2018

Resolution

That the Minutes of the NHTF Committee meeting held in Narrandera on Tuesday 8 May 2018 be confirmed.

Moved: Cr Dennis Todd

Seconded: Cr Tony Lord

All in favour

Carried

3. Matters arising and actions arising from the previous NHTF Meeting that was held in Narrandera Tuesday 8 May 2018.

- Decoupling area at Tocumwal
- Road Trains / AB Triples on the Newell Highway
- Dual overtaking lanes were not installed at the Trewilga realignment
- Signage for the next overtaking lane
- Concept plan and design work for the new Dubbo Bridge
- NHTF logo

4. Correspondence

The secretary has distributed copies of all correspondence to the Newell Highway Task Force committee members. The Chair mentioned that the NHTF may receive some late correspondence from the Deputy Prime Minister during the meeting.

5. Roads and Maritime Services Update

Alistair Lunn provided the following RMS update:

RMS Projects

- The decoupling area at Tocumwal is progressing to the design stage and should be built by the end of 2019
- Road Trains have been approved on the Newell Highway to north of Coonabarabran and there are PBS 3A pinch points at Coonabarabran, Parkes and Boggabilla.
- The Newell Highway Overtaking Lane Alliance will provide 30 overtaking lanes on the Newell Highway and this is on the 21 overtaking lanes that have been built. The scope of works will include:
 - Single sided widening
 - Wide centreline
 - Two metre shoulders
 - 1.5km overtaking lane excluding tapers
 - Minimal work to existing road (possible overlay)
 - Granular (DGB) pavements with spray seals
 - 20 year life for the new work
 - Locally available materials
 - Audio Tactical Linemarking
- The length of the overtaking lanes have been standardised to 1.5 kilometres to allow for more overtaking lanes and will include the length of the overtaking lane. Feedback from the freight industry is supportive of the 1.5 kilometre overtaking lanes. The overtaking lanes will include wide centreline treatment as will all new roadworks. Antidotal evidence is that wide centre line treatments are making a difference and they are being rolled out in South Australia and Queensland.

- With the amount of works being planned for and being undertaken there will be variable message signs installed on the Newell Highway.
- The Parkes bypass is progressing and the RMS will be meeting with Parkes Shire Council in the near future and funding for this project has not been allocated.
- The new Dubbo Bridge's strategic business case economics is a challenge.
- The traffic lights and extra lanes in Dubbo is a priority.
- The Coonabarabran heavy vehicle bypass strategic planning is progressing and the RMS will be meeting with Warrumbungle Shire Council.
- The heavy duty pavement works north of Narrabri is moving into the detailed design phase.
- Road over the rail north of Narrabri.
- The contract for upgrade from Mungle Back Creek to Boggabilla has been awarded. The project includes major work on 18 kilometres of new road pavement, 3.5 metre wide lanes in each direction, intersection improvements, widening of road shoulders and provision of two new overtaking lanes.
- The realignment at Boggabilla is in the planning stage and funds are being sought for the widening of the Newell Highway north of Boggabilla.
- Routine work is being carried out under the Towards Zero Campaign including audio tactile work.
- Work is also being carried out through the Pilliga.

General discussions following Jonathan's update included:

- John Morris mentioned that there is a better option for the new Dubbo Bridge that will be flood free and take into account the growth of Dubbo including the increased traffic movements. The proposed River Street Bridge will require a 9.5 kilometre when the Newell Highway is flooded just to the north of Dubbo.
- Discussions have been held with the Department of Premier and Cabinet regarding the narrow Tomingley and Eumungerie Roads and that it will require a major injection of funding to cater for the increasing number of heavy vehicles that are using these roads to avoid the congestion through Dubbo.
- It was also mentioned that the Coonamble to Wee Waa road is seeing increased traffic movements.
- Luke McDermott mentioned that future planning should take place with the Inland Rail and that an easement be looked at for a heavy route detour with the Inland Rail.
- It was mentioned that the NSW Government has announced new improved access for heavy vehicles carrying supplies and stock to drought-affected areas. The new NSW Class 3 Drought Assistance Dimension Exemption Notice, which will come into effect by 15 August, will allow more hay to be transported per truckload, reducing costs for farmers.
The new NSW Class 3 Drought Assistance Dimension Exemption Notice will:
 - Allow eligible vehicles transporting hay to travel under notice and without a permit, including B-doubles up to 26 metres long
 - Up to 2.83 metres wide on all approved roads
 - Up to 4.6 metres high, on the approved 4.6 metre high network
 - On a case-by-case basis, allow access permits for road trains on roads not currently approved for road trains
 - On a case-by-case basis, provide access permits for trucks transporting loads of hay in excess of 4.6 metres high
 - Refund or waive National Heavy Vehicle Regulator and Roads and Maritime permit fees for drought relief applications
 - A dedicated hotline (1800 952 292) and website (www.rms.nsw.gov.au/drought-freight) will address any questions or queries transport operators or farmers may have.
- John and Doug mentioned that there are regional roads that there are regional roads that should be reclassified as State Roads due to the amount of freight and traffic on them.

- There was a discussion that works on the Newell Highway is extremely underfunded and there is an opportunity to seek funding from the Snowy Hydro Fund. The NSW Government will invest all proceeds (\$4.154 billion) of the Snowy Hydro transaction into regional NSW. It was moved that the Newell Highway Task Force should write to the New South Government seek funds from the Snowy Hydro fund for the Newell Highway.

Moved: John Zannes

Seconded: Cr Tony Lord

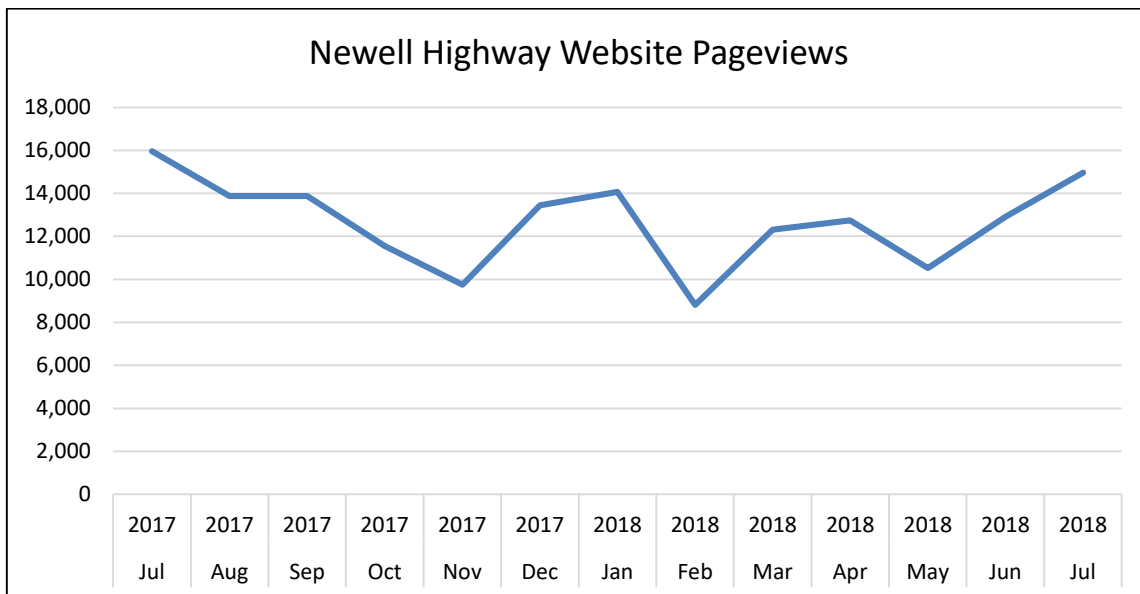
All in favour

Carried

6. Newell Highway Promotions Committee Update

The Chair of the Newell Highway Promotions Committee (NHPC) provided an update on the activities of the NHPC and mentioned that the new Newell Highway brochure advertising prospectus has been sent out and the NHPC is working on the new brochure. The Chair of the NHPC thanked all of the Councils and organisations for providing financial assistance in the production of the brochure which is marketed at the majority of the Visitor Information Centres on the Eastern Seaboard, Caravan and Camping Shows, direct mail outs and through the NHPC Website: <http://www.newellhighway.org.au/route39/>.

The Chair mentioned that the NHPC website is tracking quite well as per the following graph and the NHPC has been receiving an increased interest from overseas visitor wishing to travel on Australia’s and NSW’s premier inland touring route instead of travelling through the congested cities and coastal routes.



The Chair mentioned that the NHPC does not receive funding from Destination NSW and operates efficiently within a conservative funding model supported solely by the member organisations. The Chair once again thanked all of the Councils and organisations for providing financial assistance for the promotion of the Newell Highway, which is New South Wales and Australia’s premier inland touring route.

The July Newell Highway website analytics are inserted as distributed at the meeting:

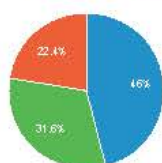
Newell Highway Analytics Report

Jul 1, 2018 - Jul 31, 2018

All Users
100.00% Sessions

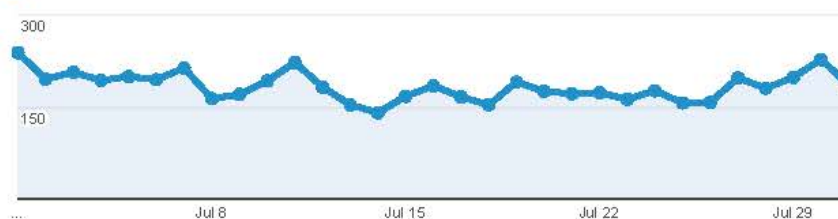
Sessions by Device Category

mobile desktop tablet



Visits (Sessions)

Sessions



Pageviews

14,959

% of Total: 100.00% (14,959)



Visits

5,677

% of Total: 100.00% (5,677)



Visitors

4,634

% of Total: 100.00% (4,634)



Users by Country

Country	Users
Australia	4,503
Azerbaijan	32
France	20
United Kingdom	17
United States	14

Users by City/Town

Region	Users
New South Wales	1,738
Victoria	1,495
Queensland	1,123
South Australia	111
Tasmania	59
Australian Capital Territory	56
(not set)	50
Western Australia	31

Top Landing Pages

Landing Page	Pageviews	Avg. Time on Page
/route39/distances/	6,737	00:00:46
/route39/	3,935	00:01:37
/time_distance_calculator_route39.php	1,280	00:01:02
/route39/towns/	595	00:01:05
/route39/live-traffic/	569	00:01:37
/route39/newell-highway-brochure/	508	00:02:14
/route39/category/traffic-updates/	243	00:01:15
/route39/highway-closures/	142	00:00:56
/route39/about/	110	00:00:49
/route39/tour/west-wyalong/	78	00:01:04

Unique Pageviews by Page

Page	Unique Pageviews
/time_distance_calculator_route39.php	3,104
/route39/distances/	2,875
/route39/	1,696
/route39/newell-highway-brochure/	569
/route39/live-traffic/	395
/route39/towns/	387
/route39/about/	199
/route39/highway-closures/	158
/route39/category/traffic-updates/	121
/route39/towns/page/2/	121

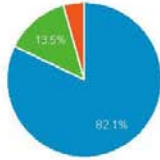
Top Non-Branded Keywords (Configure)

Western Australia	31
Ile-de-France	20
England	14

Keyword	Sessions
newell highway	8
distance melb to brisbane via newell highway	2
+petrol stations between goondawindi and mooree	1
coolum to goondiwindi	1
deniliquin to berri distance	1
directions from Ipswich to Wagga Wagga	1
distance forbes nsw to vic boarder	1

Visits by Channel

■ organic ■ (none) ■ referral



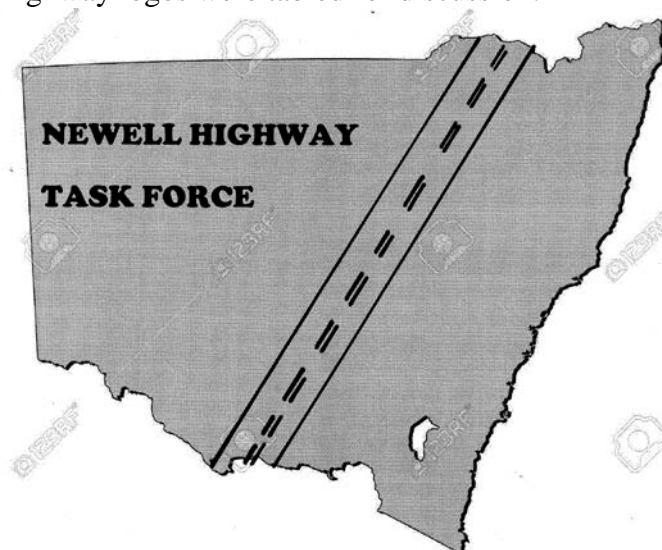
Top Referrers

Source	Sessions
mixedstew.com	78
amodernwayfarer.com	50
com.google.android.googlequicksearchbox	26
cheap-healther-insurance.info	20
au.search.yahoo.com	17
rms.nsw.gov.au	17
warrumbungle.nsw.gov.au	6

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7. General Business

- Cr Miller Mentioned that Forbes Shire Council has received improvement notices issued by the Roads and Maritime Services ordering Forbes saleyards to install weighbridges.
- It was mentioned that some centres along the Newell Highway may be receiving electric vehicle fast chargers as part of the NRMA roll out of their electric vehicle fast charger network.
- The following Newell Highway logos were tabled for discussion:





Following a discussion on the logo it was agreed to make the white centre line wider and incorporate a dashed line down the centre and include Task Force as well.

8. Next meeting date and venue

The next Newell Highway Force meeting will be held in Parkes on Tuesday 13 November 2018

9. The meeting finished at 11:15am

SECTION 2 – OFFICE OF THE GENERAL MANAGER

9.1 Annual Report 2017/2018



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 Annual Report outlines Council's activities in accordance with the statutory reporting requirements of the Local Government Act and Integrated Planning and Reporting Framework for the 2017/18 financial year and includes additional information so as to provide Councillors and the community with a greater snapshot of Council's achievements over this 12 month period.

The Annual Report document is included in the Attachments to this business paper for Councillors. It will be lodged with the Office of Local Government and made available online by the deadline of 30 November.

Financial Implications

Nil to this report

Summary

This report meets the statutory reporting requirements of the Local Government Act and Integrated Planning and Reporting Framework and is provided for the information of Councillors and the community.

Recommendation:

That Council receives and notes the Annual Report for the year 2017/18.

9.2 Meeting Arrangements – Christmas and New Year Period 2018/19



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

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

Author: General Manager

Introduction

Given the dates of Christmas this year I see no value in bringing forward the December Council meeting which is scheduled for 18th December. This will allow sufficient time to complete any matters arising from the meeting and it will also avoid changing the date of the workshop which is scheduled for 4th December which will incorporate the Australia Day Committee meeting.

The normal meeting cycle will resume in February 2019 commencing with a council workshop on 5th February and the Ordinary meeting of Council on 19th February.

It is also common practice to delegate authority to the Mayor and General Manager to deal with any urgent matters during this period.

The council offices will shut down on Friday 21st December 2018 and reopen on Wednesday 2nd January 2019.

Council's operational staff will shut down on Friday 21st December 2018 and resume on Monday 7th January 2019 with a skeleton staff operating during this period.

Financial Implications

Nil

Summary

The above information is simply for the information of councillors.

Recommendation:

That the meeting arrangements for December 2018 remain unchanged and further that the Mayor and General Manager is delegated authority to deal with any urgent matters during the Christmas and New Year period for 2018 – 2019.

Christmas / New Year Shutdown 2018/19

Mon	Tue	Wed	Thu	Fri	Sat	Sun
Dec 3	4 Australia Day Awards Ctee & Council Workshop 6pm	5	6	7	8	9
10	11	12	13	14	15	16
17	18 Council Meeting 6.30pm	19 Staff Meeting 8.15am	20	21 Staff Breakfast 8am Social Club Breakup Party 4pm Operations shutdown & offices close at 3pm	22	23
					OFFICES SHUTDOWN	
					OPERATIONS SHUTDOWN	
24	25 CHRISTMAS DAY	26 BOXING DAY	27	28	29	30
OFFICES SHUTDOWN						
OPERATIONS SHUTDOWN						
31	Jan 1 NEW YEARS DAY	2 Offices reopen	3	4	5	6
OFFICES SHUTDOWN						
OPERATIONS SHUTDOWN						
7 Operations resume	8	9	10	11	12	13

9.3 Riverina Joint Organisations – Adoption of Charter



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

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

Author: General Manager

Introduction

Councillors will be aware that based on a previous resolution Bland Shire Council is now a member of the Riverina Joint Organisation consisting of the other following councils: Temora; Junee; Coolamon; Greater Hume; Lockhart and Cootamundra – Gundagai.

The inaugural meeting of the Riverina JO was held in Wagga on 19 October 2018 with Councillor Rick Firman, Mayor of Temora, being elected unopposed as the inaugural Chairman and Ms. Julie Briggs was appointed as the interim EO until 30.6.19.

The first task of the JO is to prepare a Charter and a copy of the draft Charter is included as an attachment to this report. It is necessary for all member councils of the JO to formally adopt the Charter.

A number of other documents including; a Code of Meeting Practice, a Code of Conduct and a policy on the Payment of Expenses and Provision of Facilities are also required. However, each of these documents have been developed in accordance with the OLG guidelines and do not require individual member council adoption.

Financial Implications

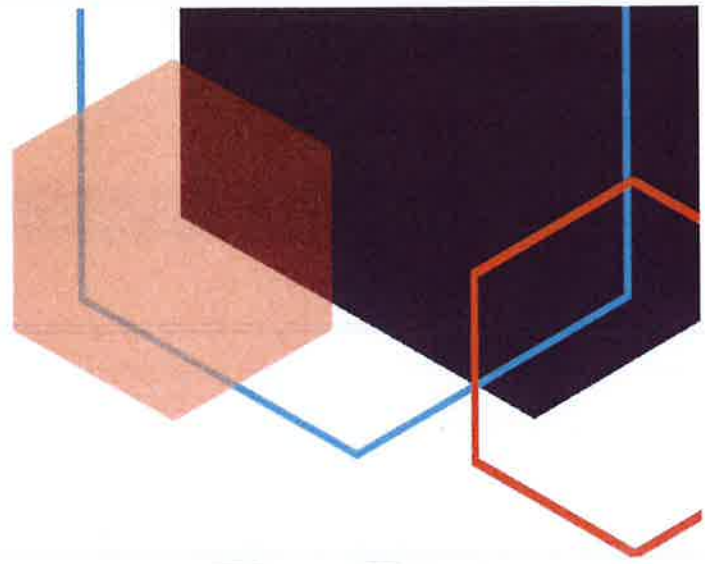
There are no financial implications associated with this report.

Summary

The draft Charter is based on a template provided by the OLG and member councils are being invited to comment on the document prior to its formal adoption by the Riverina Joint Organisation.

Recommendation:

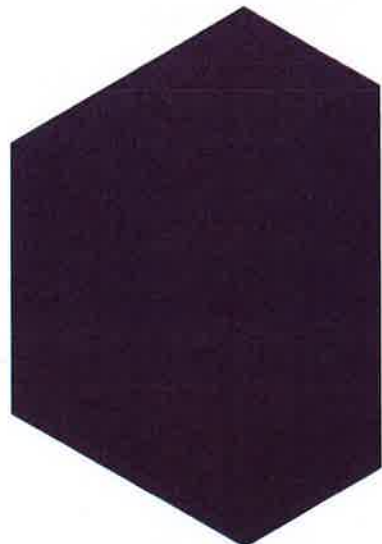
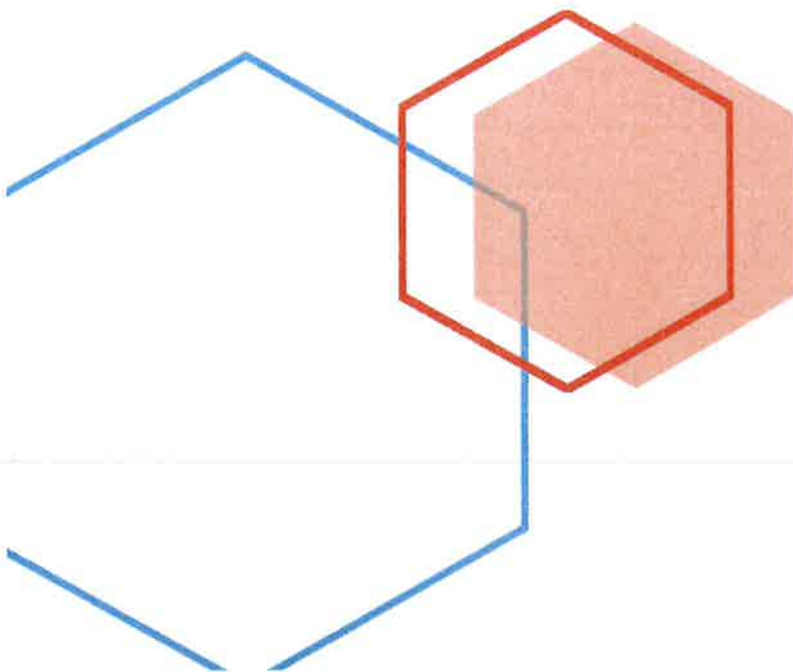
- 1. That Bland Shire Council receives and notes the advice on the following documents prepared for the Riverina Joint Organisation:
Code of Conduct; Code of Meeting Practice and the Policy on the Payment of Expenses and the Provision of Facilities and;**
- 2. That Bland Shire Council endorses the content of the Draft Riverina Joint Organisation Charter.**



RIVERINA JO
JOINT ORGANISATION



CHARTER





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Charter – Riverina Joint Organisation



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PART 1

INTRODUCTION

Preamble

- 1.1. The operation of and governance principles for the Riverina Joint Organisation (Riverina JO) is guided by this Charter, which has been adopted by resolution of the Board.

Name and legal status

- 1.2. The name of the Joint Organisation is the **Riverina Joint Organisation**.
- 1.3. Riverina Joint Organisation is a body corporate proclaimed under the *Local Government Act 1993* (the Act) with the legal capacity and powers of an individual. [See the proclamation](#) forming this joint organisation for further information about the membership and functions of Riverina Joint Organisation and other key matters.
- 1.4. While the principle functions of the Joint Organisation are provided for in the Act and through this Charter, powers are also conferred on the Joint Organisation as a statutory corporation under section 50 of the *Interpretation Act 1987*. Other functions may be conferred on a joint organisation by legislation and may be delegated to a joint organisation by one or more Member Councils.

Interpretation

- 1.5. This Charter is to be interpreted in accordance with the *Local Government Act 1993* and *Local Government (General) Regulation 2005* and the *Interpretation Act 1987*.



Definitions

1.6. In this Charter, the following terms are used below.

Act	means the <i>Local Government Act 1993</i> .
Board	means the Joint Organisation board, consisting of the Mayors of each Member Council, any additional Voting Representatives of these Member Councils appointed under section 400T of the Act and any other Non-voting Representatives who may attend, but are not entitled to vote at, a meeting.
Board Members	means the Voting Members and the Non-voting Members of the Joint Organisation Board.
Charter	means this document, outlining the operational and governance principles for the Joint Organisation and any other agreed matters, consistent with the Act and other laws.
Chairperson	means the person, who is a Mayor, elected to the office of chairperson by the Voting Representatives on the Board from among the Voting Representatives who are a Mayor.
Councillor	means a person elected or appointed to civic office and includes a Mayor.
Executive Officer	means the person employed by the Joint Organisation to conduct the day-to-day management of the Joint Organisation in accordance with strategic regional priorities and other plans, programs, strategies and policies of the Joint Organisation and to implement without delay the lawful decisions of the Joint Organisation.
General Manager	means the person employed by a council to conduct the day-to-day management of the council in accordance with strategic plans, programs, strategies and policies of the council and to implement without delay the lawful decisions of the council.
JO	means Joint Organisation.
Joint Organisation	means the organisation established under Part 7 Chapter 12 of the <i>Local Government Act 1993</i> , that represents the Member Councils.
Member Council	means those councils proclaimed under the Act to be part of the Riverina Joint Organisation.
Mayor	means a person elected or appointed to civic office, who is the leader of a council.
Non-voting Member	means those councils and other organisations or individuals that are members of the Joint Organisation but do not have the right to vote.



Non-voting Representative	means the chosen representative of a Non-voting Member of the Board (sometimes called an ‘associate member’). This includes: <ul style="list-style-type: none">• an employee of the public service nominated by the Secretary, Department of Premier and Cabinet• any other individual or representative of a council or other organisation invited by the board to represent a non-voting member of the board• any other person or a member of a class of persons prescribed by the Regulation.
Regulation	means the <i>Local Government (General) Regulation 2005</i> .
Voting Representative	means the representative of a Member Council on the Board.

Adopting the Charter

- 1.7. This Charter was formally adopted by the Riverina Joint Organisation on 19 October, 2018
- 1.8. This Charter will be made publically available via the following website administered by the joint organisation within 30 days of adoption on the Riverina Joint Organisation (JO) website.

Amending the Charter

- 1.9. This Charter will be reviewed in the first instance of the conclusion of the first six (6) months of operation of the JO and then every two (2) years at the first Board meeting held after the election of the Chairperson. Other amendments may be made from time to time by resolution of the Board.

PART 2

ESTABLISHMENT

Vision and principles

2.1. The vision of Riverina Joint Organisation is:

Strong Regions, Progressive Local Government, Vibrant Communities

2.2. The Riverina Joint Organisation will act in accordance with the following principles:

Integrity, Honesty, Respect, Accountability, Regionally-focused, Collaborative

Principal functions

2.3. The principal functions of the Riverina Joint Organisation will be to:

- 2.3.1. Establish strategic regional priorities for the joint organisation area and develop strategies and plans for delivering these priorities;
- 2.3.2. Provide regional leadership for the joint Organisation area and to be an advocate for strategic regional priorities; and
- 2.3.3. Identify and take up opportunities for inter-governmental cooperation on matters relating to the Joint Organisation area.

Other functions

2.4. The Riverina Joint Organisation Board may:

- 2.4.1. From time to time, by resolution of the Board agree to the JO undertaking other functions that create or enhance regional and strategic capacity.
- 2.4.2. The JO will only undertake other functions where a vote occurs in accordance with clause 5.4.1.

PART 3

MEMBERSHIP

Voting Members

3.1. The following are the foundation Member Councils of the Riverina Joint Organisation:

- 3.1.1. Bland Shire Council
- 3.1.2. Coolamon Shire Council
- 3.1.3. Cootamundra – Gundagai Regional Council
- 3.1.4. Greater Hume Shire Council
- 3.1.5. Junee Shire Council
- 3.1.6. Lockhart Shire Council
- 3.1.7. Temora Shire Council

Non-voting members

3.2. The following organisations are Non-Voting members of the joint organisation:

- 3.2.1. The NSW Government, as represented by a nominee of the Secretary of the Department of Premier and Cabinet, currently the Department of Premier and Cabinet, Director Riverina Murray Region
- 3.2.2. The General Managers of each of the Member Councils or their delegated representative.
- 3.2.3. Riverina Water County Council to be represented by the Chairperson and General Manager
- 3.2.4. Goldenfields Water County Council to be represented by the Chairperson and General Manager



Changes in membership

- 3.3. A proclamation is required for the Riverina Joint Organisation to change Voting Members.
- 3.4. Any Voting Member proposing to withdraw from the JO must give six (6) months' written notice.
- 3.5. This Charter may be amended to change Non-voting Members of the Board.
- 3.6. In deciding whether to propose or support a change in membership, the Riverina Joint Organisation will:
 - 3.6.1. At the request of the Member Council, consider a draft resolution seeking membership change; and
 - 3.6.2. Following a resolution in support, amend this Charter as set out in section 1.9 to change membership as set out at section 3.3 – 3.5.

Financial contributions

- 3.7. Each Member Council is to contribute a monetary payment or equivalent contribution based on the following methodology, which will apply to the first 18 months of operation of the JO:
 - 3.7.1. A flat fee in an equal amount for each Voting Member; and
 - 3.7.2. A flat fee, which is equivalent to the fee paid by each Voting Member, for each County Council.
- 3.8. Member Councils will be consulted about proposed contributions by the Board in the following manner:
 - 3.8.1. The Board will resolve a fee structure and proposed fees for the forthcoming financial year;
 - 3.8.2. Member Councils will be notified of the resolution and asked to provide feedback on the proposal, feedback to be provided within 30 days of the notification ("the Consultation Period");
 - 3.8.3. The JO Board will discuss feedback received and determine a final fee structure and fees at the first Board meeting held following the end of the Consultation Period.

Decision resolution

- 3.9. In the event of an equality of votes in relation to a critical matter to be determined by the Board the resolution is lost.
- 3.10. The mechanism for the Board to move critical matters forward is as follows:
 - 3.10.1. **Step 1** – internal resolution using one or more of the following:
 - 3.10.1.1. Take into account board member views and rework the proposal.



- 3.10.1.2. Establish a specific sub-committee to review and rework the proposal.
- 3.10.1.3. Set aside time for the board to discuss the proposal prior to the next board meeting.
- 3.10.1.4. Obtain and present to the board advice from an expert or an independent report.
- 3.10.2. **Step 2** – Independent mediation (may include using any of the processes outlined in Step 1):
 - 3.10.2.1. Board resolves to work with an independent mediator to support board to resolve the decision.
 - 3.10.2.2. Where a mediator cannot be agreed, the board could ask Office of Local Government to appoint a mediator (as for a general manager contract).
- 3.10.3. **Step 3** – appoint an independent arbitrator
 - 3.10.3.1. Board resolves to appoint an independent arbitrator to support board to resolve the decision.
 - 3.10.3.2. Where the arbitrator cannot be agreed the board could ask [LG NSW/OLG] to appoint an arbitrator.
- 3.10.4. Critical matters to be determined by the board include:
 - 3.10.4.1. Adoption of the Annual Performance Statement and Financial Statements
 - 3.10.4.2. Decisions to commit financial contributions from member councils that represent an increase of more than twice the NSW rate-peg for the given year.
 - 3.10.4.3. Any other matter which the Board resolves as being a critical matter.

Dispute resolution

- 3.11. In the event of a dispute between Board Members that arises from or relates to the Riverina Joint Organisation, the following steps will be taken to resolve that dispute:
 - 3.11.1. Relevant Board Members will advise the Joint Organisation prior to taking legal action;
 - 3.11.2. Relevant Board Members will give notice to Board specifying the nature of the dispute
 - 3.11.3. On receipt of notice, Member Councils must endeavor in good faith to resolve the dispute promptly using informal dispute resolution techniques such as mediation, expert evaluation or determination or similar techniques, as agreed by those members
 - 3.11.4. Members that are parties to the dispute will pay the mediator's costs.



THE BOARD

Governing board and role

- 4.1. The Board of Riverina Joint Organisation consists of:
 - 4.1.1. The Independent Chairperson who is the Mayor of one of the Voting Member Councils;
 - 4.1.2. The Deputy Mayor of the Member Council from which the Chairperson is drawn;
 - 4.1.3. The Mayors of each Member Council; and
 - 4.1.4. The Non-voting Representatives listed in clause 3.2.
- 4.2. The role of the Board is to direct and control the affairs of the Joint Organisation. The Board is to consult with the Executive Officer in directing and controlling the affairs of the Joint Organisation.
- 4.3. The Joint Organisation Executive Officer and staff may also attend meetings of the Board in an advisory capacity.

Chairperson and role

- 4.4. The Chairperson is an independent Chair representing the Riverina JO Region, he or she does not represent his or her own Member Council.
- 4.5. The Chairperson is to be elected by the Voting Representatives of the Board from one of the Voting Representatives every 2 years. In the absence of the Chairperson, a person elected by the Voting Representatives at the meeting of the Board is to preside at the meeting. The chairperson does not have a vote.
- 4.6. The Chairperson is the JO's spokesperson on strategic matters and will represent the JO at regional forums where possible. The Chairperson is responsible for the conduct of meetings.
- 4.7. Where, in the absence of the elected Chairperson, another Voting Member is elected as the Chairperson to replace the elected Chairperson, that person is not required to act as an independent Chairperson.



Alternates

- 4.8. Member Councils that choose to appoint an alternate representative must notify the JO of that person's name and position.
- 4.9. The alternate representative must be a Deputy Mayor, unless the Deputy Mayor is not available, then another councillor may be nominated.

Advisory committees and working groups

- 4.10. The Riverina Joint Organisation may establish committees and advisory groups from time to time by Board resolution.

PART 5

MEETINGS

Meeting frequency

- 5.1. The Board will meet a minimum of four times a year in accordance with a schedule adopted by the Board annually.

Participation and quorum

- 5.2. The quorum for a meeting of the board is a majority of Voting Representatives entitled to vote under this Charter being at the meeting either in person or by electronic means. No business is to be transacted at a general meeting without a quorum.

Voting and decision making

- 5.3. Decisions about principal functions:

- 5.3.1. A decision of the Board supported by a majority at which a quorum is present is a decision of Riverina Joint Organisation.

- 5.3.2. Each Voting Member of the Board has one vote each in relation decisions taken about principal functions.

- 5.3.3. In the event of an equality of votes, a motion at a meeting of the Board is taken to be defeated.

- 5.3.4. The Chairperson, or person presiding at a meeting of the Board, does not have a casting vote.

- 5.4. Decisions about other functions permitted under clause 2.4 will require:

- 5.4.1. A two-thirds majority vote in favour of delivering the function. For the purpose of determining the number of votes in favour, a two-thirds' majority vote is 5 of the current 7 Voting Members.

Annual general meetings

- 5.5. The Riverina Joint Organisation will hold an annual general meeting the fourth Thursday in October to present the annual report, Audited Financial Statements and review Charter (if required).



PART 6

PLANNING AND REPORTING

Consultation and publication

- 6.1. The Riverina Joint Organisation will consult with its Member Councils in preparing the following documents required under the Act and will publish the adopted versions on the JO website.
 - 6.1.1. Statement of Strategic Regional Priorities
 - 6.1.2. Annual revenue statement
 - 6.1.3. Audited financial reports.
- 6.2. The Joint Organisation will also publish an annual performance statement on the Riverina Joint Organisation website.

PART 7

OTHER MATTERS

Records

- 7.1. The Joint Organisation will keep records and provide access to relevant information in accordance with the following legislation: www.riverinajo.nsw.gov.au
- 7.2. The public officer of Riverina Joint Organisation is the Executive Officer who maybe be contacted at the JO office.

Insurance

- 7.3. The Riverina Joint Organisation will take out and keep current insurances that fully cover the operations of the organisation with a reputable insurance company. Insurance will be taken out for the following:
 - 7.3.1. Workers Compensation
 - 7.3.2. Public Liability
 - 7.3.3. Professional Indemnity
 - 7.3.4. General insurance for loss and theft of assets
 - 7.3.5. Directors and Public Officers

Indemnity

- 7.4. Board members and JO staff are protected from liability for functions and duties carried out or omitted honestly, in good faith and with due care and diligence.

Policies

- 7.5. The Riverina Joint Organisation has adopted the following policies:
 - 7.5.1. Riverina Joint Organisation Board expenses and facilities policy
 - 7.5.2. Riverina Joint Organisation Code of Meeting Practices; and
 - 7.5.3. Riverina Joint Organisation Code of Conduct.
- 7.6. Further policies may be adopted by the board from time to time and will be published on the Riverina Joint Organisation's website.

9.4 Goldenfields Water County Council – Election of Chairman and Deputy Chairman



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

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

Author: General Manager

Introduction

Council is in receipt of advice of the outcome of the recent election of Chairman and Deputy Chairman of Goldenfields Water County Council (GWCC).

Councillor Dennis Palmer from Cootamundra – Gundagai Regional Council was re-elected as Chairman and Councillor David McCann from Temora Shire Council was re-elected as Deputy Chairman.

Financial Implications

Nil

Summary

It would be fitting to formally congratulate Councillors Palmer and McCann on their re-election.

Recommendation:

That Council formally congratulates Councillors Palmer and McCann on their re-election as Chairman and Deputy Chairman respectively of Goldenfields Water County Council.

9.5 Office of the Regional Infrastructure Coordinator



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

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

Author: General Manager

Introduction

Council is in receipt of advice that the functions performed by the Office of the Regional Infrastructure Coordinator and in particular, the services of Lieutenant General (Ret.) Ken Gillespie will end in December 2018 and the functions will be embedded and incorporated within the wider Department of Premier and Cabinet and Cabinet's Regional NSW team.

Lieutenant General (Ret.) Ken Gillespie was appointed as the Regional Infrastructure Coordinator in March 2017 and he and his team have been instrumental in identifying major infrastructure projects for regional NSW, reducing red tape around major development approvals and he has established a level of trust with regional stakeholders that did not previously exist.

Financial Implications

Nil

Summary

Bland Shire Council has had a number of dealings with Mr. Gillespie in which he was always forthright and honest and it would be appropriate to provide him with a letter of appreciation for his efforts to ensure better planning and approval timelines, improved project management, and to ensure that the concerns of regional communities are properly incorporated into Government infrastructure priorities.

Recommendation:

That a letter of appreciation is forwarded to Lieutenant General (Ret.) Ken Gillespie, in his capacity as the NSW Regional Infrastructure Coordinator, for his efforts on behalf of regional NSW.

9.6 Association of Mining and Energy Related Councils – Election of Chairman and Deputy Chairman



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

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

Author: General Manager

Introduction

Council is in receipt of advice of the outcome of the recent election of Chairman and Deputy Chairman of the Association of Mining and Energy Related Councils.

Councillor Peter Shinton from Warrumbungle Shire Council was re-elected as Chairman and Councillor Lillian Brady OAM from Cobar Shire Council was elected as Deputy Chairman.

Financial Implications

Nil

Summary

It would be fitting to formally congratulate Councillors Shinton and Brady on their election.

Recommendation:

That Council formally congratulates Councillors Shinton and Brady on their election as Chairman and Deputy Chairman respectively of the Association of Mining and Energy Related Councils.

9.7 Stronger Country Communities Program - Round 1 Progress Report / Round 2 Deed of Agreement November 2018



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

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

Author: General Manager

Introduction

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

Round 1

The successful projects and corresponding grant monies are as follows:

- Refurbishment of the Waterslide at Holland Park Pool - \$137,550
- **This project has been completed.**
- Heating of Holland Park Pool - \$147,596
- **This project has been completed.**
- West Wyalong Community Cinema - \$451,572
- This project is well in hand with the next **milestone due by 1.2.2019**
 - *Project is at the halfway point. A minimum of 50% of the total grant amount has been expended on the project at the project site.*
 - *Project Manager Appointed*
 - *Construction commenced on the project at the site*
- Ungarie Tennis Court Complex Upgrade - \$264,520
- This project is about 30% complete with the **next milestone due by 1.2.2019**
 - *Project is at the halfway point. A minimum of 50% of the total grant amount has been expended on the project at the project site.*
 - *Earthworks completed in preparation for the construction of the new tennis courts*
Construction commenced on the three new concrete tennis courts at the site

Round 2

The successful projects and corresponding grant monies are as follows:

- Barmedman Pool upgrade \$171,890
- Project Manager to be determined
- Coinda Park Rejuvenation – Stage 1 \$187,800
- Project Manager Mr. Will Marsh.
- West Wyalong Rugby Club and Rodeo power and sports lighting \$839,009
- Project Manager Mr. Andrew Connellan.
- Kikiora Hall amenities block and kitchen upgrade \$139,298
- Project Manager Mr. Mylvaganam Nirupan

Financial Implications

The expenditure on the first two (2) completed projects is being ascertained following the receipt of all of the final invoices.

The allocation to Bland Shire Council for Round 2 is \$1,237,997.00.

Summary

The Deed of Agreement for the Round 2 projects has been received and is identical in content to the Deed of Agreement for Round 1.

I have attached a copy of the milestones for each of the four successful projects for Round 2 noting that the date for Milestone 1 for each project is to be amended to 15.01.19 given that a couple of the dates were prior to receipt of the Deed.

It is now necessary for Council to formally enter into the Deed of Agreement in order to allow commencement of each of the projects.

Recommendation:

- 1. That the information regarding the progress of the projects under Round 1 of the Stronger Country Communities Fund is received and noted;**
- 2. That the general manager is delegated authority to sign the Deed of Agreement for the successful Round 2 projects totalling \$1,237,997.00.**

Schedule

You must ensure any Milestones for each Project are completed by the timeframe set out below.

- Project Number: SCCF2-0018
- Project Name: Barmedman Mineral Pool upgrade
- Location: 54 Nobbys Rd, Barmedman NSW 2668
- Approved Community Organisations [if applicable]:

Description of Milestone	Evidence of Completion	Payment by Department (Excluding GST)	Date by which Milestone must be completed	Date by which claim for Payment must be made
Funding Deed is signed by the Council and Department. Deed includes milestones, completion evidence and timings for each project.	<ul style="list-style-type: none"> • Signed Deed with completed milestones and payment table(s) 	\$56,724	3/11/2018	N/A
Project has expended a minimum of 50% of the Total Grant Value on project costs including: <ul style="list-style-type: none"> • 7.26kW solar system on tiled frames installed • Britestar 3 solar aeration system installed • Existing submersible pump replaced to suit existing water supply system 	<p>Expenditure evidence of at least 50% of the Total Grant Value directly related to the project including at least one of:</p> <ul style="list-style-type: none"> • a copy of the Council ledger showing itemised expenditure on completed works • payment receipts for completed works • Bank records <p>Evidence of completed works including at least one of:</p> <ul style="list-style-type: none"> • Progress photos with geographic marker or GPS location • Site visit and signed file note from the Business Development Manager • Stat Dec from project manager 	\$56,724	29/08/2019	28/09/2019
Remaining scope of works funded by the SCCF	Expenditure evidence of the balance of the	\$58,442	25/12/2019	25/01/2020

Description of Milestone	Evidence of Completion	Payment by Department (Excluding GST)	Date by which Milestone must be completed	Date by which claim for Payment must be made
<p>are complete including:</p> <ul style="list-style-type: none"> • Height of the cement floor in the amenities block is raised • Ceramic tiles laid wall to wall on the floors, in showers, at rear of toilets and splashback • Plumbing works undertaken • Damaged concrete is removed and replaced • Tabletop and chairs replaced • Painting of amenities block and kiosk completed 	<p>Total Grant Value directly related to the project including at least one of:</p> <ul style="list-style-type: none"> • a copy of the Council ledger showing itemised expenditure on completed works • payment receipts for completed works • Bank records <p>Evidence of completed works including at least one of:</p> <ul style="list-style-type: none"> • Occupation certificate (where appropriate) • Site visit and file note from the Business Development Manager • Stat Dec from authorised Council delegate • Photos of completed works geographic marker or GPS location (from same vantage point where possible) • Photos from the opening function and related media 			
	Grant Total	\$171,890		

- Project Number: SCCF2-0819
- Project Name: Cooinda Park Rejuvenation - Stage 1
- Location: 131 Neeld St, Wyalong NSW 2671
- Approved Community Organisations [if applicable]:

Description of Milestone	Evidence of Completion	Payment by Department (Excluding GST)	Date by which Milestone must be completed	Date by which claim for Payment must be made
Funding Deed is signed by the Council and Department. Deed includes milestones, completion evidence and timings for each project.	<ul style="list-style-type: none"> • Signed Deed with completed milestones and payment table(s) 	\$61,974	1/11/2018	N/A
Project has expended a minimum of 50% of the Total Grant Value on project costs including: <ul style="list-style-type: none"> • New additional large covered barbeque eating area and additional barbeque seating installed • Concrete slabs for the mining exhibits installed 	<p>Expenditure evidence of at least 50% of the Total Grant Value directly related to the project including at least one of:</p> <ul style="list-style-type: none"> • a copy of the Council ledger showing itemised expenditure on completed works • payment receipts for completed works • Bank records <p>Evidence of completed works including at least one of:</p> <ul style="list-style-type: none"> • Progress photos with geographic marker or GPS location • Site visit and signed file note from the Business Development Manager • Stat Dec from project manager 	\$61,974	30/08/2019	29/09/2019
Remaining scope of works funded by the SCCF are complete including: <ul style="list-style-type: none"> • Existing path leading to the new exhibit area asphalted • New gate for access to the area installed • Time capsule installed including brick and concrete surrounds 	<p>Expenditure evidence of the balance of the Total Grant Value directly related to the project including at least one of:</p> <ul style="list-style-type: none"> • a copy of the Council ledger showing itemised expenditure on completed works • payment receipts for completed works 	\$63,852	31/12/2019	31/01/2020

Description of Milestone	Evidence of Completion	Payment by Department (Excluding GST)	Date by which Milestone must be completed	Date by which claim for Payment must be made
<ul style="list-style-type: none"> Miners Cottage is rejuvenated, including installation of roof thatching and planting 	<ul style="list-style-type: none"> Bank records <p>Evidence of completed works including at least one of:</p> <ul style="list-style-type: none"> Occupation certificate (where appropriate) Site visit and file note from the Business Development Manager Stat Dec from authorised Council delegate Photos of completed works geographic marker or GPS location (from same vantage point where possible) Photos from the opening function and related media 			
	Grant Total	\$187,800		

- Project Number: SCCF2-0905
- Project Name: Light It Up ... Rugby Club and Rodeo grounds power and sports lighting upgrade
- Location: Tallimba Rd, West Wyalong NSW 2671
- Approved Community Organisations [if applicable]:

Description of Milestone	Evidence of Completion	Payment by Department (Excluding GST)	Date by which Milestone must be completed	Date by which claim for Payment must be made
Funding Deed is signed by the Council and Department. Deed includes milestones, completion evidence and timings for each project.	<ul style="list-style-type: none"> • Signed Deed with completed milestones and payment table(s) 	\$276,873	16/01/2019	N/A
<p>Project has expended a minimum of 50% of the Total Grant Value on project costs including:</p> <ul style="list-style-type: none"> • Procurement, planning and design process completed • Earthworks and trenching completed • High voltage system 22kV 3.15 kVA pole top sub installed at the Rugby Ground • CT Metering Point and sub-mains installed for 2 separately metered installations • 3 x phase sub mains to 150amp capacity installed at both sites 	<p>Expenditure evidence of at least 50% of the Total Grant Value directly related to the project including at least one of:</p> <ul style="list-style-type: none"> • a copy of the Council ledger showing itemised expenditure on completed works • payment receipts for completed works • Bank records <p>Evidence of completed works including at least one of:</p> <ul style="list-style-type: none"> • Progress photos with geographic marker or GPS location • Site visit and signed file note from the Business Development Manager • Stat Dec from project manager 	\$276,873	16/10/2019	15/11/2019
<p>Remaining scope of works funded by the SCCF are complete including:</p> <ul style="list-style-type: none"> • New switchboards installed • 784 metres of cabling, earthworks and trenching completed • 6 new poles and 28 x 1200 watt LED lights at the rugby club installed 	<p>Expenditure evidence of the balance of the Total Grant Value directly related to the project including at least one of:</p> <ul style="list-style-type: none"> • a copy of the Council ledger showing itemised expenditure on completed works • payment receipts for completed works 	\$285,263	27/11/2019	28/12/2019

Description of Milestone	Evidence of Completion	Payment by Department (Excluding GST)	Date by which Milestone must be completed	Date by which claim for Payment must be made
<ul style="list-style-type: none"> 12 x 600 watt LED lights installed on existing poles at the rodeo arena. 	<ul style="list-style-type: none"> Bank records <p>Evidence of completed works including at least one of:</p> <ul style="list-style-type: none"> Occupation certificate (where appropriate) Site visit and file note from the Business Development Manager Stat Dec from authorised Council delegate Photos of completed works geographic marker or GPS location (from same vantage point where possible) Photos from the opening function and related media 			
	Grant Total	\$839,009		

- Project Number: SCCF2-0834
- Project Name: Kikoira Hall rejuvenation
- Location: Bradburys Ln, Kikoira NSW 2669
- Approved Community Organisations [if applicable]:

Description of Milestone	Evidence of Completion	Payment by Department (Excluding GST)	Date by which Milestone must be completed	Date by which claim for Payment must be made
Funding Deed is signed by the Council and Department. Deed includes milestones, completion evidence and timings for each project.	<ul style="list-style-type: none"> • Signed Deed with completed milestones and payment table(s) 	\$45,968	5/01/2019	N/A
<p>Project has expended a minimum of 50% of the Total Grant Value on project costs including:</p> <ul style="list-style-type: none"> • Kitchen upgraded including laminating roll top benches, 16mm gloss colour board fronts, floor and wall cabinets/storage and double bowl sink 	<p>Expenditure evidence of at least 50% of the Total Grant Value directly related to the project including at least one of:</p> <ul style="list-style-type: none"> • a copy of the Council ledger showing itemised expenditure on completed works • payment receipts for completed works • Bank records <p>Evidence of completed works including at least one of:</p> <ul style="list-style-type: none"> • Progress photos with geographic marker or GPS location • Site visit and signed file note from the Business Development Manager • Stat Dec from project manager 	\$45,968	30/09/2019	30/10/2019
<p>Remaining scope of works funded by the SCCF are complete including:</p> <ul style="list-style-type: none"> • Toilet amenities block constructed to the side of the Kikoira Community Hall consisting of 2 female toilets, 2 male toilets a urinal and a disabled toilet • Outdoor water plumbing system 	<p>Expenditure evidence of the balance of the Total Grant Value directly related to the project including at least one of:</p> <ul style="list-style-type: none"> • a copy of the Council ledger showing itemised expenditure on completed works • payment receipts for completed works 	\$47,362	27/11/2019	28/12/2019

Description of Milestone	Evidence of Completion	Payment by Department (Excluding GST)	Date by which Milestone must be completed	Date by which claim for Payment must be made
<ul style="list-style-type: none"> • connected to amenities • Outside skillion and cement slab for a barbecue area installed • Replacement of the front access ramp with a compliant access ramp completed 	<ul style="list-style-type: none"> • Bank records <p>Evidence of completed works including at least one of:</p> <ul style="list-style-type: none"> • Occupation certificate (where appropriate) • Site visit and file note from the Business Development Manager • Stat Dec from authorised Council delegate • Photos of completed works geographic marker or GPS location (from same vantage point where possible) • Photos from the opening function and related media 			
	Grant Total	\$139,298		

9.8 Drought Communities Program



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

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

Author: General Manager

Introduction

There are now 81 councils eligible to receive funding under the Federal Government's Drought Communities Program, including 40 councils in NSW, 22 in Queensland, 17 in South Australia and 2 in Victoria.

The program provides grants of up to \$1million for drought-affected councils to spend on locally identified projects aimed at stimulating the local economy and maintaining jobs.

There is, however, a very tight timeframe on the expenditure of these funds being 30th June 2019. This presents a major challenge for all councils in light of the need for councils to comply with established procurement and tendering processes, the importance of consulting with the community and of course council's desire to spend the money wisely and with the maximum impact for local employment.

Each of the 81 councils have been invited to attend a 2 hour workshop, in Alice Springs, on 22nd November 2018, as part of the National Roads Congress but attendance for many of the smaller rural councils is impracticable and cost prohibitive.

Consequently, I have submitted our apology for the workshop but I have requested a copy of any minutes or any other details arising from the workshop. This information can then be included for discussion at Council's December workshop.

Financial Implications

There are no financial implications associated with this report. But, obviously, there is the need to determine the most effective expenditure of the \$1million on offer.

Summary

While there is no deadline for the submission of an application under this Program there is still a need to act as quickly as possible to identify suitable projects to ensure their completion can meet the 30.6.19 deadline.

Recommendation:

- 1. That further consideration of the projects to be completed under the \$1million Drought Communities Program is undertaken at Council's December workshop;**
- 2. That based on the outcome of the discussions at the December workshop the Mayor and General Manager be delegated authority to submit an application under the Drought Communities Program.**

9.9 Lease of 583 Newell Highway, Wyalong



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: General Manager

Introduction

This particular property was purchased by Council back in 2016 and consists of 411 acres and is presently well fenced with one reasonable sized dam.

The property was advertised for lease and Council resolved in July 2016 to enter into a lease with Mr. Glenn Linsdell for a period of 18 months with a one year option taking the lease to 31st December 2018.

Given that the lease is about to expire there will be a further need to call for expressions of interest for a further lease period.

Financial Implications

The current lease fee will need to be reviewed following the receipt of any Expressions of Interest.

Summary

The lease would be for the land in its present state with no improvements to be undertaken by council. Council will also need to consider the term of any new lease but this can be determined when the matter is reported back to Council. However, the initial lease was for a short term given the potential for a major development in that area which, unfortunately, did not come to fruition. A longer term lease, for a period of up to five (5) years should now be considered.

Recommendation:

- 1. That Council calls for Expressions of Interest for a long term lease, for up to five (5) years, for 583 Newell Highway, Wyalong, with a closing date of 7th December 2018, and;**
- 2. That a report on the outcome of the Expressions of Interest be presented to the December 2018 meeting of Council.**

9.10 Strengthening Communities – Barmedman Tennis Club



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

DP3.1.7 Facilitate and support groups that build skills and social inclusion including workshops/presentations

Author: Community Relations Officer

Introduction

The Barmedman Tennis Club has submitted a Strengthening Communities grant application to Council seeking funding assistance for improvements in and around the clubhouse.

Financial Implications

There is currently \$44,000 available in Council's Strengthening Communities Grant Fund.

Summary

The Barmedman Tennis Club conducts organised tennis competitions for the local community all year around on Wednesday nights during the summer and Saturday afternoons during winter.

As well as providing a valued recreational activity, the Tennis Club also provides an important social platform for the community to come together.

The club has submitted a grant application to Council seeking funding towards improvements to the courts and surrounds including – painting the clubhouse, paving from the clubhouse to the Robertson Street entry gate, replacement of the door and replacement and fitting of light globes surrounding the courts.

“We are willing to provide some labour but with volunteer labour sometimes hard to source it would be great if we were able to get full funding to have these maintenance jobs completed for us,” Barmedman Tennis Club secretary Nikki Taylor wrote in her submission to Council.

“All current fundraising and repairs and maintenance at the club are currently done by a small number of volunteers. A number of these are also farmers. At present with the drought conditions our members are busy feeding stock. We envisage that obtaining volunteer labour at this time could be difficult.”

The Barmedman Tennis Club estimate the total cost of the work at \$7000 – including \$3500 for painting, \$2000 for paving, \$500 for a new door and \$1000 for lighting repairs – while in accordance with Council policy the maximum grant under the Strengthening Communities program is \$4000.

By seeking volunteers to assist with tasks such as painting and paving it is envisaged that the Tennis Club could complete the majority, if not all, of the requested work for \$4000 in cash with the in-kind contribution of voluntary labour to constitute a matching contribution from the applicant.

If the club chooses not to engage volunteers for this project they will need to prioritise the works and seek alternate funding sources to make up the balance.

Recommendation:

That Council approve a Strengthening Communities grant of \$4000 to the Barmedman Tennis Club towards the repainting of the clubhouse, paving, a new door and replacement of broken lights.

SECTION 3 – CORPORATE, COMMUNITY, DEVELOPMENT & REGULATORY SERVICES

9.11 Financial Statements – October 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 OCTOBER, 2018.

BANK BALANCES AS AT 31ST OCTOBER, 2018

ACCOUNT	BALANCE
General Fund	\$ 2,894,425.41
BCard	\$ 14,685.75
	\$ 2,909,111.16
 Invested Funds	
Fixed Deposits	\$ 26,700,000.00
Deposits at Call	\$ 2,187,225.73
	\$ 28,887,225.73
 Net Balance	\$ 31,796,336.89
 Percentage of investment to Net Balance	90.85%

STATEMENT OF BANK BALANCES AS AT 31.10.18
SUBMITTED TO THE ORDINARY MEETING NOVEMBER 20TH, 2018

BALANCE as at 01.10.18		\$ 2,769,835.35
Add Receipts		
<u>Receipts over \$150,000</u>		
9/10/18	Westpac Investment Redemption	\$1,026,850.00
29/10/18	RMS Block Grant October 2018-19	\$263,000.00
<u>Receipts under \$150,000</u>		
		\$ 829,952.63
<i>Total Receipts for October 2018</i>		\$ 2,119,802.63
Less Payments		
<u>Payments over \$150,000</u>		
No payments over \$150,000		
<u>Payments under \$150,000</u>		
		-\$1,995,212.57
<i>Total Payments for October 2018</i>		-\$ 1,995,212.57
CASH BALANCE		<u>\$ 2,894,425.41</u>
Limit of Overdraft Arranged with Bank		\$ 350,000.00

ACCOUNTS SUMMARY

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

I CERTIFY,

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

Fund	Voucher No.s	Total
Cheques	025513 - 025524	\$ 74,758.75
Auto-pay Creditors	E015484– E015764	\$ 1,442,085.94
Auto-pay Payroll	7/10/18 – 28/10/18	\$ 455,435.14
October Bank Charges & Commission etc		\$ 1,704.56
Direct Debits	Repayments & Vehicle Lease	\$ 21,228.18
		\$ 1,995,212.57

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 November 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 \$1,995,212.57 was submitted to the Ordinary Meeting on the 20th November 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 (2018/19)	\$ 9,796,524.07
Rates received as at 31/10/2018	\$ 3,758,876.01
% of rates received to date	38.37%

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 October, 2018**
- 2. That Council confirms the payment of accounts, for the period 01 October to 31 October 2018, summarised in the accounts summary totalling \$1,995,212.57**

INVESTMENTS

The following table gives details of Council's Funds invested at 31st October 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-October-2018	Bank of QLD (Term Deposit)	1,000,000.00	180 days	2.65%	15-April-2019
30-April-2018	NAB (Term Deposit)	1,000,000.00	333 days	2.67%	29-March-2019
21-May-2018	NAB (Term Deposit)	1,000,000.00	270 days	2.63%	15-February-2019
12-June-2018	NAB (Term Deposit)	1,500,000.00	272 days	2.75%	11-March-2019
08-November-2017	Rural Bank (Term Deposit)	1,000,000.00	365 days	2.50%	08-November-2018
16-March-2018	Bankwest (Term Deposit)	2,000,000.00	270 days	2.55%	11-December-2018
08-September-2018	Bendigo Bank (Term Deposit)	400,000.00	365 days	2.55%	08-September-2019
08-September-2018	Bendigo Bank (Term Deposit)	400,000.00	365 days	2.55%	08-September-2019
08-September-2018	Bendigo Bank (Term Deposit)	400,000.00	365 days	2.55%	08-September-2019
14-September-2018	AMP (Term Deposit)	1,000,000.00	273 days	2.80%	14-June-2019
17-July-2018	Bank of QLD	1,000,000.00	184 days	2.75%	17-January-2019
15-June-2018	AMP (Term Deposit)	2,000,000.00	270 days	2.80%	12-March-2019
29-November-2016	Westpac (FRN)	2,000,000.00	1826 days	3MBBSW+1.2%	29-November-2021
01-February-2018	AMP (Term Deposit)	1,000,000.00	274 days	2.65%	02-November-2018
11-October-2018	AMP (Term Deposit)	1,000,000.00	270 days	2.75%	08-July-2019
31-May-2018	ME Bank (Term Deposit)	2,000,000.00	273 days	2.72%	28-February-2019
10-October-2018	NAB (Term Deposit)	2,000,000.00	180 days	2.70%	08-April-2019
12-December-2017	CUA (Term Deposit)	1,000,000.00	336 days	2.60%	13-November-2018
28-June-2018	CBA (Term Deposit)	2,500,000.00	300 days	2.78%	24-April-2019
28-June-2018	Bankwest (Term Deposit)	2,500,000.00	211 days	2.80%	25-January-2019
	ANZ Deposit at Call	50,833.62	Cash at Call		
	CBA Deposit at Call	2,136,392.11	Cash at Call		
	TOTAL:	28,887,225.73			

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

9.12 Budget Review – September 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: Manager Financial Services

Introduction

The Local Government (General) Regulation 2005 requires the Council to prepare and consider a Budget Review Statement each quarter, which shows:

- Estimates of income and expenditure
- Appropriate revision of those estimates

The Statement must also include a report indicating changes in estimates for income and expenditure. This is done in consultation with the responsible director or manager of the relevant department. The Statement must comply with the Local Government Code of Accounting Practice and be considered by the Council and be considered by the Council no later than 2 months past the conclusion of the quarter.

The attached financial reports comply with the Council's statutory responsibilities and are presented using the organisational structure approved by the Council.

The Quarterly Budget Review Statement has been prepared on an accrual basis as required.

The Statement includes:

- Budget Review Summary including actuals to date, original budget and revised estimates if applicable and remaining balance.
- Summary of significant variations and budget adjustments.
- Reserves Position

Overall Position

In general terms, the Council has achieved 65% of projected revenue (calculated on an accrual basis) to adjusted budget and 53% of projected expenditure to adjusted budget by the end of September 2018.

Capital Expenditure at the end of September 2018 is currently at \$1,279,968 representing 30% of the revised budget.

The Actual Result at the end of the quarter currently stands at \$3.335M surplus against an adjusted budget deficit of \$1.3M. The surplus is as a result of bringing in \$3.75M from the advance FAG Payment made in 2017-18. The balance of Councils cash and investments held is around \$33M.

Operational Budget and Variations

The following are the results in the Departmental cost centres together with some commentary. An adjustment summary is attached to the review documentation.

A Point to Note:

For the purposes of making it easier for Directors and Managers to effectively monitor and manage their budgets, internal costs and Depreciation have been expensed for the year. The effect is that it shows expenditure higher than would normally be the case in the quarterly review.

The advantage is that each Director or Manager will not have to take into account these amounts when determining what is left available in their budgets.

OFFICE OF THE GENERAL MANAGER

The OGM has produced a result at the end of the 1st quarter that is within the budget for the directorate. All areas appear to be performing within budget expectations and provided for a favourable result.

CORPORATE, COMMUNITY & DEVELOPMENT SERVICES

Corporate, Community and Development Services have produced a result at the end of the 1st quarter that is within the budget for the directorate. All areas appear to be performing within budget expectations and provided for a favourable result.

ASSETS AND ENGINEERING SERVICES

Assets and Engineering has produced a result at the end of the 1st quarter that is within the budget for the directorate. 12 months of depreciation and overhead costs have been applied, making some areas appear to be heading for an over budget result at the end of the year. However, if you take into consideration the annual expenses already applied, all areas appear to be performing within budget expectations and provide for a favourable result.

Conclusion

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005.

As Council's Responsible Accounting officer, it is my opinion that the Quarterly Budget Review Statement for Bland Shire Council for the quarter ended 30th September 2018 indicates that Council's financial position at 30th September 2018 is considered satisfactory, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed _____ Date ____/____/____

Responsible Accounting Officer, Bland Shire Council

Recommendation:

That the Officers Report be received and noted and Council endorses the Statement acknowledging the financial position is considered satisfactory.

**INCOME/EXPENDITURE
AS AT 30th Sept 2018**

INCOME

PRINCIPAL ACTIVITY	BUDGET 2018/19	C/FWD PROJECTS 2017/18	Approved Adjustments	ADJUSTED BUDGET 2018/19	Requested Adjustments	Projected Year End Result	1st Quarter Actuals	Balance Remaining
EXECUTIVE								
Governance	0	0	0	0	0	0	0	0
Democracy	0	0	0	0	0	0	0	0
Land Development	-100,000	0	0	-100,000	0	-100,000	0	-100,000
Economic Development	0	0	0	0	0	0	-226	226
Tourism	-5,075	0	0	-5,075	0	-5,075	0	-5,075
Human Resources	-33,822	0	0	-33,822	0	-33,822	-6,354	-27,468
Community Services	-64,021	0	0	-64,021	0	-64,021	-18,044	-45,977
Community Relations	0	0	0	0	0	0	0	0
Executive Total Outcome	-202,918	0	0	-202,918	0	-202,918	-24,623	-178,295
CORPORATE DEVELOPMENT								
General Revenue	-5,434,272	0	0	-4,955,179	0	-4,955,179	-6,527,430	87,790
Financial Assistance & investments	-4,786,874	0	0	-4,786,874	0	-4,786,874	-2,951,860	-1,835,014
Corporate Support	-281,730	0	0	-281,730	0	-281,730	-273,157	-8,573
Corporate Development Total	-10,502,876	0	0	-10,023,783	0	-10,023,783	-9,752,447	-1,755,797
COMMUNITY & DEVELOPMENT SERVICES								
Aged Care	-423,878	0	0	-423,878	0	-423,878	-146,140	-277,738
Library & Children's Services	-1,444,450	0	-250,010	-1,694,460	0	-1,694,460	-557,805	-1,136,655
Regulatory Services	-13,300	0	0	-13,300	0	-13,300	-2,216	-11,084
Support	-200	0	0	-200	0	-200	0	-200
Development Control	-61,500	0	0	-61,500	0	-61,500	-13,518	-47,982
Environmental Planning	-12,000	0	0	-12,000	0	-12,000	-2,275	-9,725
Health & Environment	-3,000	0	0	-3,000	0	-3,000	0	-3,000
Property Maintenance	0	0	0	0	0	0	0	0
Community & Development Services Total	-1,958,328	0	-250,010	-2,208,338	0	-2,208,338	-721,954	-1,486,384
ASSETS & ENGINEERING								
Works Administration	-2,236,879	0	0	-2,236,879	0	-2,236,879	-550,838	-1,686,041
Plant Running	-3,484,022	0	0	-3,484,022	0	-3,484,022	-1,500,737	-1,983,285
Roads, Works & Transport	-3,759,277	0	0	-3,759,277	0	-3,759,277	-3,268,965	-818,598
Public Services	-455,310	-87,291	0	-542,601	0	-542,601	-44,762	-497,839
Pools	-20,000	0	0	-20,000	0	-20,000	0	-20,000
Council Property Maintenance	-243,803	0	0	-243,803	0	-243,803	-108,739	-135,064
Waste management	-1,311,038	0	0	-1,311,038	0	-1,311,038	-1,105,455	-205,583
Sewerage Disposal Services	-1,524,365	-213,945	0	-1,738,310	0	-1,738,310	-1,523,277	-215,033
Assets & Engineering Total	-13,034,694	-301,236	0	-13,335,930	0	-13,335,930	-8,102,773	-5,561,443
GENERAL FUND TOTAL	-25,698,816	-301,236	-250,010	-25,770,969	0	-25,770,969	-18,601,797	-8,981,919

EXPENDITURE

PRINCIPAL ACTIVITY	BUDGET 2018/19	C/FWD PROJECTS 2017/18	Approved Adjustments	ADJUSTED BUDGET 2018/19	Requested Adjustments	Projected Year End Result	1st Quarter Actuals	Balance Remaining
EXECUTIVE								
Governance	500,550	0	0	500,550	0	500,550	168,198	332,352
Democracy	194,506	0	0	194,506	0	194,506	32,656	161,850
Land Development	100,000	0	0	100,000	0	100,000	0	100,000
Economic Development	191,986	0	0	191,986	0	191,986	40,773	151,213
Tourism	208,289	0	0	208,289	0	208,289	48,661	159,628
Human Resources	360,261	0	0	360,261	0	360,261	93,219	267,042
Community Services	215,990	5,000	0	220,990	0	220,990	69,758	151,232
Community Relations	136,734	0	0	136,734	0	136,734	19,665	117,069
Executive Total Outcome	1,555,592	0	0	1,555,592	0	1,555,592	383,507	1,172,084
CORPORATE DEVELOPMENT								
General Revenue	1,011,069	0	0	1,011,069	0	1,011,069	997,595	13,474
Financial Assistance & investments	155,466	0	0	155,466	0	155,466	0	155,466
Corporate Support	1,835,351	0	0	1,835,351	0	1,835,351	549,162	1,286,190
Corporate Development Total	3,001,886	0	0	3,001,886	0	3,001,886	1,546,757	1,455,130
COMMUNITY & DEVELOPMENT SERVICES								
Aged Care	409,595	0	0	409,595	0	409,595	144,533	265,062
Library & Children's Services	1,746,870	0	250,010	1,996,880	0	1,996,880	667,814	1,329,066
Regulatory Services	153,729	0	0	153,729	0	153,729	43,799	109,930
Support	549,860	0	0	549,860	0	549,860	153,362	396,498
Development Control	2,050	0	0	2,050	0	2,050	2,752	-702
Environmental Planning	212,500	0	0	212,500	0	212,500	19,499	193,001
Health & Environment	710	0	0	710	0	710	10	700
Council Property Maintenance	113,500	0	0	113,500	0	113,500	33,125	80,375
Community & Development Services Total	3,075,314	0	250,010	3,325,324	0	3,325,324	1,031,769	2,293,555
ASSETS & ENGINEERING								
Works Administration	3,714,696	0	0	3,714,696	0	3,714,696	1,476,501	2,238,195
Plant Running	2,386,589	0	0	2,386,589	0	2,386,589	1,070,227	1,316,362
Roads, Works & Transport	6,387,512	0	0	6,387,512	0	6,387,512	4,727,260	1,660,251
Public Services	2,911,799	0	0	2,911,799	0	2,911,799	1,127,421	1,784,378
Pools	353,407	0	0	353,407	0	353,407	128,474	224,933
Council Property Maintenance	384,008	0	0	384,008	0	384,008	230,027	153,981
Waste management	1,311,038	0	0	1,311,038	0	1,311,038	1,105,455	205,583
Sewerage Disposal Services	1,664,365	0	0	1,664,365	0	1,664,365	1,522,133	142,232
Assets & Engineering Total	19,113,414	0	0	19,113,414	0	19,113,414	11,387,499	7,725,915
GENERAL FUND TOTAL	26,746,206	0	250,010	26,996,216	0	26,996,216	14,349,532	12,646,684

Bland Shire Council
30th Sept 2018
Capital Budget Review

PRINCIPAL ACTIVITY	BUDGET 2018/19	C/FWD PROJECTS 2017/18	Approved Adjustments	ADJUSTED BUDGET 2018/19	Requested Adjustments	Projected Year End Result	1st Quarter Actuals	Balance Remaining
Capital Funding								
EXECUTIVE								
Governance								
Internal Restrictions	0	-129,554	0	-129,554		-129,554		-129,554
Rates & Other Untied Funding								
Land Development								
Internal Restrictions	0		0	0	0	0	0	0
Tourism								
Internal Restrictions	-35,000		0	-35,000	0	-35,000	0	-35,000
Rates & Other Untied Funding	-5,000		0	-5,000	0	-5,000	0	-5,000
Community Development								
External Restrictions	0	-149,019		-149,019	0	-149,019	-165	-148,854
Community Relations								
Internal Restrictions	-21,000		0	-21,000	0	-21,000	0	-21,000
Executive Total Capital Funding	-61,000	-278,573	0	-339,573	0	-339,573	-165	-339,408
CORPORATE DEVELOPMENT								
Corporate Support								
Internal Restrictions	-100,000	0	0	-100,000	0	-100,000	-26,692	-73,308
External Restrictions	-100,000			-100,000		-100,000	0	-100,000
Rates & Other Untied Funding	0			0		0	-26,692	26,692
Corporate Support Total Capital Funding	-100,000	0	0	-100,000	0	-100,000	-26,692	-73,308
COMMUNITY & AGED CARE								
Aged Care								
External Restrictions	0	0	0	0	0	0	-4,562	4,562
Rates & Other Untied Funding	0	0		0		0	-4,562	4,562
Community & Aged Care Total Capital Funding	0	0	0	0	0	0	-4,562	4,562
Regulatory Activities								
Rates & Other Untied Funding	0	-8,685		-8,685		-8,685	0	-8,685
DEVELOPMENT SERVICES	0	-8,685	0	-8,685	0	-8,685	0	-8,685
Environmental Planning								
Internal Restrictions	0	-17,500	0	-17,500	0	-17,500	0	-17,500
Rates & Other Untied Funding	0	-17,500		-17,500		-17,500	0	-17,500
Development Services Total Capital Funding	0	-17,500	0	-17,500	0	-17,500	0	-17,500
WORKS & SERVICES								
Works Administration								
Rates & Other Untied Funding	0	0	0	0	0	0	-39,450	39,450
Capital Grants & Contributions	0	0	0	0	0	0	0	0
Plant Running								
Income from Sale of Assets	-1,216,883	0	0	-1,216,883	0	-1,216,883	-218,307	-998,576
Rates & Other Untied Funding	-348,750	0	0	-348,750	0	-348,750	-123,697	-225,053
Rates & Other Untied Funding	-868,133			-868,133		-868,133	-94,610	-773,523
Roads, Works & Transport								
Capital Grants & Contributions	-2,020,367	0	0	-2,020,367	0	-2,020,367	-877,428	-1,142,939
Rates & Other Untied Funding	-2,020,367			-2,020,367		-2,020,367	-877,428	-1,142,939
Public Services								
Rates & Other Untied Funding	-110,000	-202,726	0	-312,726	0	-312,726	-97,284	-215,442
Rates & Other Untied Funding	0	-11,199		-11,199		-11,199	-21,393	10,194
Capital Grants & Contributions	0	0		0		0	-4,882	4,882
External Restrictions	0	-87,291	0	-87,291	0	-87,291	-66,811	-20,480
Internal Restrictions	-110,000	-104,236	0	-214,236	0	-214,236	-4,198	-210,038
Council Property Maintenance								
Rates & Other Untied Funding	-10,000	-66,811	0	-76,811	0	-76,811	0	-76,811
Rates & Other Untied Funding	-10,000	0		-10,000		-10,000	0	-10,000
External Restrictions	0	-66,811		-66,811		-66,811	0	-66,811
Waste management								
Rates & Other Untied Funding	0	0	0	0	0	0	0	0
Sewerage Disposal Services								
Rates & Other Untied Funding	-50,000	-213,945	0	-263,945	0	-263,945	-41,144	-222,801
External Restrictions	-50,000	-213,945	0	-263,945	0	-263,945	-41,144	-222,801
Works & Services Total Capital Funding	-3,407,250	-483,482	0	-3,890,732	0	-3,890,732	-1,273,613	-2,617,119
Total Capital Funding	-3,568,250	-788,240	0	-4,356,490	0	-4,356,490	-1,305,032	-3,051,458

Bland Shire Council
30th Sept 2018
Capital Budget Review

PRINCIPAL ACTIVITY	BUDGET 2018/19	C/FWD PROJECTS 2017/18	Approved Adjustments	ADJUSTED BUDGET 2018/19	Requested Adjustments	Projected Year End Result	1st Quarter Actuals	Balance Remaining
Capital Expenditure								
EXECUTIVE								
Governance								
Shovel Ready Project	0	129,554	0	129,554	0	129,554	0	129,554
Tourism								
Electricity Point for Cars	5,000	0	0	5,000	0	5,000	0	5,000
Weethalle Silo Seating & Shelter	30,000	0	0	30,000	0	30,000	0	30,000
Xmas Decorations	5,000	0	0	5,000	0	5,000	0	5,000
Community Relations								
Event Trailer	15,000	0	0	15,000	0	15,000	0	15,000
Mobile Stage	6,000	0	0	6,000	0	6,000	0	6,000
Community Development								
Stronger Country Comm - Theatre	0	149,019	0	149,019	0	149,019	165	148,854
Executive Total Capital Expenditure	61,000	278,573	0	339,573	0	339,573	165	339,408
CORPORATE DEVELOPMENT								
Corporate Support								
Loan - Principal Community Infrastructure Development	100,000	0	0	100,000	0	100,000	26,692	73,308
Council Software Package	0	0	0	0	0	0	0	100,000
Corporate Development Total Capital Expenditure	100,000	0	0	100,000	0	100,000	26,692	73,308
COMMUNITY & AGED CARE								
Library & Children's Services								
Ubiquiti Radio upgrade	0	0	0	0	0	0	4,562	-4,562
AV Materials	0	0	0	0	0	0	0	0
Community & Aged Care Total Capital Expenditure	0	0	0	0	0	0	4,562	-4,562
Regulatory Activities								
Pound Upgrade	0	8,685	0	8,685	0	8,685	0	8,685
Regulatory Activities Capital Expenditure	0	8,685	0	8,685	0	8,685	0	8,685
DEVELOPMENT SERVICES								
Support								
Council Buildings Project	0	0	0	0	0	0	0	0
Environmental Planning								
Heritage Panels MS	0	17,500	0	17,500	0	17,500	0	17,500
Development Services Total Capital Expenditure	0	17,500	0	17,500	0	17,500	0	17,500
WORKS & SERVICES								
Works Administration								
CCTV Installation	0	0	0	0	0	0	39,450	-39,450
Plant Running								
Plant & Equipment Purchases - Cap	1,176,883	0	0	1,176,883	0	1,176,883	218,307	958,576
Plant & Equipment Purchases - Cap	25,000	0	0	25,000	0	25,000	0	25,000
Plant Minor - Cap	15,000	0	0	15,000	0	15,000	0	15,000
Roads, Works & Transport								
MR398 West Wide Construction	2,020,367	0	0	2,020,367	0	2,020,367	877,428	1,142,939
R2R Capital Program	376,000	0	0	376,000	0	376,000	0	376,000
Roads to Recove Project Managem Assets	1,644,367	0	0	1,644,367	0	1,644,367	877,428	766,939
Public Services	0	0	0	0	0	0	0	0
Public Services	110,000	202,726	0	312,726	0	312,726	9,080	303,646
Cemeteries								
New Beams at Lawn Cemetery (10 year plan)	50,000	50,000	0	100,000	0	100,000	0	100,000
Repair Old Unattended Grave Sites	0	11,199	0	11,199	0	11,199	0	11,199
Parks & Gardens								
Cooinda Park	0	34,236	0	34,236	0	34,236	4,198	30,038
Village Playground	50,000	0	0	50,000	0	50,000	0	50,000
Sporting Ovals								
McAlister Oval Scoreboard	0	20,000	0	20,000	0	20,000	0	20,000
McAlister Oval Gates & Fence	10,000	0	0	10,000	0	10,000	0	10,000
Ungarie Tennis Court _ Strenthening Comm	0	87,291	0	87,291	0	87,291	4,882	82,409
Indoor Sports Facilities	0	0	0	0	0	0	0	0
Council Property Maintenance								
Holland Pk Pool Stronger Comm - Water Slide	10,000	66,811	0	76,811	0	76,811	88,204	-11,393
184 Main St Electrical Upgrade	0	66,811	0	66,811	0	66,811	88,204	-21,393
Waste management	0	0	0	0	0	0	0	0
Sewerage Disposal Services								
Sewer Extension	50,000	213,945	0	263,945	0	263,945	41,144	222,801
Sewer Pump Station	50,000	150,000	0	200,000	0	200,000	0	200,000
Sewer Pump Station (Council Res 12-12-17)	0	63,945	0	63,945	0	63,945	41,144	22,801
Works & Services Total Capital Expenditure	3,407,250	483,482	0	3,890,732	0	3,890,732	1,273,611	2,617,121
Total Capital Expenditure	3,568,250	788,240	0	4,356,490	0	4,356,490	1,305,030	3,051,460

**Bland Shire Council
SEPT 2018 Budget Review
Cash Investment Statement**

	OPENING 2018/19	Approved adjustments	ADJUSTED BUDGET 2018/19	Requested Adjustments	Projected Year End Result	Movements	1st Quarter Actuals
Externally Restricted							
Multi Service Outlet	166,409		166,409		166,409	-21,644	144,765
Community Care - Capital Grant	108,346		108,346		108,346	3,977	112,323
Bland Shire Day Care	365,759		365,759		365,759	-10,449	355,310
HACC Dementia Day Care	47,029		47,029		47,029		47,029
MRU Additional Operating Grant	352,785		352,785		352,785	39,461	392,246
Family Day Care	163,333		163,333		163,333	-11,835	151,498
Preschool Reserve	641,986		641,986		641,986	-44,120	597,866
Stronger Communities - Community Cinema Res	149,019		149,019		149,019	-165	148,854
Library Revitalising Grant	14,051		14,051		14,051		14,051
Library Refurbishment Reserve	200,000		200,000		200,000		200,000
Stronger Communities - Water Slide Holland Pk	66,811		66,811		66,811	-66,811	0
State & National Roads Reserve	9,152		9,152		9,152		9,152
Roads to Recovery Reserve	476,245		476,245		476,245		476,245
RLCIP West Wyalong Tennis Court Resurface	8,545		8,545		8,545		8,545
DECC Funding	16,150		16,150		16,150		16,150
Future Towns Project	43,955		43,955		43,955	-226	43,729
Stronger Communities - Ungarie Tennis Crt	87,291		87,291		87,291	-4,882	82,409
Trust Deposits	11,413		11,413		11,413		11,413
Sec 94 Contributions - Open Space	995		995		995		995
Sec 94 Contributions - General Development	99,347		99,347		99,347	1,661	101,008
Sec 94 Contributions - Stormwater	636		636		636		636
Sec 94 Contributions - Bushfire	802		802		802		802
Sec 94 Contributions - Car Parking	6,720		6,720		6,720		6,720
Sec 94 Contributions - Studies	755		755		755		755
Sec 94 Contributions - Roads	2,817		2,817		2,817		2,817
Sec 64 Contributions (Sewer)	95,435		95,435		95,435		95,435
Reticulation Reserve	85,000		85,000		85,000	14,376	99,376
Sewer Fund - Externally Restricted Reserve	419,657		419,657		419,657	793,271	1,212,928
			0		0		0
			0		0		0
			0		0		0
Total Externally Restricted	3,640,443	0	3,640,443	0	3,640,443	692,614	4,333,057
Internally Restricted							
Employees Leave Entitlements	1,513,287		1,513,287		1,513,287		1,513,287
Plant Purchases	933,381		933,381		933,381	207,081	1,140,462
Cemetery Reserve	50,944		50,944		50,944		50,944
Business Development Assistance	10,000		10,000		10,000		10,000
Tourism	24,335		24,335		24,335		24,335
FAG Grant Reserve - General	2,275,024		2,275,024		2,275,024	-2,275,024	0
FAG Grant Reserve - Road Component	1,475,033		1,475,033		1,475,033	-1,475,033	0
Economic Development Reserve	872,152		872,152		872,152		872,152
Grant Match Reserve	163,670		163,670		163,670		163,670
Office Equipment Reserve	200,000		200,000		200,000		200,000
Insurance Provision	25,607		25,607		25,607		25,607
Future Land Purchases	42,537		42,537		42,537		42,537
Internal Audit Committee Reserve	12,000		12,000		12,000		12,000
S355 Committee Reserve	5,000		5,000		5,000		5,000
Waste Depot Reserve	216,572		216,572		216,572	484,271	700,843
Gravel Pit Restoration	322,792		322,792		322,792		322,792
Community Facilities	2,606,041		2,606,041		2,606,041	768,059	3,374,100
Loan Repayment Reserve	351,895		351,895		351,895	155,466	507,361
Election Reserve	23,066		23,066		23,066		23,066
Public Building	191,750		191,750		191,750		191,750
Corporate Legal Expenses	10,479		10,479		10,479		10,479
Library Reserve	65,010		65,010		65,010		65,010
West Wyalong Community Care Centre	32,956		32,956		32,956		32,956
Employee Assist & Attraction Reserve	44,173		44,173		44,173		44,173
Recruitment & Selection Reserve	10,995		10,995		10,995		10,995
Infrastructure Renewal Reserve	900,000		900,000		900,000		900,000
Heritage Panel	12,500		12,500		12,500		12,500
Infrastructure Backlog Reserve	1,000,000		1,000,000		1,000,000		1,000,000
Holland Park Pool Reserve	30,000		30,000		30,000		30,000
Ungarie Pool Reserve	16,000		16,000		16,000		16,000
Land Development Reserve	384,678		384,678		384,678		384,678
Access Grant Reserve	5,000		5,000		5,000		5,000
Pound Upgrade	8,685		8,685		8,685		8,685
Verandah/ Façade Restoration Reserve	43,675		43,675		43,675		43,675
CSU Building Reserve	22,230		22,230		22,230		22,230
Ungarie Health Service	22,560		22,560		22,560		22,560
Total Internally Restricted	13,924,027	0	13,924,027	0	13,924,027	-2,135,180	11,788,847
Total Restricted	17,564,470	0	17,564,470	0	17,564,470	-1,442,566	16,121,904
Total Cash & Investments	31,274,280						32,711,716
Available Cash	13,709,810						16,589,812

Contracts > \$50,000 @ 30 September 2018

Contractor	Contract Detail & Purpose	Contract Value	Commencement Date	Duration of Contract	Budgeted (Y/N)
Public Works Advisory, Department of Finance	Development of an Integrated Water Cycle Management Strategy for Bland Shire Council	\$ 108,000.00	January 2018	15 Months	Y

Consultancy & Legal Expenses > \$50,000 @ 30 September 2018

Expenses	Expenditure YTD	Budgeted (Y/N)
Nil in Sept 2018 Quarter		

Key Performance Indicators
31 Mar 2018

Rates & Annual Charges Coverage Ratio

	Rates	Waste	Sewer	Total	Ratio
Rates & Annual Charges	- 6,527,430	- 1,105,455	- 1,523,277	- 9,156,162	30.97%
Revenue from Continuing Operations				- 29,561,242	
% Revenue achieved					
Actual Revenue Achieved				- 19,067,557	64.50%
Budget Revenue from Continuing Operations				- 29,561,242	
% Actual Expenditure					
Actual Expense YTD				14,452,580	52.69%
Budget Expenditure from Continuing Operations				27,427,440	

9.13 State Government Funding For NSW Public Libraries Update



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

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

Author: Director Corporate, Community, Development and Regulatory Services

Introduction

As Councillors would recall, a business paper was presented to the July meeting requesting the support of Council in relation to library funding. Since then, the New South Wales Public Libraries Association in partnership with Local Government NSW, has launched the Renew Our Libraries (ROL) funding campaign.

Renew Our Libraries Campaign

The NSW Public Library Association Executive had always intended to mount a funding campaign in the lead up to the March 2019 NSW state election. After a disappointing response from the State Government to the previous campaign that was rolled out prior to the 2015 election, it was agreed that a fresh approach would need to be taken in 2018.

The NSWPLA Executive resolved to approach LGNSW with a proposal to run the library funding campaign in partnership. LGNSW agreed to become campaign partners, including meeting 50% of the campaign costs. An expression of interest process, targeting known media and campaign experts, was conducted in early 2018, resulting in the appointment of well-known Sydney consultants Essential Media. This company has administered a number of high-profile community campaigns including:

- *The Every Australian Counts campaign, which secures bipartisan support for The National Disability Insurance Scheme.*
- *The Luke Batty Foundation's Never Alone campaign to deliver changes to Family Violence laws across Australia.*
- *Working with Goodstart Early Learning to build a community of parents with the Smart Start campaign to secure bipartisan commitment for increased family payments.*
- *Launched Everybody's Home in 2018, a campaign uniting the housing, homelessness and community sectors calling on our leaders to fix a broken system.*

A Work In Progress (WIP) committee was initiated, and regular teleconference meetings were scheduled to develop the campaign. After three solid months of workshops and teleconferences to establish the basis for the library campaign, understand the key stakeholders, agree on a name, create a logo, establish a campaign strategy, and develop campaign collateral, Renew Our Libraries (ROL) was launched at Waverley Library on Wednesday 1 August 2018 by NSWPLA President Cr Dallas Tout and LGNSW President Cr Linda Scott.

It should be noted that during the development phase of ROL, the NSW state budget inexplicably delivered a cut to funding to support the operation of NSW libraries – a reduction that delivered an average 5% reduction in library funding to every council in NSW – just 9 months before a state election.

It was agreed that ROL would be a social media based campaign in terms of community engagement, and would rely heavily on the buy-in of NSW councils to establish its political imprimatur.

ROL got off to a strong start after the launch, showing impressive statistics on Facebook and Twitter as well as high sign-up numbers to the campaign. Much to the surprise of everyone, especially the ROL Committee, just 3 weeks and 2 days after the ROL was launched the state government announced a new funding package for NSW libraries on Friday 24 August 2018. The announcement covers the quadrennial period 2019-20 to 2022-23 and provides an additional \$60m over those 4 years.

It is anticipated that the roll out of the funding for 2019-20 to 2022-23 will be as follows:

	2019/20	2020/21	2021/22	2022/23
Increase	\$12.95M	\$14.03M	\$15.09M	\$16.94M
Service NSW	\$0.25M	\$0.25M	\$0.25M	\$0.25M
Total	\$13.2M	\$14.28M	\$15.34M	\$17.19M

Figures to be confirmed in the 2019/20 budget

Whilst the increased funding announced in August is certainly welcome, ROL is far from over. The next phase of the campaign seeks to achieve the following:

Double the Funding → Index the Funding → Protect the Funding

- Double the Funding - by providing an additional \$94 million in funding to NSW public libraries over four years.
- Index the Funding - Index state funding commitments to ensure they increase with changes in the Consumer Price Index.
- Protect the Funding - by amending the legislation to lock in the funding arrangements for the future.

Key facts to support the next phase of ROL are as follows:

- Yearly visits to NSW public libraries have increased from 27 million in 2000 to over 35 million in 2017, but State recurrent funding has not increased to match demand and was in fact, slashed by 5% in the recent 2018 NSW Budget.
- Recent commitments of \$60 million and \$50 million over four years from the major parties only go part way to meeting the \$94 million objective Renew Our Libraries set at the beginning of the campaign.
- These commitments cut off in 2023 and without indexation, do not deliver a long-term solution for funding public libraries.
- Despite recent announcements of additional funding, the NSW Government still contributes less than 10% of total funding for public libraries, while local government continues to bear 90% of the cost.

- NSW public libraries make a massive \$330 million contribution to the NSW economy every year and support over 3,000 full time equivalent jobs.

This lack of commitment by the NSW government to adequately fund public libraries over many years has shifted the burden onto local government, whose budgets are already stretched. That is why ROL needs the support of NSW councils for phase two of ROL. If successful, this will ensure adequate funding that is indexed in perpetuity and protected by legislation.

This, in turn, will enable councils across the state to keep up with burgeoning demand for library services, expand the scope of library services, and build the libraries of the future.

ROL aims to educate the broader community about the lack of library funding, recruiting them as supporters who will then use their collective voices to call on individual MPs, political parties and key government decision makers to support our objectives.

Financial Implications

Nil

Summary

The Renew Our Libraries campaign has achieved success to date, however further initiatives are being undertaken in the lead up to the election with the view to double the funding, index the funding and protect the funding. This will ensure a fair and equitable distribution of funds and the ability to continue to provide high quality services to communities across NSW.

Recommendation:

- 1. That Council note the Library Funding Update report.**
- 2. That Council continues to endorse the distribution of the Renew Our Libraries funding and advocacy information in the library, as well as involvement in actions proposed by the New South Wales Public Libraries Association.**

9.14 Children's Services Annual Survey



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

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

Author: Children's Services Coordinator

Introduction

Bland Shire Children Services staff undertake an annual survey of all services provided as outlined in the Integrated Planning and Reporting documents. These surveys are distributed to all families utilising Council's children services.

In 2018, the surveys for the Preschool, Family Day Care and the Mobile Resource Unit/LDC were conducted in October. October being selected as the timing has provided the parents with three terms of service utilisation in the current year and therefore a good indication as to the service performance and their child's progress. This time frame also allows staff to consider the feedback in the planning process for the following year.

The surveys were distributed to all service enrolled families. The survey was conducted online using survey monkey with paper copies also being made available.

Positive results were received for all services with the highlights below:

- 100% of respondents were either satisfied or very satisfied with Bland Preschool
- 100% of respondents were either satisfied or very satisfied with the Mobile Resource Unit and LDC
- 100% of respondents were either satisfied or very satisfied with the quality of care being received within Family Day Care
- 100% of preschool parents saw improvement in the pre academic skills of their children
- 95% of parents saw an improvement in the language skills of the children attending Family Day Care, and
- 86% of families utilising the MRU and LDC saw improved language skills in the their children

A summary of the individual services are listed.

Bland Shire Preschool

Key points:

All respondents stated that they and their child were made to feel welcome in the classroom this year.

- 92% felt that they were able to participate in their child's preschool experiences.
- 61% volunteered as a parent helper for fruit duty.
- 84% of families preferred to communicate with preschool via the Kindyhub program.

When asked if their child has made progress over a variety of developmental areas this year, the responses were:

- Improvement in language – 75%
- Improvement in Social skills – 91%
- Improvement in Self care skills – 91%
- Improvement in motor skills – 83%
- Improvement in pre-academic skills – 100%

Overall, respondents were either satisfied or very satisfied with the programs being offered and the general levels of service, provided at Bland Preschool.

Bland / Temora Family Day Care

Key points:

- 10% of respondents have been utilising Family Day Care for care for more than 6 years
- 10% of respondents have been utilising Family Day Care for care for 4-6 years
- 40% of respondents have been utilising Family Day Care for care for 2-4 years
- 40% of respondents have been utilising Family Day Care for care for 0-2 years
- Preferred method of communicating with respondents is via text message or email.
- 80% of respondents feel that the educator programs are supporting their goals for their child's development

When asked if their child has made progress over a variety of developmental areas this year, the responses were:

- Improvement in language – 95%
- Improvement in Social skills – 90%
- Improvement in Self care skills – 60%
- Improvement in motor skills – 70%
- Improvement in pre-academic skills – 70%
- 100% feel that their educator listens to them and shows respect for their families' culture, language, goals and preferences.
- 89% feel that their children are provided with engaging materials and a unique program.

Overall, 100% of respondents are happy with the quality of care provided at family day care.

Bland Shire Mobile Resource Unit and LDC /Preschool

Key points:

- 95% of respondents stated that they and their child were made to feel welcome in the classroom this year.
- 80% felt that they were able to participate in their child's preschool experiences.
- 85% of families preferred to communicate with preschool via the Kindyhub program and face to face discussion equally.

When asked if their child has made progress over a variety of developmental areas this year, the responses were:

- Improvement in language – 86%
- Improvement in Social skills – 90%
- Improvement in Self care skills – 67%
- Improvement in motor skills – 71%
- Improvement in pre-academic skills – 86%

Overall, respondents were either satisfied or very satisfied with the programs being offered and the general levels of service, provided at Bland Shire Mobile Resource Unit and LDC /Preschool.

Financial Implications

Nil

Summary

The survey, conducted annually, provides valuable feedback for educators and assists with the planning and provision of service to the parents and children of the Bland Shire Community.

Recommendation:

That Council note the Children's Services Annual Survey report.

SECTION 4 – REPORTS FOR INFORMATION

Recommendation:

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

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

9.15 Economic Development & Tourism Report – October 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

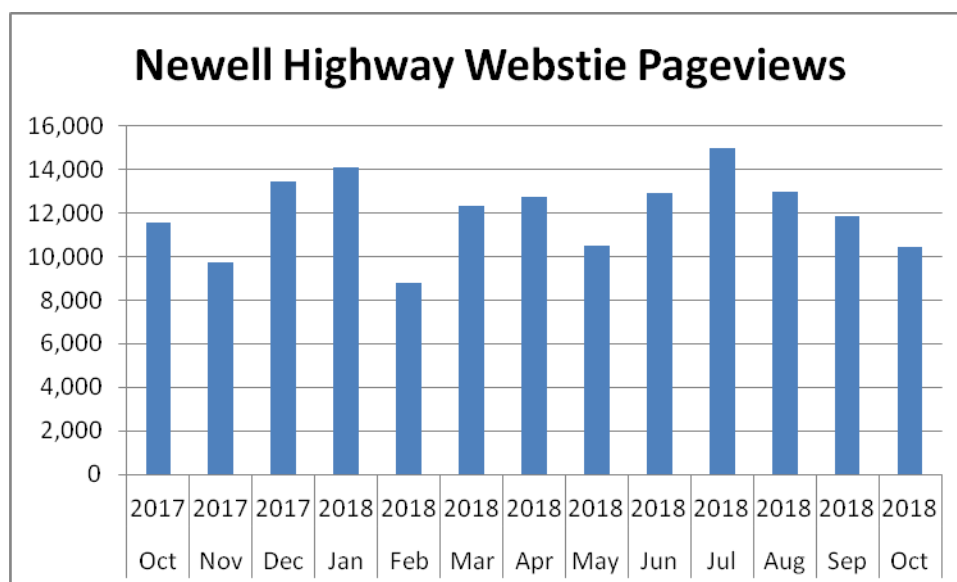
Author: Senior Economic Development & Tourism Advisor

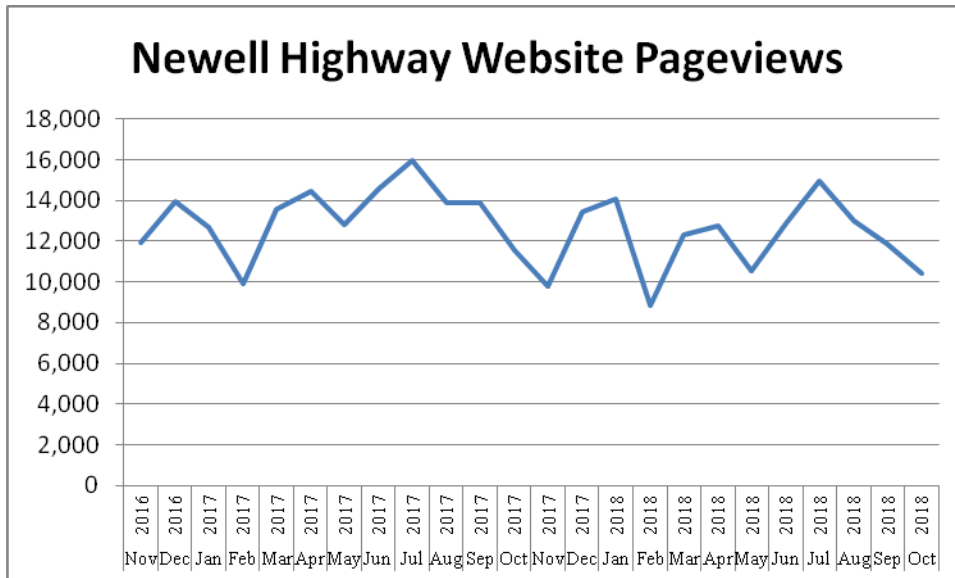
Financial Implications Nil

Summary Bland Shire Council October 2018 Economic Development & Tourism Report

Newell Highway Website Analytics

	Oct 2017	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	Jun 2018	Jul 2018	Aug 2018	Sep 2018	Oct 2018
Pageviews	11,559	9,753	13,446	14,066	8,810	12,310	12,743	10,523	12,903	14,959	12,983	11,861	10,427
Visits	4,419	3,857	5,176	5,935	3,440	4,983	4,691	4,526	4,910	5,677	5,084	4,601	4,039
Visitors	3,552	2,939	4,106	4,628	2,787	3,938	3,712	3,345	4,002	4,634	4,241	3,992	3,394
Desktop	32.6%	37.4%	31.5%	30.4%	39.2%	34.7%	33.1%	32.3%	33.2%	31.6%	33.4%	32.1%	31.5%
Mobile	47.2%	42.2%	50.4%	52.3%	41.0%	45.8%	45.8%	44.0%	44.3%	46.0%	45.5%	48.6%	47.8%
Tablet	20.2%	20.4%	18.2%	17.2%	19.7%	19.5%	21.1%	23.7%	22.5%	22.4%	21.1%	19.3%	20.7%





NSW Free Flight Society

The NSW Free Flight Society held a successful Wings Over West Wyalong event from 27 – 28 October with 44 participants travelling to West Wyalong for the event.

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

Great news for the Bland Shire in that the 71st MAAA Nationals will be held in West Wyalong and the dates that they are looking at are the 24th April 2019 to 1st May 2019.

Business Bus

The Business Bus will be visiting West Wyalong on Wednesday 21 November 2018 and will be located at 174 Main Street West Wyalong from 9:00 am to 3:00 pm.

iOR West Wyalong

The proposed West Wyalong iOR facility will look similar to the installation at Goondiwindi as per the following photos:



Lightsource BP Solar Farm Development in the Bland Shire

Lightsource BP is currently investigating establishing a 130 megawatt large scale solar farm in the Bland Shire and has lodged their preliminary documents with the NSW Department of Planning & Environment. Lightsource BP staff recently travelled to the Bland Shire to meet with staff and to see their proposed site. In the following photo from L to R: Nuripan Mylvaganam, Ray Smith, Lesley Duncan, Polly Baranco, Kristi Jorgensen, Charlotte Kitchin, Stewart Doran



In the following photo from L to R: Kristi Jorgensen, Charlotte Kitchin, Polly Baranco, Stewart Doran



Lightsource BP will be holding a community information event on Wednesday 7 November at the Services & Citizens Club.

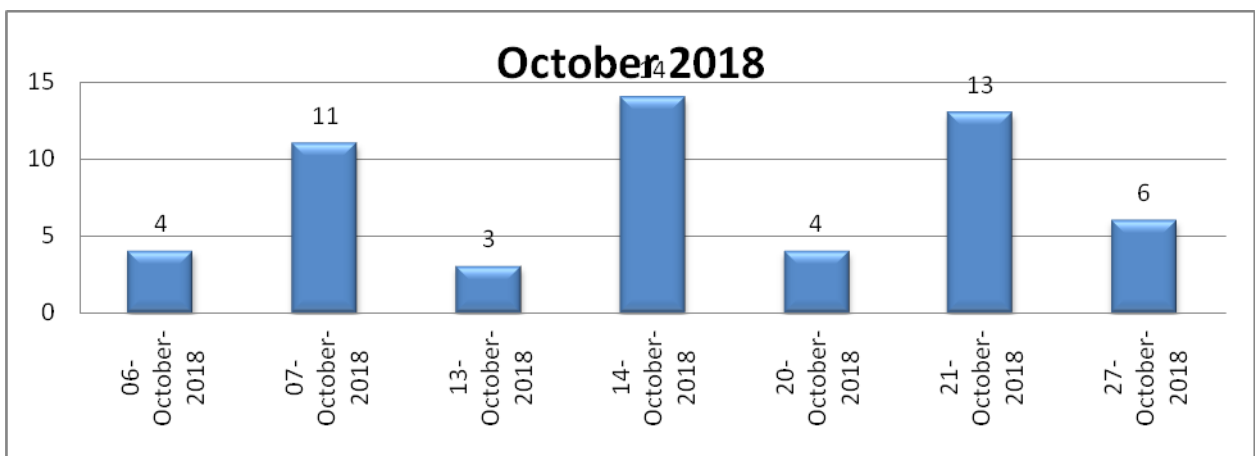
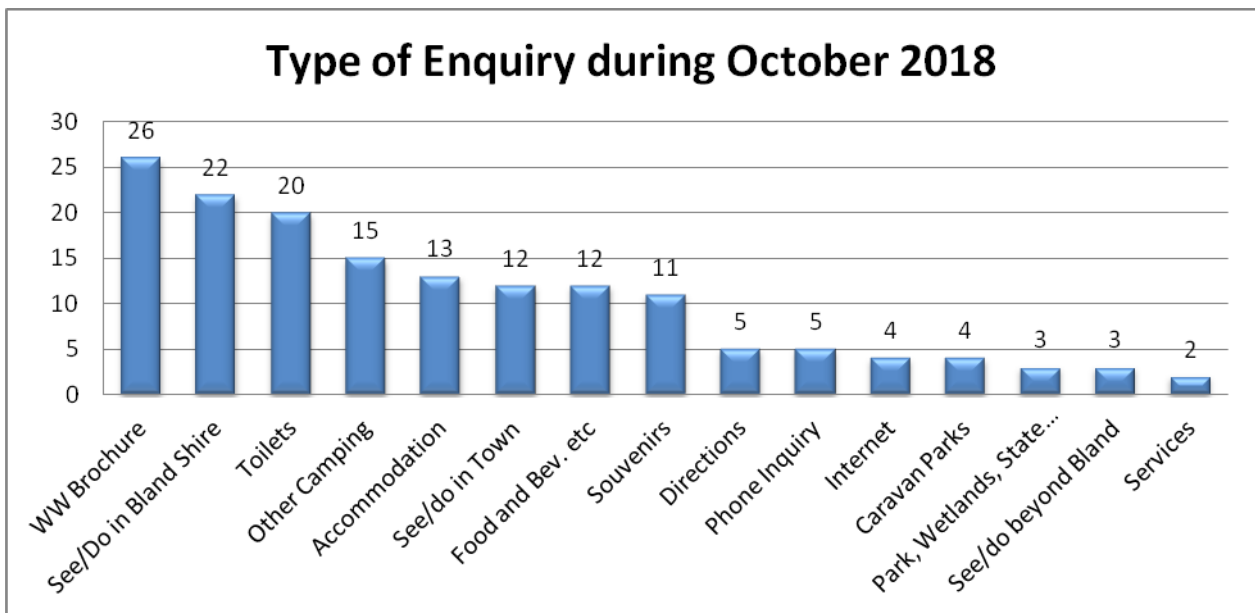
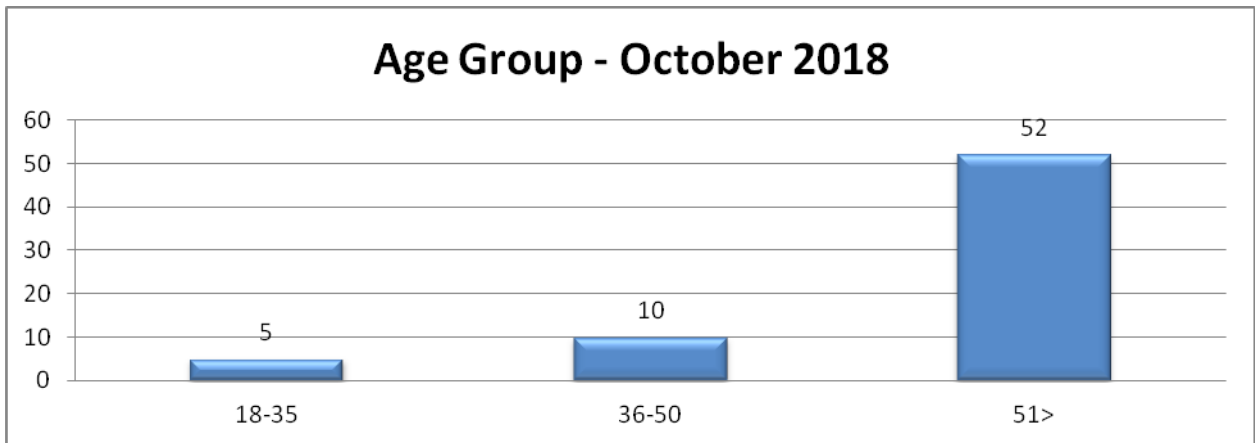
Bland Shire Events List 2018

	NOVEMBER	LOCATION
3	Weethalle Gymkhana	Weethalle
6	Melbourne Cup Ladies Day	West Wyalong
10	West Wyalong Markets	West Wyalong

	DECEMBER	LOCATION
3-6	Cowal Gold Operations Shut Down	West Wyalong
5	Library After School Christmas Activity	West Wyalong
8	West Wyalong Markets	West Wyalong
9	Carols by Candlelight	West Wyalong
12	Library After School Christmas Activity	West Wyalong
14	Business West Wyalong Christmas Carnival	West Wyalong
25	Christmas Day	NSW
26	Boxing Day Public Holiday	NSW
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



Others: include questions for historic information, free camping, laundry services and venue hire.

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

Visitors: 271 Phone call and email: 36

9.16 Community Services Report



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

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

Author: Community Relations Officer and Community Development Officer

The Mindful Warrior Village School Visits

As part of 2018 Mental Health Month activities, Council engaged Anna Gannon, the highly sought after 'Mindful Warrior' to attend a number of village schools across the shire to conduct mindfulness sessions with students.

Children are increasingly becoming overwhelmed emotionally socially and academically and unable to focus and learn due to the effects of sensory overload, anxiety and trauma. Studies have shown that Mindfulness is likely to have a positive impact on emotional wellbeing, mental health, ability to learn and the physical health of children.

Anna delivered a series of one hour sessions to students at Barmedman, Wyalong and Tallimba School on Tuesday 13 November which were thoroughly enjoyed by the students and well received by staff.

Naradhan Public School Creative Arts Day

Council's Community Development Officer ventured to Naradhan Public School on Wednesday 14 November to assist with the schools Creative Arts Day. The Creative Arts Day was attended by all small schools around the area and offered a great opportunity for the young rural based students to try their hands at creative activities such as drama, pottery, mosaic, tie dye and photoshop. The day was thoroughly enjoyed by all students in attendance.

International Day of People with Disability Celebrations

This year's Bland Shire International Day of People with a Disability celebrations and Access Awards will be held in the Bland Shire Council Chambers on Wednesday 5 December. The event will feature a screening of the highly empowering movie 'Wonder'. Based on the New York Times bestseller, this movie tells the incredibly inspiring and heart warming story of August Pullman, a boy with facial differences who enters the fifth grade, attending a mainstream elementary school for the first time. The event will also include a light lunch for those who attend.

Ungarie Pool Party

Council will host an end of year Christmas themed pool party for the Ungarie community on Friday 7 December at the Ungarie Pool. The event will feature free entry, free inflatable use, a BBQ dinner, giveaways for children and musical entertainment. This event is a direct request from students following the recent Local Government Week Mayoral and Community Services staff visit to Ungarie School in which young people noted their desire to have a youth pool party held to mark the end of the school year.

Australia Day

Nominations for the Bland Shire Australia Day awards are now open. Nominations close on Monday 26 November in the categories of Citizen of the Year, Young Citizen of the Year, Achievement in Sport, Contribution to Sport, Community Group of the Year and Community Event of the Year.

125th anniversary of Wyalong and West Wyalong

Preparations are well advanced for the 125th anniversary celebrations of Wyalong and West Wyalong in March 2019. A draft program will be distributed in November and promoted widely. A number of motels and accommodation outlets have already indicated strong bookings and interest for the anniversary weekend on 22-24 March while feedback through Council's social media channels has been incredibly positive with a number of former residents and new visitors expressing an intention to attend.

Camp Quality esCarpade

The Camp Quality esCarpade visited Ungarie and West Wyalong on 26-27 October. Approximately 200 people spread amongst more than 60 cars plus support vehicles and crew visited the Big Football at Ungarie for a special afternoon tea stop on Friday 26 October where they were met by members of the Ungarie Advancement Group and enthusiastic locals. A number of the participants were keen to have their photo taken with the Big Football. After leaving Ungarie they travelled in to West Wyalong to stay the night at local accommodation outlets while also coming together for dinner and fellowship at the West Wyalong S&C Club. Council supported the West Wyalong Lions Club in providing breakfast for the rally participants in Barnado Park early on Saturday morning. Before departing for the final leg of their journey to Wagga Wagga, a spokesperson for Camp Quality commented on the terrific feedback they had received about how "beautiful" West Wyalong is with particular reference to the parks and gardens.

Artstate NSW

Community Services staff were invited to present at the NSW Artstate conference in Bathurst in early November to share the story behind Council's work on the Weethalle Silo Art Project and Big Football in Ungarie. The Community Development Officer and Community Relations Officer were joined on a panel by representatives from Auckland City, Maitland City Council and the NSW Live Music Office to lead a 75 minute panel discussion on "Place Making and Activation". Council received outstanding feedback on its projects and presentation. After Bland Shire Council led the way by creating the state's first silo art project in Weethalle in 2017, there are now 22 pending applications for silo art projects in other parts of NSW.

9.17 Bland Shire Library Monthly Update



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

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

Author: Senior Library Officer

RRL Advisory Committee Elections

In accordance with the revised Deed of Agreement 2018-2022 the election of the Riverina Regional Library Chairperson, Deputy Chairperson and Executive Committee will be undertaken quadrennially at the meeting immediately following the appointment of RRL delegates by each member Council.

As such, Councillor Jan Wyse and Director Corporate, Community, Development and Regulatory Services Adele Casey will both remain on the Executive Committee until the next election to be held at either the October 2020 or March 2021, depending on the appointment of RRL Advisory Committee delegates by member Councils.

NSWPLA Executive Elections

The NSWPLA holds elections for the Executive Committee every two years. The Executive Committee consists of six positions – President; two Vice Presidents; two Library Manager Members; and a Secretary/Treasurer. Executive Committee members may serve up to three consecutive terms (6 years), however must contest the role at the biennial election. Nominations for the 2018 election closed on Wednesday 10 October, and all current members stood for re-election in the 2018 poll. Those members are as follows:

- President: Councillor Dallas Tout, Wagga Wagga City Council.
- Vice Presidents: Councillor Romola Hollywood, Blue Mountains City Council; Councillor Les Lambert, Narromine Shire Council.
- Secretary/Treasurer: Adele Casey, Bland Shire Council.
- Library Manager Members: Philip Edney, City of Canada Bay Libraries; Robert Knight, Riverina Regional Library.

As nominations were received only from the current incumbents, it was an uncontested election and all Executive Committee members were declared re-elected to their positions.

NSWPLA Annual SWITCH Conference and AGM

The NSWPLA Annual SWITCH Conference and AGM will be held at C.ex Coffs Harbour on 28-30 November 2018. The conference program offers a broad range of local and international speakers who will address strategic and operational issues that are facing libraries and the broader Local Government sector in NSW and further afield.

The Australasian Mobile Library and Outreach Services (AMLOS) Symposium, REACH OUT 2018, first held in 2018, will be held on 26-27 November in conjunction with the SWITCH Conference. Outreach Services is a fast growing service area that is delivering exciting ideas and projects that can be shared. This year's event will include a mix of separate and combined sessions for Mobile Library and Outreach Services delegates respectively, as well as practical workshops for exchange of ideas and skills development.

Four mobile library vehicles from the NSWPLA North-East Zone will form a mini Mobile Library Muster for the interest of delegates.

A good representation of 20 delegates, including 5 councillors, from member Councils of Bland, Cootamundra-Gundagai, Federation, Greater Hume, Snowy Valleys and Wagga Wagga as well as the RRL Administration Centre have registered to attend SWITCH 2018.

Art Workshop for Young People

Illustrator Megan Forward, who is currently touring the Riverina, conducted an art workshop for young people based around her award winning children's book 'All I Want for Christmas is Rain'. The workshop, aimed at children aged 5 – 10 years, was attended by thirty Year 3 and Year 4 students from various local schools. The art workshop included a reading of Megan's book, a group discussion about farming and the effects of drought, and a demonstration of art techniques used by Megan in her illustrations. The students then participated in making murals to take back to their respective schools.



Food for Fines

Bland Shire Library will run its annual Food for Fines campaign from Monday 26 November to Thursday 20 December 2018.

Food for Fines gives library members the opportunity to pay off their overdue fines with a donation of non-perishable food items. These items will be donated to charity to be distributed to those in need over the festive season.

Giving Tree

The library will run its annual Giving Tree from Monday 12 November to Monday 17 December 2018. The donation of gifts will support households who are struggling to make ends meet, making Christmas for those in need a little brighter. The gifts for adults, teens, children and babies will be distributed by the St Vincent de Paul Society, West Wyalong Branch.

Summer Reading Club

The library will launch its annual Summer Reading Club program on Thursday 29 November 2018. The free program which officially runs from December 1 2018 to January 31 2019 aims to promote reading and literacy by encouraging children and young people to read over the long summer break using rewards as an incentive.

Children and young people will be able to participate in activities aligned to the annual programming theme 'Curious Creatures', discover great Australian authors and illustrators, and share their voice by engaging in literary and creative activities, both online and in the library.

This year's Summer Reading Club program is being funded by a Cowal Partnering Grant which also supported the library's annual author visit.

'POWman' Book Launch

To coincide with the launch of its Summer Reading Club program on Thursday 29 November 2018, Bland Shire library will also hold a launch for the children's book 'POWman: Unleash the Hero Within', written by local school teacher Nadia Worland with Dave Tabain. The fictional book, which deals with bullying, has thus far exceeded all expectations. Nadia, who recently appeared on The Project, will have signed copies of her book for sale on the day.

Library Activities

- The Bland Preschool has three visits to the library booked in for November / December.
- The library will hold a Christmas Craft session for school aged children on Wednesday 5 December 2018, 3.30pm – 4.30pm. A session will also be held on Thursday 13 December 2018, 3.30pm – 4.30pm.
- The library's Day Book Club will meet for the last time in 2018 on Monday 3 December at 10.30am.
- The final Storytime session for 2018 will be held on Thursday 6 December at 10.30am with Santa making a special appearance.
- The final Baby Bounce session for 2018 will be held on Friday 7 December at 10.30am.
- A combined Christmas gathering will be held on Tuesday 11 December at 2pm in the library.
- Pals of the Pen will meet for the last time in 2018 on Friday 14 December at 10.30am.
- The service which currently caters for approximately 15 clients will complete its last delivery for 2018 on Monday 17 December. Clients will receive additional material to cover the Christmas / New Year period.

Library Statistics October 2018

- 213 Information Requests ↓
- 342 Customer Service Requests ↑ – this figure includes 65 technology assists ↑
- 388 Computer Usage ↑
- 147 requests for WiFi only (ie. mobile device users) ↑
- 45 adults attended regular programs in the library ↑
- 298 children and parents/carers attended regular children's programs in the library ↑
- 307 Visitor Information Requests ↑ – this figure relates to normal library opening hours only and includes 36 phone requests ↑

- 16 Programs were held in the library during October ↑

NB. The above statistics are collected manually and may not be exact. However, the above figures are deemed a fair and reasonable indicator.

- 1583 people through the door ↑
- 1989 library items issued ↑
- 112 library items reserved ↑
- 14 new members ↑

NB. The above statistics are collected electronically and are accurate.

9.18 Children's Services Monthly Update



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

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

Author: Children's Services Coordinator

Assessment and Rating – Bland Preschool:

The Bland Preschool assessment and rating visit took place on Monday 29 and Tuesday 30 October. Preparations for the visit included updating the services Quality Improvement Plan and holding staff meetings to ensure that everyone was aware of the assessment and rating process.

Services are assessed and rated by the assessor against the National Quality Standards (NQS), and given a rating for each of the seven quality areas and an overall rating based on these results. The process of assessing and rating a service is a combined approach of quality assurance and regulatory compliance. To determine the final rating, as well as conducting an on-site visit, the assessor looks at recent compliance history, rating and assessment history and the services Quality Improvement Plan.

All staff did a terrific job. They remained calm and confident; and assisted each other, and the assessor, where they could. I am confident of a good outcome but we will not know the final results until the draft review is received in 3 – 6 weeks time.

Policies:

All service policies were reviewed this month to ensure that they reflected the July 1 2018 amendments to the Early Education and Care regulations.

Recruitment:

The Early Childhood teacher – maternity relief position vacant has been advertised and closes on 31 October.

2019 Enrolment Week:

Enrolment week took place commencing Monday 15 through to and including 19 October and included an open classroom session on Tuesday 17 October. Families were provided with enrolment packs and were able to ask questions and take a look around the preschool environment. Enrolment applications are currently being collated and families will be advised, in writing, of the outcome.

Bland/Temora Family Day Care:

Educator numbers currently stand at 11; with 6 in Temora and 5 in West Wyalong. There have been three educators recently leaving the service and one new educator commencing in West Wyalong in September.

A farewell/Christmas dinner for educators has been arranged for November.

Christmas preparations have begun at the playgroup sessions this month, with the children completing different craft activities and making classroom displays. On average 19 children attend the West Wyalong sessions and 12 children attend the Temora sessions each fortnight.

The Family Day Care staff organised a Book Fair this month which has been on display at the Children's Services Unit. Many families have accessed the books from the fair and this will allow the service to qualify for additional books to be added to the Children's Services book resources. The Book Fair will also be distributed via the Mobile Resource Unit playgroup sessions and will close mid-November.

The Family Day Care Coordination Unit staff have been completing their TAE upgrade to ensure that their training and assessment skills are up to date, which will ensure that they will be able to continue in house training of Family Day Care educators.

Bland Preschool:

A big focus for the staff this month was the Bland Preschool assessment and rating. This process assists staff to identify any areas that may need improvement and also identify any compliance issues within the service.

With the four year old children busy preparing for 'big school' our programs are currently focusing on school readiness, which complements the children who are also attending kindergarten orientation.



This month the preschool enrolment day was held and included an open classroom session which was well attended. Enrolments will continue to be taken until the end of October and then the Coordinator and Senior Early Childhood Teacher will place children into their classes for 2019.



This terms parent committee event for families was a Halloween disco which was held on Wednesday 31 October.



Coming up:

- Steps Vision screening - Monday 12 November
- Egg incubation project – commencing 5 November

ITAV (It takes a village):

During the month of October the ITAV service visited three venues, including a session at the Local Aboriginal Land Council- West Wyalong. This was the second visit to the LALC centre and 10 adults and 12 children attended the session.

Overall this month there was a total of 21 adults and 22 children attending the ITAV sessions. The focus this month was on exploring sensory experiences to share with children. Participants learnt to make a sensory bag, participated in sensory painting experiences and made and played with play dough, as well as learning the benefits of sensory play for children.

Vacation Care:

A highlight of the October Vacation Care session was the trip to the Wagga Fun Factory at Bolton Park. The children enjoyed a morning of jumping castles; mini rock climbing, bungee run; ball pit; indoor archery; giant slides; obstacle courses and bubble suits. Whilst there, the WIN News team showed up and interviewed two of the children about their holiday. It was exciting to watch the news that night and see the children being interviewed on TV!

Disappointingly, the Riding for the Disabled visit was cancelled by the ladies of the RDA due to illness and will be re-scheduled sometime next year.

Next Vacation care session will be run in January 2019.



9.19 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

Bland Home and Community Care Service recently had a visit from Bernard Tierney from the Local Aboriginal Land Council to talk to one of groups about services available. Bernard is an Ability Linker and helps people to access the services they need.

With our service being so accessible to the community we continue to get enquiries for service and requests for information about the My Aged Care process. Assessments through My Aged Care seem to be moving more smoothly. People are being given their referral codes and told to find the organisation they want; many of these people come to us as we are local and available.

Our groups continue to be popular with our Tech Talk and Exercise groups continuing to grow. It is great to see the Senior members of the community so interested in technology. We also cater for younger people with disabilities and in the New Year if demand continues to grow we may need to put in place a Social group for younger people.

NDIS services are still rolling out with some participants having plans but no services in place currently. We have received some requests lately from these participants to help them put plans into action prior to their review period. Some of the NDIS participants still seem to be missing out on services and/or don't know where to go to access the services they need.

Staff have been assisting members of the community to access personal alarms. Eligible community members may be able to access some funding to subsidise the cost.

Members of our groups consistently provide positive feedback and appreciate the opportunities being made available to socialise with others. These groups provide staff with an additional opportunity to focus on the clients and their needs and to promote wellness and general wellbeing matters. The interaction within the groups is positive and skills within are shared. One of our clients plays the organ at one of our sessions and we now find others gather and start singing.

We are currently planning our Christmas Activities with our final celebrations for the year scheduled for 19 December 2018.

9.20 Development Services Activity Report



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 October 2018:

Application No	Address	Development
DA2019/0017	68 Court Street, West Wyalong	Storage shed
DA2019/0018	20-22 Neeld Street, Wyalong	Change of use from motor repair business to a service station including a building upgrade
DA2019/0020	3 Charles Place, West Wyalong	Storage shed
DA2019/0021	12 Dumaresq Street,	Subdivision
DA2019/0022	11 Charles Place, West Wyalong	New single storey dwelling
DA2019/0024	40 Church Street, West Wyalong	Change of use from commercial to residential
DA2019/0025	13 Pines Lane, Ungarie	Storage shed
DA2019/0027	20 Victory Street, West Wyalong	Additions to a storage shed
DA2019/0028	91 Rose Lane, West Wyalong	Part demolition of dwelling and alterations & additions to dwelling
DA2019/0029	9 Ethel Street, Ungarie	Garage
DA2019/0030	9 White Street, West Wyalong	Alterations & additions to a dwelling

The following DA applications were approved during October 2018:

Application No	Address	Development	Approval Date
DA2019/0009	268-270 Neeld Street, West Wyalong	Use of footpath "A" frame advertising sign	4/10/2018
DA2019/0012	1 Lady Mary Drive, West Wyalong	Storage shed	4/10/2018
DA2019/0013	26 Bellarwi Road, West Wyalong	Storage shed	4/10/2018
DA2019/0015	5 Charles Place, West Wyalong	New single storey dwelling	11/10/2018
DA2019/0017	68 Court Street, West Wyalong	Storage shed	11/10/2018
DA2018/0081	197 Clear Ridge Road, Wyalong	Storage shed	25/10/2018

Complying Development Certificates

The Council has received the following Complying Development Certificate Applications during October 2018:

Application No	Address	Development
CDC2019/0001	173 Railway Road, West Wyalong	Demolition of an existing carport & construct new double garage with carport attached

Heritage Conservation Activities

During the Heritage Advisor's October visit a community meeting was held to provide an update on the design and progress of the community theatre project. The meeting was well attended, with approximately 20 community members attending.

Regulatory Activities Update

Dog Attacks

There were dog no attacks reported during October 2018.

Companion Animal Seizure and Impound Activities September 2018

Seizure Activities:	Dogs	Cats
Seized	3	3
Returned to Owner	0	0

Impounding Activities:	Dogs	Cats
Animals in pound at start of month	7	2
Incoming Animals		
Transferred from Seizure Activities	3	3
Dumped at Pound	8	2
Surrendered	8	0
Total Animals in Pound	26	7

Outgoing Animals		
Released to Owner	4	0
Euthanased	0	3
Rehoused	18	2
Sold	2	0
Died at Pound	0	0
Stolen	0	0
Escaped	0	1
Total Animals Leaving Pound	24	6
Animals in Pound at end of Month	2	1

9.21 Assets & Engineering Services Report



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

DP9.1 Responsibly manage asset renewal and maintenance for current and future generations

DP9.4 Maintain parks, ovals and recreational facilities to approved standards

Author: Director Asset & Engineering Services

1. Council Crew Locations Week Commencing 8.10.2018

- Graders
 - Williams Crossing Road – Wet Grading/Kirpy
 - McDermotts Lane/Adlers Lane - Resheeting
 - Yiddah Road – Wet Grading
 - Langes Lane/Pfeiffers Lane Area – Dry grading
 - Sutcliffes Lane – Wet Grading
- Gravel Carting
 - McDermotts Lane/Adlers Lane – gravel carting
- Maintenance Crews (Bobcat/Backhoe)
 - Ridleys Lane – Stumps Removal – Patch gravelling.

2. Council Road Crew Locations Week Commencing 15.10.2018

- Graders
 - Williams Crossing Road – Wet Grading/Kirpy
 - Adlers Lane - Resheeting
 - Yiddah Road – Wet Grading
 - Langes Lane Area – Dry grading
 - Sutcliffes Lane – Wet Grading
- Gravel Carting
 - Adlers Lane – gravel carting
- Maintenance Crews (Bobcat/Backhoe)
 - Ridleys Lane – Trees/Patch gravelling.

3. Council Road Crew Locations Week Commencing 29.10.2018

- Graders
 - Waarbilla Road – Wet Grading
 - Adlers Lane - Resheeting
 - Back Creek Road – Wet Grading
 - Langes Lane Area – Drains and suckers
 - Tidde Lane – Wet Grading
- Gravel Carting
 - Adlers Lane – gravel carting
 - Patch Gravelling – various Shire Roads
- Maintenance Crews (Bobcat/Backhoe)
 - Patching – Shire Sealed roads

4. Council Road Crew Locations Week Commencing 5.11.2018

- Graders
 - Waarbilla Road – Wet Grading
 - Buddigower Lane – Resheeting/Wet Grading
 - Clements Lane – Drains and suckers
 - Alleena Road – Wet Grading
- Gravel Carting
 - Staniforths Lane – gravel carting
 - Patch Gravelling – Quandialla Area
- Maintenance Crews (Bobcat/Backhoe)
 - Patching – Shire Sealed roads

5. Noxious Weeds/Environmental

The following noxious weeds and other controls were undertaken:

- Galvanised Burr – Blow Clear Road, Uncle Bills Road, Lake Cowal Road, Lonergans Lane, Clear Ridge Road, Bonehams Lane, Wests Lane, Corringale Lane, Merringreen Road, Crown Camp Road, Wilga Plains Road, Stidwells Lane.
- West Wyalong Drains.
- Barmedman Drains and Lanes.
- St Johns Wort – Blow Clear Road, 231, Thulloo Road.
- African Love Grass – 57 North.
- Scotch Thistle – Ungarie Dam.
- Mexican Poppy – Tallimba Silos.
- Spiny Burr Grass – Mangelsdorfs Lane.
- Roadside Mowing – 57 North, 231, Kikoira Road Bena Road, Crown Camp Road, Merringreen Road, Blow Clear Road Bonehams Road.
- Hazard Road Reduction Mowing – Ungarie, Girral.
- Guide Post Spraying – 57 North, 231, Kikoira Road, Bena Road, Crown Camp Road.
- Tree Sucker Control – Wargin Road, Brolga Road, Alleena Road, Kildary Road.
- Red Zone Sprayed (Spiny Burr Grass) – Bygoo Road, 57 North, Wargin Road.