



11 December 2018

Dear Councillor,

Your attendance is requested at an Ordinary Council Meeting of the Blayney Shire Council to be held in the Chambers, Blayney Shire Community Centre on Monday, 17 December 2018 at 5.30pm for consideration of the following business -

- (1) Acknowledgement of Country
- (2) Recording of Meeting Statement
- (3) Apologies for non-attendance
- (4) Disclosures of Interest
- (5) Public Forum
- (6) Mayoral Minute
- (7) Confirmation of Minutes - Ordinary Council Meeting held on 19.11.18
- (8) Matters arising from Minutes
- (9) Reports of Staff
 - (a) Executive Services
 - (b) Corporate Services
 - (c) Infrastructure Services
 - (d) Planning and Environmental Services
- (10) Delegates Reports
- (11) Closed Meeting

Yours faithfully

Rebecca Ryan
General Manager

Meeting Calendar 2018/2019

December

Time	Date	Meeting	Location
6.00pm	17 December 2018	Council Meeting	Community Centre

January

Nil

February

Time	Date	Meeting	Location
6.00pm	4 February 2019	Cultural Centre Working Group Meeting	Community Centre
10.00am	8 February 2018	Traffic Committee Meeting	Community Centre
6.00pm	18 February 2019	Council Meeting	Community Centre
6.00pm	21 February 2019	Sports Council	Community Centre
6.00pm	26 February 2019	Tourism, Towns and Villages Committee Meeting	Community Centre

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HELD ON MONDAY 17 DECEMBER 2018

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01) SAVE OUR RECYCLING CAMPAIGN**Author:** Mayor Scott Ferguson**File No:** WM.LI.2

Recommendation:

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 into waste minimisation, recycling and resource recovery.

Item:

LGNSW President is 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, business 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 (2013-2012) to waste and recycling, however the waste levy collected over the 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.

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, NSW 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 program, 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.*

The 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.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

02) GENERAL MANAGER'S ANNUAL PERFORMANCE REVIEW

Author: Mayor Scott Ferguson

File No: PE.PA.3

Recommendation:

That:

1. Council nominate an additional Councillor, along with the Mayor, Deputy Mayor and a Councillor nominated by the General Manager to comprise the Performance Review Panel.
2. Council delegate all tasks necessary for the completion of the Performance Review to the Performance Review Panel.
3. The Performance Review Panel members all undertake training in accordance with the Performance Review Guidelines.
4. The Mayor be delegated authority to finalise all arrangements for the Performance Review Panel to convene on 15 February 2019 and that all Councillors be provided with an opportunity for input and feedback.

Item:

The purpose of the Mayoral Minute is to discuss with Councillors the upcoming annual performance review for our General Manager, Rebecca Ryan.

Annual Performance Review

Council has in place a very successful robust and transparent review process, independently facilitated by 361° Graeme Fleming Consulting. This process meets regulatory requirements, allows input by all Councillors and has a strong audit trail.

In summary Council's requirements are:

- Ensure that performance is reviewed at least annually.
- Establish a Performance Review Panel, comprising the Mayor, Deputy Mayor, another Councillor nominated by Council and a Councillor nominated by the General Manager.
- Ensure that panel members are trained in performance management of General Managers.
- Delegate the role of conducting the performance review, reporting findings and recommendations to Council and developing the Performance Agreement, to the Panel.
- Ensure that all Councillors are notified of the relevant dates for the review and that those not on the panel can contribute by providing feedback to the Mayor.
- Ensure that statutory requirements under S223 under the Local Government Act (1993) to monitor performance of the General Manager are adhered to. The Mayor also has statutory requirements under S226 under the Local Government Act, to lead the performance review.

It is proposed that Friday 15 February 2019 be set aside. I have also been able to negotiate with Mr Fleming to again include a Councillor training module as part of the review process at no extra cost.

General Managers Contract Renewal

Our General Manager Rebecca Ryan's five year contract will expire on 2 November 2019. Clause 5 of the standard Office of Local Government contract contains provisions for General Managers contract renewals.

A further report regarding the contract provisions will be presented to Council after the General Managers performance review process is completed.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

03) MINUTES OF THE PREVIOUS MEETING HELD ON MONDAY 19 NOVEMBER 2018**Department:** Executive Services**Author:** General Manager**CSP Link:** 2. Local Governance and Finance**File No:** GO.ME.3**Recommendation:**

That the Minutes of the Ordinary Council Meeting held on 19 November 2019, being minute numbers 1811/001 to 1811/017 be confirmed.

MINUTES OF THE BLAYNEY SHIRE COUNCIL ORDINARY MEETING HELD IN THE BLAYNEY SHIRE WORKS DEPOT, ON 19 NOVEMBER 2018, COMMENCING AT 6.00PM

Present: Crs S Ferguson (Mayor), S Denton, A Ewin, D Kingham (Deputy Mayor), J Newstead, B Reynolds and D Somerville

General Manager (Mrs R Ryan), Director Corporate Services (Mr A Franze), Director Infrastructure Services (Mr G Baker), Director Planning & Environmental Services (Mr M Dicker), Executive Assistant to the General Manager (Mrs L Ferson) and Administration Officer (Mrs N Smith).

ACKNOWLEDGEMENT OF COUNTRY**RECORDING OF MEETING STATEMENT****DISCLOSURES OF INTEREST**

Nil

MAYORAL MINUTE**1811/001 IPWEA (NSW) PUBLIC WORKS LEADER OF THE YEAR RESOLVED:**

That Council's Manager Operations, Nathan Skelly, be congratulated on receiving the IPWEA (NSW) Public Works Leader of the Year Award, at the recent state conference in the Hunter Valley.

(Ferguson/Newstead)
CARRIED

CONFIRMATION OF MINUTES**MINUTES OF THE PREVIOUS MEETING HELD ON MONDAY
15 OCTOBER 2018**

1811/002

RESOLVED:

That the Minutes of the Ordinary Council Meeting held on 15 October 2018, being minute numbers 1810/001 to 1810/016 be confirmed.

(Ewin/Somervaille)

CARRIED**MATTERS ARISING FROM THE MINUTES**

Cr Reynolds noted the construction works for the Blayney Skate Park had commenced and asked the General Manager of the expected completion date which the General Manager anticipated handover is 11 January 2019, subject to weather delays.

**MINUTES OF THE EXTRAORDINARY MEETING HELD ON
MONDAY 29 OCTOBER 2018**

1811/003

RESOLVED:

That the Minutes of the Extraordinary Council Meeting held on 29 October 2018, being minute numbers 1810/E001 to 1810/E004 be confirmed.

(Reynolds/Newstead)

CARRIED**MATTERS ARISING FROM THE MINUTES**

Nil

EXECUTIVE SERVICES REPORTS**DROUGHT COMMUNITIES PROGRAM EXTENSION 2018**

1811/004

RESOLVED:

That Council endorse and proceed to submit an application for Blayney Shire Council to the Drought Communities Program Extension 2018 for the following 11 local community infrastructure projects totalling \$1million;

EOI Funding Request	
Village Bore Refurbishment	
1. Blayney Community Stock Water Bore Renewals	\$80,000
Recreation Grounds/Reserves	
2. Reopening of Junction Reefs Reserve	\$40,000
3. Lyndhurst Recreation Ground Fencing Upgrade and Seat Installation	\$20,947
Sporting Facilities	
4. Napier Oval Sportsground Irrigation Bore Project	\$21,309

5.	Blayney Golf Club Deck Stage 2 and Disabled Access	\$50,490
6.	Lyndhurst Team Penning – Connection of Electricity to Facilities	\$47,487
Showground Enhancement/Upgrades		
7.	Blayney Showground Drought Resilience Enhancement Project	\$400,000
8.	Carcoar Showground Fencing	\$92,561
9.	Neville Showground Enhancement Fencing Project	\$64,384
Community Halls		
10.	Mandurama Hall – Kitchen Upgrade and Hall Maintenance	\$46,422
11.	Millthorpe Museum Convent and Exhibition Hall Renovation	\$136,400
TOTAL		\$1,000,000

(Ewin/Reynolds)

CARRIED**MCPHILLAMYS GOLD PROJECT - VOLUNTARY PLANNING AGREEMENT**

1811/005

RESOLVED:

That Council authorise the General Manager to commence discussions with Regis Resources Ltd in regards to a proposed Voluntary Planning Agreement for the McPhillamys Gold Project at Kings Plains.

(Newstead/Somervaille)

CARRIED**MCPHILLAMYS GOLD PROJECT COMMUNITY CONSULTATIVE COMMITTEE**

1811/006

RESOLVED:

That Council nominate the General Manager as Blayney Shire Council representative and, the General Manager's delegate as alternate to the McPhillamys Gold Project Community Consultative Committee.

(Kingham/Denton)

CARRIED**CORPORATE SERVICES REPORTS****REPORT OF COUNCIL INVESTMENTS AS AT 31 OCTOBER 2018**

1811/007

RESOLVED:

1. That the report indicating Council's investment position as at 31 October 2018 be received.
2. That the certification of the Responsible Accounting Officer be received and the report be adopted.

(Somervaille/Reynolds)

CARRIED

QUARTERLY BUDGET REVIEW STATEMENT - SEPTEMBER 2018

1811/008

RESOLVED:

1. That the Quarterly Budget Review Statement for the quarter ending 30 September 2018 be received.
2. That the supplementary votes of \$1.47m proposed in the Quarterly Budget Review Statement be adopted resulting in a decrease to operating expenditure of \$241k, an increase in operating income of \$4.44m and an increase to capital expenditure of \$3.2m offset by capital income variations of \$4.04m

(Kingham/Denton)

CARRIED**AUDITOR'S PRESENTATION – LEANNE SMITH FROM INTENTUS****2017/18 AUDITED FINANCIAL STATEMENTS**

1811/009

RESOLVED:

1. That Council adopt the 2017/2018 Financial Statements and accept the Auditor's Report, as submitted by NSW Audit Office.
2. That the 2017/2018 transfers to and from Council's restricted cash be adopted.

(Newstead/Ewin)

CARRIED**PROPOSED FEE - REDMOND OVAL - MILLTHORPE SENIOR CRICKET**

1811/010

RESOLVED:

1. That the report on Proposed Fee – Redmond Oval: Millthorpe Senior Cricket be received.
2. That the proposed fee of \$570 for Millthorpe Senior Cricket be exhibited for a period of not less than 28 days.

(Kingham/Somervaille)

CARRIED**2020 ELECTION SERVICES**

1811/011

RESOLVED:

That the Blayney Shire Council ("the Council") resolves:

- a. Pursuant to s. 296(2) and (3) of the *Local Government Act 1993* (NSW) ("the Act") that an election arrangement be entered into by contract for the Electoral Commissioner (NSW Electoral Commission) to administer all elections of the Council.
- b. Pursuant to s. 296(2) and (3) of the Act, as applied and modified by s.18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.

(Somerville/Newstead)
CARRIED

**APPOINTMENT OF INDEPENDENT MEMBERS AND
ALTERNATE COUNCILLOR - AUDIT, RISK AND
IMPROVEMENT COMMITTEE**

1811/012

RESOLVED:

1. That Council endorse the appointment of Phil Burgett and Donna Rygate as the 2 Independent Members to the Audit Risk and Improvement Committee.
2. That Council appoint Cr Newstead as the alternate Councillor to the Audit, Risk and Improvement Committee.

(Kingham/Denton)
CARRIED

**MINUTES OF THE BLAYNEY SHIRE AUDIT, RISK AND
IMPROVEMENT COMMITTEE MEETING HELD 31 OCTOBER
2018**

1811/013

RESOLVED:

That the minutes of the Blayney Shire Audit, Risk and Improvement Committee meeting held 31 October 2018 be received.

(Somerville/Reynolds)
CARRIED

INFRASTRUCTURE SERVICES REPORTS

**DIRECTOR INFRASTRUCTURE SERVICES MONTHLY
REPORT**

1811/014

RESOLVED:

That the Director Infrastructure Services Monthly report for November 2018 be received and noted.

(Newstead/Denton)
CARRIED

**MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD 17
OCTOBER 2019**

1811/015

RESOLVED:

1. That the minutes of the Blayney Traffic Committee Meeting, held on Friday 17 October 2018, be received and noted.
2. That Council endorse the Traffic Management Plan for the Orange Cycle Club series of events for 2019. The events are to be classified as Class 2 events with modification of the TCP to provide for additional "Cycle Race in Progress" signage on Spring Hill, Spring Terrace and Long Swamp Roads at the intersections with Forest Reefs Road, and subject to the conditions detailed in the Director Infrastructure Services' Report.
3. That Council endorse the Traffic Management Plan for the Orange Running Festival, to be held on 3 March 2019 on

roads in the vicinity of Forest Reefs and Spring Terrace, in the Orange City LGA, as a Class 2 event, with the modification of the TCP to provide for 2 additional VMS signs located on Forest Reefs Road on the western approaches to Spring Terrace Road and Spring Hill Road, a minimum 7 days prior to the event advising “Side Road Closed Detour via Millthorpe” and subject to the conditions detailed in the Director Infrastructure Services’ Report.

4. That Council, approve the proposed traffic changes, at the intersection of Collins and Belubula Streets, Carcoar, and:-
 - a. construct a gravel ‘turn head’ and associated drainage works at the end of the two-way section of Collins Street, Carcoar;
 - b. erect ‘No Through Road’ (g9-18) signs at the intersection of Rodd Street and Jones Street, Carcoar;
 - c. erect ‘No Entry’ (r2-4 RTA) signs at the south-eastern end of Collins Street;
 - d. erect a ‘One Way’ (r2-2 Right) sign at the entry to the southern end of Collins Street from Belubula Street; and
 - e. erect a ‘No Right Turn’ (r2-6 Right RTA) sign north of the Collins Street / Belubula Street intersection.
5. That Council:
 - a. erect bicycle warning signs (W6-7) at locations identified in Schedule A, excluding those identified with a red circle, in accordance with the Director Infrastructure Services Report.;
 - b. seek Roads and Maritime Services approval for the installation of bicycle warning signs (W6-7) on the Orange Road, as identified in Schedule A with a red circle, and associated repeater signs; and
 - c. advise Orange City and Cabonne Councils of its decision, and request installation of similar signage on the cycling routes within their LGA.

(Reynolds/Newstead)

CARRIED

PLANNING AND ENVIRONMENTAL SERVICES REPORTS

MINUTES OF THE BLAYNEY SHIRE ACCESS ADVISORY MEETING HELD ON THURSDAY 25 OCTOBER 2018

1811/016

RESOLVED:

1. That the minutes of the Blayney Shire Access Advisory Committee, held Thursday 25 October 2018, be received and noted.
2. That Council note the Access Committee supports the webcasting of Blayney Shire Council meetings over the internet.
3. That Council write to the Hon Paul Toole MP, member for Bathurst seeking increased NSW Government support in providing access to subsidised disability transport to health

related services to Bathurst and Orange for Blayney Shire Council residents.

4. That Council endorses the Blayney Shire Disability Inclusion Action Plan Annual Report as at 30 June 2018.
5. That Council review the condition of the footpath and layback at the corner of Farm Lane and Ogilvy Street Blayney intersection and consider the renewal of the footpath and installation of a new layback.
6. That Council inform the Access Committee when accessible seating and car parking will be installed at King George Oval.

(Denton/Newstead)

CARRIED

MINUTES OF THE BLAYNEY SHIRE CEMETERY FORUM
MEETING HELD ON THURSDAY 25 OCTOBER 2018

1811/017

RESOLVED:

That the minutes of the Blayney Shire Cemetery Forum, held Thursday 25 October 2018, be received and noted.

(Newstead/Kingham)

CARRIED

There being no further business, the meeting concluded at 6.59pm.

The Minute Numbers 1811/001 to 1811/017 were confirmed on 17 December 2018 and are a full and accurate record of proceedings of the Ordinary Meeting held on 19 November 2018.

Cr S Ferguson
MAYOR

Mrs R Ryan
GENERAL MANAGER

04) APPLICATION FOR LEAVE OF ABSENCE

Department: Executive Services

Author: General Manager

CSP Link: 2. Local Governance and Finance

File No: GO.CO.1

Recommendation:

That Council approve the Leave of Absence application submitted by Councillor Denton for the February and March 2019 Council meetings.

Reason for Report:

Councillor Denton is seeking Council approval for a Leave of Absence, for the February and March 2019 Council meetings.

Report:

Councillor Denton will be an apology for 18 February 2019 and 18 March 2019 Council meetings and has submitted an application for this Leave of Absence.

Risk/Policy/Legislation Considerations:

An application for a Leave of Absence is submitted and required to receive formal granting of leave as per s234 Local Government Act (1993), s235A Local Government Regulations (2005) and s4.4 and 4.5 Council's Meeting Code of Practice.

Budget Implications:

Nil

Enclosures (following report)

Nil

Attachments (separate document)

Nil

05) SCCF ROUND 2 FUNDING DEED**Department:** Executive Services**Author:** General Manager**CSP Link:** 4. Community, Sport, Heritage and Culture**File No:** GS.AP.1**Recommendation:**

That Council;

1. Approves the execution of the Funding Deed for the NSW Government's Stronger Country Communities Fund Round 2 for \$ 1,249,486 with milestones as noted for the; Carcoar Sports and Recreation Ground Amenities Block, Blayney Sports Facilities Masterplan, CentrePoint Amenities Access and Blayney and Villages Children's Playground Equipment Upgrade Projects.
2. Notes the \$56,069 of the Playground Equipment Upgrade budget may be funded from Council's Internal Restricted Asset Replacement Reserve - Parks and Recreation and will be reported to Council at the 31 March Quarterly Budget Review Statement (QBRs).
3. Approves the supplementary vote for \$611,571 income and associated CAPEX expenditure in the 2018/19 Operational Plan.
4. Includes \$637,915 income and associated CAPEX expenditure in the 2019/20 Operational Plan.

Reason for Report:

For Council to endorse the signing and execution of the NSW Governments' Stronger Country Communities Fund Round 2 Funding Deed for \$1,249,486; and authorise the provision of a Supplementary Vote to the Operational Plan 2018/19 and budget allocation in the Operational Plan 2019/20 to account for the income and expenditure of each of the projects, enabling the delivery as per the agreed milestones.

Report:

At the May 2018 Meeting, Council endorsed the list of projects which were submitted under the NSW Government's Stronger Country Communities Fund (SCCF) Round 2. Blayney Shire Council allocation total was \$1,249,486 as a result of an approved Round 1 being over by \$321k and this adjustment made to Round 2, which had an additional allocation of \$785k for Sporting Infrastructure.

Round 1	\$ 785,486
<u>Approved</u>	<u>\$ 1,106,972</u>
Over by	- \$ 321,486

Round 2	\$ 785,486
Less adjustment from Round 1	- \$ 321,486
<u>plus an additional allocation</u>	<u>\$785,486</u>
Total	\$ 1,249,486

Council received the Letter of Offer on 11 September for the following projects.

Project Name	Grant Received
Carcoar Sports and Recreation Ground Amenities Block	\$322,048
Blayney Sports Facilities Masterplan Projects	
<ul style="list-style-type: none"> • Napier Oval Fencing Project • Napier Oval Surface Refurbishment • Dakers Oval Cricket Practice Nets 	\$531,584
CentrePoint Amenities Access Project	\$98,210
Blayney and Villages Children's Playground Equipment Upgrade Project	\$297,374
Total	\$1,249,486

The Blayney and Villages Children's Playground Equipment Upgrade Project was partly funded, with the funds granted \$56,069 less than requested \$353,443. Council indicated the acceptance of the partial funding by the required due date of 17 September.

A Funding Deed has now been prepared on this basis with the following milestones for completion of each project. Except for the Playground Project which will be undertaken in the first part of 2019, the other projects will not be finished until May 2020.

Project	Funding Deed Executed	Halfway Milestone	Project Completion
Blayney Shire Playground Equipment Upgrade	01.01.19	31.03.19	31.05.19
Carcoar Sports and Recreation Ground Amenities	01.01.19	31.12.19	31.05.20
Blayney Sports Facilities Masterplan Refurbishment	01.01.19	30.11.19	31.05.20
Centrepoint Amenities Access	01.01.19	30.11.19	31.05.20

Risk/Policy/Legislation Considerations:

All projects will be delivered and managed in accordance with Council's Purchasing and Procurement Policy which provides reference to the NSW Local Government Tendering Guidelines for those projects of greater than \$150k; Contractor Management, WHS and Risk Management Policies. As each project is delivered, any Council decisions necessary will be reported to Council for determination.

A Media and Communications Strategy will be developed, similar to that of SCCF Round 1 to ensure acknowledgement of the NSW Government is provided at various stages of each project.

Whilst each project has either a quotation, Quantity Surveyor estimate or Council budget; the financial impact of an over run remains a risk. SCCF Round 2 provided scope for Council to fund Project Management and other contingency expenses for projects which has mitigated this to some extent.

There are now 2 staff overseeing the delivery of these projects in the SCCF program in addition to SCCR Round 1 and other projects. Council's Manager Waste and Wastewater has been provided capacity to include management of these community infrastructure projects in addition to the Senior Building Surveyor role, now supported by Council's part time Senior Building Inspection member of staff.

The Centrepoint Amenities Access Project will be included into the CentrePoint Swimming Pool Refurbishment timeframe and delivery, and will be reported to Council accordingly.

The Playground Equipment Upgrade, Carcoar Sports and Recreation Ground Amenities and the surface drainage and Irrigation Installation works at Napier Oval will each require a formal tender process. Council staff will progress the necessary documentation from specifications and designs, which have been prepared already and report back to Council as required.

The Dakers Oval Cricket Nets project, whilst a Development Application is not required, is being assessed by Planning staff for any design standards needed to address issues associated with potential flood impact.

Budget Implications:

1/3 of the funding will be received upon execution of the Funding Deed, 1/3 received upon reaching the halfway milestones and the final payment made at the finalisation of all projects in June 2020.

A supplementary vote for \$611,571 income and associated CAPEX expenditure will be required at the second Quarterly Budget Review Statement (QBRs) 2018/19 report at the February Council Meeting. The 2019/20 Operational Plan will include the remaining \$637,915.

It is proposed that the \$56,069 shortfall of the Playground Equipment Upgrade budget be funded from Council's Internal Restricted Asset Replacement Reserve - Parks and Recreation, which has an opening 2018/19 balance of \$322k. It is proposed that after the completion of the project, given there may be some savings, that this transfer be determined by Council when reviewing the 31 March 2019 QBRS.

This project includes playground equipment replacement and installation at Carrington Park and Heritage Park (Blayney), Mandurama Recreation Ground, Carcoar Park and Sports ground, Newbridge Recreation Ground and Redmond Oval Millthorpe. Shade installation and/or replacement is proposed for Carrington Park and Heritage Park (Blayney), Carcoar Park, Capital Park (Lyndhurst) and Mandurama Recreation Ground.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

06) WASTE TO ENERGY FEASIBILITY STUDY TENTERFIELD SHIRE COUNCIL

Department: Executive Services

Author: General Manager

CSP Link: 2. Local Governance and Finance

File No: GR.LR.2

Recommendation:

That Council respectfully thanks Tenterfield Shire Council for the opportunity to contribute \$15,000 towards a Waste to Energy Feasibility Study however declines the request.

Reason for Report:

To enable Council consideration of a request for a \$15,000 contribution towards a Waste to Energy Feasibility Study being led by Tenterfield Shire Council.

Report:

The NSW Country Mayor's Association has been following the impacts of the restrictions on the importation of recycled materials to China, from Australia as a result of its National Sword policy. This has created significant pressures onto local government across the country as the level of government charged with waste collection services.

Energy from Waste (EfW) or Waste to Energy are same terms, used to describe treatment technologies or processes undertaken for the primary purpose of generating energy including heat, electricity or fuel from waste.

Technologies include, but are not limited to, Direct Combustion, Anaerobic Digestion, Gasification and Pyrolysis (EPA, 2018).

Tenterfield Shire Council are seeking financial support from local government partners to fund a Feasibility Study that explores the opportunities for Waste to Energy projects in regional NSW. Potentially this is the solution to limited landfill, China Sword Policy and increasing energy costs.

The project will be managed solely by Tenterfield Shire Council and the opportunity for a contributing Council is that they will have access to the report and any Intellectual Property.

Risk/Policy/Legislation Considerations:

The NSW Environment and Protection Authority (EPA) have been leading the NSW Government's response via an intergovernmental taskforce of government agencies, industry, councils and the community. The focus on recycling, temporary increases to stockpiling limits, a support package for

'Waste Less, Recycle More', Regional Waste Coordination support and grants for Material Recycling Facilities. The objectives being to reduce the amount of landfill and find new markets and opportunities for recycled products.

NSW EPA will support the approval and use of thermal treatment of wastes providing they meet current international best practice techniques with emission controls and processes, poses minimal risk of harm to human health and the environment and does not undermine higher-priority waste management options, such as avoidance, re-use or recycling (NSW EPA, 2018).

There is a lot of discussion, community movement, political intervention, environmental issues and planning matters around the whole recycling debate. There is already a Waste Treatment Bioreactor Plant in Woodlawn (Goulburn), a new Waste to Fuel Plant under construction in Wetherill Park and the co-digestion power generation capacity at Sydney Water waste water treatment plants. The first large scale Energy from Waste Plant in Australia is currently under construction in Western Australia.

Arguably this issue and the level of political leadership necessary for responding to the landfill, recycling, waste to energy issues and development of any business case is the responsibility of both National and State Governments.

Budget Implications:

A supplementary vote of \$15,000 would be required to be allocated from General Fund for this contribution.

Enclosures (following report)

- | | | |
|---|--|---------|
| 1 | Letter from Country Mayors Association | 3 Pages |
|---|--|---------|

Attachments (separate document)

- | | | |
|---|---|----------|
| 2 | Tenterfield Council Waste to Energy Feasibility Study Outline | 15 Pages |
|---|---|----------|

This matter is considered to be confidential under Section 10A(2) (d) of the Local Government Act, as it deals with commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it.



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

14 November 2018

To Regional and Rural Councils

Dear Mayors and General Managers

Tenterfield Shire Council, in conjunction with the New England Joint Organisation, has undertaken significant research into Waste to Energy at a local scale and provided a comprehensive presentation to our Association's meeting held on 3 August 2018 at which Country Mayors agreed to support the initiatives to make Waste to Energy at a local level a reality. This position was further strengthened by an Energy to Waste Forum facilitated by the Department of Premier and Cabinet for Country Mayors members held 1 November 2018 where a number of industry experts spoke about the benefits of this technology, providing examples of its effectiveness in operations in other states. We believe that this technology provides a real opportunity for our councils to deal with the issue of waste in a more cost effective manner.

In order to progress this matter further, financial assistance is being requested to enable the completion of a comprehensive feasibility study to determine whether a pilot plant being built at this time is warranted. Country Mayors is writing to all country councils seeking financial support for the project as the outcome will be of benefit to all.

To assist in making your decision, information has been supplied by Terry Dodds, Chief Executive of Tenterfield Shire Council, who is leading this project and this information is provided below in italics:

"Waste to Energy – What is the study about?"

Councils are increasingly coming under pressure on waste, whether it be problems with recyclables, costs of implementing new waste systems or simply costs of disposal – either locally, or shipping waste elsewhere.

Waste to Energy is one of the range of solutions which may be able to assist decrease the amount of waste going to landfill. Technologies are well developed overseas, and can perform to extremely high environmental standards. Many of these projects are, however, very large and only applicable at high population levels. The question the study needs to answer is: What is the smallest scale at which economic waste to energy projects can occur? Western Australia is making significant progress in this area, including in regional areas at Port Hedland, however one single project at the smaller scale is not indicative of the range of regional needs within NSW or indeed elsewhere in Australia.

There is a Waste to Energy Policy in NSW, but it is a very difficult path not only to gain approval, but to even gain interest from the wider industry; both in Australia and internationally. The policy is under

review, and Country Mayors recently resolved to request the full involvement of regional councils in that review. To fully participate in this review, we need to have our own independent work done that focuses on the needs of regional councils. Policy change is needed, for Waste to Energy to take its place as part of the waste hierarchy and the waste to energy supply mix.

Regional councils have specific issues of lower population densities, longer travel distances and higher overall costs. There is a strong view that policy needs to consider regional areas in a different way to, say, Western Sydney. In short, the cookie cutter approach currently fails regional areas. The study will look, among other things, at:

- What is the overall legislative and regulatory context?
- What are the available technologies that can meet appropriate environmental standards?
- Which of these are scalable to regional areas?
- How do the economics of waste to energy work, including issues such as gate fees, operating costs, but also looking at avoided costs such as lower costs to landfill, lower transport costs and the like.
- What are the environmental offsets gained; reduction in methane, sulphur, leachate and CO₂.
- What are the practical operational aspects that need to be resolved, including site location, energy output and grid connections, financing, maintenance and management of risk?
- Other than electricity production, what other uses are available; diesel production, steam for industry, biogas etc.
- How can we be confident of the technologies, and the science behind them? Fully independent experts need to review this – people with no industry or regulator ties.

Case study areas will be chosen to be representative of a wide range of regional contexts.

Who is leading the study?

The lead Council is Tenterfield Shire Council, with support from Moree Plains Shire Council and Regional Development Australia – Northern Inland.

How much will the study cost?

To ensure the study is comprehensive and of most benefit, we expect the study to cost \$540,000. This is essential if it is to have widespread credibility and cover social, environmental as well as financial bottom lines.

How long will it take?

Ideally, we would like to complete the study within 6 months of confirmation of full funding for the study being achieved.

Who owns the output?

The outputs of the study will be owned and available for use to all contributing councils. The study will help all participants make better, more informed decisions about waste and waste to energy in the future and how waste to landfill can be reduced.

How much do we need to pay?

We are asking for \$15,000 per Council although higher contributions will be accepted. We would like to be able to fund the entire study from local government resources and have full control. If we do get a grant, and find we have excess funds, then the payments by councils will be reduced in proportion.

Please see the account details for Tenterfield Shire as follows:

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If Councils transfer funds via EFT can they please ensure that their Council name and Waste to Energy is in the description. If a tax invoice is required, please advise.

Where can I get more information?

Councils are encouraged to contact Tery Dodds, Chief Executive of Tenterfield Shire Council for further information. He can be contacted via email on or via mobile on

The preparation of this study could lead to considerable financial advantages for country councils as well as providing a solution for waste management which is a huge burden on all of our councils. I hope you will consider this request favourably and seek out additional information should you wish to know more.

Yours sincerely



Cr Katrina Humphries
Chairperson

07) MUMS 4 REFUGEES

Department: Executive Services

Author: General Manager

CSP Link: 4. Community, Sport, Heritage and Culture

File No: CU.SD.2

Recommendation:

That as a community which welcomes refugees and migrants who choose to call Blayney Shire home, Blayney Shire Council approves the signing of the Refugee Council of Australia Declaration to become a Refugee Welcome Zone.

Reason for Report:

To seek Council support for declaring Blayney Shire as a Refugee Welcome Zone.

Report:

Prior to the last Council meeting, a representative from the Mums 4 Refugees group based in Orange presented a briefing to introduce Councillors to a proposal for Blayney Shire Council to become a Refugee Welcome Zone.

The letter from Mums 4 Refugees and Refugee Welcome Zones information paper from the Refugee Council of Australia is enclosed following this report.

Risk/Policy/Legislation Considerations:

Both Mums 4 Refugees and the Refugee Council of Australia have provided draft Council motions, however a simple statement has been provided as the preferred recommendation for Council consideration.

This would be a non-legally binding statement of intent that would declare support for this nationwide community led initiative by the Blayney Shire local government area for welcoming refugees and migrants into the Shire.

Blayney Shire Council's Community Strategic Plan acknowledges our diverse population, our rights to live safely and securely in our communities and villages, positive neighbourhood relationships; our welcoming, supportive and family friendly community and support for cultural activities and social inclusion.

Budget Implications:

Nil

Enclosures (following report)

- | | | |
|---|--|---------|
| 1 | Letter to Blayney Shire Council | 3 Pages |
| 2 | Refugee Council of Australia Info for Councils | 4 Pages |

Attachments (separate document)

Nil

Attention:

Rebecca Ryan
General Manager
Blayney Shire Council
91 Adelaide St
Blayney NSW 2799



Wednesday October 10, 2018

Dear Rebecca,

RE: Proposal for Blayney Shire Council to become a Refugee Welcome Zone

We are writing to you as members of the Orange chapter of Mums 4 Refugees and as local constituents of the Blayney Shire Local Government Area who are passionate about supporting people seeking asylum and from refugee backgrounds.

Mums 4 Refugees is a grassroots organisation with a national membership of over 3000 women, and a social media reach of over 300,000 people. With over 75 members, the Orange chapter is the first Mums 4 Refugees group representing in-land, regional and rural Australian mothers and grandmothers.

Today we are writing to you to request that Blayney Shire Council consider becoming a Refugee Welcome Zone. A Refugee Welcome Zone is a Local Government Area which has made a commitment in spirit to welcoming refugees into the community, upholding the human rights of refugees, demonstrating compassion for refugees and enhancing cultural and religious diversity in the community.

The Refugee Welcome Zone initiative began in June 2002 as part of Refugee Week celebrations. Today, with more than 140 Local Government Areas joining as Refugee Welcome Zones, the initiative has proven to be a great success in connecting local governments with people seeking asylum and from refugee backgrounds, and the community organisations that support them.

Among the current list of Refugee Welcome Zones, we are pleased to see the following Local Government Areas representing the Central West and surrounds:

- Bathurst Region
- City of the Blue Mountains
- City of Dubbo
- City of Lithgow
- Cowra Shire
- Parkes Shire

As you may already know, the population of people seeking asylum and from refugee backgrounds in our local area is relatively small. However, we have seen the enormous contributions and positive economic impact refugee communities have made in regional settings across Australia.

We thus strongly believe that becoming a Refugee Welcome Zone is not only a great way for Blayney Shire Council to promote social cohesion and cultural diversity. It will also encourage the development of a more coordinated approach between Blayney Shire Council and organisations such as ours to

improve settlement outcomes for refugees, which is beneficial for the Blayney Shire community at large.

We would be delighted to speak with you further about the possibility of becoming a Refugee Welcome Zone and would welcome an invitation to present this proposal at the next Council meeting.

Attached in Appendix A you will find a sample of a draft Refugee Welcome Zone motion. Accompanying this letter is also a Refugee Council of Australia fact sheet for Councils about becoming a Refugee Welcome Zone.

We very much look forward to working closely with Blayney Shire Council on this issue. Should you have any questions, please do not hesitate to contact us.

Yours sincerely,

Anna Noonan

(On behalf of Mums 4 Refugees Orange members)

Convenor

Mums 4 Refugees - Orange Working Group

Mums4Refugees

Mobile:+61 426822823

Email: m4r.centralwest@gmail.com

<http://www.mums4refugees.org.au>

Appendix A

SAMPLE OF PROPOSED MOTION

The (insert council name) Local Council notes that:

1. We live in a world where people have no option but to flee their homes and countries, and that globally resettlement options for these people are rare and over-subscribed;
2. All countries, especially the wealthiest like Australia, need to do their fair share by welcoming refugees in any way they can;
3. Refugees and migrants have made and continue to make a positive contribution to Australia, our economy and our communities;
4. We thus need to urgently create more opportunities for safe and effective resettlement of refugees and people seeking asylum in our communities, including in regional areas
5. The recent Federal Government funding cuts to the Status Resolution Support Scheme increase the likelihood of over 13,000 people seeking asylum reaching a state of destitution, poverty and homeless. Over 6000 of these people are under the age of 18.
6. As recommended by the Refugee Council of Australia, the first non-legally binding step is for our Council to declare our Local Government Area a Refugee Welcome Zone

The (insert council name) Local Council moves that:

1. (insert council name) Local Council is a community which welcomes refugees;
2. (insert council name) Local Council signs the declaration to become a Refugee Welcome Zone, joining over 148 Local Government Areas nationwide
3. Council write to the Minister for Home Affairs Peter Dutton MP requesting the immediate reinstatement of the Status Resolution Support Scheme as a matter of urgency



REFUGEE WELCOME ZONES

An initiative of the Refugee Council of Australia

Who is the Refugee Council of Australia?

The Refugee Council of Australia (RCOA) is the national peak body for refugees and the organisations and individuals who support them. RCOA promotes the adoption of flexible, humane and constructive policies towards refugees and asylum seekers through conducting policy analysis, research, advocacy and public education on refugee issues.

What is a Refugee Welcome Zone?

A Refugee Welcome Zone is a Local Government Area which has made a commitment in spirit to welcoming refugees into the community, upholding the human rights of refugees, demonstrating compassion for refugees and enhancing cultural and religious diversity in the community.

This public commitment is also an acknowledgment of the tremendous contributions refugees have made to Australian society in the fields of medicine, science, engineering, sport, education and the arts. By making this Declaration it is hoped that local government will be encouraged in their continuing efforts to support the men, women and children who make the difficult journey to Australia to seek our protection.

The Refugee Welcome Zone initiative began in June 2002 as part of Refugee Week celebrations. At the time, 15 local Councils in Victoria, New South Wales and South Australia were declared Refugee Welcome Zones. Today, with more than 120 Local Government Areas having declaring themselves Refugee Welcome Zones, the initiative has proven to be a great success in connecting local governments with the issues facing refugees and asylum seekers.

What is the process for becoming a Refugee Welcome Zone?

The process for becoming a Refugee Welcome Zone is very straightforward. It simply involves the Council signing the Refugee Welcome Zone Declaration, which is "a commitment in Spirit to welcoming refugees into our community, upholding the human rights of refugees, demonstrating compassion for refugees and enhancing cultural and religious diversity in our community". An example of the Declaration is included at the end of this document.

To mark the occasion of becoming a Refugee Welcome Zone, many Councils choose to hold public signing ceremonies. These provide an opportunity to highlight the initiative and acknowledge the work of local groups and individuals that support refugees and asylum seekers. If possible, a representative from the Refugee Council of Australia will attend the ceremony to present a Certificate of Appreciation.

Why become a Refugee Welcome Zone?

Local Government has historically played an important role in assisting refugee settlement and promoting community harmony. Since Federation in 1901, Australia has become home to over 800,000 refugees and we have a proud history of settling refugees from all over the world who have gone on to make an

Sydney office:
Suite 4A6, 410 Elizabeth Street
Surry Hills NSW 2010 Australia
Phone: (02) 9211 9333 • Fax: (02) 9211 9288
admin@refugeecouncil.org.au
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Melbourne office:
Level 2, 313-315 Flinders Lane
Melbourne VIC 3000 Australia
Phone: (03) 9600 3302
melbourne@refugeecouncil.org.au
Incorporated in ACT • ABN 87 956 673 083

enormous contribution to our economic, social and cultural life. Becoming a Refugee Welcome Zone is a way to continue this proud tradition of supporting the settlement of refugees.

Signing the Declaration can also promote harmony, social cohesion and respect for human rights in your local community. It is a great way to demonstrate support for refugees and take a strong stand against racism and discrimination. It can help to raise awareness about the issues affecting refugees, foster a culture of mutual respect and promote an appreciation of cultural diversity.

Becoming a Refugee Welcome Zone can also encourage the development of a more coordinated approach to supporting refugee settlement. It can motivate Local Government and local organisations and support groups to work together more effectively so as to improve settlement outcomes for refugees.

What are the obligations and responsibilities of Refugee Welcome Zones?

The Refugee Welcome Zone Declaration does not confer any formal obligations and Refugee Welcome Zones are not required to uphold any statutory responsibilities or financial commitments. The signing of the Declaration is simply a way of demonstrating broad support for the principles it contains. Any actions or activities undertaken by Refugee Welcome Zones to implement the Declaration are voluntary.

However, while signatories to the Refugee Welcome Zone Declaration are not required to undertake any specific activities, any initiatives which help to create a welcoming atmosphere and assist the settlement of refugees and their communities are welcomed and encouraged.

How can Refugee Welcome Zones support refugees?

There are many simple things that your Local Government Area can do to welcome refugees to your community:

- Develop a Local Government policy relating to refugees and asylum seekers or review existing policies.
- Offer funding for community-based projects which support the settlement of refugees.
- Hold community picnics and gatherings to encourage families from different backgrounds and community organisations to meet.
- Build partnerships and work collaboratively with local community groups and service providers to enhance support for refugees settling in your area.
- Organise an event during Refugee Week, such as a street fair or festival.
- Host a community meeting with newly arrived refugees and guest speakers from refugee support organisations to find out how your Council can best support refugees in your community.
- Hold a multicultural film festival.
- Coordinate with local libraries in the area to develop an English tutoring program for newly arrived refugees.
- Liaise with the Red Cross to run information sessions for newly arrived refugees who have been separated from family members and relatives.
- Hold a public forum to enable guest speakers from refugee backgrounds to share their stories.

How has your organisation, community or council welcomed refugees?

Send in your past and upcoming events and initiatives to media@refugeecouncil.org.au

We'd like to hear about your program or event, big or small!

Current Refugee Welcome Zones*Updated June 2017*

There are currently 148 Refugee Welcome Zones in Australia.

Australian Capital Territory: ACT government

New South Wales: Albury City Council, Armidale Dumaresq Council, Ashfield Council, Auburn City Council, Ballina Shire Council, Bankstown City Council, Bathurst Regional Council, Bega Valley Shire Council, Blacktown City Council, Blue Mountains City Council, Burwood Council, Byron Shire Council, Campbelltown City Council, City of Canterbury, Coffs Harbour City Council, Cowra Council, Dubbo City Council, Eurobodalla Shire Council, Fairfield City Council, Georges River Council, Glen Innes Severn Council, Gosford City Council, Goulburn Mulwaree Council, Griffith City Council, Gunnedah Shire Council, Gwydir Shire Council, Hawkesbury City Council, Hornsby Shire Council, Kiama Municipal Council, Kogarah City Council, Ku-ring-gai Council, City of Lake Macquarie, Leeton Shire Council, Leichhardt Council, Lismore City Council, Liverpool City Council, Manly Council, Marrickville Council, Moree Plains Shire Council, Mosman Council, Newcastle City Council, North Sydney Council, Northern Beaches Council, Palerang Council, Parkes Shire Council, City of Parramatta, Penrith City Council, Port Macquarie-Hastings Council, Queanbeyan City Council, Queanbeyan-Peralang Regional Council, Randwick City Council, Rockdale City Council, City of Ryde, Shellharbour City Council, Snowy Monaro Regional Council, Sutherland Shire Council, City of Sydney, Tweed Shire Council, Upper Lachlan Shire Council, Wagga Wagga City Council, Warringah Council, Waverley Council, Willoughby City Council, Wollongong City Council, Yass Valley Council

Northern Territory: City of Palmerston

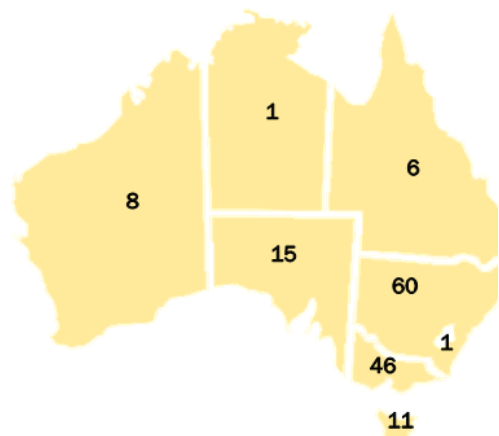
Victoria: Ararat Rural City Council, City of Ballarat, Banyule City Council, Bass Coast Shire Council, Brimbank City Council, Shire of Campaspe, Cardinia Shire Council, City of Casey, City of Darebin, City of Greater Bendigo, Colac Otway Shire, City of Greater Dandenong, City of Greater Geelong, Hepburn Shire Council, Hindmarsh Shire Council, Hobsons Bay City Council, Horsham Rural City Council, Hume City Council, Indigo Shire Council, Knox City Council, La Trobe City Council, Manningham City Council, Mansfield Shire Council, Maribyrnong City Council, Maroondah City Council, City of Melbourne, Mildura Rural City Council, Moira Shire Council, City of Monash, City of Moonee Valley, Moreland City Council, Mornington Peninsula Shire, Mount Alexander Shire Council, Nillumbik Council, Northern Grampians Shire Council, City of Port Phillip, Borough of Queenscliffe, Greater Shepparton City Council, Surf Coast Shire, Swan Hill Rural City Council, City of Whittlesea, City of Wodonga, Wyndham City, City of Yarra, Yarra Ranges Council

South Australia: Adelaide City Council, Adelaide Hills Council, Campbelltown City Council, Town of Gawler, City of Marion, City of Mitcham, City of Mount Gambier, Rural City of Murray Bridge, City of Norwood, Payneham and St Peters, City of Onkaparinga, City of Port Adelaide Enfield, City of Prospect, City of Salisbury, City of Victor Harbor, City of West Torrens

Queensland: Brisbane City Council, Diamantina Shire Council, Flinders Shire Council, City of Ipswich, Toowoomba Regional Council, Townsville City Council

Tasmania: Break O'Day Council, Burnie City Council, Clarence City Council, Derwent Valley Council, Hobart City Council, Huon Valley Council, Kingborough Council, La Trobe Council, Launceston City Council, Northern Midlands Council, West Tamar Council

Western Australia: City of Bayswater, City of Fremantle, Shire of Katanning, Shire of Manjimup, Shire of Augusta-Margaret River, City of Subiaco, Town of Victoria Park, City of Vincent.

Map of Refugee Welcome Zones in Australia

The Refugee Welcome Zone Declaration

(Council crest/logo)

The _____ Council,

Declares the Council of _____ a

Refugee Welcome Zone

This Declaration is a Commitment in Spirit to

Welcoming refugees into our community,

Upholding the **Human Rights** of refugees,

Demonstrating **Compassion** for refugees and

Enhancing cultural and religious **Diversity** in our community.

[name and title of signatory]

Date: _____

This Declaration is proudly supported and endorsed by the



**Refugee Council
of Australia**

The Refugee Council of Australia is a national umbrella organisation representing over 1,000 organisational and individual members. The aim of the Refugee Council is to promote the adoption of flexible, humane and constructive policies toward refugees and asylum seekers by the Australian and other Governments and their communities.

To obtain an editable copy of the Declaration for signing by your Council, please contact us on (02) 9211 9333 or media@refugeecouncil.org.au

08) **MINUTES OF THE BLAYNEY SHIRE TOURISM, TOWNS AND VILLAGES COMMITTEE MEETING HELD 27 NOVEMBER 2018**

Department: Executive Services

Author: General Manager

CSP Link: 2. Local Governance and Finance

File No: GO.ME.1

Recommendation:

That the minutes of the Blayney Shire Tourism, Towns and Villages Committee meeting, held on Tuesday 27 November 2018, be received and noted.

Minutes:

**MINUTES OF THE TOURISM, TOWNS AND VILLAGES COMMITTEE
MEETING
HELD ON TUESDAY 27 NOVEMBER 2018
AT THE BLAYNEY SHIRE COMMUNITY CENTRE**

Meeting commenced at 6.00 pm.

PRESENT

Cr Bruce Reynolds (Chair), Rebecca Ryan (General Manager), Elizabeth Russ, Loretta Kervin, Bruce Gordon, Wayne Moore, Jane Whitten, Lorraine Dunkley, Judy Belecky and Vicki Pulling.

APOLOGIES

That the apologies received from Kerry Strom, Richard Bloomfield, Jo Richardson, Kim Martin and Pip Orr be accepted.

(Bill Burdett/Jan Whitten)

DISCLOSURES OF INTEREST

Nil

ADOPTION OF MINUTES FROM PREVIOUS MEETING – 4 SEPTEMBER 2018

Recommended that the minutes from the previous Tourism, Town and Villages Committee meeting held on 4 September 2018 be adopted.

(Jane Whitten/Wayne Moore)

BUSINESS ARISING

- GM of Orange 360 attended session today and discussed how Villages may benefit from Orange360 marketing and promotion via membership options.

- Discussed Tourist Trails, promoting businesses open on weekends in Blayney Shire, Bicycle Trails/Cycle Signs and future opportunities to market Blayney Multipurpose Covered Arena
- Stronger Country Community Fund Round 2

PROGRESSION OF PREVIOUS MEETING ITEMS

DROUGHT COMMUNITIES PROGRAM SUBMISSION

- \$1M worth of projects submitted for 11 projects
- 27 applications received

STRONGER COUNTRY COMMUNITIES PROJECTS

- Round 1 updates provided and outcomes for SCCF Round 2 discussed

FINANCIAL ASSISTANCE PROGRAM

- Well attended Community Information Forum held last week
- Summary of what items can be funded for events distributed
- Round 2 is now open closing 11 February 2019

FOCUS OF COMMITTEE IN 2019

- Town and Villages and Tourism focus provides for 1 meeting as opposed to having 2 is positive
- Whilst no operators attending, this is an issue for Town and Village Associations too
- Good information, networking opportunities

DELEGATES REPORTS

Lyndhurst

- On 21 October we held a successful market/fair day even though the terrible weather on Saturday deterred many the day was still a good success and we hope to grow this event in the future.
- 18 November saw a free community BBQ at the Recreational Ground as a get together and was well received.
- We also provided morning tea for the participants of the Remembrance Day service and the new memorial listing all areas of involvements of our service men and women was in place for the service.
- The Committee along with Team Penning have been successful in obtaining assistance with Blayney's \$1million drought grants with the Committee receiving nearly \$21,000 for Recreation Ground fencing upgrade and seating and Team Penning \$47,487 for connecting electricity to facilities.
- We wish everyone a Merry Christmas and a Happy New Year, good rain and urge all to be safe on our roads.

Newbridge

- Newbridge applied for funding from the Federal Drought Fund but was unsuccessful. The funds would have allowed for a large upgrade to the Entertainment Facility (Pavilion) at the Newbridge Showground.

- The Showground fence is no more and all the large pine trees surrounds the oval have been cut down and burnt. The oval is looking very bare!
- The Gladstone Hotel now has a working kitchen and is serving food as well as alcohol and other drinks. Business is picking up with returning customers enjoying themselves and hopefully new customers in the future. The games room as well as the dining room have been renovated and progress is being made in upgrading the accommodation significantly.
- The Art weekend at the hall was a great success with consideration for it to be a regular feature at Newbridge.
- The Bridgeworks over the railway have started with the preparation of the bypass on Calga Road being started. Thanks to Council for their intervention in getting this bypass used rather than the 21km bypass proposed by John Holland.
- The Progress Association was successful in getting a grant for the “Community Fitness and Exercise Circuit” project. This is worth \$15,000 and came from the Community Building Partnership 2018 NSW government Grant Scheme. The money will be used for exercise equipment at the Newbridge Showground.
- Plans are well underway for the Newbridge Swap meet in February.
- Regular column in Blayney Chronicle called Newbridge News.

Plans

- Apply for a DA and Heritage inspection for the Pavilion at the Newbridge Showground. Hopefully this will allow the development of this building to increase the usable recreation space. The development aims to preserve some historical aspects of the building as well as providing a service/recreation area for visitors to Newbridge as well as a group functions area for parties and other gatherings.
- Preliminary exploration of leasing and maintaining the Railway Station at Newbridge is being undertaken. A lease might provide a way to develop some useful activity space as well as preserving the Station and preventing further deterioration.
- The Progress Association is asking Council to help in getting larger road direction signs for Newbridge. Perhaps the large heritage signs that are seen throughout the countryside could be used if the RMS does not want to increase the size of the signs it currently uses. The possibility of having a designated “Scenic Route” (TASAC) to Goulbourn through Newbridge and Hobbys Yards from the Bathurst to Trunkey Road

Neville

- Neville has had some rain over October/November and the whole countryside has changed.
- The hall is used every Wednesday for the Karate Group and the past couple of months has been hired out for children’s birthdays.
- The P&C held a dance come games evening for the children in October.
- The Neville Equine Performance group held another fund day for the horse people. This went off very well.
- The village again hosted the Carcoar Running Festival the first weekend in November.

- The Neville Show was held the second weekend in November. The weather was fine and mild and the grounds looked great thanks to the Council mowing the grounds for us.
- This weekend there will be a 3 day trial event with the working dog people this will be catered for by the Equine Group.
- There will be a community Christmas party held at the Showground on Sunday 9 December and the school assembly will be held on Wednesday 15 December.
- The hall committee and the Uniting Church goes into recess January.
- Neville held a very successful Deb Ball. It was sold out and everyone had a great time.

Barry

- \$12,000 Community Building Partnership for new kitchen
- Christmas Party 9 December.
- Yoga on Monday afternoons at Barry.

Blayney

- State park construction underway.
- Lots of activities in background to clean up River Belubula Walk connecting Dakers and Napier Ovals.
- Fitness stations – map.
- Textures of One – Arts Precinct Package for Blayney Railway Station Refurbishment Project in early planning phase.

Farmers Makers

- 3 successful markets.
- \$800 raised for Drought Appeal
- Regular stallholders.
- Caringbah Rotary free BBQ and gifts for children as part of Adopt a Town.
- Christmas Markets in December.
- No January market.

VIC

- Struggling for volunteers
- Resignation of 1 long term member and we are an ageing group.
- Always looking for volunteers and Village Committee members asked to please promote and please consider

Rotary

- Millthorpe Markets parking.
- Conducting a Ball 23 February 2019.
- Carols in the Park 14 December 2018.

Kings Plains

- Bushfire Brigade Christmas BBQ 15 December 2018.
- Regis Mine Preliminary EIS.
- Belubula River Action Group concerns for safety of H2O.

- Anxiety/stress creeping in to local residents
- Counsellor is visiting to support residents
- Change of property ownership as expected
- Some Kings Plains residents have applied to join Community Consultation Committee

NSW Farmers

- Tough period for farmers, Exceptional low rainfall – lowest rainfall for 15-24 months.
- People surprised with late spring, variable as a result of storms
- Stock figures could be available in future expect down 20-30%
- Massive outflows of cash and bringing fodder in.
- When season breaks will hold stock and stop spending money.
- Businesses reassessing labour requirements.
- Stress/anxiety a major issue
- LLS, NSW DPI – advice with stock health; stock management; feed rotations etc and expertise.
- Financial assistance – fodder freight rebate and other programs for capital improvements.
- Areas for opportunity – productivity improvements potential for grazing.
- Late grain crops now and making hay.
- Rural Financial Counselling Service in Bathurst.
- CWA grants and Farm Household Support.

GENERAL BUSINESS

Australia Day Nominations

- GM reminded Committee Members to nominate an Event or individual for an Australia Day Award

Country Education Foundation

- Bill Burdett provided information on the CEF for local school and university students to receive financial support for attending training, textbooks and study expenses

FUTURE MEETING DATES

- Tuesday 26 February 2019
- Tuesday 28 May 2019
- Tuesday 27 August 2019
- Tuesday 26 November 2019

MEETING CLOSE

There being no further business the meeting closed at 7.45pm.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

09) REPORT OF COUNCIL INVESTMENTS AS AT 30 NOVEMBER 2018

Department: Corporate Services

Author: Chief Financial Officer

CSP Link: 2. Local Governance and Finance

File No: FM.IN.1

Recommendation:

1. That the report indicating Council's investment position as at 30 November 2018 be received.
2. That the certification of the Responsible Accounting Officer be received and the report be adopted.

Reason for Report:

For Council to endorse the Report of Council Investments as at 30 November 2018.

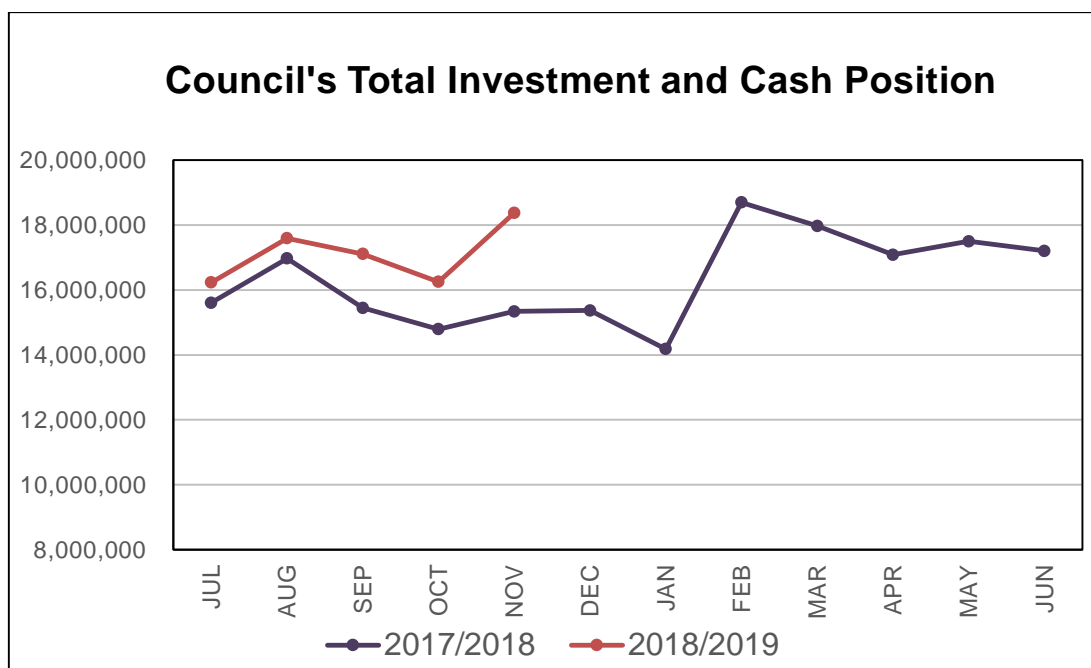
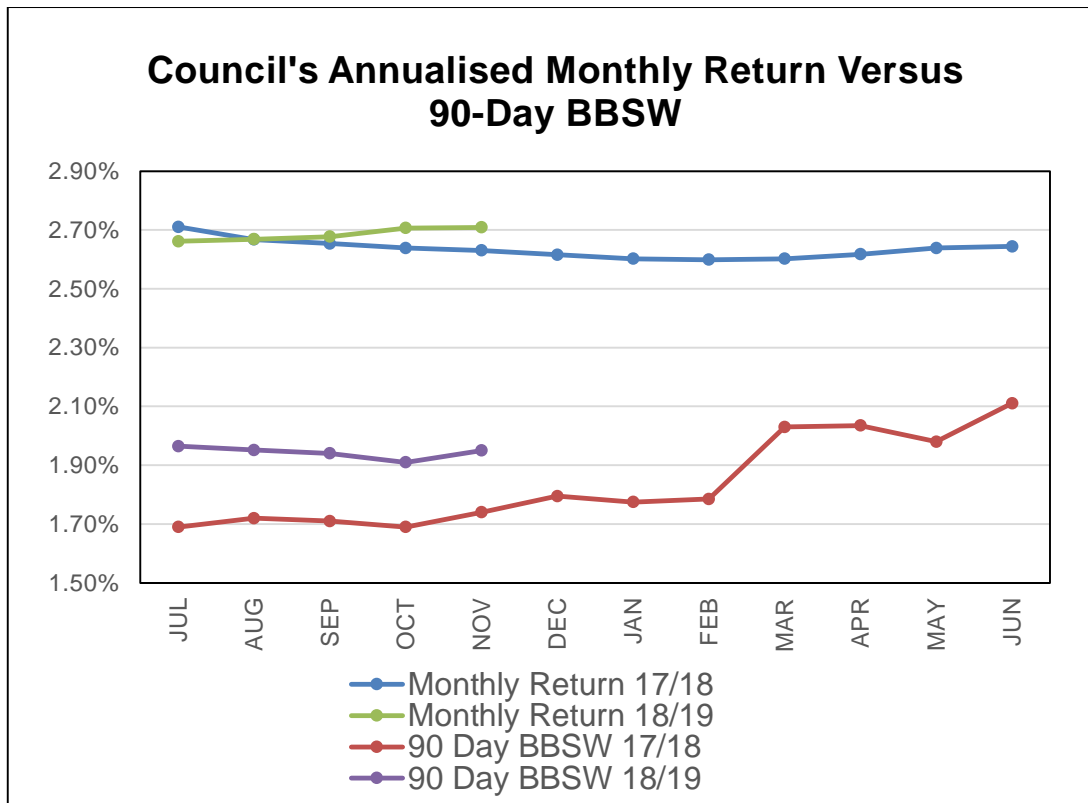
Report:

This report provides details of Council's Investment Portfolio as at 30 November 2018.

Council's total investment and cash position as at 30 November 2018 is \$18,371,753. Investments earned interest of \$33,502 for the month of November 2018.

Council's monthly net return on Term Deposits annualised for November of 2.71% outperformed the 90 day Bank Bill Swap Rate of 1.95%.

At month end Council held almost \$18.4m in cash and investments. This amount is subject to movement as Council receives income and expends funds between now and end of financial year. As the 2nd rates instalment fell due at the end of November funds held are relatively high and will be eroded until next instalment. Restricted cash is forecast to be around \$11.73m at the end of financial year however will be subject to many variables in that timeframe including financial activity, patterns of expenditure, and nature of income received.



REGISTER OF INVESTMENTS AND CASH AS AT 30 NOVEMBER 2018				
Institution	Rating	Maturity	Amount \$	Interest Rate
MyState Bank Ltd	A2/BBB	04/12/2018	500,000	2.650%
Auswide Bank Ltd	A2/BBB	11/12/2018	500,000	2.600%
Bankwest	A1+/AA-	08/01/2019	500,000	2.550%
NAB	A1+/AA-	22/01/2019	500,000	2.600%
MyState Bank Ltd	A2/BBB	05/02/2019	500,000	2.700%
MyState Bank Ltd	A2/BBB	19/02/2019	500,000	2.700%
MyState Bank Ltd	A2/BBB	05/03/2019	500,000	2.700%
AMP Bank	A1/A	19/03/2019	500,000	2.750%
ANZ	A1+/AA-	02/04/2019	500,000	2.770%
ANZ	A1+/AA-	16/04/2019	500,000	2.790%
AMP Bank	A1/A	30/04/2019	500,000	2.800%
AMP Bank	A1/A	14/05/2019	500,000	2.750%
ME Bank	A2/BBB	21/05/2019	500,000	2.750%
Auswide Bank Ltd	A2/BBB	04/06/2019	500,000	2.830%
AMP Bank	A1/A	25/06/2019	500,000	2.800%
Bankwest	A1+/AA-	02/07/2019	500,000	2.800%
Bankwest	A1+/AA-	16/07/2019	500,000	2.700%
ME Bank	A2/BBB	30/07/2019	500,000	2.830%
Bankwest	A1+/AA-	06/08/2019	500,000	2.700%
Bendigo & Adelaide Bank	A2/BBB+	13/08/2019	500,000	2.650%
AMP Bank	A1/A	27/08/2019	500,000	2.850%
Bendigo & Adelaide Bank	A2/BBB+	03/09/2019	500,000	2.650%
ME Bank	A2/BBB	17/09/2019	500,000	2.700%
NAB	A1+/AA-	15/10/2019	500,000	2.750%
NAB	A1+/AA-	29/10/2019	500,000	2.720%
NAB	A1+/AA-	12/11/2019	500,000	2.730%
AMP Bank	A1/A	19/11/2019	500,000	2.650%
NAB	A1+/AA-	26/11/2019	500,000	2.750%
Total Investments			14,000,000	2.722%
Commonwealth Bank - At Call Account *			-	1.400%
Commonwealth Bank Balance - General *			2,868,921	1.350%
Tcorp IM Cash Fund *			1,502,832	2.040%
TOTAL INVESTMENTS & CASH			18,371,753	
Benchmarks:	BBSW 90 Day Index *			1.950%
	RBA Cash Rate *			1.500%

* % Interest rates as at 30/11/2018

Summary of Investment Movements - November 2018		
Financial Institution	Invest / (Recall) Amount \$	Commentary
Bankwest	(509,838)	Term Deposit Matured 13/11/2018
Bankwest	500,000	Term Deposit Reinvested 13/11/2018
AMP Bank	(509,874)	Term Deposit Matured 20/11/2018
AMP Bank	500,000	Term Deposit Reinvested 20/11/2018
Bendigo & Adelaide Bank	(512,645)	Term Deposit Redeemed 20/11/2018
NAB	500,000	New Term Deposit 21/11/2018
Tcorp IM Fund	500,000	Deposit into Fund 21/11/2018
NAB	500,000	New Term Deposit 28/11/2018

Long Term Credit Rating (or Moody's, Fitch, S&P or Equivalent)	Policy Maximum	Current Holding %	Current Holding \$
TCorp IM Funds	100%	10%	1,502,832
AAA – AA Category	100%	35%	5,500,000
A Category	80%	19%	3,000,000
BBB+ to BBB Category	40%	35%	5,500,000
			15,502,832

Individual Institution Limit	Rating	Policy Maximum	Actual Maximum
AMP Bank	A1/A	3,000,000	3,000,000
ANZ	A1+/AA-	3,000,000	1,000,000
Auswide Bank Ltd	A2/BBB	3,000,000	1,000,000
Bankwest	A1+/AA-	3,000,000	2,000,000
Bendigo & Adelaide Bank	A2/BBB+	3,000,000	1,000,000
ME Bank	A2/BBB	3,000,000	1,500,000
MyState Bank Ltd	A2/BBB	3,000,000	2,000,000
NAB	A1+/AA-	3,000,000	2,500,000

<u>RESTRICTED CASH, CASH EQUIVALENTS & INVESTMENTS</u>		
	Actual 30/06/2018 \$ 000's	Forecast 30/06/2019 \$ 000's
External Restrictions	9,090	7,417
Internal Cash Restrictions	8,093	4,308
TOTAL	17,183	11,725

CERTIFICATION – RESPONSIBLE ACCOUNTING OFFICER

I, Tiffaney Irlam, certify that the investments listed in this report have been made in accordance with s625 of the Local Government Act (1993), the Local Government (General) Regulation (2005) and Council Policy.

Risk/Policy/Legislation Considerations:

The Responsible Accounting Officer must table a written report to Council on money invested pursuant to s625 of the Local Government Act (1993). Investments made are in accord with the framework established within Council's Investment Policy.

Budget Implications:

A good investment strategy optimises Council's return on investments.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

10) COMMUNITY FINANCIAL ASSISTANCE POLICY AMENDMENT

Department: Corporate Services

Author: Director Corporate Services

CSP Link: 2. Local Governance and Finance

File No: CR.SD.2

Recommendation:

That the Community Financial Assistance Policy, as amended, be adopted and included in Council's Policy Register.

Reason for Report:

To seek Council approval to an amendment to the Community Financial Assistance Policy.

Report:

Council at its meeting held 20 August 2018 approved the Financial Assistance Committee meeting minutes that recommended an amendment to the Community Financial Assistance Policy to encompass annual donations for community groups that enter into medium to long term agreements with Council for a lease or licence of Crown Land.

The objectives of the policy are as follows:

- encourage local participation in the development and maintenance of community projects, infrastructure and facilities for current and future generations;
- foster the social, economic and/or environmental wellbeing of the community;
- support local schools and individuals to recognise academic and sporting achievements of local young citizens and
- develop and promote the sporting, cultural and tourism potential of the shire through events and activities that support social inclusion and attracts regional attention.

As recommended by the Financial Assistance committee an amendment to the policy under clause 3(a) has been proposed to include waiver of Council rentals.

As the **change** proposed is minor and immaterial it is not recommended that the policy be placed on public exhibition.

A copy of the draft policy is provided as an attachment to this report. A copy of the guideline is also attached for reference.

Risk/Policy/Legislation Considerations:

There are no issues foreseen by the endorsement of this policy amendment.

Budget Implications:

Council has an amount of \$100,000 allocated in its 2018/19 Operations Plan for this purpose including amount of \$53,000 approved in advance for assistance to groups, schools and organisations for events; rates and charges and public liability.

Enclosures (following report)

- | | | |
|---|---|----------|
| 1 | Community Financial Assistance Policy | 9 Pages |
| 2 | Community Financial Assistance Guidelines | 10 Pages |

Attachments (separate document)

Nil



Community Financial Assistance Policy

Policy	3I
Officer Responsible	Director Corporate Services
Last Review Date	17/12/2018

Objectives

The primary objective of the Blayney Shire Council's Community Financial Assistance Policy is, through the provision of financial assistance to community organisations, to:

- (a) encourage local participation in the development and maintenance of community projects, infrastructure and facilities for current and future generations;
- (b) foster the social, economic and/or environmental wellbeing of the community;
- (c) support local schools and individuals to recognise academic and sporting achievements of local young citizens and
- (d) develop and promote the sporting, cultural and tourism potential of the shire through events and activities that support social inclusion and attracts regional attention.

1. LEGISLATION

The Community Financial Assistance Policy has been approved by resolution of Council. It is authorised under section 356 of the *Local Government Act 1993* which permits a Council to contribute money of otherwise grant financial assistance to persons for the purpose of exercising its functions.

2. ELIGIBLE RECIPIENTS

To receive financial assistance under this policy an applicant must be an eligible community organisation. For the purposes of this policy, an eligible community organisation is a separately constituted legal entity:

- (a) which operates on a "not-for-profit" basis (meaning that any proceeds of its activities and used for the benefit of the organisation and are not available for distribution to its members); and
- (b) the members of which are predominately members of the Blayney Shire community or, if not, which organises an event or function of regional significance which is supported by Council and benefits the Blayney Shire community.

Examples include Village Progress Associations; Town Committees; Trustees of Public Halls; Schools of Arts; Showground and other Reserves; Historical Societies; Show Societies; Community Service Organisations; Educational establishments; Charity Groups; Churches and Religious establishments; Sporting Clubs; Cultural Groups and Societies; Youth Groups and Senior Citizens; CWA branches; RSL Clubs and other groups assisting Council carry out service functions (as determined by Council).

Financial assistance is provided across a broad range of activities and projects conducted by such organisations.

3. CATEGORIES

Financial assistance to community organisations is provided in two categories:

- (a) **Recurrent Annual Donations.** These are donations made to community organisations on an annual basis to assist financially with specified outgoings (such as public liability insurance), the waiver of Council rates and charges, **waiver of Council rental charges**, a school activity, or the holding of a regular community event or cultural activity.

Schedule 1 sets out the guidelines for determining the amount of such donations in each case.

The amount of these donations for each organisation or event is approved by Council in its annual budget contained in the Operational Plan. The General Manager may approve other donations to an organisation or event under delegated authority, provided the donation is consistent with the guidelines, within budget and reported to Council via the next available Financial Assistance Committee meeting.

- (b) **One-off financial assistance.** This assistance is provided for projects involving the construction, maintenance or repair of community facilities, the purchase of equipment, or for the organising and conducting of local events and functions. In each case having demonstrated broad community benefit and support. Projects must be in accordance with the Community Strategic Plan and the four year Delivery Program.

Under this category community organisations are eligible to receive Council funding via a competitive submission process. There are two (2) funding rounds each year. Applications are called in June and December via a public notice published in the local newspaper and on Council's website.

Applications received after the close of business on the due dates will not be considered, unless the Financial Assistance Committee in its discretion agrees otherwise. Financial assistance will be made available in June and November.

Schedule 2 to sets out guidelines for determining the amount of such donations in each case. Applications are assessed in accordance with the criteria in paragraph 8 below.

4. **AMOUNT**

An annual budget allocation for the Community Financial Assistance Policy is made each year in Council's Operational Plan.

This budget allocation covers both categories described above. The amount available for the one-off financial assistance category will be calculated for each round after deducting an estimate for the cost of the recurrent annual donations category, and any prior allocation from the off financial assistance category in that financial year.

5. **SPECIAL PROJECTS**

Subject to funding availability, a higher level of financial assistance may be available for special projects. These usually entail capital works such as ground works, building construction, and/or major equipment purchase. Funding for special projects is non-recurrent and is subject to the applicant entering into a management agreement for the facility with Blayney Shire Council or the Crown with Council's support.

Council assistance may include support for applications for grants made to a government or other public funding organisation. Success in such applications may result in a reduction of Council financial assistance.

6. **APPROVAL PROCESS**

All applications for one-off financial assistance are decided by Council upon the recommendation of Council's Financial Assistance Committee, which is a section 355 committee of Council.

The Financial Assistance Committee is chaired by a Councillor nominated by Council and comprises the Chairman, the General Manager of Newcrest Mining

or their delegate; and 4 community representatives appointed by Council. The executive officer is Council's Director of Corporate Services.

Assessment of applications will remain confidential and no appeal is permitted as to any funding allocation decision.

7. ASSESSMENT CRITERIA

Council will use the following general criteria when considering requests for financial assistance:

- (a) activities which address gaps in service or community development;
- (b) activities which promote community development in a multicultural context and seek to address issues of access and equity;
- (c) involvement from volunteers and self-help initiatives which build upon Council's contribution;
- (d) consumer / user participation in management of services / activities
- (e) innovative and creative approaches to identified needs; and
- (f) activities which use Council funding to attract further resources.

Council will give low priority to following types of requests for financial assistance:

- (a) activities/services which do not attempt to become self-supporting where the potential exists through fees or other feasible income-producing activities;
- (b) activities of a purely social nature, which do not address the needs of disadvantaged groups;
- (c) activities which are eligible for support from state-wide or regional parent bodies; and
- (d) organisations, which have not observed accountability requirements for past Council assistance.

8. WHAT IS NOT FUNDED?

One-off financial assistance is not available for:

- (a) projects or organisations wholly outside the shire of Blayney;
- (b) operating or administrative overheads, such as rent, wages, office equipment or utility costs or travel, accommodation and conference costs;
- (c) projects by individuals or that benefit personal business interests;
- (d) projects that duplicate an existing project or service; or
- (e) completed projects.

9. GENERAL CONDITIONS/PAYMENT

Funds approved under the community financial assistance policy are to be claimed by 30 June of the following financial year of approval. In the event that funds are not claimed the applicant shall re-apply, if required, and funds will be returned to the community financial assistance program budget for reallocation.

9.1 Recurrent Annual Donations

- (a) Where Council is providing a contribution for Rates and Sewer charges, this funding will be processed after the Rates Instalment notice has been issued in July.
- (b) For grants for sporting achievement:
 - (i) only the highest level of achievement will be recognised;
 - (ii) participation must be based on merit (not self-selection); and
 - (iii) evidence of participation and a letter of support from the relevant sporting association should be provided.
- (c) For those categorised as Public Liability Insurance **or Rental**, Council requires a tax invoice prior to payment of financial assistance to be accompanied by the relevant Insurance Policy and Premium notice or proof of payment. GST will be added to all financial assistance where applicable. Applicants should provide their ABN. Applicants without an ABN must submit a “Statement by a Supplier” form available from the Australian Tax Office or from Council.

9.2 One-off Financial Assistance

- (a) Projects must be clearly described, illustrate the community benefit that the financial assistance will provide and identify which of Council’s vision statements in the Community Strategic Plan will be addressed.
- (b) Council does not offer any guarantee of funding as funding is subject to funds being available and not previously allocated. Also, as not all projects will receive funding, available funds will be allocated for projects that best meet the required community based criteria.
- (c) Applications that match \$ for \$ will be considered favourably. Any matching funding from the applicant or other sources are to be identified on the application.
- (d) Applicants must ensure that necessary approvals such as development applications or licences are considered prior to application lodgement. Evidence to this end in the form of a pre-development application consultation letter or correspondence from the relevant licence authority should accompany the application.
- (e) For projects involving construction / installation of new assets or renewal of existing assets on any Council controlled land, park, oval or recreational facility, consultation with the responsible Council department will be required prior to application lodgement.
- (f) Council reserves the right to manage any project approved on Council controlled land, park, oval or recreational facility as it deems required in consultation with the community organisation.

- (g) All applicants must provide certificates of currency for public liability insurance and the constitution or rules of their organisation where requested.
- (h) Council must be acknowledged in all promotional activities and must be provided with copies of advertising or promotional materials featuring Council for Council's approval prior to use in any promotional activity.
- (i) Any funds unspent at the completion of the project must be returned to Council.
- (j) Council requires a tax invoice prior to payment of financial assistance. GST will be added to all financial assistance where applicable. Applicants should provide their ABN. Applicants without an ABN must submit a "Statement by a Supplier" form available from the Australian Tax Office or from Council.
- (k) Applicants who are not registered for GST should consider the applicability of Council's Community Infrastructure Projects Policy (No. 3h) which is intended to assist such groups with projects on Council land by enabling them to recover the GST paid on taxable supplies associated with of the project.
- (l) Council fees and charges incurred in the holding of an event may be deducted before the financial assistance is paid.
- (m) For financial assistance of \$10,000 and above, a performance agreement must be completed between Council and the organisation following approval.

In submitting an application, the applicant accepts and acknowledges the general conditions set out in this Policy and in the Guidelines and in particular acknowledges that if unsuccessful it cannot appeal, contest or petition any councillor, staff member or community representative acting on behalf of or for council or its funding partners.

10. **APPLICATION FORM**

An application on the approved Council form must be submitted for those applicants seeking Council support under this Policy. Letters of request or verbal applications will not be accepted as funding applications.

An application form and Guidelines for applicants is available on Council's website and from Council's offices. These guidelines describe the information that must be included in the application and set out the acquittal and reporting requirements which must be complied with.

**SCHEDULE 1
Guidelines for Annual Donations**

Type of assistance	Amount
Public liability insurance	(i) reimbursement of 100% of the premium up to \$1,000 pa; and (ii) reimbursement of 50% of the premium exceeding \$1,000 up to a maximum grant of \$2,000 pa
Property rates and charges	as per Notice of Assessment
<u>Rental</u>	<u>as per Council invoice</u>
Schools and sporting related donations	(i) for school prizes, \$100 per school per annum (ii) for sporting achievements: (A) \$100 for regional selection; (B) \$300 for state selection; and (C) \$500 for national selection
Community Events/Cultural Activities	Not exceeding \$2,000 except with the approval of Council

**SCHEDULE 2
Guidelines for One-off Financial Assistance**

Type of assistance	Amount
Financial Assistance for community facilities	Up to \$3,000
Special projects enhancing a community facility (see paragraph 6 of the Community Financial Assistance Policy)	Up to \$10,000
Development Applications	The total amount development application costs levied on works to be undertaken on Council-owned facilities

Adopted:	Date: 15/06/2015	Minute: 1506/010
Last Reviewed:	Date: 15/06/2015	Minute: 1506/010
	Date: 16/05/2016	1605/010
	Date: 17/12/2018	
Next Review:	Date: 19/04/2021	

COMMUNITY FINANCIAL ASSISTANCE PROGRAM

GUIDELINES



GUIDELINES FOR COMMUNITY FINANCIAL ASSISTANCE PROGRAM

- The Blayney Shire Council Community Financial Assistance Program assists **not-for-profit groups** that offer a significant contribution to the social, economic and/or environmental wellbeing of the community. It also assists schools, sporting groups and sportspersons with financial assistance pursuant to the relevant financial assistance categories.
- Projects must be clearly described, illustrate the community benefit that the financial assistance will provide and identify which of Council's vision statements in the Community Strategic Plan will be addressed.
- Council will announce its annual budget funding in the local paper for the February and August application periods. Council does not offer any guarantee of funding as not all projects will receive funding and funding will be allocated for projects that meet the required community based criteria.
- No appeal process is permitted as to funding allocation.

GENERAL CONDITIONS OF FUNDING

- All applicants are to complete a Community Financial Assistance Application form - letters of request or verbal applications will **not** be accepted as funding applications.
- Applications that **match \$ for \$ will be considered favourably** - any matching funding from the applicant or other sources are to be identified on the application.
- Assessment of applications will remain confidential.
- No funding will be allocated to meet short falls, nor will financial assistance be retrospective other than for Council fee waiver requests within the current financial year.
- **All applicants must furnish documents as requested e.g. certificates of currency for public liability insurance and / or constitution / rules of their organisation. (School prize awards and sporting related requests excepted.)**
- Council **must be acknowledged in all promotional activities** and must be provided with copies of advertising or promotional materials featuring Council for Council's approval **prior** to use in any promotional activity.
- Any funds unspent at the completion of the project shall be returned to Council.
- Council requires a tax invoice prior to payment of financial assistance. GST will be added to all financial assistance where applicable. Applicants should provide their ABN. Applicants without an ABN must submit a "Statement by a Supplier" form available from the Australian Tax Office or from Council.
- Council fees and charges incurred in the holding of an event may be deducted before the financial assistance is paid.
- For financial assistance of \$10,000 and above, a performance agreement must be completed between Council and the organisation following approval.

- The applicant accepts and acknowledges these guidelines and conditions of making an application and that if unsuccessful cannot appeal, contest or petition any councillor, staff member or community representative acting on behalf of or for council or its funding partners.

ELIGIBLE RECIPIENTS

To receive financial assistance under this policy an applicant must be an eligible community organisation. For the purposes of this policy, an eligible community organisation is a separately constituted legal entity:

- a) which operates on a "not-for-profit" basis (meaning that any proceeds of its activities and used for the benefit of the organisation and are not available for distribution to its members); and
- b) the members of which are predominately members of the Blayney Shire community or, if not, which organises an event or function of regional significance which is supported by Council and benefits the Blayney Shire community.

Examples include Village Progress Associations; Town Committees; Trustees of Public Halls; Schools of Arts; Showground and other Reserves; Historical Societies; Show Societies; Community Service Organisations; Educational establishments; Charity Groups; Churches and Religious establishments; Sporting Clubs; Cultural Groups and Societies; Youth Groups and Senior Citizens; CWA branches; RSL Clubs and other groups assisting Council carry out service functions (as determined by Council).

Financial assistance is provided across a broad range of activities and projects conducted by such organisations.

Individuals may only apply for sporting related financial assistance where eligible.

CATEGORIES

Financial assistance to community organisations is provided in two categories:

- a) **Recurrent Annual Donations.** These are donations made to community organisations on an annual basis to assist financially with specified outgoings (such as public liability insurance), the waiver of council rates and charges, ***the waiver of council rental***, a school activity, or the holding of a regular community event or cultural activity.

The amount of these donations for each organisation or event is approved by Council in its annual budget contained in the Operational Plan. The General Manager may approve other donations to an organisation or event under delegated authority, provided the donation is consistent with the guidelines, within budget and reported to Council via the next available Financial Assistance Committee meeting.

- b) **One-off financial assistance.** This assistance is provided for projects involving the construction, maintenance or repair of community facilities, the purchase of equipment, or for the organising and conducting of local events and functions. In each case having demonstrated broad community benefit and support.

Under this category community organisations are eligible to receive Council funding via a competitive submission process. There are two (2) funding rounds each year. Applications are called in July and January via a public notice published in the local newspaper and on Council's website.

Applications received after the close of business on the due dates will not be considered, unless the Financial Assistance Committee in its discretion agrees otherwise.

Guidelines for Annual Donations

Type of assistance	Amount
Public liability insurance	(i) reimbursement of 100% of the premium up to \$1,000 pa; and (ii) reimbursement of 50% of the premium exceeding \$1,000 up to a maximum grant of \$2,000 pa
Property rates and charges	as per Notice of Assessment
<i>Rental</i>	<i>as per Council invoice</i>
Schools and sporting related donations	(i) for school prizes, \$100 per school per annum (ii) for sporting achievements: (A) \$100 for regional selection; (B) \$300 for state selection; and (C) \$500 for national selection
Community Events/Cultural Activities	Not exceeding \$2,000 except with the approval of Council

Guidelines for One-off Financial Assistance

Type of assistance	Amount
Financial Assistance for community facilities	Up to \$3,000
Special projects enhancing a community facility (see paragraph 6 of the Community Financial Assistance Policy)	Up to \$10,000
Development Applications	The total amount development application costs levied on works to be undertaken on Council-owned facilities

SPECIAL PROJECTS

Subject to funding availability, a higher level of financial assistance may be available for special projects. These usually entail capital works such as ground works, building construction, and/or major equipment purchase. Funding for special projects is non-recurrent and is subject to the applicant entering into a management agreement for the facility with Blayney Shire Council or the Crown with Council's support.

Council assistance may include support for applications for grants made to a government or other public funding organisation. Success in such applications may result in a reduction of Council financial assistance.

APPROVAL PROCESS

All applications for one-off financial assistance are decided by Council upon the recommendation of Council's Financial Assistance Committee, which is a section 355 committee of Council.

The Financial Assistance Committee is chaired by a Councillor nominated by Council and comprises the Chairman and three (3) community representatives appointed by Council. The committee secretariat is Council's Director of Corporate Services.

Assessment of applications will remain confidential and no appeal is permitted as to any funding allocation decision.

ASSESSMENT CRITERIA

Council will use the following general criteria when considering requests for financial assistance:

- (a) activities which address gaps in service or community development;
- (b) activities which promote community development in a multicultural context and seek to address issues of access and equity;
- (c) involvement from volunteers and self-help initiatives which build upon Council's contribution;
- (d) consumer / user participation in management of services / activities
- (e) innovative and creative approaches to identified needs; and
- (f) activities which use Council funding to attract further resources.

Council will give low priority to following types of requests for financial assistance:

- (a) activities/services which do not attempt to become self-supporting where the potential exists through fees or other feasible income-producing activities;
- (b) activities of a purely social nature, which do not address the needs of disadvantaged groups;
- (c) activities which are eligible for support from state-wide or regional parent bodies; and
- (d) organisations, which have not observed accountability requirements for past Council assistance.

WHAT IS NOT FUNDED?

One-off financial assistance is not available for:

- (a) projects or organisations wholly outside the shire of Blayney;
- (b) operating or administrative overheads, such as rent, wages, office equipment or utility costs or travel, accommodation and conference costs;
- (c) projects by individuals or that benefit personal business interests;
- (d) projects that duplicate an existing project or service; or
- (e) completed projects.

GENERAL CONDITIONS/PAYMENT

Recurrent Annual Donations

- (a) Where Council is providing a contribution for Rates and Sewer charges, this funding will be processed after the Rates Instalment notice has been issued in July.
- (b) For grants for sporting achievement:
 - (i) only the highest level of achievement will be recognised;
 - (ii) participation must be based on merit (not self-selection); and
 - (iii) evidence of participation and a letter of support from the relevant sporting association should be provided.
- (c) For those categorised as Public Liability Insurance ***or Rental***, Council requires a tax invoice prior to payment of financial assistance to be accompanied by the relevant Insurance Policy and Premium notice or proof of payment. GST will be added to all financial assistance where applicable. Applicants should provide their ABN. Applicants without an ABN must submit a “Statement by a Supplier” form available from the Australian Tax Office or from Council.

One-off Financial Assistance

- (a) Projects must be clearly described, illustrate the community benefit that the financial assistance will provide.
- (b) Council does not offer any guarantee of funding as funding is subject to funds being available and not previously allocated. Also, as not all projects will receive funding, available funds will be allocated for projects that best meet the required community based criteria.
- (c) Applications that match \$ for \$ will be considered favourably. Any matching funding from the applicant or other sources are to be identified on the application.
- (d) Applicants must ensure that necessary approvals such as development applications or licences are considered prior to application lodgement. Evidence to this end in the form of a pre-development application consultation letter or correspondence from the relevant licence authority should accompany the application.

- (e) For projects involving construction / installation of new assets or renewal of existing assets on any Council controlled land, park, oval or recreational facility, consultation with the responsible Council department will be required prior to application lodgement.
- (f) Council reserves the right to manage any project approved on Council controlled land, park, oval or recreational facility as it deems required in consultation with the community organisation.
- (g) Applicants who are not registered for GST should consider the applicability of Council's Community Infrastructure Projects Policy (No. 3h) which is intended to assist such groups with projects on Council land by enabling them to recover the GST paid on taxable supplies associated with of the project.

In submitting an application, the applicant accepts and acknowledges the general conditions set out in this Policy and in the Guidelines and in particular acknowledges that if unsuccessful it cannot appeal, contest or petition any councillor, staff member or community representative acting on behalf of or for council or its funding partners.

APPLICATION FORM

An application on the approved Council form must be submitted for those applicants seeking Council support under this Policy.

An application form and Guidelines for applicants is available on Council's website and from Council's offices. These guidelines describe the information that must be included in the application and set out the acquittal and reporting requirements which must be complied with.

PROJECT DESCRIPTION AND INFORMATION

The following information is to be included in the application:

- a) The project name
- b) A clear description of the project and its aims.
- c) How the project provides a broad community benefit.
- d) Clearly identified and demonstrated needs for the project from the community's viewpoint.
- e) How the project/programs will address identified needs.
- f) Outcomes to be achieved and the specific tasks to be undertaken.
- g) Evidence of consultation with, and involvement in the project of, key stakeholders and others who will benefit from the project.
- h) A project timetable.
- i) Letters of support including supporting documentation from the applicant's sponsoring or governing body.
- j) Copies of any applications made for funding from grants.

BUDGET (Schedule 1 or 2 of the application form)

- **IMPORTANT - Every** applicant should carefully consider this section and complete in full.
- Include a detailed budget that shows income and expenditure for the project and details of any other funding that is anticipated.
- Include an estimate of the in-kind contribution to be provided by your organisation as **\$ for \$** matching applications will be favourably considered. Refer notes on funding reduction.
- Applicants may attach a budget to the application in preference to completing the section.

ACQUITTAL AND REPORTING REQUIREMENTS

- An acquittal form is provided with the application form for applicant's information only.
- A copy will be sent to all applicants at the conclusion of the funding process. Applicants need to ensure that they have listed the end date of the project in Part B. Organisations receiving a financial assistance of less than \$500 are required to submit a letter outlining the achievements and benefits of the project with the exception of funding recipients for the purposes of junior sporting representation and school prize giving.
- All organisations receiving financial assistance of between \$500 and \$2,000 are required to submit the acquittal form and provide a written report that indicates how monies were spent and whether the outcomes identified in the application were achieved.
- Organisations receiving financial assistance of more than \$2,000 are required to submit an acquittal form, a financial statement and a written report that indicates how monies were spent and whether the outcomes identified in the application were achieved.
- Organisations receiving financial assistance of \$10,000 and over will be required to report quarterly (or as agreed) in the performance agreement that will be created for each Category 1 application.

FUNDING AGREEMENT

- **ONLY** applicants seeking financial assistance of \$10,000 or more are required to complete a funding agreement but this is not required until funding is approved.
- Successful applicants will be sent a completed copy for signature following the negotiation of terms between the organisation and Council.

ATTACHMENTS TO ASSIST IN THE CONSIDERATION OF YOUR REQUEST

The following suggested inclusions may assist in the success of the request:

- The organisation's constitution.
- Details of promotional and marketing activities for the project.
- Evidence of ongoing communication with stakeholders regarding the project.
- Numbers of active members, including volunteers, in the organisation - names are not required.
- Copies of quotations to help substantiate funding level sought.

Any changes to the purpose for which funding has been allocated must be submitted in writing to the General Manager.

CHECKLIST (This checklist will assist you with the application)

To ensure the application is complete, please check that all the attachments are included as follows:

For all applications

- A completed application form
- Part A – Applicants details
- Part B or Part C – Select one category only.
- Part B – Project details
- Schedule 1 (if part B of application is completed or Schedule 2 (if part C of the application is completed) – Budget
- The organisation's constitution showing its not-for-profit status.

For Capital Assistance Projects

- 2 quotations** must be included.

LODGEMENT OF APPLICATIONS

Applications should be submitted to:

**The General Manager
Blayney Shire Council
PO Box 62
BLAYNEY NSW 2799**

..... end

11) 2018 BLAYNEY MUSIC SCHOLARSHIP PROGRAM RECIPIENTS**Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 4. Community, Sport, Heritage and Culture**File No:** CR.AW.2**Recommendation:**

That the report on the 2018 Music Scholarship program recipients be received and noted.

Reason for Report:

To inform Council on the outcome of the 2018 Music Scholarship program.

Report:

Since 2009 Council has been part of the above program offering 4 scholarships with Mitchell Conservatorium, Bathurst and Orange Regional Conservatorium to the Blayney Shire community. The program was for an initial period of 4 years however private sponsorship of \$1,500 in conjunction with Council support has enabled its continuation.

The scholarship program is open to students that reside in the Blayney Shire aged 7 to 18 years and wish to further their music studies. Scholarships will be awarded for tuition at Orange Regional Conservatorium and Mitchell Conservatorium in the next calendar year.

Auditions were held 14 November 2018 at the Blayney Shire Community Centre with adjudicators provided by Orange Regional Conservatorium and Mitchell Conservatorium who independently assess applicants. The successful awardees are notified to Council thereafter.

The following is a summary of recipients for the 2018 program:

	Orange Regional Conservatorium	Mitchell Conservatorium
Scholarship \$1,500	Michelle Hayes, Violin.	Priynakah Vijayakumar, Vocal.
Scholarship \$750	Jake Ryan, Guitar	Ruby Green, Violin

Applications for the 2019 Music Scholarship program will be called for in September 2019.

Risk/Policy/Legislation Considerations:

Nil

Budget Implications:

Council has provision of \$1,500 in the 2018/19 budget for music scholarship program. Provision has also been made in the Long Term Financial Plan for future years.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

12) CROWN LANDS PLAN OF MANAGEMENT FUNDING**Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 4. Community, Sport, Heritage and Culture**File No:** PR.AG.2

Recommendation:

That the report on the Crown Lands Plan of Management be received and noted.

Reason for Report:

This report provides information to Council on funding received to assist Council to satisfy requirements to prepare plans of management under the new Crown Land Management Act 2016 effective 1 July 2018.

Report:

Council is in receipt of an allocation of \$40,853 from the Office of Local Government (OLG) to assist to defray costs associated with preparation of new Plans of Management for Crown Reserves under Council's control across the Shire. A funding agreement required to be lodged before 7 December 2018 was endorsed by the General Manager, and submitted before this date.

Plans of Management are generally directed towards the sustainable management of public lands. A Plan of Management is required for the development, lease or licensing of land classified as "community land" under the Local Government Act (1993). Council must prepare a Plan of Management for community land that sets out the broad parameters for the use and development of all community land within the Shire. This plan also addresses issues that pertain to some specific parcels of community land. Many of the public parks and ovals and cemeteries within the Shire are on Crown Land that have been reserved for a particular purpose and for which Council has been appointed the Crown Land Manager.

Plans of Management for Crown Reserves classified as Community Land are a requirement under the Crown Lands Management Act (2016) and new legislation that has come into effect in July 2018 has mandated the preparation of such plans within a 3 year timeframe. Council is the Crown Land Manager of 50 Crown Reserves within the Blayney Shire of which 47 are Community Land. Council is permitted to combine Plans of Management for similar reserves or reserves with similar purposes, e.g. cemeteries or parks, to assist streamlining obligations.

The Office of Local Government has made available resources to Councils to assist with this process and are available from their website:

<https://www.olg.nsw.gov.au/content/council-crown-land-managers-resources>

Council will embark on planning towards preparation of required plans with a view to finalisation within the required timeframe.

Risk/Policy/Legislation Considerations:

Council will be unable to enter into any arrangements (leasing or licencing) over Crown of greater than 1 year until a Plan of Management for that Reserve is finalised. Councils will be able to issue short-term licences of up to 1 year for prescribed purposes under the Crown Lands Management Act. Councils will be able to renew existing leases, as long as the permitted uses do not change.

Councils will also be able to grant new leases if they only permit uses that are the same as leases over the land in force immediately prior to the commencement of the Act.

Budget Implications:

The full extent of the financial implications arising from this requirement will be more evident as the program progresses as the extent of work is more fully appreciated. This will be reported to Council as more information becomes available.

A motion, proposed by Wingecarribee Council, was passed at the recent 2018 LGNSW Conference as follows:

That the NSW Government address the inadequate base level of funding of \$30,000 provided to Councils to comply with the Crown Land Management Act's requirement to prepare plans of management for all Crown Land that they manage; and allow for a transition period greater than three years to have adopted plans in place for all Crown reserves managed as community land.

Enclosures (following report)

- | | | |
|---|---|---------|
| 1 | Notification of funding for Plans of Management | 3 Pages |
| 2 | Plans of Management Frequently Asked Questions | 3 Pages |

Attachments (separate document)

Nil



Office of
Local Government

5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541

Our Reference: A599803
Your Reference:
Contact: Glen Colley
Phone: 1300 117 784

Mrs Rebecca Ryan
General Manager
Blayney Shire Council

By email: council@blayney.nsw.gov.au

Dear Mrs Ryan

Re: *Crown Land Management Act 2016* and funding for plans of management

I am writing to advise you of a funding allocation to your council to assist in the implementation of the new *Crown Land Management Act 2016* (CLM Act), which came into force on 1 July 2018.

The Government has allocated \$7 million in funding for NSW councils to assist with the development of compliant plans of management under the CLM Act. This one-off funding allocation for each council is based on an apportionment model developed by the Office of Local Government (OLG) and Department of Industry - Land and Water (Dol) in consultation with a Council Reference Group appointed earlier in 2018. The funding methodology aims to deliver an equitable, relative needs apportionment of available funds based on the council's resourcing requirements and capacity to deliver plans of management.

The funding allocation is based on:

- the number of reserves each council will manage; and
- the resourcing capacity of each council based on the Local Government Grants Commission's 2017–18 distribution methodology for NSW council Financial Assistance Grants. As you would be aware, this methodology indicates the relative disadvantage each council faces based on factors such as council size, land area, remoteness, demographic challenges, etc.

To support equitable distribution of the funds, there is a base level of funding set at \$30,000 and a funding cap of \$100,000.

I am therefore pleased to confirm that, in-line with this methodology the funding allocation for Blayney Shire Council is \$40,853.

The funding is intended to be a contribution to the cost of developing compliant plans of management. There are other revenue options for councils to fund plans of management, including utilising proceeds from operations on Crown reserves and applying to the Crown Reserves Improvement Fund program (previously the Public Reserves Management Fund) for grants to prepare plans of management. However, it should be noted that the latter is a competitive process and funding is not guaranteed.

T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209
E olg@olg.nsw.gov.au W www.olg.nsw.gov.au ABN 44 913 630 046



Requirements of the CLM Act for councils

As you would be aware, the CLM Act authorises local councils to manage the Crown reserves for which they are the appointed Crown lands manager as if they were public land under the *Local Government Act 1993* (LG Act). Council management of Crown reserves under the LG Act was widely supported by local councils as part of the Crown Land Legislation White Paper process. Over time, this approach will bring efficiencies for councils through the streamlined management arrangements.

Generally, councils will manage this land as if it were community land. Under the LG Act, a plan of management must be adopted for all community land, which categorises the land and governs its use and management.

Councils must ensure that there is a compliant plan of management for all Crown reserves they manage as community land by 30 June 2021, being three years from the commencement of the CLM Act. A compliant plan of management must be in place before the three-year deadline to ensure that the Crown land is lawfully used and occupied. Ensuring lawful use and occupation is an essential part of council's role as the manager of Crown land.

Further information on the Crown Land Management Act 2016 can be found on the Department of Industry—Land & Water website www.industry.nsw.gov.au/lands.

Next steps

OLG will shortly distribute a draft funding agreement to your council specifying the terms and conditions of the allocation. The agreement should be signed and returned to OLG as soon as possible. The distribution of funds is expected to occur in early September 2018.

The funding agreement will provide a large degree of flexibility in the application of funds towards compliant plans of management. For example, a council may use the funding to engage consultants or staff to prepare compliant plans of management.

The funding agreement will set out basic reporting requirements for councils to ensure that the funding is appropriately acquitted to demonstrate its use towards meeting the requirements of the CLM Act.

Other support materials

Working in partnership with DoI, OLG will be providing guidance materials and training programs to help councils understand the new requirements and support them through the transition process. In the coming months, OLG and DoI will produce detailed guidelines for councils on preparing Crown land plans of management, which will include a number of templates which aim to streamline the process.

A number of other transitional mechanisms have been put in place for councils, including:

- providing indicative community land categories for all of their reserves through an interim schedule of reserves distributed in May 2018;

- a *Guideline on the initial categorisation of Crown land managed by council Crown land managers*, which sets out a straightforward process for councils to allocate an initial category for each reserve; and
- the waiving of the public hearing requirement for those Crown reserves where the initial category assigned by a council is not altered in the plan of management.

Additionally, OLG and DoI will be running a number of training workshops across NSW for relevant council staff on the development of plans of management. Details of these sessions are available on the OLG's Crown lands webpage, and registrations will open in the coming weeks: www.olg.nsw.gov.au/crownland.

A wide range of other resources, including webinars, guidance material and fact sheets are also available on the webpage. This includes a specific FAQ document in relation to plans of management, which can be downloaded on the OLG's Crown Land Resources page: www.olg.nsw.gov.au/content/council-crown-land-managers-resources.

Any enquiries about OLG's council Crown land support project, including your council's funding allocation should be directed to 1300 117 784 or councilcrownland@olg.nsw.gov.au.

Yours sincerely



Tim Hurst
Chief Executive
Office of Local Government



Frequently asked questions

Council manager plans of management

The new Crown Land Management Act 2016 comes into force on 1 July 2018 and there are changes to the way council managers operate.

The *Crown Land Management Act 2016* (the CLM Act) authorises local councils that are appointed to manage dedicated or reserved Crown land (council managers), to manage that land as if it were public land under the *Local Government Act 1993* (LG Act).

Generally council managers will manage land as if it were community land. Under the LG Act, a 'plan of management' must be adopted for all community land. The plan categorises the land and governs its use and management.

What are the benefits of having a plan of management in place?

A plan of management is a useful tool to provide strategic planning and governance for the management and use of land. Plans of management set out objectives and performance targets for community land and provide for active land management and use, including the issuing of tenures over the land.

The LG Act requires community engagement activities be undertaken in the preparation of plans of management, including public exhibition of the plan and opportunities for the community to comment. This allows the community to be involved and represented in the contents of a plan.

The move to allow councils to manage Crown land as if it were council-owned public land under the LG Act, and implement plans of management, allows councils to manage their entire land portfolios under one streamlined regime, reducing duplication, red tape, administrative complexity and confusion.

Is there a deadline for plans of management under the new legislation?

Council Crown land managers must ensure that there is a compliant plan of management for all Crown land that they manage as community land within three years of the commencement of Part 3 of the CLM Act.

A compliant plan of management must be in place before the deadline to ensure that the Crown land is lawfully used and occupied. Ensuring lawful use and occupation is an essential part of councils' role as the manager of Crown land.

Can council managers amend existing plans of management?

Yes. Council managers are able to amend existing plans of management so that they apply to Crown reserves, where this is appropriate given the use of the Crown reserve. All applicable provisions of the CLM Act and the LG Act must be addressed for plans of management amended to cover Crown reserves.

Can one plan of management cover multiple reserves?

Yes. Councils can prepare one plan of management that includes multiple reserves, in accordance with the provisions of the LG Act.



Frequently asked questions

Council manager plans of management

What is being done to support council managers in preparing plans of management?

Measures put in place to support councils in preparing plans of managements include:

- allocation of \$7 million by NSW government to support councils managers in preparing compliant plans of management
- a partnership between NSW Office of Local Government and NSW Department of Industry to lead the delivery of guidance materials and training programs to support council Crown land managers
- a simplified process introduced under the CLM Act for council Crown land managers where a new plan of management is required
- development of training and resource material, including plan of management template webcasts, circulars, fact sheets, and other guidance material, downloadable from the Office of Local government website (olg.nsw.gov.au/content/council-crown-land-managers-resources)
- delivery of a council Crown land manager staff training program from July to September 2018.

How will funding be delivered to council managers?

Plan of management funding will be administered by the NSW Office of Local Government.

When will councils be notified of their funding allocation?

Councils will be informed of the plan of management funding allocation prior to commencement of the CLM Act on 1 July 2018, with funding expected to be allocated early in the 2018–19 financial year.

How will funding be allocated?

Funding will be allocated based on an apportionment model developed by the NSW Office of Local Government and the Department of Industry. The funding methodology aims to deliver an equitable, relative-needs apportionment of available funds based on the council's resourcing requirements and capacity to deliver plans of management.

Funding allocation is based on:

- the number of reserves each council will manage
- the resourcing capacity of each council based on the Local Government Grants Commission's 2017–18 distribution methodology for NSW Council Financial Assistance Grants. This methodology indicates the relative disadvantage each council faces (based on factors such as council size, land area, remoteness, demographic challenges, etc.).

Is there a minimum or maximum funding allocation?

Yes. To support equitable distribution of the funds, there is a base level of funding set at \$30,000 and a funding cap of \$100,000.

Can plans of management funding be used to employ or contract staff to prepare plans of management?

Yes, council may use funding to engage consultants or staff to prepare compliant plans of management. All funding must be appropriately acquitted to demonstrate its use towards meeting the requirements of the CLM Act



Frequently asked questions

Council manager plans of management

Can council managers apply reserve proceeds to the preparation of plans of management?

Yes, the CLM Act allows councils to apply proceeds generated by activities on reserves they manage to the preparation of plans of management.

Can council managers apply for funding under the Crown Reserves Improvement Fund?

Yes, council Crown land managers can apply to the department's Crown Reserves Improvement Fund program (previously the Public Reserves Management Fund) for grants to prepare plans of management, noting the scope of the Crown Reserves Improvement Fund and also noting that as this is a competitive process—funding is not guaranteed.

All funding administered under this program is assessed in accordance with prescribed criteria.

Can council managers grant leases or licences prior to a plan of management being in place?

Prior to the adoption of a plan of management over Crown land, councils will be able to issue short-term licences of up to one year for prescribed purposes under the CLM Act. Councils will also be able to renew existing leases, as long as the permitted uses do not change.

Councils will also be able to grant new leases if they only permit uses that are the same as leases over the land in force immediately prior to the commencement of the CLM Act.

More information

- Email: legislation@crowmland.nsw.gov.au
- Web: industry.nsw.gov.au/lands
- Phone: 1300 886 235

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NSW Department of Industry | DOC-17/046002 | 3

13) DIRECTOR INFRASTRUCTURE SERVICES MONTHLY REPORT

Department: Infrastructure Services

Author: Director Infrastructure Services

CSP Link: 1. Public Infrastructure and Services

File No: GO.ME.1

Recommendation:

That the Director Infrastructure Services Monthly report for December 2018 be received and noted.

Reason for Report:

To update Councillors on matters associated with shire infrastructure, its maintenance, operation, upgrade and construction.

Report:**Topical Issues****Newbridge Rail Overbridge Replacement**

John Holland Rail have commenced work on site at Blayney Street, Newbridge, including the relocation of services (both rail and road), and implemented an alternative traffic route on Calga Road to detour vehicles around the site.

Council officers have worked closely with John Holland to ensure a satisfactory solution for the detour which has restricted access and limited sight distance in part.

Upon inspection on 7 December, demolition of the existing bridge structure was approximately 90% complete.

Major Works**Southern Cadia Access Route**

Works on Cadia Road continue, with a further 1.5km of the route South of the Cadia quarry, including the new mine access road intersection, sealed on 7 December.

The project has incurred some delays and is currently scheduled for completion by end January 2019.

Browns Creek Road

Delays with girder delivery have resulted in adjustments to the works program, and following discussions with the bridge contractor, Council crews were transferred to Cadia Road whilst not required at Browns Creek.

The project has incurred some delays and is currently scheduled for completion by early February 2019.

Road Maintenance Works

We have completed maintenance grading in the Gallymont area and the maintenance grading crew is currently working on Snake Creek Road.

The bitumen patching crew has mainly been undertaking routine patching works. Whilst also undertaking shoulder improvement works on Three Brothers Road to address a damaged shoulder, where recent earth works improved a failing batter. This work has opened up a crest on a curve, enhancing motorist safety.

Drainage Maintenance

The drainage crew have been focussing on repairs to stormwater pits and outlet headwalls in Blayney, and recently cleared the drainage channel from Lawson Street, through the Council Depot, and across the western boundary of the Showground to the Showground dam. Timing was ideal as work was completed shortly before the heavy downpour that occurred on 27-28 November, resulting in good runoff capture.

The drainage crew is also finishing works on the traffic modifications at Jones Street, Carcoar.

Vegetation Maintenance

With the Christmas season approaching, the vegetation maintenance crew has been focussing on roadside slashing around the villages. With warmer weather and recent rain, the vegetation maintenance crew is also reverting back to roadside slashing to maintain adequate sight distances for motorists.

Footpaths

The Lyndhurst Shared Path project continues to progress, with the path completed between the Grubbenbun Creek bridge and Harrow Street. Works continue to progress along the Mid-Western Highway toward Selby Street.

Land Development

Council officers continue to undertake necessary pre development works for this project and have recently engaged; a Consultant Surveyor to undertake topographical and boundary survey work; and Councils flood study consultant to investigate the implications to Councils stormwater network.

Once obtained Council will progress toward engagement of a civil design consultant to undertake the design of civil infrastructure (road, sewer, stormwater etc.).

Major Contracts

Browns Creek Road Bridges

The Contractor has commenced installation of bridge girders, with the final placement occurring on 13 December 2018.

Blayney Skate Park

The construction works have progressed rapidly and the Contractor is expected to be completed their works prior to Christmas. Once the contractor has completed his works Council parks staff will take over to plant and establish grass across the site. It is anticipated the skate park will be opened to the public by the end of January.

Assets

Assets staff have loaded AssetFinda Asset Management software onto the Sewer mobile device and trained Sewer staff to record defects and condition assessments into the live database.

Staff have run the quarterly depreciation for Buildings, Parks and Gardens and Sewer for loading directly into Councils Financial system. Unsealed roads inspections have also commenced.

Parks and Recreation

With warmer weather, and recent rain the Parks and Recreation team have been busy with various works across the Shire, focussing on oval and public space maintenance, including early preparations for the Christmas in Carrington event.

Golden Elm trees in Rowlands Avenue impacting upon underground services and identified as having Elm Leaf Beetle infestation have now been removed and continuation of the Crepe Myrtle theme will be undertaken in Autumn.

Work will commence shortly on Council's Elm Leaf Beetle treatment program, focussing on stem injection of trees in Mount Street, Blayney and various locations in Mandurama.

Council officers have observed the failure of trees in public open space in recent times. The issue appears species specific to Claret Ash trees. As a result these trees have been removed.

In preparation for the construction of the new arena fence at Newbridge Recreation Ground, Council had felled a number of aged pine trees from the precinct and in partnership with Canobolas Zone Rural Fire Service (RFS) undertaken a pile burn of the timber. RFS volunteers as a training exercise undertook and monitored the burn, which was extremely successful, leaving minimal residual waste for council clean-up.

Heavy Plant and Fleet - Workshop

Tenders will be called shortly for the replacement truck (P32) and purchase of a new dog trailer. In accordance with the provisions of the Local Government Act, (1993) and Local Government (General) Regulation (2005), Council will utilise the services of Local Government Procurement, as prescribed by the Regulation, to facilitate the process.

Wastewater

The EPA License for the Sewerage Treatment Plant is required to be reviewed every 5 years. EPA officers will attend site in January 2019 to commence this process and undertake an Audit of our site and processors.

The Decanter equipment has been repaired and is now functional in its correct operational process. The plant was impacted through minimal aeration opportunities during the repair works which resulted in reduction in bacteria activity. The plant recovered quickly once all aeration and decant cycles were re-instated.

Risk/Policy/Legislation Considerations:

Information report only.

Budget Implications:

Information report only.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

14) PROPOSED ROAD CLOSURE - PANUARA ROAD - SOUTHERN CADIA ACCESS ROUTE

Department: Infrastructure Services

Author: Director Infrastructure Services

CSP Link: 1. Public Infrastructure and Services

File No: RD.RC.13

Recommendation:

That Council

1. approve the Road Closure of part Panuara Road, Errowanbang (Lot 13 DP 1248618), and,
2. commence proceedings to close Lot 13 DP 1248618, and,
3. authorise the Mayor and General Manager to affix the Council Seal to associated transfer documents required to facilitate the closure and transfer.

Reason for Report:

To seek Council approval for the closure of part Panaura Road, Errowanbang, as part of the road realignment for the Southern Cadia Access Route.

Report:

Councillors may recall at the ordinary September meeting of Council, it resolved:-

1. *That Council approve the commencement of Road Closure proceedings for proposed Lot 13 (in accordance with the plan prepared by Registered Surveyor Matthew Peter Forsyth dated 8 March 2018).*
2. *That a further report be presented to Council to consider any submissions associated with the proposed closure, and future transfer to the adjoining owner. (Minute No. 1809/015)*

In accordance with the Roads Act 1993, Council provided written notification of the proposal to notifiable authorities, owners of land adjoining, and published a notice in the Blayney Chronicle on 3 October 2018, with a public exhibition period closing on 2 November 2018.

The NSW Department of Industry – Crown Lands and Water, wrote to Council seeking further information and requesting an extension of time for consideration. The requested information was supplied and a new closing date of 16 November 2018 set.

At the closing date, Council had received no objections from notifiable authorities or owners of land adjoining to the proposal.

It is therefore recommended that Council approve the closure of part Panaura Road, Errowanbang, as part of the road realignment for the Southern Cadia Access Route.

Risk/Policy/Legislation Considerations:

The proposed road closure process has been undertaken in accordance with the provisions of the Roads Act (1993), where Council has the power to close Council roads within their administrative area.

Budget Implications:

The proposed closure of part of Panuara Road, Errowanbang (Lot 13), and the associated costs are within existing budget allocations, from Councils Local Roads Rehabilitation budget.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

15) CENTRAL WEST LIVESTOCK AND EQUESTRIAN CENTRE**Department:** Infrastructure Services**Author:** General Manager**CSP Link:** 4. Community, Sport, Heritage and Culture**File No:** RC.LI.1

Recommendation:

That Council;

1. Endorse the execution of the Funding Deed for the NSW Government's Restart NSW Regional Growth Environment and Tourism Funding Agreement of \$1.5m for the Central West Livestock and Equestrian Centre Project.
2. Receives and notes the Capital Expenditure Review Report, and approve the Supplementary Vote for \$400k Drought Communities Program Funding Extension 2018 income and associated CAPEX expenditure for the 2018/19 Operational Plan.
3. Proceed to undertake the Central West Livestock and Equestrian Centre Project with the approved budget of \$1.9m as per agreed milestones.

Reason for Report:

To seek Council endorsement of the Restart NSW Regional Growth Environment and Tourism Funding (RGETF) Agreement of \$1.5m announced in April 2018 for the Central West Livestock and Equestrian Centre Project at the Blayney Showground.

To approve the supplementary vote of \$400k being the additional funding source approved by the Federal Government Drought Communities Program Funding Extension 2018; and approve the Capital Expenditure Review of the \$1.9m revised budget enabling Council staff to proceed with project commencement and delivery.

Report:

An opportunity arose in April 2017, for Council to submit an Expression of Interest (EOI) for funding under the RGETF Program. Eligibility criteria required that the new or enhanced regional infrastructure must be on publicly owned land and contribute to growth of the visitor economy.

This multipurpose covered arena project was identified in the Blayney Showground Strategic Plan and Blayney Shire Sport and Recreation Masterplan that will accommodate and attract a wide variety of equestrian sports and activities, livestock shows and stud stock sales to the Blayney and Central West region. Infrastructure works for this new publicly accessible covered arena facility include;

- Fabrication and construction of a steel framed roofed shed (80m x 50m),

- Upgrade of power supply,
- Associated earthworks,
- Construction of a new sand arena and base suitable for equestrian and livestock activities,
- Stormwater surface water drainage,
- Installation of rainwater harvesting from the new roof space to an existing dam,
- New water reticulation infrastructure for stock water and dust suppression purposes for existing and new Sand Arenas,
- Installation of compliant lighting for arena/undercover area; and
- Shed Fit out

Site plans and engineering specifications were completed for the structure to meet snow and wind loadings, and the weather experienced in Blayney. Estimates, designs and quotes were obtained for the shed and the budget for the project developed totalling \$1.5m which included associated earthworks, shed (80m x 50m), sand arena and base, stormwater drainage, rainfall harvesting and pump infrastructure, power and lighting. With consent from Crown Lands and much support from Blayney Showground stakeholders, Development Consent was granted in April 2017 (DA 26/2017) in order to have a 'shovel ready' project.

Council was successful in progressing to the next stage and invited to lodge a Business Case, which was commissioned and submitted in August 2017. A copy of this document, prepared by Business Sense Solutions which has been provided to Councillors previously is attached for information (with itemised budget components or quotes received redacted for commercial in confidence reasons).

In April 2018, Council was advised that the funding application for RGETF was successful and in September 2018, the Restart NSW Funding Deed executed.

The Central West Livestock and Equestrian Centre (CWLEC) Project met the assessment criteria and demonstrated the potential to create new jobs and regional growth from increased tourist visitation. Based on the NSW Government investment of \$1.5m, Infrastructure NSW independently assessed the project to have a Benefit Cost Ratio (BCR) of 1.92.

Capacity of Council

Council is in a sound financial position and independently assessed by TCorp and IPART in 2015 as financially sustainable in the long term. Council's Long Term Financial Plan 2018/28 has been further interrogated and ratified by TCorp in their approving of a loan facility for \$3m being for the Bridge Replacement Program. This independent review of Council's financial sustainability provides reassurance that whilst being a small rural Council, we have the capacity to undertake this project.

For the 2018 financial year Council has presented a net operating result of \$6.6 million with a net operating result before the inclusion of grants and contributions for capital purposes of \$496k.

After the exclusion of non-cash items incorporated into the income statement there is a cash surplus from operating activities of \$10 million. This operating cash surplus contributed to funding Council's capital works program for the year, with the remainder of the required funding coming from the proceeds from asset sales and Council's reserves.

Council expended \$14m on new non-financial assets throughout the year. A large amount of this was spent on improving Council's road infrastructure and ongoing expenditure on plant and equipment replacement.

Financial benchmarks as determined by the Office of Local Government and reported in Councils audited financial statements 2018/19, confirm Councils' capacity for long term affordability of this project.

The Need and Priorities

Following an offer from Central West Dressage to combine a Federal Government Grant, their own funds and a contribution from Council's Financial Assistance Program; Council facilitated then endorsed the Blayney Showground Equestrian Sports Facilities Upgrade, in May 2016 (**Resolution No 1605/004**).

This strategy was specifically developed pertaining to the Equestrian area in the north eastern corner of the showground and includes some ancillary facilities in other shared space. The primary user groups and stakeholders in this area include Central West Dressage, Blayney Agricultural and Pastoral Association, Carcoar and District Pony Club and the Orange Equestrian Club. Secondary users include the Blayney Harness Club which have interests in the stables and general areas of the Pavilion and trotting track.

Showground infrastructure refurbishment projects totalling \$408,903 undertaken over the past 4 years include;

- Internal ceiling to main Pavilion \$23,811
- Amenities Block \$17,326
- Irrigation to Main Arena \$126,337
- Main Arena Fencing \$81,677
- New Catering Kitchen \$65,596
- Construction of 2 Dressage Arenas \$94,116

User groups have also completed a number of projects to enhance the facility totalling \$45,433, including;

- Pony Club Beginners Yards \$16,995
- New Shed \$17,387
- Cattle Pavilion \$11,351

Each user group in addition to the above, provide significant volunteer time and expertise to enhance the Blayney Showground facility and amenities. A single sand arena was constructed by the Carcoar Pony Club, with members volunteering their time and labour to spread sand and install rubber edging to the arena.

Yards were purchased and constructed which provides a safe arena for learner riders and 10 yards for horses during rally days and other events. The Club House and Canteen Facility was constructed using donated labour and materials and equipment.

In 2017, the concourse area and seating area adjacent to the main Showground centre was upgraded at a cost of \$46,546.

Community/Stakeholder Engagement and Consultation Process

In December 2017, following Sports Council endorsement and public exhibition, Council approved the Blayney Shire Sport and Recreation Master Plan (**Resolution No 1712/018**). The Blayney Showground is highlighted as a destination facility for equestrian sports, including competition, training and events which will promote Blayney as a regional centre of excellence; and the construction of the multipurpose covered arena project a strategic action.

Both the Blayney Town Community Plan and Blayney Shire Community Strategic Plan acknowledge the growth of equestrian sports and supports the strategy of improving facilities at our major sporting precincts including the Blayney Showground with Equestrian and Livestock Centre which will create opportunities for Blayney Shire to host regional and state sporting events.

From the initial EOI phase thru to the lodgement of the Business Case and receiving of this RGETF grant, representatives from; Central West Dressage, Blayney Agricultural and Pastoral Association, Carcoar and District Pony Club; Orange Equestrian Club and the Blayney Harness Club have been meeting and engaged throughout the whole planning process for this project.

A smaller Working Group has now been established, which includes representatives from each of the equestrian and livestock Showground users and works have progressed to preparing the final design and specifications, with a Quantity Surveyor (QS) engaged to price the works.

The project is now ready for calling of Tenders for the construction of the shed component.

Risk/Policy/Legislation Considerations:

Blayney Shire Council is Trustee of the Blayney Showground which is NSW Crown Land identified as Community Land for Recreational Purposes.

Capital Expenditure Guidelines (2010) issued under s23 of the Local Government Act provide the framework for a transparent, consistent methodology for Council to evaluate a major project of this scale. These guidelines, published on Office of Local Government (OLG) website

<https://www.olg.nsw.gov.au/sites/default/files/Capital-Expenditure-Guidelines.pdf> outline the necessity for Council to make an informed decision before committing resources to those infrastructure facilities, including renovations and extensions that are expected to cost in excess of 10% of Council's annual ordinary rate revenue or \$1million, whichever is the greater.

Council capital and operational works in general are covered under Council's Public Liability and Property Insurance Policy with Statewide Mutual. Additional risks associated with a project of this scale, may require additional notation on Council's Contracts Works Insurance which ensures cover is provided for both works in progress, property damage, public liability and Contractor default. Contract Works Insurance for a project this size would be around the \$5k to \$10k.

Council's Risk Management Policy and procedures will provide the framework for identification, assessment and implementation of mitigation strategies.

Budget Implications:

Following the RGETF announcement of \$1.5m, the budget was included in the draft and adopted Council Operational Plan 2018/19 and Delivery Program 2018/22 with expenditure allocated over 2 years. The whole of life cost of \$56k per annum, based on the \$1.5m spend including the annual expense for electricity, insurance, general maintenance and operations (\$23k) and depreciation (\$33k) was included in the Long Term Financial Plan (2018/28).

This revealed some increased scope to the project which has impacted on the budget estimate in the following areas;

- A change in building classification leading to fire and emergency requirements to install a dedicated fire main from Marshalls Lane and fire hydrants at the Showground pavilion and arena, adding \$290k
- During discussions with users, safety of the riders using the facility was a priority resulting in the addition of the internal perimeter fence. This has added an additional \$49k.
- In consideration of users of the entire Showground precinct it was determined to change location of the shed to ensure the cattle pavilion remained in its present location which has contributed an additional civil works expense of approximately \$150k. The location has benefits in consideration of the future stable locations.
- Additional capacity to the roof for solar panels will add another \$8k.

Whilst generally accepted that QS prices are on the more conservative side, and accounting for increases in material and labour costs over the 12 months, the revised project budget is \$2.47m. A revised whole of life cost of \$89k per annum accounts for this additional scope which includes a depreciation cost of \$61k per annum.

The Working Group have been involved throughout the project development and were informed of the revised budget. Given this predicament, Council staff and the Working Group identified some options for savings. This

included seeking additional grant funding sources, staging the project, splitting the project into separate works packages to be project managed by Council or returning grant funding back.

In late September, the General Manager met with Infrastructure NSW, regarding the Restart NSW Funding Deed, to discuss the budget issues and the tenuous position which the project was in. They supported Council's decision to not proceed until other funding opportunities were investigated, and agreed to defer the commencement of the project.

Other grant funding sources have been completed for the following;

- An application was lodged on 28 September 2018 for \$300k for the installation of water main from Marshalls Lane and fire hydrants required to satisfy fire safety compliance; under the NSW Liquor and Gaming Club Grants Sport and Recreation Infrastructure Program. Advice on this funding submission remains pending with announcements expected February or early March 2019.
- \$400k funding has been sought from that allocated to Blayney Shire Council, under the Australian Government's Drought Communities Program for local community infrastructure. This is for works related to the earthmoving, drainage, water harvesting and stock water reticulation components of the project; which is eligible expenditure and activities able to be completed within the funding guidelines. To be confirmed formally, this funding submission has been successful.

Cost savings have been identified for a number of components including;

- Fire Engineering Consultant was engaged and has made recommendations for variations to the fire safety compliance requirements providing savings of around \$125k. This was required for preparation of Tender documentation and issue of Construction Certificate. Whilst approved by Council, concurrence by Fire and Rescue NSW remains pending.
- The project will be broken into a number of component parts and managed by Council staff. There will be essentially a number of projects; Civil and Earthmoving for Drainage Works and Arena, Shed Manufacture and Construction, Water Harvesting, Lighting, Fire Safety, Electricity Upgrade and Internal Shed Fitout. This is estimated to provide an additional 13%-15% worth of savings (\$250k) in margins not applied by a single principal contractor, in addition to Council will have more control over the project spend.
- The Tender Specifications for the Shed will include provisions for the southern and western wall cladding to be provisional line items. This means that subject on Tender Prices received this component may be considered as options.

Given the grant funding received, savings identified and opportunity to stage some items; the revised budget of \$1.9m provides assurance for Council to test the market with confidence. It is planned that tenders be called for the manufacture and construction of the shed structure, being the most significant expense, commence prior to Christmas with the Tender Assessment process completed for a report to Council finalised in time for the February 2019 meeting.

Expenditure to date for the project include \$31,001 preliminary costs and \$22,337 pre-construction works. Ongoing dry weather provided an opportunity for cleaning out of the water storage dam. This has provided a couple of benefits for the project; the stockpiling of soil saving at least \$300k worth of base material needed to be otherwise hauled in for the civil works and increasing of the water storage capacity of the dam to drought proof the whole Showground precinct.

These items will be expensed against grant funds where applicable having currently been allocated to the \$750k already budgeted in the Operational Plan 2018/19.

Preliminary Costs

Business Case	\$10,000
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Consultancies

Geotechnical investigation

Structural Engineer	\$12,920
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Design / Drafting

Electrical Specifications

DA Fees	\$8,081
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Pre-Construction Works

Dam Cleaning	\$22,337
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Total Expenditure to Date	\$53,338
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Summary by Financial Year

2016/17	\$8,081
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2017/18	\$10,000
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2018/19	\$35,257
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Total Project Expenditure	\$53,338
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The current project timeline is as follows;

Key Milestones	Project Activities	Timeframe Start & End Date
Tender and Procurement	<ol style="list-style-type: none"> 1. Completion of design, specifications and scope of works for preparation of Tender Documents for Shed 2. Tenders advertised, assessed and report to Council Meeting 3. Contract Awarded 	6 months Starts 01.06.18 Ends 28.02.19
Contractor Engagement	<ol style="list-style-type: none"> 1. Contract commences 2. Fabrication of the shed structure offsite 	3 months Starts 01.03.19 Ends 31.03.19
Blayney Show – 29 March 2019		
Construction and other Contracts	<ol style="list-style-type: none"> 1. Earthworks and Subsoil drainage works 2. Construction of the Shed structure onsite 3. Upgrade of Electricity supply 4. Installation of Shed Lighting 5. Connection of water harvesting/collection to existing dam 6. Installation of Fire Safety infrastructure 7. Shed Fit out / Installation Arena 	11 months Starts 01.04.19 Ends 28.02.20
Blayney Show – 14 March 2020		

Enclosures (following report)

Nil

Attachments (separate document)

1 Business Case

111 Pages

16) PROPOSED BRIDGE NAMING**Department:** Infrastructure Services**Author:** Director Infrastructure Services**CSP Link:** 1. Public Infrastructure and Services**File No:** RD.NA.1

Recommendation:

That Council:-

1. endorse the proposal to name the following bridges:-
 - Pte. S.G. Tucker Bridge over Old School Creek in Coombing Street, Carcoar
 - Pte. C.R. Cheffins Bridge over Coombing Creek on Felltimber Road
 - Gnr. S. Ellery Bridge over Dirt Hole Creek on Errowanbang Road
 - The Greens Bridge over Felltimber Creek on Gallymont Road
 - Pte. G.C. Chittenden Bridge over Coombing Creek on Dowsetts Lane
 - Pte. W.W. Wilson Bridge over Evans Plains Creek on Newbridge Road
 - The Goodes Bridge over Cowriga Creek on Browns Creek Road
 - Pte. F.W.B. Gainsford Bridge over Cowriga Creek on Forest Reefs Road, and,
2. make application to Roads and Maritime Services for the proposed names.

Reason for Report:

To seek Council endorsement, and make application to name the 6 bridges constructed as part of Councils Bridge Replacement Program in 2017, the bridge over Cowriga Creek on Browns Creek Road (under construction) and the bridge over Cowriga Creek on Forest Reefs Road.

Report:

Councillors may recall at the ordinary September meeting of Council, it resolved:-

That Council:-

- a. supports the proposed names for the bridges being Tucker, Cheffins, Ellery, Green, Chittenden, Wilson, Goode and Gainsford bridges, as identified in the Director Infrastructure Services report;*
- b. places the proposed names on public exhibition for a period of not less than 28 days, and*
- c. seeks Roads and Maritime Services approval for the proposed names. (Resolution No. 1809/014).*

The Public Exhibition period commenced with notification being provided inviting public submissions, as part of the Council News section in the Blayney Chronicle on 27 September, 11, and 18 October, and as amended on 25

October. The GM Conversation of 4 October also covered the subject with the names further detailed following initial public concern, and greater information being obtained from The Geographical Names Board in relation to naming conventions.

At the extended closing date of 26 October, Council had received 3 submissions in relation to the proposal.

Submission 1:- Blayney Family and Local History Group

Concern over the naming convention and a recommendation that the signs should include the servicemen's Rank and first initial to provide recognition and historical context.

Response.

The naming has been amended to include the Rank and first initial.

Submission 2:- Resident of Lyndhurst

Council received verbal advice of an existing local resident who is a cousin to one of the servicemen being recognised.

Response.

The information has been noted within Councils records system.

Submission 3:- Councillor

Concern over the Goodes and Greens bridges, and suggestion that the names be further detailed.

Response.

Further detailing of the name to identify multiple individuals would be counter to the intent of the Geographical Names Board (GNB), Place Naming Policy, limiting the ability to identify a location as quickly as possible in the event of an emergency where the location is referenced.

Following the report of September 2018, Council was advised by Roads and Maritime Services (RMS), that it would need to make application through the GNB for the proposed names, and that a further public exhibition period would be required in accordance with GNB processes.

However in further consultation with the GNB, Council has been advised this information was incorrect and that the proposed names, once endorsed by Council can be submitted directly to RMS subject to the names being in accordance with the GNB Place Naming Policy. Therefore contrary to advice provided at recent local village meetings, the matter will not have a second public exhibition period undertaken by GNB.

It is therefore recommended that Council endorse the proposal to name the bridges as follows:-

- Pte. S.G. Tucker Bridge over Old School Creek in Coombing Street, Carcoar

- Pte. C.R. Cheffins Bridge over Coombing Creek on Felltimber Road
- Gnr. S. Ellery Bridge over Dirt Hole Creek on Errowanbang Road
- The Greens Bridge over Felltimber Creek on Gallymont Road
- Pte. G.C. Chittenden Bridge over Coombing Creek on Dowsetts Lane
- Pte. W.W. Wilson Bridge over Evans Plains Creek on Newbridge Road
- The Goodes Bridge over Cowriga Creek on Browns Creek Road
- Pte. F.W.B. Gainsford Bridge over Cowriga Creek on Forest Reefs Road

Risk/Policy/Legislation Considerations:

A key element of the universal naming principles provided for within the NSW Geographical Names Board (GNB) Place Naming Policy (Section 6.1) relates to emergency services call centres identifying a location from a database of names as quickly as possible. Advice from the GNB is that, it becomes harder the longer the name, and when you start to use abbreviations. As a rule of thumb identifying a location within 7 key strokes saves lives. It is therefore important that place names are short and unambiguous.

Budget Implications:

It was proposed that the supply and installation of signage should be funded from within the existing rural road maintenance allocation, however Roads and Maritime Services (RMS) have subsequently advised that they will provide the signage and seek Council installation, at cost to RMS.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

17) MINUTES OF THE BLAYNEY SHIRE SPORTS COUNCIL MEETING HELD ON THURSDAY 15 NOVEMBER 2018

Department: Infrastructure Services

Author: Director Infrastructure Services

CSP Link: 4. Community, Sport, Heritage and Culture

File No: PR.ME.1

Recommendation:

That the minutes of the Blayney Shire Sports Council Meeting, held on Thursday 15 November 2018, be received and noted.

MINUTES OF THE BLAYNEY SHIRE SPORTS COUNCIL MEETING HELD ON THURSDAY 15 NOVEMBER 2018 AT THE BLAYNEY SHIRE COMMUNITY CENTRE

PRESENT:

Grant Baker, (Blayney Shire Council); Amanda Tomlinson (Blayney Junior Soccer); Rod Corbett (Blayney Junior Soccer); Cr David Kingham (Blayney Shire Council) Cheryl Rutherford (Blayney Tennis), Rosemary Reid, (A&P Association); Rebecca Scott (Blayney Senior Soccer); Bill Burdett (Blayney Town Association), Ian Tooke (Development Coordinator); Greg Mitchell (Blayney Little Athletics), Trevor Jones (Blayney Harness Racing Club); Lorraine Dunkley (Lyndhurst Village Committee).

APOLOGIES:

Michael Truloff (Millthorpe Public School/Millthorpe Junior Cricket,/Redmond Oval Committee), Christine Smith (Heritage Country Schools PSSA).

RECOMMENDED: That the apologies be accepted.

CONFIRMATION OF PREVIOUS MINUTES – 16 AUGUST 2018

RECOMMENDED: That the minutes of the previous meeting held 16 August 2018, be accepted.

(Rodney Corbett/Bill Burdett)

MATTERS ARISING FROM THE MINUTES

King George Oval

Long Jump Pit – concrete still to be done.

ACTION: Supervisor Parks and Recreation, to discuss with Blayney Little Athletics.

Defibrillator Training

Dates for Defibrillator training discussed. The date decided upon is Wednesday, 21st January 6pm. Training will be a maximum of 1 -1 ½ hours.

DISCLOSURES OF INTEREST

Nil.

EVENTS CALENDAR UPDATE

Golf Open	18 November 2018
Blayney Harness	18 November 2018
Blayney Show	23 March 2019
Blayney Junior Tennis Tournament	7 April 2019

GRANT FUNDING UPDATE

Noted.

PROJECT UPDATES

Noted.

GENERAL BUSINESS

Blayney Junior Soccer

Rod Corbett resigning as Junior Soccer representative and will be replaced by Amanda Tomlinson.

Dakers Oval

ACTION: DIS to obtain advice on potential of flooding at Dakers Oval.

NEXT MEETING

Thursday 21 February 2019 at 6:00pm.

Meeting Closed 6.44pm.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

18) MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD 7 DECEMBER 2019

Department: Infrastructure Services

Author: Director Infrastructure Services

CSP Link: 4. Community, Sport, Heritage and Culture

File No: TT.ME.1

Recommendation:

1. That the minutes of the Blayney Traffic Committee Meeting, held on Friday 7 December 2018, be received and noted.
2. That Council endorse the Traffic Management Plan for the Newcrest Orange Challenge 2019 event. The event is to be classified as a Class 2 event, and approved subject to the conditions detailed in the Director Infrastructure Services' Report.
3. That Council endorse the Traffic Management Plan for the Carcoar Australia Day Fair, to be staged on 26th January 2019 on Naylor, Icely and Belubula Streets Carcoar as a Class 3 event, subject to the conditions detailed in the Director Infrastructure Services' Report and include additional conditions:
 - "All Traffic Control Plans (TCP) must be implemented by appropriately qualified persons."
 - The direction of traffic / traffic control duties may only be carried out by personnel holding a Roads and Maritime Services (RMS) authorised traffic controller's ticket.
 - The Event Organiser shall provide for physical separation between the public and the operations of the stage coach utilising such means as marshalls or fencing and to remove members of the public from the Naylor Street bridge when coach is crossing.
 - Council to amend condition (a) to include the contact email address for NSW Police (chifleyrms@police.nsw.gov.au).
4. That Council endorse the Traffic Management Plan for the Bathurst Cycling Classic (B2B) 2019 events. The events are to be classified as Class 1 events, and approved subject to the conditions detailed in the Director Infrastructure Services' Report.
5. a) That the existing Concealed Entrances sign on Spring Hill Road be removed and replaced with a Caution (Curved Symbol) Driveways (w2-207-1R) sign, located sufficiently before the concealed entrances.
b) That an additional Caution (Curved Symbol) Driveways (w2-207-1L) be installed north of the concealed entrances to cater for traffic from Spring Hill.
6. That Council refuse the request for the installation of a convex mirror at 127 Myers Lane, Forest Reefs.

**MINUTES OF THE BLAYNEY TRAFFIC COMMITTEE MEETING
HELD ON FRIDAY 7 DECEMBER 2018 AT BLAYNEY SHIRE COUNCIL**

Meeting commenced at 10:00am.

PRESENT -

Members: Cr Bruce Reynolds (Blayney Shire Council - Chair), Jackie Barry (Roads & Maritime Services Representative), Reg Rendall (Paul Toole Representative), Andrew Cutts (Tablelands Area Road Safety Officer).

Present: Grant Baker (Director Infrastructure Services), Nikki Smith (Administration Officer).

APOLOGIES

Sgt Peter Foran (NSW Police).

DECLARATION OF INTEREST

NIL.

CONFIRMATION OF MINUTES

RESOLVED: That the minutes of the previous Traffic Committee Meeting held on Friday, 17 October 2018 be confirmed to be a true and accurate record of that meeting.

(Reg Rendall/Jackie Barry)

MATTERS ARISING FROM THE MINUTES

Hold My Hand signage - RMS advised not on a state road, Jackie Barry will investigate signage legality and report to next Traffic Meeting.

CORRESPONDENCE

NIL.

REPORTS

20181207:01 – Newcrest Orange Challenge - 2019

RECOMMENDED: That Council endorse the Traffic Management Plan for the Newcrest Orange Challenge 2019 event. The event is to be classified as a Class 2

event, and approved subject to the conditions detailed in the Director Infrastructure Services' Report.

ACTION: Council to amend condition (a) to include the contact email address for NSW Police (chifleyrms@police.nsw.gov.au).

(Bruce Reynolds/Reg Rendall)

20181207:02 – Carcoar Australia Day Fair - 2019

RECOMMENDED: That Council endorse the Traffic Management Plan for the Carcoar Australia Day Fair, to be staged on 26th January 2019 on Naylor, Icely and Belubula Streets Carcoar as a Class 3 event, subject to the conditions

detailed in the Director Infrastructure Services' Report and include additional conditions:

- “All Traffic Control Plans (TCP) must be implemented by appropriately qualified persons.”
- The direction of traffic / traffic control duties may only be carried out by personnel holding a Roads and Maritime Services (RMS) authorised traffic controller's ticket.
- The Event Organiser shall provide for physical separation between the public and the operations of the stage coach utilising such means as marshalls or fencing and to remove members of the public from the Naylor Street bridge when coach is crossing.
- Council to amend condition (a) to include the contact email address for NSW Police (chifleyrms@police.nsw.gov.au).

(Jackie Barry/Reg Rendall)

ACTION: Council to amend Traffic Control Plan to include the following:

- Parking – Directional signage
- Exit signage
- Amend 10km shared zone signage to 40km speed zone signage with Special Event signs.

ACTION: Council to widen gateway to entrance of sportsground to allow room for the separation of pedestrians from vehicles entry & exit. A delineation / barricade to separate pedestrians from vehicles.

ACTION: Following the event Council Risk officer will be in contact with the Event Organiser for a debrief of the Carcoar Australia Day Event.

20181207:03 – Bathurst Cycling Classic (B2B) - 2019

RECOMMENDED: That Council endorse the Traffic Management Plan for the Bathurst Cycling Classic (B2B) 2019 events. The events are to be classified as

Class 1 events, and approved subject to the conditions detailed in the Director Infrastructure Services' Report.

(Reg Rendall/Bruce Reynolds)

20181207:04 – Safety Concerns – Spring Hill Road

RECOMMENDED:

1. That the existing Concealed Entrances sign on Spring Hill Road be removed and replaced with a Caution (Curved Symbol) Driveways (w2-207-1R) sign, located sufficiently before the concealed entrances.

2. That an additional Caution (Curved Symbol) Driveways (w2-207-1L) be installed north of the concealed entrances to cater for traffic from Spring Hill.

(Bruce Reynolds/Jackie Barry)

20181207:05 – Installation of Convex Mirror – 127 Myers Lane

RECOMMENDED: That Council refuse the request for the installation of a convex mirror at 127 Myers Lane, Forest Reefs.

(Reg Rendall/Jackie Barry)

ACTION: Council's letter of response to note that the Traffic Committee had considered it to be low risk and identified:

- that there was no speeding issue with the 85% speed (61.2km/h).
- Very low volumes of traffic with the AADT (28 vehicles).

And the landholder be advised of improvements that could be made to the access by reducing the fence height/structure and undertaking vegetation trimming or clearing.

20181207:06 - TRAFFIC COMMITTEE REGISTER

That the information be noted.

GENERAL BUSINESS

20181207:07 - Safety Concerns – Neville-Trunkey Road Intersection

ACTION: That Council undertake minimal vegetation trimming to improve sight

distance whilst protecting the conservation area, in accordance with Council's Roadside Vegetation Management Guidelines.

20181207:08 - B-Double Parking In Adelaide Street, Blayney

ACTION: The Committee noted the feedback provided by the Director.

INFORMAL MATTERS

20181207:09 – Monthly Road Safety Reports – September, October, November 2018.

That the information be noted.

20181207:10 – Chifley Local Area Command – Serious/Fatal Motor Vehicle Accidents Reports – September, October, November 2018.

That the information be noted.

FUTURE MEETING DATES - 2019

- | | |
|---------------------------|---------------------------|
| • Friday, 8 February 2019 | • Friday, 9 August 2019 |
| • Friday, 5 April 2019 | • Friday, 11 October 2019 |
| • Friday, 7 June 2019 | • Friday, 6 December 2019 |

MEETING CLOSED

The meeting closed at 12.23pm.

COUNCIL ISSUES

Development of Policy and Guidelines for Advisory Signs.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

19) DEVELOPMENT APPLICATION 70/2018 - ERECTION OF A DWELLING - 7 OSMAN STREET, BLAYNEY

Department: Planning and Environmental Services

Author: Manager Planning

CSP Link: 5. The Natural Environment

File No: DB.AB.1288

Recommendation:

That Council consents to Development Application DA70/2018 for the construction of a *Dwelling* at Lot 1 DP538785 - 7 Osman Street, Blayney subject to the recommended conditions of consent.

REPORT

Applicant:	Mark and Nicole Dicker
Owner:	Mark Dicker
Application No:	DA70/2018
Zone:	R1 - General Residential
Date Received:	23/08/2018
Assessment No:	A315992
Property:	Lot 1, DP538785 – 7 Osman Street, Blayney
Proposed Development:	Development Application 70/2018 - Erection of a Dwelling - 7 Osman Street, Blayney

Executive Summary

Council's consent is sought for the construction of a new Dwelling at 7 Osman Street, Blayney, being Lot 1 DP538785 (the 'subject property').

The subject property is a regularly shaped lot comprising a total area of 848.18m². The property is currently vacant and devoid of any significant features.

Properties adjoining and proximate to the subject property have typically been developed for a residential purpose, with the exception of the Blayney Hospital located at 1 Osman Street. 1 Osman Street adjoins the south western corner of the subject property, having a common boundary in the order of 4.5m.

The key issue for consideration is whether the proposed development meets the relevant objectives / performance criteria and acceptable solutions of the Blayney Development Control Plan (2018) (DCP) for a single dwelling in an urban area.

In particular, it is to be noted that the proposed development was submitted with a front setback of 6m (subsequently amended to 6.5m), which is inconsistent with the acceptable solution for the front setback of a single dwelling located in the R1 General Residential Zone. As such, the applicant has sought Council's approval for a variation to the acceptable solution.

In this instance, the most significant issue for consideration is the rationale that has been applied with regard to Part C1.3 (d) of the Blayney DCP (2018), which identifies the circumstances under which Council may consider a reduction to the front setback of a dwelling.

Given the recent adoption of the Blayney DCP (2018) in June 2018, Part C1.3 (d) has not yet been tested in any meaningful way. The analysis contained in the body of this report seeks to establish the general approach of how Part C1.3 (d) should be applied.

Based on the rationale set out in the body of this report, it is my opinion that a variation should be supported allowing for a front setback of 6.5m.

In summary, it is considered that the proposed development is consistent with the aims, objectives and performance criteria of the Blayney Local Environmental Plan (2012) and Blayney DCP (2018), subject to the recommended conditions of consent.

Proposed Development

Council's consent is sought for the construction of a new single storey dwelling at 7 Osman Street, Blayney.

The proposed dwelling will comprise a total floor area in the order of 175.25m² consisting of three bedrooms; an open plan kitchen / dining and living area; separate bathroom and laundry; and double garage.

The exterior of the proposed dwelling will predominately be constructed of select face brick walls and corrugated iron roof.

The existing conditions of the subject property are illustrated in Figures 1 – 2.



Figure 1: The subject property – Looking west from Osman Street



Figure 2: The subject property – Look east towards Osman Street

Section 1.7 – Application of Part 7 of the *Biodiversity Conservation Act 2016* and Part 7A of the *Fisheries Management Act 1994*

Section 1.7 of the EP&A Act 1979 identifies that Part 7 of the *Biodiversity Conservation Act 2016* and Part 7A of the *Fisheries Management Act 1994* have effect in connection with terrestrial and aquatic environments.

Having regard to the relevant provisions and based on an inspection of the subject property, it is considered that the proposed development is not likely to have a significant effect any threatened species, population or ecological communities or their habitats.

Section 4.15 Evaluation

Matters for Consideration – General

In determining a development application, a consent authority is to take into consideration such of the following matters as are of relevance to the development the subject of the development application:

Section 4.15(1)(a)(i) The Provisions of any Environmental Planning Instrument

Blayney Local Environmental Plan 2012

Part 1 – Preliminary

Clause 1.2 Aims of Plan

The proposed development is considered to be consistent with the broad aims of the *Blayney Local Environmental Plan 2012*. Relevant issues are addressed in the body of this report.

Clause 1.7 Maps

Land zoning:	R1 General Residential Zone
Lot size:	450m ²
Heritage:	No
Terrestrial biodiversity:	No
Groundwater vulnerability:	No
Drinking water catchment:	No
Watercourse:	No
Flood:	No

Clause 1.9A – Suspension of Covenants, Agreements and Instruments

Clause 1.9A provides that covenants, agreements and other instruments which seek to restrict the carrying out of development do not apply with the following exceptions:

- a covenant imposed by the Council or that the Council requires to be imposed, or
- any prescribed instrument within the meaning of section 183A of the Crown Lands Act 1989, or
- any conservation agreement within the meaning of the National Parks and Wildlife Act 1974, or
- any Trust agreement within the meaning of the Nature Conservation Trust Act 2001, or
- any property vegetation plan within the meaning of the Native Vegetation Act 2003, or
- any biobanking agreement within the meaning of Part 7A of the Threatened Species Conservation Act 1995, or

- any planning agreement within the meaning of Division 6 of Part 4 of the Act.

This clause does not affect the rights or interest of any public authority under any registered instruments.

A search of Council's records indicates that the subject property is not affected by any of the foregoing covenants, instruments, agreements or plans.

Part 2 – Permitted or prohibited development

Clause 2.3 – Zone objectives and Land Use Table

The subject property is zoned R1 General Residential Zone. A *Dwelling* is permissible in the in R1 General Residential Zone.

The objectives of the R1 General Residential Zone seek to:

- Provide for the housing needs of the community.
- Provide for a variety of housing types and densities.
- Enable other land uses that provide facilities or services to meet the day to day needs of residents.

The development is assessed to be consistent with the foregoing objectives. In particular, the proposed dwelling will make a positive contribution towards the housing needs of the community.

Part 6 – Additional local provisions

Clause 6.2 Stormwater management

Clause 6.2 seeks to minimise the impacts of urban stormwater on land to which this clause applies and on adjoining properties, native bushland and receiving waters.

Council's Building Surveyor has recommended a condition of consent requiring that all drainage and plumbing work is to be carried out in accordance with the Plumbing Code of Australia by a licensed plumber and drainer. This will ensure that stormwater is directed to the legal point of discharge.

Clause 6.8 Essential services

Clause 6.8 requires that development consent must not be granted to development unless the consent authority is satisfied that any of the services that are essential for the development are available or that adequate arrangements have been made to make them available when required.

Essential services are identified as the supply of water, the supply of electricity, the disposal and management of sewage, stormwater drainage / conservation and suitable vehicle access.

It is understood that all essential services are available to the subject property.

State Environmental Planning Policy 55 – Remediation of Land

State Environmental Planning Policy 55 – Remediation of Land (SEPP55) requires that a consent authority must not consent to the carrying out of

development of land unless it has considered whether the land is contaminated; is satisfied that the land is suitable in its contaminated state for the development that is proposed, and if the land requires remediation to be made suitable for the proposed development it is satisfied that the land will be remediated before the land is used for that purpose.

Furthermore, SEPP 55 requires that before determining an application to carry out development that would involve a change of use of land (specified in subclause 4 of the SEPP), the consent authority must consider a preliminary investigation of the land concerned.

Given that the subject property is located within a residential area and shows no evidence of a potentially contaminating land use, it is considered unlikely to be contaminated.

Section 4.15(1)(a)(ii) Any proposed instrument that is or has been the subject of public consultation under the Act and has been notified to the consent authority

Not applicable.

**Section 4.15(1)(a)(iii) Any Development Control Plan
Blayney Shire Development Control Plan 2018 (the 'DCP')
Part C – Residential**

Part C – Residential of the DCP applies to development applications for a wide range of dwellings, residential accommodation types and ancillary development

C2 Single Dwellings in Urban Areas

C2.1 Dwelling Siting & Setbacks

C2.1 seeks to increase residential amenity for both the proposed dwelling(s) and adjacent dwelling(s) through appropriate building separations that minimise overshadowing and maximise privacy of primary living and open spaces and separation from noise sources; and provide sufficient building separations or design mechanisms for fire protection in accordance with the National Construction Code (NCC).

The development application was submitted with the proposed dwelling having a setback in the order of 6m from the front boundary line to Osman Street.

Following correspondence with Council's Manager Planning, the applicant suggested that the dwelling be setback 6.5m. A setback of 6.5m is considered to be acceptable.

The analysis and process which lead the amended setback are set out below.

The Original Development Application – 6m Setback

While a 6m setback is acceptable with regard to the objectives of C2.1, the applicant identified that it does not meet the applicable acceptable solution outlined in the DCP. In this circumstance the acceptable solution requires a

setback of 4.5m, or the average setback of adjacent dwellings, whichever is the greater.

The applicant has identified that the dwelling located to the immediate south of the subject property at 5 Osman Street has a setback of 16.3m, which creates a significant anomaly in the average setback of adjacent dwellings. Other dwellings adjacent to the subject property, including 9 and 11 Osman Street, have setbacks in the order of 7.6 and 6.7m, respectively.

Accordingly, the applicant has sought Council's approval for a variation to the DCP acceptable solution pursuant to C1.3 d) which provides that Council may consider a setback reduction where the applicant can demonstrate:

- i. An adjoining dwelling is creating a significant anomaly in the average setback compared to the average of setbacks in the street or comparable streets; or
- ii. The shape of the lot and/or site constraints affect the placement of a building; and
- iii. There is sufficient setback for privacy and amenity of neighbouring dwellings and no significant impact on the consistency of built form in the street or road functions; and
- iv. National Construction Code requirements are met including, but not limited to, fire rating; and
- v. Part A1.11 – Variations to Controls is addressed.

The applicant has sought to justify the variation with regard to both arms of the foregoing test (i.e. i. is the first arm of the test whereas ii. – v. are the second arm of the test). Each test is addressed below.

i. An adjoining dwelling is creating a significant anomaly in the average setback compared to the average of setbacks in the street or comparable streets

With regard to i., the applicant has identified that with the exception of 5 Osman Street the average setback of dwellings within the immediate vicinity of the subject property is 6.2m, including dwellings on the opposite side of the street. Further, the applicant identifies that the setback of dwellings within the immediate vicinity of the subject property are significantly inconsistent and support the reduced front setback as proposed.

While it is accepted that the justification provided by the applicant responds directly to the test outlined by i., it is my opinion that the test should be interpreted in conjunction with the acceptable solution in order to achieve the proper, and intended, planning outcome.

In this regard, it is my opinion that the test should be applied with regard to the adjacent dwellings, disregarding the dwelling which creates the significant anomaly.

In order to complete the analysis of i. in this context it is necessary to understand the term 'adjacent'.

The Australian Oxford Dictionary defines 'adjacent' to mean:

"Lying near; adjoining."

Further, the Australian Oxford Dictionary defines 'adjoin' to mean

"be next to and joined with."

The term 'lying near' is not defined by the dictionary. It is appreciated that the term is imprecise any may be interpreted as including properties on the opposite side of the street.

Notwithstanding, I note that the diagrammatic examples provided in the DCP which demonstrate how to calculate the average setback of adjacent dwellings show the relevant dwellings to be those immediately adjoining the side boundaries of the subject property. It is important to note that the diagrams do not require consideration of the setback of dwellings located on the opposite side of the street to the subject property.

Based on the foregoing information, I consider that the setback of the proposed dwelling should be calculated as the average of 9 and 11 Osman Street only, being:

$$6.7\text{m} + 7.4\text{m} = 14.1\text{m}$$

$$14.1\text{m} / 2 = 7.05\text{m}$$

Based on this rationale, it is my opinion that the proposed dwelling should have a front setback of 7.05m, which is 1.05m greater than the proposed setback of 6m.

- ii. **The shape of the lot and/or site constraints affect the placement of a building; and**
- iii. **There is sufficient setback for privacy and amenity of neighbouring dwellings and no significant impact on the consistency of built form in the street or road functions; and**
- iv. **National Construction Code requirements are met including, but not limited to, fire rating; and**
- v. **Part A1.11 – Variations to Controls is addressed.**

With regard to ii., the applicant has also sought to justify a variation to the required setback on the basis that the road pavement within Osman Street creates an anomaly in the streetscape.

In particular, the applicant contends that in this instance the distance of the proposed dwellings from the kerb of Osman Street should also be taken into consideration because it has a greater impact on the streetscape and amenity within the immediate area.

Further, the applicant states that to require the proposed dwelling to be setback any further than currently proposed would not provide a greater streetscape and amenity outcome for the locality.

While the justification provided by the applicant is acknowledged, in this circumstance it is considered that the curve in Osman Street cannot be interpreted as a 'site constraint' of the subject property as it does not impede its development in any way.

Given that the requirements of ii. are not met, it is unnecessary to give further consideration to the requirements of iii, iv or v.

The Amended Development Application – 6.5m Setback

Following email correspondence regarding the forgoing analysis, the applicant proposed an amended setback of 6.5m to the front of the dwelling.

The applicant also submitted further analysis to demonstrate that with a setback of 6.5m, the proposed dwelling would be generally consistent with the adjacent dwellings at 9 and 11 Osman Street.

Further to this, the applicant highlighted that on the basis that 'a significant anomaly' in the average setback has been established it is open to Council to approve any setback; the proposed setback of 6.5m is not inconsistent with the objectives of C2.1; C2.1 fails to reference 'streetscape'; and a the requirement for a new dwelling to be consistent with the average setback does not necessarily achieve the best planning outcome.

Conclusion

Based on the foregoing analysis and information provided by the applicant, it is considered that a setback of 6.5m should be accepted.

While I consider that the rationale outlined above should form the basis of any assessment against C1.3 d) i., it is important to note that the objectives of C2.1 provide no meaningful guidance for dwelling setbacks and streetscape; and that simply taking an 'average' does not necessarily amount to a good planning outcome.

In this regard, I consider that the strict analysis applied to i. should be tempered with a 'common sense approach' which allows for some minor variation of the setback as long as it would not be detrimental to the character of an existing streetscape.

In this case, I consider the proposed 6.5m setback will be acceptable and will have no discernible impact on the streetscape.

C2.2 Site Coverage

C2.2 identifies that all dwellings must provide sufficient area without buildings or impermeable hard surfaces to encourage development that responds to the site opportunities and constraints; avoids overdevelopment of the site and protects the area character; protects existing significant trees and their root systems and promotes additional landscaping; allows for infiltration of water, and significant landscaping and plantings; provides ground level open spaces and recreation areas; encourages passive solar design and energy efficiency; and maximises building separations and residential amenity and privacy.

The proposed dwelling has a total area of 175.25m², equating to a total site coverage of in the order of 20% (i.e. the lot has a total site area of 847.73m²). In this instance, it is assessed that the site coverage is consistent with the foregoing objectives.

In particular, it is considered that the proposed site coverage and detailed design of the dwelling present an appropriate response to the opportunities and constraints of the property. In this circumstance, the key opportunities are considered to be the fact that the subject property is effectively a 'blank canvas' in an established residential street. The constraints are considered to be the existing residential development on the adjoining lots. Potential impacts on the adjoining residential properties are addressed in the body of this report.

Further, it is considered that the proposed site coverage will allow for a suitable area of private open space and landscaping; assist in achieving passive solar design and energy efficiency; and allow for infiltration of water.

C2.3 Height & Scale

C2.3 seeks to ensure that the height and scale of proposed dwellings and ancillary buildings is sympathetic or consistent with the existing and/or desired future character of urban streets and adjacent buildings.

The proposed development is acceptable with regard to the forgoing objective and acceptable solution outlined in the DCP.

C2.4 Building Elevations

C2.4 seeks to promote variations in building elevations (especially those facing street frontages) to minimise the bulk and scale of larger buildings; avoid large blank walls and facades and provide visual interest; encourage casual surveillance of public spaces for safety; and integrate with the desired character of the area and street.

As shown in Figure 3 below, the eastern elevation (Osman Street frontage) of the proposed dwelling has been designed to incorporate a range of design features to ensure that it will integrate with the existing residential character of Osman Street. These features include a variation of materials and colours, variation of building setback and roof line and windows to habitable rooms facing the street.

Further, it is noted that reflectivity of predominant exterior materials, including corrugated iron and select face brick, will be acceptable.

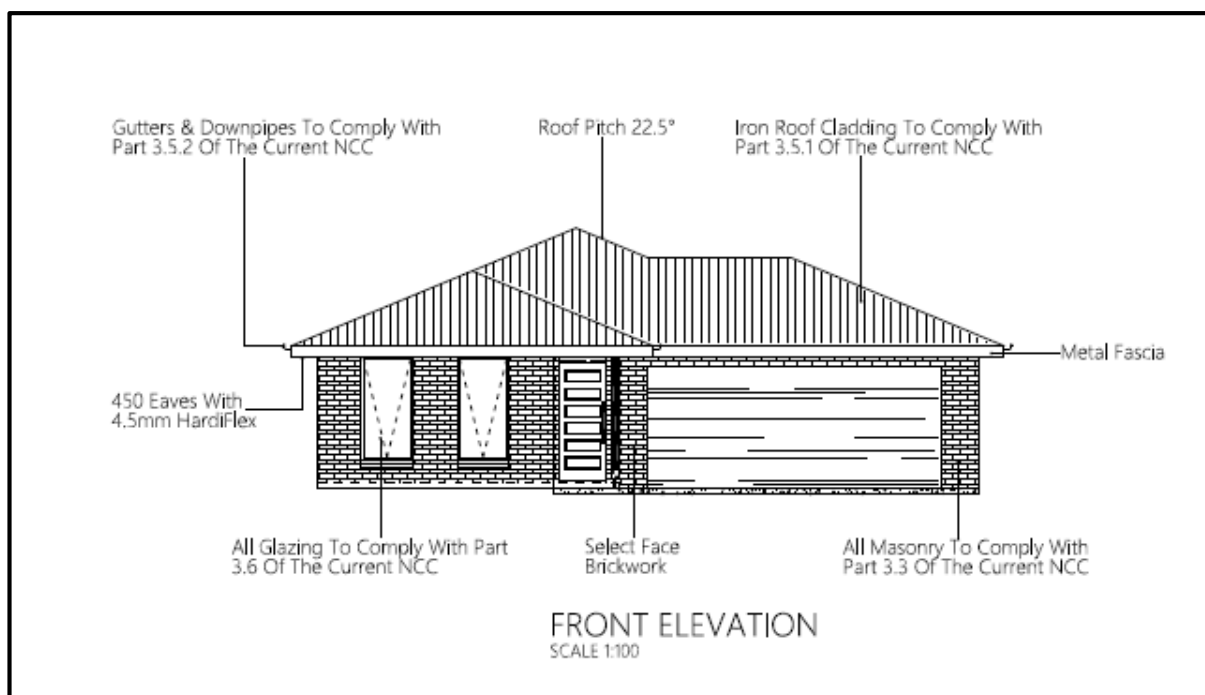


Figure 3: Eastern Elevation (Osman Street)

C2.5 Noise & Visual Privacy

C2.5 seeks to increase residential amenity for both the proposed dwelling and adjacent dwelling(s) through appropriate building separations and window alignments that minimise noise impacts and maximise privacy of primary living and open spaces.

The proposed development is generally consistent with the forgoing objectives and acceptable solutions outlined in the DCP.

Notwithstanding, it is recommended that a condition of consent be applied requiring that a 1.8m fence be established around the side and rear boundaries of the subject property where the fence is currently below 1.8m. The fence is to be completed prior to the issue of an occupation certificate. The 1.8m fence is to taper to a maximum height of 1.2m forward of the front building line.

C2.6 Fencing

C2.6 seeks to balance security and privacy with the community need for new development to reflect traditional and/or rural village styles and materials and the style of the associated building(s); provide opportunities for casual surveillance of the street; avoid large solid fence sections unsympathetic to the street character; and ensure sight-lines for vehicle and pedestrian safety.

As addressed above, it is recommended that a 1.8 m fence be established around the perimeter of the subject property prior to the issue of an occupation certificate. The 1.8m fence is to taper to a maximum height of 1.2m forward of the front building line.

C2.7 Landscaping & Private Open Space

C2.7 seeks to ensure all dwellings are provided with appropriate areas of landscaped private open space that promotes recreation, environmental, privacy benefits, reduces the visual impact of buildings and allows water infiltration.

The proposed development is consistent with the forgoing objectives.

Given the proposed dwelling has a total area of 175.25m², equating to a total site coverage in the order of 20%, it is considered that an appropriate area of landscaped open space will be provided.

C7 Access & Parking**C7.1 Vehicle Parking**

C7.1 seeks to ensure that there is sufficient on-site car parking for the proposed use(s) so that there is not an unreasonable reliance on on-street or off-site parking that impacts on other users.

The proposed development is consistent with the forgoing objectives and acceptable solutions outlined in the DCP.

The proposed dwelling includes a double garage which will provide for two off-street car parking spaces.

C7.2 New Driveways & Entrances (Urban Areas)

C7.2 seeks to ensure new driveways and garage entrances are located to maximise vehicle and pedestrian safety with appropriate sight-lines and separations from intersections / other driveways / pedestrian access paths; that for developments (other than a single dwelling, secondary dwelling, or dual occupancy on a lot) all vehicles can enter and leave the site in a forward direction; and that driveways, garages and carports do not dominate the street or the proposed development, are integrated with the design, and there is sufficient landscaping to soften visual impact.

The proposed development is consistent with the forgoing objectives and acceptable solutions outlined in the DCP.

The proposed development has been assessed by Council's Infrastructure Services Department. The Infrastructure Services Department has recommended a condition of consent requiring a 3m wide vehicular crossing over the footway adjacent to the proposed ingress/egress point is to be designed and constructed in accordance with WBC Guidelines for Engineering Works.

C8 Site Planning, Earthworks & Utilities

C8.1 Site Planning

C8.1 seeks to ensure that the design of any significant new development is based on a site analysis of any relevant opportunities and constraints of the site and (taking into account any other relevant controls in BLEP2012 and this DCP).

Based on the foregoing assessment, it is considered that the proposed development has been appropriately designed to respond to the opportunities and constraints of the subject property including its topography and climate; the residential use and amenity; the surrounding built form and landscape character.

These matters are addressed in the body of this report.

C8.2 Water & Energy Efficiency

C8.2 seeks to promote dwelling design that is water and energy efficient, thermally comfortable, and minimises the need for mechanical heating and cooling in accordance with NSW State Government requirements.

The proposed development is consistent with the foregoing objectives and acceptable solutions outlined in the DCP.

A BASIX Certificate was submitted with the development application addressing water and energy efficiency.

C8.4 Earthworks

C8.4 seeks to ensure that earthworks will not have a detrimental impact on environmental functions and processes, neighbouring uses, or cultural or heritage items, and to minimise cut and/or fill or site and potential erosion and sediment entering stormwater systems or watercourses or impacting on adjoining properties.

The proposed development is consistent with the foregoing objectives and acceptable solutions outlined in the DCP.

The proposed development will require negligible earthworks.

C8.6 Connection to Utilities

C8.6 seeks to ensure that new developments are appropriately serviced (the type or level of service depending on service availability and cost-effectiveness to connect), and to require development to connect to and support existing utility infrastructure in accordance with Council's *Guidelines for Engineering Works* (as amended).

As previously addressed under the heading *Clause 6.8 Essential services*, it is understood that all essential services are available to the subject property.

C8.7 Siting & Visibility of Utilities

C8.7 seeks to minimise the visual impact of any new utilities, connections, or associated structures if visible from public areas.

A condition of consent has been recommended requiring that all utilities must be located underground.

Section 4.15(1)(a)(iiia) Any planning agreement that has been entered into under section 7.4, or any draft planning agreement that a developer has offered to enter into under section 7.4

Not applicable.

Section 4.15(1)(a)(iv) The Regulations

- **In the case of a development application for the demolition of a building, the provisions of AS 2601 (Clause 92)**
Not applicable.

- **In the case of a development application for the carrying out of development on land that is subject to a subdivision order made under Schedule 7 to the Act, the provisions of that order and of any development plan prepared for the land by a relevant authority under that Schedule (Clause 92)**
Not applicable.

- **Fire safety and other considerations (Clause 93)**
Not applicable.

- **Buildings to be Upgraded (Clause 94)**
Not applicable.

- **BASIX Commitments (Clause 97A)**
A BASIX Certificate was submitted with the development application.

Section 4.15(1)(b) The likely impacts of the development, including environmental impacts both the natural and built environments, and social and economic impacts in the locality

The likely impacts of the proposed development have been addressed in the body of this report.

Based on this assessment, it is considered that the proposed development is unlikely to have a significant or detrimental impact.

Section 4.15(1)(c) The suitability of the site for the development

The foregoing assessment demonstrates that the subject property is suitable for the proposed development.

Section 4.15(1)(d) Any submissions made in accordance with this Act or the regulations

The proposed development was notified to adjoining landowners. No submissions were received.

Section 4.15(1)(e) The public interest

The proposed alterations and additions are considered to be of minor interest to the wider public due to the localised nature of potential impacts. The proposal is not inconsistent with any relevant policy statements, planning studies, guidelines etc that have not been directly considered in this assessment.

CONCLUSION

The proposal is permissible with consent of Council. The proposed development complies with the relevant aims, objectives and provisions of BLEP (2012). A Section 4.15 assessment of the development indicates that the development is acceptable in this instance.

Attached is a draft Notice of Decision outlining conditions considered appropriate to ensure that the development proceeds in an acceptable manner.

BUDGET IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

Enclosures (following report)

- | | | |
|---|------------------------|---------|
| 1 | Proposed Conditions | 6 Pages |
| 2 | Site Plan & Elevations | 4 Pages |

Attachments (separate document)

- | | | |
|---|-----------|---------|
| 3 | Floorplan | 2 Pages |
|---|-----------|---------|

This matter is considered to be confidential under Section 10A(2) (a) of the Local Government Act, as it deals with personnel matters concerning particular individuals.

Reasons for Conditions

Mandatory/statutory requirement and public interest.

Approved Plans**Development in Accordance with Approved Plans & Documentation**

1. Development is to take place in accordance with the attached stamped plans (DA No 70/2018), documentation submitted with the application and subject to the conditions below, to ensure the development is consistent with Council's consent.
*Note: Any alterations to the approved development application plans must be clearly identified **with the application for a construction certificate**. The Principal Certifying Authority (PCA) for the project may request an application for modification of this consent or a new application in the event that changes to the approved plans are subsequently made.*

Cladding

2. All roof and wall finishes shall be comprised of low reflective surface materials.
Note 1: Sheet metal shall be of factory prefinished (eg, colorbond or galvanised iron) type material.
Optional note 2: Zinalume will be not accepted.

Prescribed Conditions**Building Code of Australia**

3. The building work must be carried out in accordance with the requirements of the Building Code of Australia.
In this regard, the following is required:-
 - a. The dwelling frame and roof must be designed for a snow load in accordance with AS/NZS 1170.4-2003 in Part 1.4 of the Building Code of Australia (Volume 2) Housing Provisions.

Identification of Site

4. The developer is to provide a clearly visible sign to the site stating:
 - a) Unauthorised entry to the worksite is prohibited;
 - b) Street number or lot number;
 - c) Principal contractor's name and licence number; or owner builders permit number;
 - d) Principal contractor's contact telephone number/after-hours number;
 - e) Identification of Principal Certifying Authority, together with name, address & telephone number.*Note: Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out.*

Contract of Insurance

5. In the case of residential building work for which the Home Building Act 1989 requires there to be a contract of insurance in force in accordance with Part 6 of the Act, evidence that such a contract of insurance is in force is to be provided to the Principal Certifying Authority before any building work authorised to be carried out by the consent, commences.

Home Building Act

6. Residential building work within the meaning of the *Home Building Act 1989* must not be carried out unless the principal certifying authority for the development to which the work relates (not being the Council) has given the Council written notice of the following information:
 - a) in the case of work for which a principal contractor is required to be appointed:
 1. The name of the licence number of the principal contractor, and
 2. The name of the insurer by which the work is insured under Part 6 of that Act,
 - b) in the case of work to be done by an owner-builder:
 1. The name of the owner-builder, and
 2. The name of the owner-builder is required to hold an owner-builder permit under that Act, the number of the owner-builder permit.If arrangements for doing the residential building work are changed while the work is in progress so that the information under this condition becomes out of date, further work must not be carried out unless the principal certifying authority for the development to which the work relates (not being the Council) has given the Council written notice of the updated information.

Prior to Issue of a Construction Certificate

Amended Plans

7. Prior to the issue of a Construction Certificate, amended plans must be submitted to the Blayney Shire Council. The amended plans are to be prepared to the satisfaction of the Manager of Planning.

Front Setback

8. The amended plans must show a front setback of 6.5m to the front building line of the dwelling from the Osman Street boundary of the subject property.

Fencing

9. The amended plans must include details of a 1.8m high fence to be established around the side and rear boundaries of the subject property. The 1.8m fence must taper to a maximum height of 1.2m forward of the front building line.

Soil & Water Management Plan

10. The developer is to submit a soil and water management plan for the site in accordance with *WBC Guidelines for Engineering Work*.
No building, engineering, or excavation work, or topsoil stripping or vegetation removal, is to be carried out in relation to this development until such time as the

plan has been approved by Council and the measures detailed in the plan are in place prior to works commencing.
The measures detailed in the plan are to remain in place until all landscaping is completed.

Prior to Works Commencing

Commencement of Work & Appointment of PCA

11. The applicant is to submit to Council, at least two (2) days prior to the commencement of any works, a notice of commencement of building or subdivision works and Appointment of Principal Certifying Authority (PCA).

Erosion and Sediment Control

12. Erosion and sediment control measures are to be established prior to commencement of construction and maintained to prevent silt and sediment escaping the site or producing erosion. This work must be carried out and maintained in accordance with Council's *WBC Guidelines for Engineering Works* (see Council's website), and the Dept Housing – *Soil and Water Management for Urban Development (The Blue Book)*.

Note: All erosion and sediment control measures must be in place prior to earthworks commencing. Copies of the above Policy are available from Council's Environmental Planning and Building Services Department.

Traffic and Pedestrian Management Plan

13. The applicant is to prepare and implement a Traffic Management Plan that provides necessary direction to traffic or pedestrian movement through or past the work site. The Traffic Management Plan is to be prepared by a suitably qualified person in accordance with the provisions of the relevant Australian Standards and is to be submitted to Council for approval PRIOR to its implementation.

Public Liability Insurance

14. Prior to the commencement of any works on Council or Roads and Maritime Services (RMS) controlled land including a public road, the applicant is to affect Public Liability Insurance to the minimum amount of \$20 million. This insurance is to note Council's interest and is to remain current for at least the period from the issue of the Construction Certificate until the issue of a Compliance Certificate or final inspection report for the works. Documentary evidence of the currency of the cover is to be provided to Council prior to the commencement of works within the road reserve.

During Construction

Toilet Facilities

15. Toilet facilities must be available or provided at the work site before works begin and must be maintained until the works are completed at a ratio of one toilet, plus one additional toilet for every 20 persons employed at the site.

Each toilet must:

- i. be a standard flushing toilet connected to a public sewer, or
- ii. have an on-site effluent disposal system approved under the Local Government Act 1993, or
- iii. be a temporary chemical closet approved under the Local Government Act 1993.

Hours for Construction or Demolition

- 16. Construction or demolition only be carried out between 7.00 am and 6.00 pm on Monday to Friday, and 8am to 5pm on Saturdays. No construction or demolition is to be carried out at any time on a Sunday or a public holiday.

Note: The principal contractor shall be responsible to instruct and control their sub-contractors regarding the hours of work.

Rubbish and Debris

- 17. All rubbish and debris associated with the development, including that which can be windblown, must be contained on site in a suitable container at all times. The container shall be erected on the development site prior to work commencing. Materials, sheds or machinery to be used in association with the development must be stored and stacked wholly within the worksite unless otherwise approved by Council.

Note 1: No rubbish or debris associated with the development will be placed or permitted to be placed on any adjoining public reserve, footway or road.

Note 2: Offenders are liable for prosecution without further warning.

Excavations and Backfilling

- 18. All excavation and backfilling associated with the erection/demolition of the building must:
 - a) be executed safely and in accordance with appropriate professional standards, and
 - b) be properly guarded and protected to prevent them from being dangerous to life or property.

Plumbing and Drainage Code of Practice

- 19. All drainage and plumbing work is to be carried out in accordance with the current *Plumbing and Drainage Code of Practice* by a licensed plumber and drainer.

ENGINEERING INSPECTIONS

- 20. The applicant is to arrange an inspection of the development/subdivision works by Council’s Engineering Department, at the following stages of the development. This condition applies notwithstanding any private certification of the engineering works.

Concrete Footway Crossings	*	After placing of formwork and reinforcement, and prior to concrete placement;
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FOOTWAY CROSSING – SPLAYED

21. A 3 metre wide reinforced concrete vehicular crossing(s) is/are to be constructed over the footway adjacent to the proposed ingress/egress point(s) including splays measuring (eg. 500 mm) to the street and (eg. 1000 mm) perpendicular to the street and along both sides of the crossing(s), to be designed and constructed in accordance with *WBC Guidelines for Engineering Works*.

Further, the applicant is to obtain a Compliance Certificate pursuant to Section 109C of the Environmental Planning and Assessment Act as amended, **or inspection report**, at the completion of construction of the footway crossing, from Council or an accredited certifying authority, certifying that the works have been completed in accordance with *WBC Guidelines for Engineering Works* and that the levels are in accordance with those issued by Council.

Note: If other hard standing, dust free and weather proof surfaces are proposed instead of concrete, written approval is to be obtained from Council that the proposed alternative is acceptable.

Optional note: This condition may require the piping and filling of a section of the open drain fronting the property, including headwalls and safety railing.

Drainage Records

22. A works as executed plan drawn to the scale of 1 in 200 of drainage is to be submitted to Council at the time of inspection.

Road and Interallotment Drainage

23. All road and inter allotment drainage is to be conveyed to Council's underground drain in Osman Street, in accordance with *WBC Guidelines for Engineering Works*.

Separate House Drainage

24. Plumbing work is to be carried out so that each lot has a separate and distinct house drainage service connected to Council's sewer main within the boundaries of that lot, in accordance with the Local Government (Approvals) Regulation 1999.

Relocate Utility Services

25. The developer is to relocate any utility services if required, at the developer's cost.

Utilities located underground

26. All new utilities connected to the property must be located underground.

Prior to Issue of Occupation Certificate

BASIX Certificate

27. All the required commitments shown on BASIX Certificate No: 953835S dated 20 August 2018, and on the approved plans, are to be implemented prior to the issue of an Occupation Certificate.

New Water Service

28. If not already provided, the applicant is to make application to Central Tablelands Water for a water service to this property. This service will be at the developer's cost.

Ongoing Matters**Occupation Certificate**

29. Prior to the occupation or use of the building an Occupation Certificate is to be obtained, and where Council is not the PCA, a copy is to be submitted to Council.

Advisory Notes**Inspection Schedule**

30. The Principal Certifying Authority is required to ensure all work is carried out in accordance with the consent, Building Code of Australia (BCA), and relevant standards, which is done during inspections at nominated stages of the work. The "Inspection Schedule" lists the mandatory and other required inspections that must be carried out by Blayney Shire Council during construction of the work.

As the Principal Certifying Authority, Council must be contacted to undertake inspections of the various stages of construction as follows:

- a. Internal and external sanitary drainage.
- b. Slab/footing inspection when steel is laid prior to the pouring of concrete.
- c. Frame inspection
- d. Hot and cold water prior to internal lining.
- e. Waterproofing prior to tiling.
- g. Final/stormwater inspection at time of completion of all works.

Notice of Commencement.

31. Notice of commencement of building works – The attached form needs to be completed and emailed, faxed or mailed to Council at least 2 days before any work commences on the site.

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 Mobile : 0409 635 939
 Email : sssds@westnet.com.au

PROPOSED DWELLING

Client : Mr & Mrs Dicker

Lot : 1, Osman Street, Blayney

DP : 538785

Date 20 / 08 / 18

Scale 1:200

Living Area : 133.82 Sqm

Garage Area : 39.68 Sqm

Porch Area : 1.75 Sqm

Total Area : 175.25 sqm

File No. : 2018 / 060

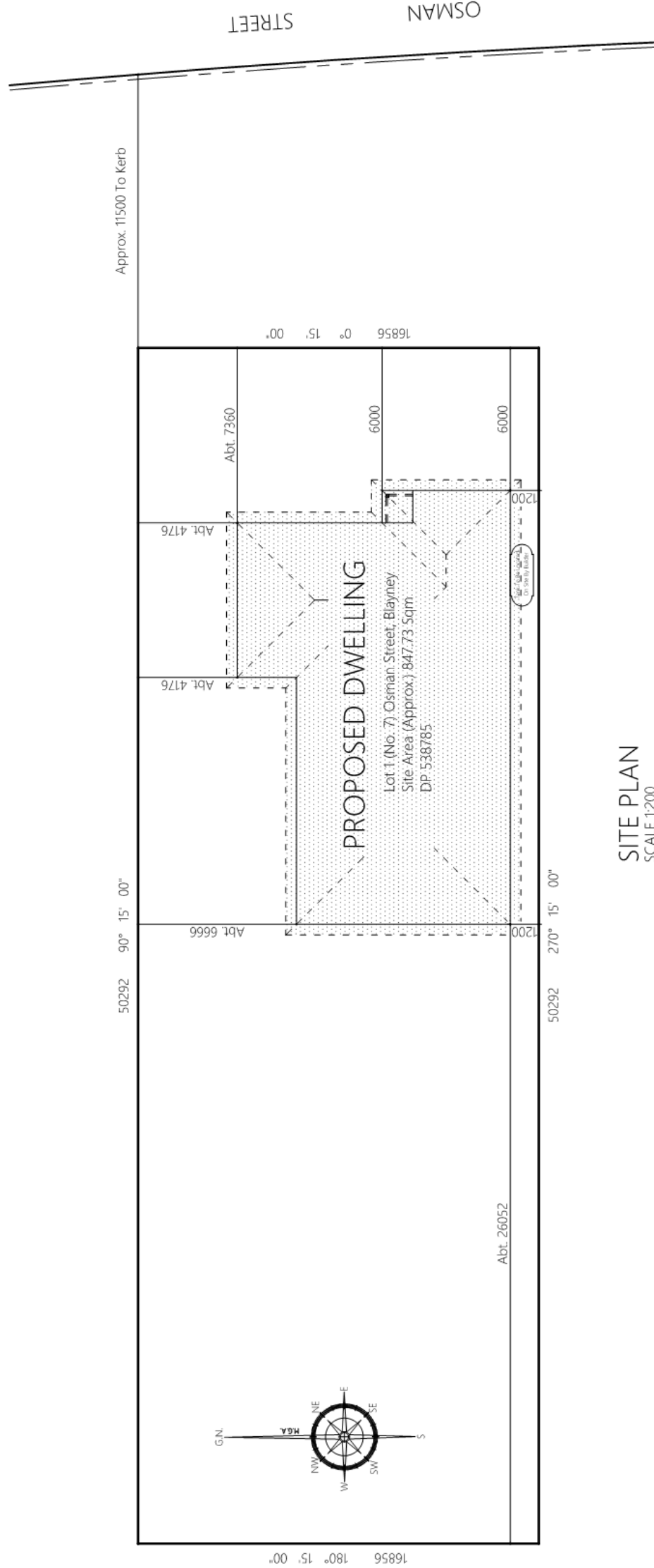
AMENDED PLAN

Date 31 / 07 / 18

Date 16 / 08 / 18

Date 20 / 08 / 18

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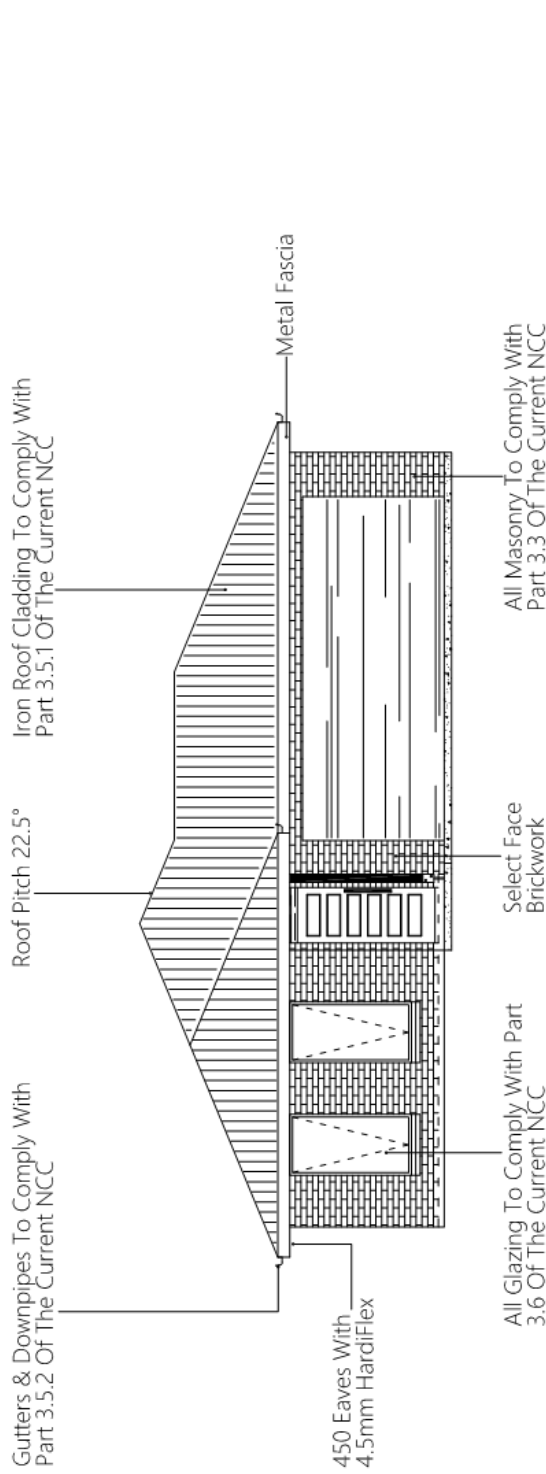
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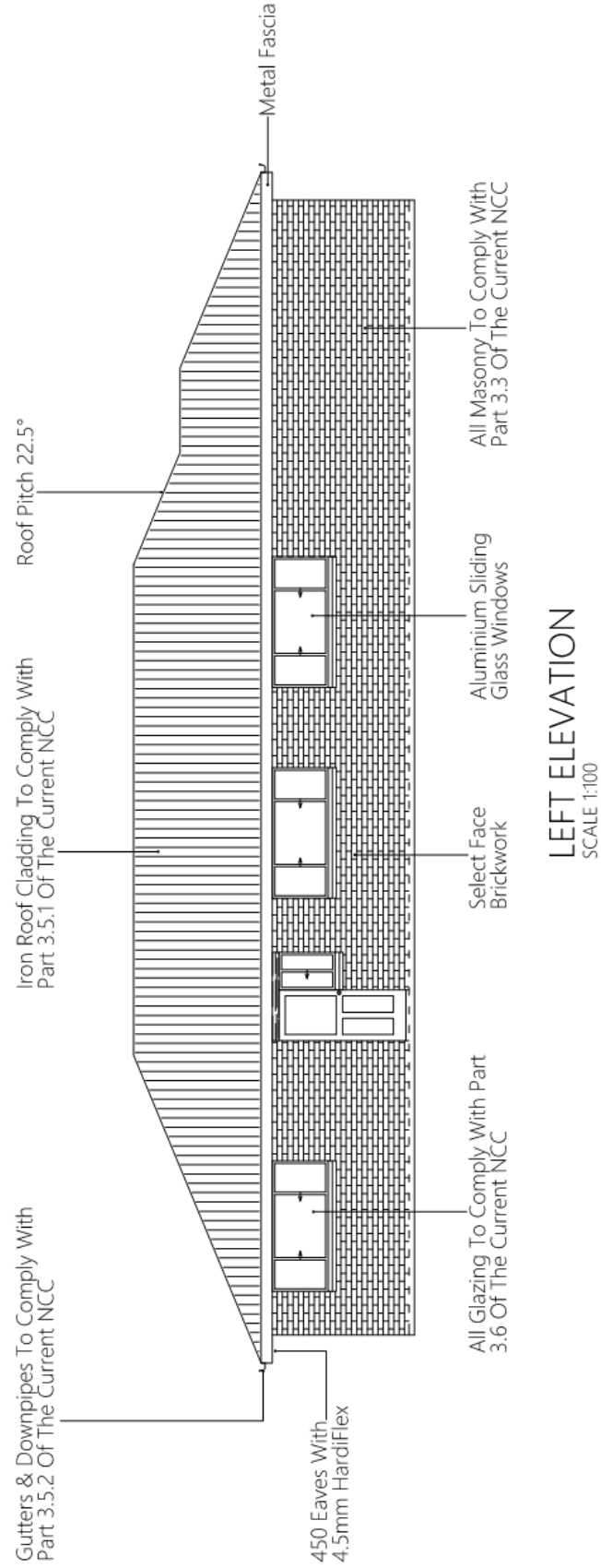
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FRONT ELEVATION
SCALE 1:100



LEFT ELEVATION
SCALE 1:100

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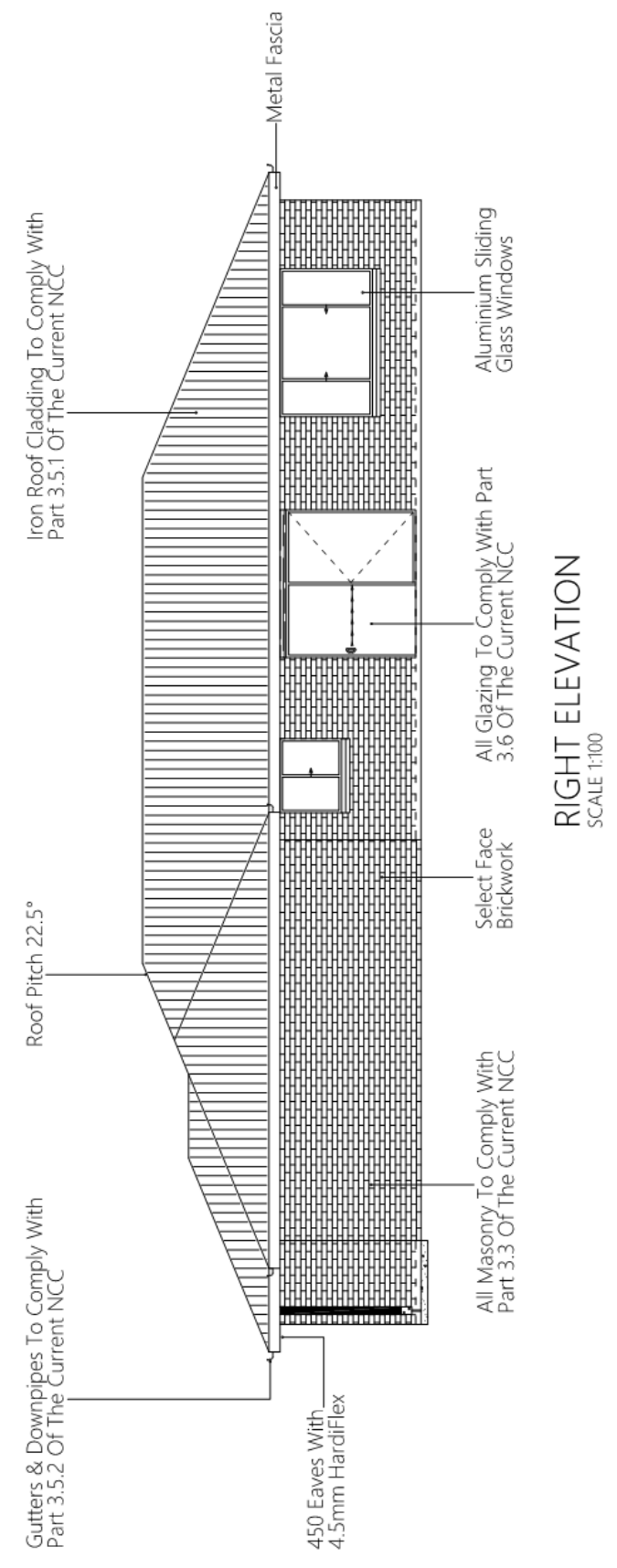
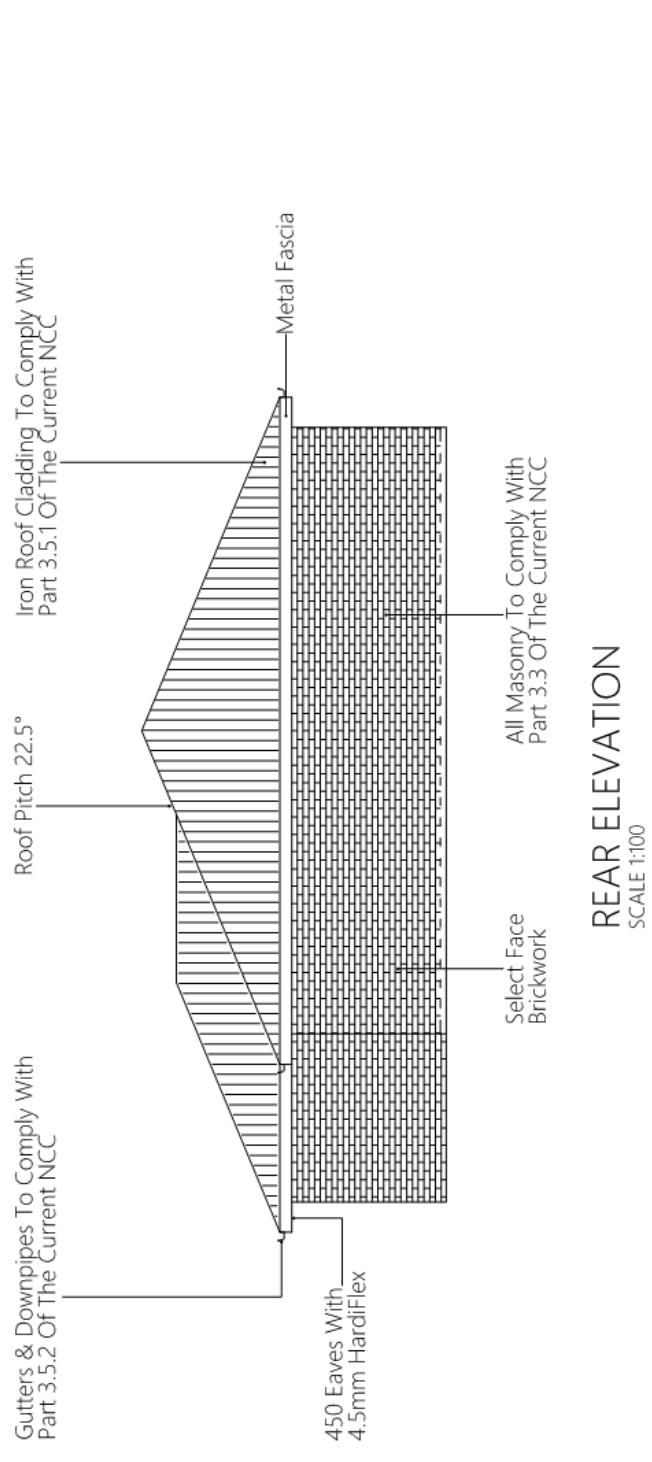
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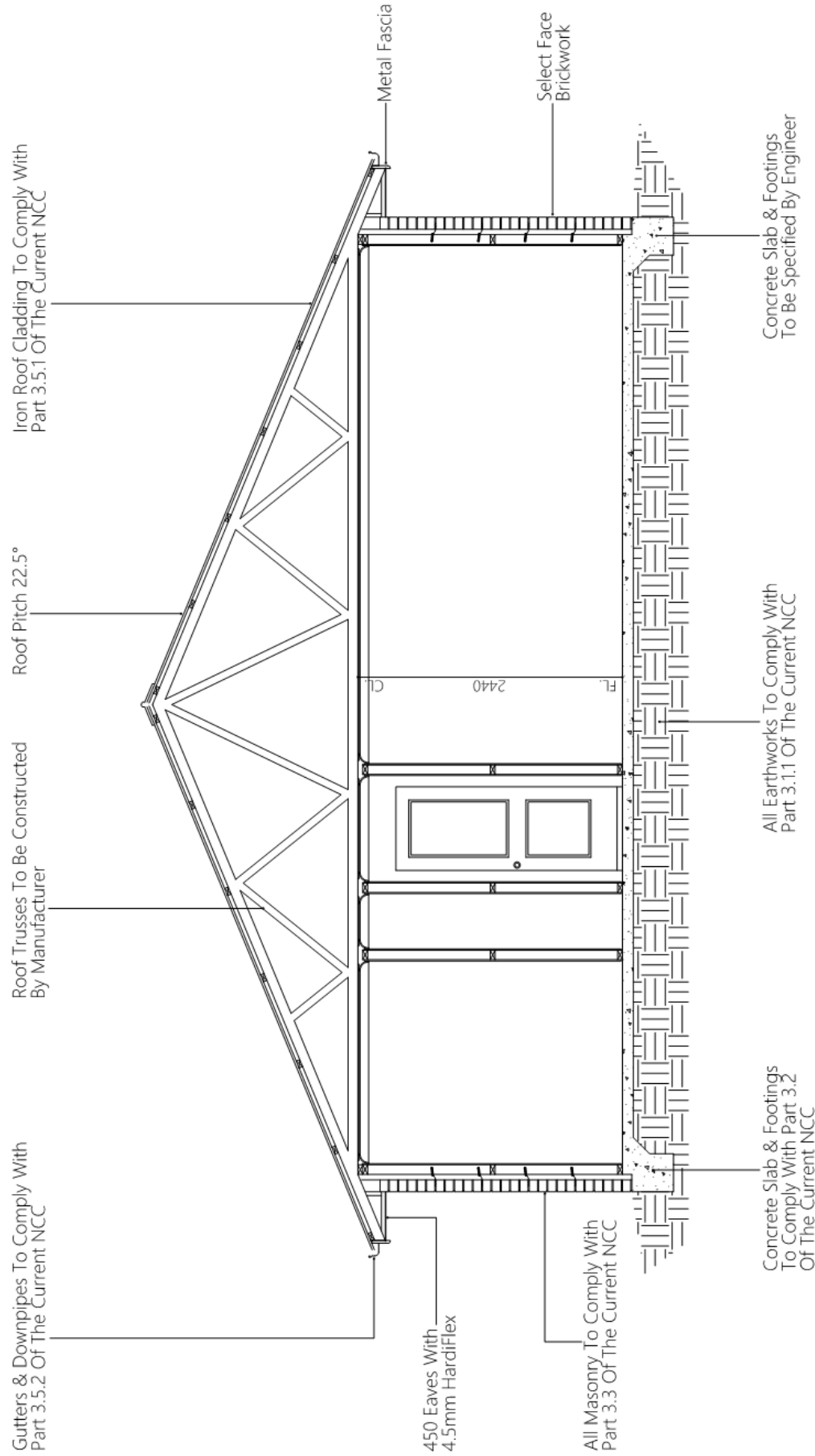
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SECTION THROUGH
SCALE 1:50

20) CENTREPOINT SPORTS AND LEISURE CENTRE UPGRADE

Department: Planning and Environmental Services

Author: Director Planning and Environmental Services

CSP Link: 4. Community, Sport, Heritage and Culture

File No: CA.PJ.2

Recommendation:

That Council;

1. Endorse the execution of the Funding Deed for the Federal Government's Building Better Regions Infrastructure Projects Stream Round 2 of \$1,900,000 for the Blayney CentrePoint Sports and Leisure Centre upgrade.
2. Receives and notes the Capital Expenditure Review Report.
3. Proceed to undertake the Blayney CentrePoint Sports and Leisure Centre upgrade with a forecast budget of \$3,890,000.

Reason for Report:

To seek Council to endorsement of the Building Better Regions Infrastructure Projects Stream Round 2 of \$1,900,000 announced in July 2018 for the Blayney CentrePoint Sports and Leisure Centre upgrade.

To approve the Capital Expenditure Review enabling Council staff to proceed with project commencement and delivery.

Report:**Background**

In December 2017, Council submitted a grant application to the Federal Government under round 2 of the Building Better Regions Infrastructure Projects Stream. The application sought \$1.9m towards the \$3.89m renewal and upgrade of primarily aquatic facilities at CentrePoint Sports and Leisure Centre.

Council had also submitted the following grant applications for this project, which were unsuccessful;

- February 2017 – Federal Government: Building Better Regions Infrastructure Projects Stream Round 1.
- August 2017 – NSW Government: Resources for Regions Round 5.
- June 2018 – NSW Government: Resources for Regions Round 6.

Outline of proposed project

The Blayney CentrePoint Sports and Leisure Centre project includes the following works;

Accessibility upgrades

- Construct DDA compliant access to 25m pool,
- Construct DDA compliant access to LTS pool,
- Construct DDA accessible amenities and changerooms,
- Construct new accessible carpark space.

25m pool

- Provide level deck gutter,
- Refurbish the existing pool with a new watertight Myrtha RenovAction lining system,
- Install new pool water circulation system including return nozzles.

Learn to Swim pool

- Provide level deck gutter,
- Refurbish the existing pool with a new watertight Myrtha RenovAction lining system,
- Install new pool water circulation system including return nozzles.

Toddler pool

- Create new 300mm deep pool with interactive aqua tower.

Plantroom

- Create individual pool temperature control to each pool,
- Construct new Plantroom infrastructure, including;
 - New pump room and infrastructure,
 - New pipe infrastructure and balance tanks,
 - New UFF water treatment system,
 - Additional oxidation side stream system.

Building Works

- Install new thermally insulated roofing panel to entire roof,
- 70kW PV Solar system to offset electricity consumption,
- Renew existing amenities facilities

Other works (identified, to date, post grant application, whilst preparing tender documentation)

- Electrical upgrade (substation),
- Removal of room above the amenities (identified BCA noncompliance).

Project Justification

The Blayney Shire Community Strategic Plan 2018-2028 was adopted by Council in May 2018 following a collaborative and extensive process undertaken with the community. Sourced from local level Town and Village Community Plans the collective aspirations and objectives are grouped into a number of overarching strategies categorised under 5 key themes:

1. Maintain and Improve Public Infrastructure and Services
2. Build the Capacity and Capability of Local Governance and Finance
3. Promote Blayney Shire to grow the Local and Visitor Economy
4. Enhance facilities and networks that supports Community, Sport, Heritage and Culture
5. Protect our Natural Environment

This project has a direct relationship to key themes 1, 2 and 4 within the Blayney Shire Community Strategic Plan 2018-2028.

The project has a direct relationship to the following within the 2018/19 to 2021/22 Delivery Program;

- 2.5.2 – Council responsible management and delivery of sustainable services and assets delivered across the Blayney Shire,
- 3.5.1 – Promote sustainable energy development and use within the Shire,
- 4.1.2 and 4.4.1 – Implement Blayney Shire Sports & Recreation Plan to enhance and improve sporting facilities,
- 4.5.1 – Encourage and facilitate an active and healthy community by developing accessible programs through CentrePoint and local sporting groups.

The Blayney Shire Council Sport & Recreation Plan was adopted by Council in December 2017. CentrePoint and specifically this project are highlighted on page 21 of the Plan.

The Blayney Shire Council Disability Inclusion Action Plan (DIAP) 2017-21 was adopted by Council in June 2017 following a collaborative and extensive process undertaken with Cabonne and Orange City Councils. The project directly aligns with; 5 strategy's and 6 actions within the DIAP.

The Blayney Shire Council Renewable Energy Action Plan (REAP) 2017, outlined Councils leadership stance in the delivery of energy efficiency and renewable generation projects for the benefit of Council and the community. The REAP specifically identified CentrePoint as being a clear case for a 100kW solar PV system. The project will see this recommendation achieved.

An independent business case and economic assessment of the proposed project were prepared by Business Sense and Economic Intelligence respectfully as part of the grant application.

Capacity of the Council

The Council is experienced in managing and acquitting State and Federal Government Grants with the Council successfully acquitting over \$10.73m between 2010 and 2017.

It is acknowledged that aquatic construction works, is a specialist and niche industry. To address the speciality, Council has engaged the following specialist experts and/or have previous aquatic experience;

- Since December 2015, SCP engineers/development consultants (incorporating Terre Designs), are specialist aquatic consultants which have been engaged by Council. Terre Designs prepared the 2017 CentrePoint Swimming Pools upgrade feasibility report and the 2017 design specification for CentrePoint Pools and plantroom major upgrade lodged with the grant application.
- Since February 2018, DSA consulting engineers (mechanical services experts) with aquatic experience have been engaged at CentrePoint. DSA engagement was initially for the recent renewal of the pool hall mechanical air handling services. DSA have been retained to provide input of the tender documentation for the major upgrade.
- Since August 2018, architects Studio GA have been engaged to coordinate the necessary plans and associated documentation required to go to tender of the major upgrade.

The project has development consent under the Environmental Planning and Assessment Act (1979), DA04/2017 was approved on 16 February 2017.

In addition to the consultant expertise listed above, a Council Steering Committee will be formed consisting at a minimum of; Director Planning and Environmental Services, Manager Water and Wastewater/Projects and Senior Building Surveyor will be formed.

Priorities and Alternatives

The need and alternatives for the project is outlined in pages 21-25 of the business case prepared by Business Sense.

The December 2017 Upgrade Feasibility Report prepared by Terre Designs and referenced in the business case outlines and considers key matters including; safety, pool temperature, disabled access, water quality and other issues.

Page 25 of the business case states;

“The CentrePoint Sports and Leisure Centre Facility Upgrade Feasibility Report prepared by Terre Designs completed in December 2017 notes that the current pools are in a serviceable condition. However, the report also indicates that the pools do not meet current standards, both legislative and modern community expectations. Council can continue to provide on-going maintenance to address some of the issues, however

without an upgrade of key elements of the pool design, the Centre may be forced to close until standards are met.

Closure of the CentrePoint pools would have a devastating impact on the local community. The closest pools are located in Orange or Bathurst, each at least half an hour away with limited public transport options.

The schools and local swimming squads members would be forced to move training sessions and carnivals to other centres which would impact on participation and fail to meet key components of the Community Strategic Plan.

Learn-to-swim programs would be significantly impacted with more than 1,000 swimming lessons conducted by the Centre each year. Travelling to either Bathurst or Orange to attain this key life skill would be prohibitive for many community members and would place additional pressure on the pool facilities in these adjacent cities.

Group fitness classes that are conducted at the Centre are vital for the health and wellbeing of the community including the seniors. Blayney has an ageing population and water based activity is a recommended form of activity for this group.

The Centre currently employs 14 staff including 6 full-time employees. Closure of the facility would result in job losses for these staff. It is also recognised that good sporting and community facilities assists with retention and attraction of business and industry investment and encourages people to reside in the town. The lack of swimming facilities in Blayney could jeopardise business and resident attraction in the future.”

The pools and plant room infrastructure were constructed in 1966, and in 2000 the current building was constructed (including over the 3 pools).

Outside of the 2 major constructions in 1966 and 2000, Council has underspent on CentrePoint, until recently, which has seen the following expenditure;

- 2014:
 - \$359k on energy efficiency improvements (\$236k funded by Federal Government),
 - \$40k on repainting the 25m and LTS pool.
- 2018:
 - \$23k Internal and external painting,
 - \$300k on new Pool Hall Mechanical Air Handling Services system
 - \$46k on 30 kW PV Solar System
 - \$25k on LED energy efficient lighting upgrade
 - \$120k on Scout Hall roof

Council in regards to the CentrePoint asset is at the “Modifying or Upgrading the Assets” stage as shown in Figure 1, Asset Life Cycle diagram. Essentially the swimming pools and associated plant infrastructure are now 50 years old, have served their purpose, and are at the end of their useful life. It is time to renew the asset.

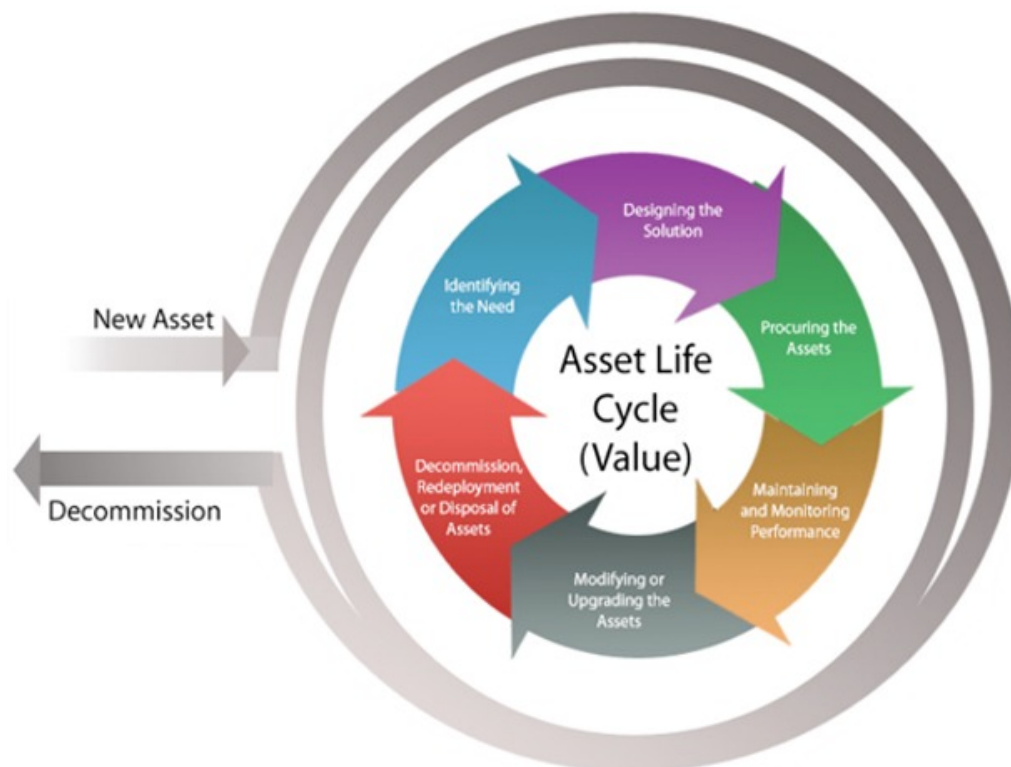


Figure 1: Asset Life Cycle diagram

Source: <http://www.mass-plc.com/blog/224/an-introduction-to-asset-management>

Council is not undertaking a straight renewal of assets on this project, but also undertaking upgrading works, including, thermally insulated roofing panel, amenities upgrades and installation of solar PV panels which will improve the overall energy efficiency of the assets and therefore reduce ongoing utility consumption and expenditure.

Public Consultation Process and Community Engagement

In January 2017, Council through an online community survey engaged with the community on the proposed major upgrade, which 191 responses were received. 84% of respondents answering they would use the Centre more if the major upgrade was undertaken.

As part of the grant application for BBRF, 18 letters of support were provided from a wide range of sporting and accessibility groups, strongly supporting the project.

In December 2017, with Sports Council endorsement and following an extensive community engagement and public exhibition process, Council approved the Blayney Shire Sport and Recreation Plan in December 2017. This project is specifically identified on page 21 of the Plan.

The project has been listed in Councils last 2 Delivery Plan's and Operational Plan's which both have been publically exhibited in accordance with the Local Government Act 1993.

Risk/Policy/Legislation Considerations:

Capital Expenditure Guidelines (2010) issued under s23 of the Local Government Act provide the framework for a transparent, consistent methodology for Council to evaluate a major project of this scale.

These guidelines, published on Office of Local Government (OLG) website <https://www.olg.nsw.gov.au/sites/default/files/Capital-Expenditure-Guidelines.pdf> outline the necessity for Council to make an informed decision before committing resources to those infrastructure facilities, including renovations and extensions that are expected to cost in excess of 10% of Council's annual ordinary rate revenue or \$1million, whichever is the greater.

Council's capital and operational works in general are covered under Council's Public Liability and Property Insurance Policy with Statewide Mutual. Additional risks associated with a project of this scale, may require additional notation on Council's Contracts Works Insurance which ensures cover is provided for both works in progress, property damage, public liability and Contractor default.

Capital works involving existing assets, in particular buildings carries additional risks which may arise only during construction. Risks such as; unexpected presence of asbestos, discovery inadequate structural stability of components are some of the unknown potentially encountered during works on existing buildings.

The grant application sought applicants to identify 3 risks for the project. The following 3 risks were included in the grant application;

1. Risk 1 – Forecast expenditure incorrect, budget exceeded
 - Likelihood: Possible
 - Consequence: Substantial
 - Risk Management Strategy:
Council engaged specialist aquatic consultants and has incorporated a contingency figure within the budget estimates.

2. Risk 2 – Specialist aquatic knowledge during project management
 - Likelihood: Unlikely
 - Consequence: Moderate
 - Risk Management Strategy:

Council has a strong background in delivering major capital projects, including those funded by both the NSW and Federal Governments through grant funding.

Council will retain the services of specialist aquatic, mechanical and architectural firms to provide advice during the tender assessment process and to provide ongoing specialist advice and supervision during construction of the project as required.

Council's Senior Building Surveyor has 30 years' experience in the construction industry and 20 years' specifically in project management. In 1996 whilst employed by Kosciuszko Thredbo Pty Ltd as Construction Supervisor, he oversaw and supervised the construction of the Australian Institute of Sport Elite Training Centre at Thredbo Village in NSW.

3. Risk 3 – Existing concrete shells of the 3 pools are not structurally adequate

- Likelihood: Possible
- Consequence: Substantial
- Risk Management Strategy:

Aquatic experts have advised that the proposed, Myrtha RenovAction Technology system has been recommended for this project because it is specifically designed for the renewal of existing pools constructed of concrete. Please see;

<http://www.myrthapools.com/en/myrtha-technologies/renovaction-technology/>

<https://www.youtube.com/watch?v=sTGWybm2p-A&feature=youtu.be>.

Budget Implications:

The project has been included in the adopted Council Operational Plan 2018/19 and Delivery Program 2018/22 with expenditure allocated over 2 years. It is now more likely the project may commence in 2018/19 with the majority of the works completed within the 2019/20 financial year.

Council's Asset Systems Officer has prepared a Draft Asset Management based on the forecast \$3.89m expenditure and ongoing operation and maintenance costs of CentrePoint. In the 2018/19 financial year Council has a depreciation figure of \$192k for CentrePoint and the Long Term Financial Plan (LTFP) allowed for a \$20k increase in depreciation if the project was completed.

The most recent Draft Asset Management Plan calculates, depreciation for CentrePoint upon completion of this project will rise to \$257k. This will result in unbudgeted impact on the LTFP for depreciation at CentrePoint, of \$45k per annum (subject to the project being completed on budget).

The initial forecast cost of the project is \$3.89m. However this figure does not include any allocation for an electrical substation.

* An electrical substation could be an additional \$300k, however at the time of finalising this report, final cost estimate of a substation is still yet to be forecast. Additionally we have sought the aquatic experts to investigate the potential for a hybrid utility system in the plantroom (electricity and gas) rather than an electric system only which may negate the need for a substation.

The grant application and figures are additionally now 12 months old and in line with inflation, Council will likely see an increase in the cost of the project in the vicinity of 5%. WT Partnership is an independent construction and cost management consultancy, who forecast in January 2018 “Tender Price Escalation” for 2018 to be around 4 to 5%.

Source of funds for the project are currently proposed as follows;

BBRF2	\$1,900,000
Council Loan	\$1,500,000
CentrePoint Reserve	\$490,000
Total	\$3,890,000

At the April 2019 meeting when Council will consider the tender, it will also confirm the funding sources for the project. In addition to funding sources listed above; Council is likely to have a small amount still within the CentrePoint Reserve and/or could consider increasing the loan.

Loan repayments based on a loan of \$1.5m have been forecast and included into Councils Long Term Financial Plan.

For any project, until the tendering process is completed, the original forecast cost is simply a best case estimate. The experts engaged on page 3 of this report, in particular the aquatic experts (the aquatic component is 65% of the project) have indicated the aquatic component should be delivered close to the original forecast budget.

The current project timeline is as follows;

Key Milestones	Project Activities	Timeframe Start & End Date
Tender and Procurement	Completion of design, specifications and scope of works.	January 2019
	Tender advertised (35 days).	February 2019
	Contract Awarded.	15 April 2019 Council meeting

Construction Works	Various.	7 months Starts 01.06.2019 Ends 01.01.2020
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The signed funding agreement has a project end date of 3 March 2020.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

**21) REPORT OF THE CENTROC ANNUAL GENERAL MEETING,
CENTROC BOARD MEETING AND CENTRAL NSW JOINT
ORGANISATION MEETING HELD 22 NOVEMBER 2018**

Department: Executive Services

Author: Mayor

CSP Link: 2. Local Governance and Finance

File No: GR.LR.3

Recommendation:

That the Mayoral Report from the Centroc Annual General Meeting, Centroc Board and Central NSW Joint Organisation Meeting held 22 November 2018 in Oberon be received and noted.

Reason for Report:

To provide Council with the Mayors delegate report on the Centroc Board and Central NSW Joint Organisation meetings.

Report:

I attended the Centroc Annual General Meeting in Oberon at Mayfield Gardens on Thursday 22 November. It marked the last official AGM of Centroc and the last Annual Report was presented. Copies will be sent to every Councillor in the region.

The Centroc Board and Central NSW Joint Organisation Board meetings were also held that afternoon.

Cr John Medcalf, Mayor of Lachlan Shire Council was re-elected as Chair and Cr Scott Ferguson, Mayor of Blayney Shire Councils was re-elected as Deputy Chair.

As you are aware, Councils in Central NSW have resolved to transition from Centroc to the Central NSW Joint Organisation. This region decided to take a thorough approach to the Joint Organisation's strategy. A Steering Committee was elected to progress this and the Western Research Institute (WRI) were engaged to undertake the work.

In line with this approach the Steering Committee wanted every Mayor and General Manager to be interviewed on a per member Council basis. Interviews were also conducted with other key stakeholders including from State agencies. The advice from the interviews informed the first half day workshop, which was held in the morning, before the three meetings.

All members of the Joint Organisation including the Department of Premier and Cabinet were represented, and the workshop was well received. Thanks to Kathy Woolley from WRI for facilitating the session. Advice from this

session will inform options to be progressed through the Steering Committee. The final workshop will be in February.

At the AGM the Priority Portfolios were elected as follows:
Transport - Cr Ken Keith, Mayor of Parkes Shire Council
Water – Cr David Somerville, Chairman, Central Tablelands Water
Health - Cr John Medcalf, Mayor of Lachlan Shire Council
Regional Development - Cr Bill West, Mayor of Cowra Shire Council
Planning – Cr Reg Kidd, Mayor of Orange City Council

For more delegations and the meeting dates for 2019, please see the Centroc AGM Minutes attached.

Transport Infrastructure – The Centroc Board continue advocating for a safe swift link between Central NSW and Western Sydney. Recent advice is that there will not be a report provided by the Taskforce led by Lt Gen Ken Gillespie (the Taskforce), rather its role is to provide periodic personal briefings to Ministers. This is disappointing.

The Board is seeking access to any final report under development by the Taskforce and meetings with State representatives, especially Deputy Premier, The Hon John Barilaro are being pursued through the Member for Bathurst's Office to discuss the matter.

A submission to the Sydney Airport Masterplan was lodged in line with existing policy on retaining regional slots.

Water Infrastructure - The Executive has committed \$7,500 towards a scoping study for the Lithgow to Kings Plains' Pipeline and Cr B West endorsed as the Central NSW JO Representative on the Steering Committee for this project. The purpose of the Lithgow to Kings Plains' Water Transfer Pipeline project is to increase water security for the region. A submission to the Public consultation on the draft Water Resource Plan and draft Water Sharing Plan for Lachlan Surface Water 2019 is to be developed. 18 Operators from Cowra, Parkes, Forbes, Orange and Bathurst were certified under the National Framework for Water Operators administered by the Water Industry Operators Association at a ceremony in Parkes on 30 October. The culmination of 6 years of work, this was a proud moment and testament to the region's commitment to drinking water quality. Please refer to the detailed Water Infrastructure Board Report.

Health – The Board resolved to seek a briefing from Orange City Council on its proposed Special Activation Precinct.

Regional Development – The Chair of RDACW, Ms Christine Weston was in attendance and requested the status for reviewing the RDACW and Centroc MOU. This is being progressed through the JO. A Macquarie University student contacted Screen Central about their interest in a fictional student film called "Drought". The film intends to highlight the drought currently affecting many farmers and their livelihoods in Australia. The

students hope that this project will help create awareness of the struggles of our farmers and are wanting to source vacant towns/shops, empty paddocks and farmhouses for filming. Their interest is to travel to the Lithgow, Bathurst and Oberon regions and Bathurst and Lithgow have assisted with some location suggestions.

A group of five photographers travelled to Oberon and surrounding villages in mid-September 2018. They located the owner of the Mountain View Homestead and plan to travel back to the region next year when there is snow around. They met with the Deputy Mayor who provided an update on what the current owners' plans were for the Malachi Hall. Their pictures of Oberon and surrounding villages have been uploaded onto the individual photographer's Facebook page and once permission is given, Screen Central will be able to share these images.

Planning – An update on the Priority Projects of the Central West and Orana Regional Plan from NSW Government Planning and Environment was listed.

Of note in the Implementation Plan is item 3.4 – Develop a Food and Fibre Strategy for the Central West. To progress this, a meeting of EDO and Planning staff was coordinated for 10/11 September in Blayney and Forbes.

Tourism – An application for the Building Better Regions Fund was submitted. The intention is to broadly use the same material lodged in the unsuccessful application in December 17 with the addition of a leadership component predicated on the need for Central New South Wales to be resilient through climate impacts such as drought. A tailored approach to growing the visitor economy led by Mayors and building on the success of the collaborative approach to tourism in Central New South Wales will address this challenge in the context of a broader campaign.

Various stakeholders have agreed to co-contribute both financially and in kind. Approaches have been made regarding measurement of the project to be co-contributed to by Destination Network Outback and Country and Western Research Institute. My Travel Research are partnering in this project financially with a view to learnings being shared more widely across Australia. They will deliver workshops and a tool kit with an implementation plan to progress the 10 most important actions Mayors of the region can undertake collaboratively to grow the visitor economy.

The total investment in Public Relations (PR) and media monitoring since February of this year has been \$30,000. The public relations and media partnership campaign for Unearth Central NSW has generated valuable exposure and engagement for the region, with media coverage appearing across television, major state and regional newspapers, magazines and blogs. The region has hosted 6 media visits during 2018 (from February till October), issued themed and news orientated press releases and targeted Australian travel and lifestyle media to generate publicity opportunities to promote the diverse Central NSW region.

In quarters 1 and 2 of 2018, the equivalent advertising value was calculated at \$577,800 with 31 media articles generated. Please note, no official media monitoring was in place for the first half of 2018.

In quarter 3 of 2018 and into quarter 4 of 2018, the equivalent advertising value was calculated at \$1,334,562 with 47 media articles so far (until October 2018). Please note, official media monitoring came into effect as of July 2018, which saw an increase in media coverage opportunities that may have been missed without monitoring

Please refer to the Tourism Board report for the total list of publications and their value.

Operational – The Board were updated on the \$9.84m in savings that Centroc has assisted members since 2009.

Southern Lights Streetlighting Forum was held in Orange on 16 October for its member councils to walk through the business cases that have been developed by Next Energy for individual councils. The Forum was attended by Bathurst, Blayney, Cabonne, Cowra, Forbes, Oberon and Orange.

In the coming weeks members can expect to receive proforma reports to Council recommending in principle support of the Southern Lights Project, with the heads of consideration as follows:

- Project benefits including being part of an aggregated approach
- Advice on individual Council business cases
- Funding opportunities

Over the next few weeks local MP's of Bathurst, Orange and Cootamundra will have been updated on the business case of this project.

Opportunities in Energy Programming led through the Energy Group include:

- Assessment of the number of decorative lights in each LGA – Bathurst has a significant number of decorative lights which will affect the Southern Lights Business Case where the cost for a similar looking LED replacement will be drastically more expensive.
- Identification of areas where there is inadequate streetlighting with a view to correct the lighting spacing during the bulk LED rollout.
- Group procure of Power Factor Correction (PFC) devices and Variable Speed Drives (VSDs).
- Participation in a potential grant funded project aimed at solar carparks with EV charging.
- Group procure of onsite behind the meter solar PV and/or batteries.

Further information can be provided on any of the above projects.

Financial – The Centroc Board noted the anticipated full year profit of \$42,977 at 30 June 2019 against a budgeted profit of \$12,059.

All activities through Centroc and the Central NSW Joint Organisation are progressing well, members are asked to contact Executive Officer Ms Jenny Bennett at any stage with questions.

Risk/Policy/Legislation Considerations:

Nil

Budget Implications:

Nil

Enclosures (following report)

- 1 Minutes of the Centroc Annual General Meeting,
Centroc Board and Central JO Meeting 10 Pages

Attachments (separate document)

Nil

Minutes of AGM Thursday 22 November 2018 held in Oberon

Delegates in Bold

Cr G Hanger	Bathurst Regional Council	Cr K Sajowitz	Oberon Council
Mr D Sherley	Bathurst Regional Council	Mr G Wallace	Oberon Council
Cr S Ferguson	Blayney Shire Council	Cr R Kidd	Orange City Council
Ms R Ryan	Blayney Shire Council	Cr K Boyd	Parkes Shire Council
Cr A Durkin	Cabonne Council	Cr P Best	Weddin Shire Council
Mr S Harding	Cabonne Council	Mr L Gibson	Weddin Shire Council
Cr D Somerville	Central Tablelands Water	Ms C Weston	RDACW
Mr G Rhodes	Central Tablelands Water	Mr A Albury	DPC
Cr B West	Cowra Council	Ms K Purser	OLG
Mr P Devery	Cowra Council	Ms J Bennett	Centroc
Mr S Murru	Forbes Shire Council	Ms Meredith Macpherson	Centroc
Cr J Medcalf	Lachlan Shire Council		
Mr G Tory	Lachlan Shire Council		

1 Meeting opened at 1:42pm Chaired by Cr J Medcalf

2 Apologies

Cr M Liebich, Cr K Keith, Cr K Beatty, Cr P Miller, Mr S Loane, Mr G Styles, Mr G Carroll, Cr R Thompson, Mr G Faulkner, Cr J Stafford, Mr J Bell, Cr B Ingram, Dr E Marks, Ms J Andrews,

Resolved	Cr B West/Cr R Kidd
That the apologies for the Centroc AGM meeting 22 November 2018 listed above be accepted.	

3 Minutes

Ratification of the Minutes of the AGM 23 November 2017

Resolved	Cr S Ferguson/Cr K Sajowitz
That the Minutes of the AGM 23 November 2017 be confirmed.	

4 Chairperson’s Report – Presentation of the Annual Report

Resolved	Cr J Medcalf/Cr R Kidd
That the Annual Report be received and accepted with copies sent to member Councils for circulation to all Councillors in the region.	

5 Election of new Executive

- Cr John Medcalf stepped down from Chair
- Mr G Wallace became Returning Officer and advised he had received 6 nominations all of which were in order.
- Cr John Medcalf was elected as Chair unopposed.
- Cr Scott Ferguson was elected as Deputy Chair unopposed.

Resolved	Cr R Kidd/Cr B West
That the Board confirm Mr David Sherley as Executive Secretary and Chair of the General Managers’ Advisory Committee.	

Resolved	Cr R Kidd/Cr B West
That the Centroc Board confirms that Cr K Keith, Cr R Kidd, Cr G Hanger and Cr K Sajowitz being the Mayors from, Parkes Shire Council, Orange City Council, Bathurst Regional Council and Oberon Shire Council as the ordinary members of the Centroc Executive.	

The Centroc Board welcomed the balance of the Executive:

- Cr B West as immediate past Chair
- Cr G Miller and Mr S Loane (Forbes) as Centroc Treasurer
- General Managers – Tory (Lachlan), Devery (Cowra), Boyd (Parkes), Styles (Orange) and Ryan (Blayney) forming the balance of the Executive

Cr J Medcalf Assumed Chair

6 Election of Centroc Delegates

Resolved	Cr R Kidd/Mr D Sherley
<ol style="list-style-type: none"> 1. Cr S Ferguson will represent Centroc on the Western Region Academy of Sport 2. Charmaine Bennett will represent Centroc on the NSW Council Safe Advisory Network. A second representative will be provided if required. 3. Cr B West, Cr K Keith and Cr P Miller are the representatives for the Regional Strategic Transport Group 4. Cr J Medcalf and Cr S Ferguson are the representatives for The Western Mining Taskforce 5. Cr J Medcalf and Cr S Ferguson are the representatives for The Outer Sydney Orbital and Castlereagh Connection Corridor Steering Committee 6. Cr D Somerville be the representative for the Lachlan Water Sharing and Water Resource Plan Stakeholder Advisory Panel 7. Cr B West be the representative for the Lachlan Valley Water Security Investigations Phase 2 – Community Reference Group 	

6a Portfolio Mayors

Resolved	Cr R Kidd/Cr B West
Transport - Cr Ken Keith Water – Cr David Somerville Health - Cr John Medcalf Regional Development - Cr Bill West Planning – Cr Reg Kidd	

7 Appointment of Auditor

Resolved	Cr R Kidd/Mr K Boyd
That Intentus be appointed as the Auditor for Centroc.	

8 Presentation of the Statement of Finances

Resolved	Mr P Devery/Mr D Sherley
That the Statement of Finances for Centroc be adopted.	

9 Meeting Dates for 2019

Recommendation/s		Mr D Sherley/ Mr K Boyd	
That the meeting dates for the Central NSW JO Board and any Centroc meetings for 2019 be:			
Board			
Date	Meeting of	Time	Host
Thursday 28 February	Board	9:30 for 10am	Orange
Thursday 23 May	Board	9:30 for 10am	State Parliament
Thursday 22 August	Board	9:30 for 10am	Federal Parliament
Thursday 28 November	Board	9:30 for 10am	Parkes
Executive & GMAC			
Date	Meeting of	Time	Host
Thursday 31 January	Executive	8.30 - 10am	Orange
Thursday 2 May	Executive	8.30 - 10am	Orange
Thursday 25 July	Executive	8.30 - 10am	Orange
Thursday 24 October	Executive	8.30 - 10am	Orange

Meeting closed at 2.08pm

Page 3 is the last page of the Centroc AGM Minutes 22 November 2018 held in Oberon

Minutes of the Board Meeting 22 November 2018 held at Mayfield Gardens, Oberon

Cr G Hanger	Bathurst Regional Council	Cr K Sajowitz	Oberon Council
Mr D Sherley	Bathurst Regional Council	Mr G Wallace	Oberon Council
Cr S Ferguson	Blayney Shire Council	Cr R Kidd	Orange City Council
Ms R Ryan	Blayney Shire Council	Cr K Boyd	Parkes Shire Council
Cr A Durkin	Cabonne Council	Cr P Best	Weddin Shire Council
Mr S Harding	Cabonne Council	Mr L Gibson	Weddin Shire Council
Cr D Somerville	Central Tablelands Water	Ms C Weston	RDACW
Mr G Rhodes	Central Tablelands Water	Mr A Albury	DPC
Cr B West	Cowra Council	Ms K Purser	OLG
Mr P Devery	Cowra Council	Ms J Bennett	Centroc
Mr S Murre	Forbes Shire Council	Ms Meredith Macpherson	Centroc
Cr J Medcalf	Lachlan Shire Council		
Mr G Tory	Lachlan Shire Council		

Board Delegates in bold

1. Welcome by Chair John Medcalf 2.36pm

2. Apologies

Cr M Liebich, Cr K Keith, Cr K Beatty, Cr P Miller, Mr S Loane, Mr G Styles, Mr G Carroll, Cr J Stafford, Mr J Bell, Cr B Ingram, Dr E Marks, Cr R Thompson, Mr G Faulkner, Ms J Andrews

Resolved	Mr D Sherley/Cr B West
That the apologies for the Centroc Board meeting 22 November 2018 listed above be accepted.	

3. Speakers – Nil

4. Minutes

4a Noting of the Minutes of the GMAC Meeting 25 October 2018

Resolved	Mr D Sherley/Mr K Boyd
That the Minutes of the Centroc GMAC Meeting 25 October held in Orange be noted.	

4b Confirmation of the Minutes of the Board Meeting 23 August 2018 at Parliament House Canberra

Resolved	Mr G Wallace/Cr D Somerville
That the Minutes of the Centroc Board Meeting 23 August 2018 held at Parliament House be confirmed and write to Lt. K Gillespie, Mr Don Murray and the Taskforce Team thanking them for their efforts.	

4c Noting of the Minutes of the Centroc Executive Meeting 25 October 2018 at Orange

Resolved	Cr R Kidd/Mr D Sherley
That the Minutes of the Centroc Executive Meeting 25 October 2018 held at Orange be noted.	

5 Business Arising from the Minutes – Matters in Progress

Resolved	Mr D Sherley/Mr S Harding
That the Board note the Matters in Progress, making deletions as suggested.	

6 Correspondence

6a Correspondence In

Resolved	Mr K Boyd/Mr P Devery
That the Board note the incoming correspondence.	

6b Correspondence Out

Resolved	Mr D Sherley/Mr S Harding
That the Board note the outgoing correspondence.	

7 Reports

7a Transport Infrastructure including Bells Line of Road

Resolved	Mr K Boyd/Mr D Sherley
That the Board note the Transport Infrastructure Report; and	
<ol style="list-style-type: none"> 1. endorse that with regard to a safe swift link between Sydney and Central NSW, the Executive have sought to have access to any final report under development by Taskforce led by Lt Gen Ken Gillespie and; <ol style="list-style-type: none"> a. seek meetings through State representatives, especially Deputy Premier, The Hon John Barilaro; b. a report be provided to the Joint Organisation Board on ‘game changer’ projects for the \$4.2 (Snowy Hydro Fund) billion in line with advice provided by the Hon J Barilaro to media 24 October; and c. Through the Chair engage with Regional Strategic Alliance (Western Sydney) on the connection between Sydney and Central NSW; and 2. note that a submission to the Sydney Airport Masterplan has been lodged in line with existing policy on retaining regional slots. 	

7b Water Infrastructure Report

Resolved	Cr D Somerville/Mr K Boyd
That the Board note the Water Infrastructure Report; and	
<ol style="list-style-type: none"> 1. Write to Mr Jeremy Voss advising that the raising of the Wyangala Dam wall is a regional priority with advocacy underway seeking election commitment; 2. Note that the Executive has committed \$7,500 towards a scoping study for the Lithgow to Kings Plain Pipeline and that Cr B West be the Central NSW JO Representative on the steering committee for the Lithgow to Kings Plains Pipeline project. 3. Note that the Executive has approved a submission to the Public consultation on the draft Water Resource Plan and draft Water Sharing Plan for Lachlan Surface Water 2019 to be developed in due course; and 4. Note the meeting with Mr Ashley Albury, DPC to progress the development of an MoU or other document to formalise expectations between NSW Health and the CWUA (on behalf of its members) for Drinking Water Incidents. 	

7c Health Report

Resolved	Cr J Medcalf/Mr D Sherley
That the Board note the Health report and seek a briefing from Orange City Council on its proposed Special Activation Precinct.	

7d Regional Development

Resolved	Cr B West/Mr K Boyd
That the Board note the Regional Development Report; and	
<ol style="list-style-type: none"> 1. Encourage engagement in the Central West Food and Fibre Strategy; and 2. include in its Orange meeting in February 2019 a visit to the Global Agricultural Technology Ecosystem including a presentation on outcomes from the pitchfest in Sydney in September 2018. 	

7e Planning Report

Resolved	Cr R Kidd/Mr D Sherley
That the Board note the Planning Report and endorse the submission made to the Draft Regional Urban Design Guidelines that is broadly supportive of the document though seeks changes to the Central West and Orana snapshot in line with existing Centroc policy.	

7f Tourism Report

Resolved	Ms R Ryan/Cr B West
That the Board note the Tourism Report; and	
<ol style="list-style-type: none"> 1. note the Building Better Regions Application is being recast to include a leadership component building capacity and collaboration at the Board level in growing the visitor economy including navigating the challenges of drought with the final application approved under the hand of the Chair; 2. commend to members they engage in the campaign under development leveraging public art; and 3. note that a letter of congratulations is being sent to Ms Lucy White on her appointment as General Manager of Destination Network Country and Outback 	

7g Operational Report

Resolved	Mr D Sherley/Mr P Devery
That the Board note the Operational Report; and	
<ol style="list-style-type: none"> 1. Councils receive a proforma report to Council recommending in-principle support be provided to the Southern Lights Project with the following heads of consideration – project benefits including being part of an aggregated approach, advice on individual Council business cases and funding opportunities; 2. Councils give consideration to being included in the PPA component of the next procurement process for electricity; and 3. Councils receive advice in their Mayoral Board Report on current opportunities in energy programming including a group procure power factor correction and variable speed drives, a group procure of solar and/or battery storage, and a grant application for solar carparks including virtual net metering and electric vehicle charging stations, and request Council's support in progressing these. 	

7h Financial report

Resolved	Mr K Boyd/Mr D Sherley
That the Board note the Financial Report.	

8 Late Reports

Verbal advice was provided by Ms J Bennett

1. Agreeing to circulate advice from the Federal Government on drought and that a report would come to the next meeting regarding a report by Western Research Institute making recommendations on potential Local Government activity.
2. Noting feedback from the room of the Board's preference for a meeting with Mr Peter Primrose, and other members of the opposition.

9 Matters raised by members

Feedback was that the waste to energy initiative being progressed through Country Mayors should be considered through individual Councils.

10 Speakers to the next meeting

The follow-up workshop for the strategy

11 Next Meetings

31 January 2019 – GMAC

TBA – Executive

28 February 2019 –Board

28 February 2019 – CNSWJO Board

The General Meeting of the Board closed at 3.14 pm

Page 4 is the last page of the Centroc Board Minutes 22 November 2018

Minutes of the Central NSW Joint Organisation meeting 22 November 2018 Mayfield Gardens, Oberon

Cr G Hanger	Bathurst Regional Council	Cr K Sajowitz	Oberon Council
Mr D Sherley	Bathurst Regional Council	Mr G Wallace	Oberon Council
Cr S Ferguson	Blayney Shire Council	Cr R Kidd	Orange City Council
Ms R Ryan	Blayney Shire Council	Cr K Boyd	Parkes Shire Council
Cr A Durkin	Cabonne Council	Cr P Best	Weddin Shire Council
Mr S Harding	Cabonne Council	Mr L Gibson	Weddin Shire Council
Cr D Somerville	Central Tablelands Water	Ms C Weston	RDACW
Mr G Rhodes	Central Tablelands Water	Mr A Albury	DPC
Cr B West	Cowra Council	Ms K Purser	OLG
Mr P Devery	Cowra Council	Ms J Bennett	Centroc
Mr S Murru	Forbes Shire Council	Ms Meredith Macpherson	Centroc
Cr J Medcalf	Lachlan Shire Council		
Mr G Tory	Lachlan Shire Council		

Attendees, voting members in bold.

Meeting opened 2.08pm, Chaired by Chair Cr John Medcalf

Apologies - Cr M Liebich, Cr K Keith, Cr K Beatty, Cr P Miller, Mr S Loane, Mr G Styles, Mr G Carroll, Ms J Andrews,

Resolved	Cr B West/Cr R Kidd
That the apologies for the Central NSW Joint Organisation Board meeting 22 November 2018 listed above be accepted.	

2 Minutes

2a Confirmation of the Minutes of the Central NSW Joint Organisation meeting 23 August 2018 at Parliament House Canberra

Resolved	Cr S Ferguson/Cr G Hanger
That the Central NSW Joint Organisation Board confirm the Minutes of the meeting 23 August 2018 held in Parliament House Canberra.	

2b Confirmation of the Minutes of the Central NSW Joint Organisation meeting 2 October 2018 at Bathurst Regional Council office via phone conference

Resolved	Cr R Kidd/Cr B West
That the Central NSW Joint Organisation Board confirm the Minutes of the meeting 2 October 2018 at Bathurst Regional Council office via phone conference.	

1. Business Arising from the Minutes – Matters in Progress

Resolved	Cr B West/Cr R Kidd
That the Central NSW Joint Organisation Board note the Matters in Progress, making deletions as suggested, and bring forward reports;	
<ol style="list-style-type: none"> 1. Payment of Expenses and the Provision of Facilities to Board Members Policy; and 2. Code of meeting practice. 	

3. Report from Joint Organisation Chairs

Resolved	Cr B West/Cr R Kidd
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That the Board note the report from the meetings of the Joint Organisation Chairs and

1. With regard to the priorities identified by the Chairs of the Joint Organisations, Central NSW Joint Organisation recommends that:
 - a. Effort be undertaken to identify those priorities that ought be progressed through Local Government NSW and provide this advice to the peak body (LGNSW) accordingly;
 - b. Feedback be provided to the Chairs of Joint Organisations regarding Central NSW Joint Organisations once these have been finalised through the strategic process;
 - c. This region supports the notion of a Forum of Joint Organisation Chairs for the short-term purpose of information sharing noting there may be further value once the various Joint Organisations in the State are fully operational; and
2. Endorse the Terms of Reference for the Forum of Joint Organisation Chairs.

4. Regional Priorities

Resolved	Cr K Sajowitz/Cr G Hanger
<p>That the Joint Organisation Board note the report on regional priorities, adopt the interim Statement of Strategic Regional Priorities and with regard to the specifics of five priorities for advocacy leading into the State election focus on the following:</p> <ol style="list-style-type: none"> 1. Support for a safe swift link between Central NSW and Sydney; 2. Raising the wall at Wyangala; 3. Fully funding of the Southern Lights Project; 4. Progressing the Blayney to Demondrille Line; and 5. Recognition of the role of this region in leading the State in the development of Special Activation Precincts in Parkes, Orange and Bathurst. 	

5. Working with Local Government NSW

Resolved	Cr R Kidd/Cr A Durkin
<p>Note the report and to progress opportunities for collaboration once its new Executive Officer is in place.</p>	

6. ALGA priorities support report

Resolved	Cr S Ferguson/Cr G Hanger
<p>That the Centroc Board note the report on the Australian Local Government priorities and advocate in their support, in particular;</p> <ol style="list-style-type: none"> 1. restore Federal Assistance Grants to at least 1% of Commonwealth Tax Revenues; 2. fund the development of the Local Government Higher Productivity Investment Plan starting at \$200m pa for five years; 3. increase R2R funding to \$800m and make the Bridges Renewal Program permanent; 4. invest in a Local Government Community Infrastructure Program of \$300m pa for four years, with a separate stream for regional and rural communities; 5. fund a targeted disaster mitigation program of \$200m pa for four years; 6. establish a Local Government Climate Change Partnership Fund of \$200m pa for four years; 7. invest in a Local Government Place-Based Preventative Health and Activity Program of \$100m over four years; 8. continue to provide at least \$5.5bn over the next 10 years for Indigenous well-being; 9. fund a Digital Local Government and Rural / Regional Telecommunications Program of \$100m over four years; 10. develop a national waste and resource recovery strategy underpinned by circular economy principles, the waste hierarchy, product stewardship and extended producer responsibility; 11. reinstate a nation governance model that addresses homelessness and housing affordability that includes local government; and 	

- | |
|--|
| 12. adjust the identified roads component of the Federal Assistance Grants to make the additional funding for South Australia permanent. |
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7. Joint Organisation Funding Framework report

Resolved	Cr K Sajowitz/Cr B West
That the CNSWJO Board note the Joint Organisation Funding Framework Report and seek to codesign an approach to the funding of Joint Organisations with the State using the following considerations:	
<ol style="list-style-type: none"> 1. The principle of subsidiarity; 2. Councils should control the JO; 3. Councils retain control over their assets; 4. Funding should not be “readministered” by the JO or be cost shifting, so for example the single invitation RMS contracts would not be administered by the JO; 5. The greater opportunity is working with the State to leverage Federal funding; 6. Funded activities should add value to member Councils; 7. JOs should not be a fourth tier of government; 8. JOs should not add more red tape; 9. This region seeks to work collaboratively with the State Government to codesign better processes in the interests of our communities; 10. State agencies be resourced and have delegation in the region to deliver collaborative programming with Joint Organisations; 11. Ongoing administrative funding for codesigned programming that has state and local shared value is welcome; and 12. Benefit Cost Ratio and other Treasury guidance ultimately leads to difficulties with accessing funding for regional Councils where the more remote the Council the greater the challenges. 	

8. Administration Update

Resolved	Cr A Durkin/Cr G Hanger
That the Board note the timeline for the implementation of the JO.	

9. Financial Report

Resolved	Cr B West/ Cr S Ferguson
That the Board note the Financial Report.	

- Cr West requested the next meeting give consideration to membership of other entities.
- RDA Central West requested progression of the MOU.

Next meeting of the Joint Organisation is 28 February 2019

Meeting closed 2.36pm

Page 3 is the last page of the Central NSW Joint Organisation meeting 22 November 2018

22) SKILLSET LTD**Department:** Executive Services**Author:** General Manager**CSP Link:** 2. Local Governance and Finance**File No:** GO.ME.1

Recommendation:

That the Delegate's Report on Skillset Ltd be received and noted.

Reason for Report:

To provide Council with the Delegate's Report on Skillset Ltd.

Report:

Once again it is my privilege to present to you my report on the activities of 2018 at Skillset Ltd. I have just completed my 4th year as your representative on the Board and I am amazed at the dynamic nature of this business and the dedication of the team who make up this incredible organisation. I have had the pleasure to represent you on the Board as well at many of the award functions that take place throughout the year.

The expansion of **Workforce** apprenticeships, traineeships and employment programs has given strength to the core business of our company this year, setting achievable goals and reaching into new areas such as mentoring across the regional areas of our state. A partnership with TAFE NSW has assisted in the growth of our mentoring program into the New England and Riverina, with contracts being negotiated and met by this hard working team.

Skillset **Environment** has been struggling a little since the demise of the Green Army programs, but with increasing Landworks projects coming on line we hope to see this part of the business grow. It is worthy to note here also that the Senior Manager of Skillset Environment Ashley Bland has recently resigned from the company to set up his own consultancy service, and this now brings Environment under the leadership of Workforce. I know that Blayney Shire Council has worked with Ashley and his team on many projects, and that you will join me in wishing him well in his future endeavours.

In **Education**, 2018 has also seen the completion of their secondary education for our second amazing group of students who have made up the Year 12 group at Skillset Senior College. This year saw the separation of the College from the other pillars of the Skillset brand in order to meet the compliance and other regulatory requirements of an independent school. Skillset Senior College has proven itself as a viable and self supporting part of the business, enhancing in many ways the mantra of the company which is **Your Future Our Focus**. In a further expansion of this part of the business,

we are venturing into Dubbo and establishing a campus of our college there in 2019. It has been my privilege once again to be the Chairman of the School Board throughout this expansion and I look forward to reporting on the success of this venture in the future. It is a model of education which meets the needs of individual and often disaffected students, giving them purpose and support in an environment most of us would not recognise as being a school. It is truly the dedication of the staff, with the support and initiative from the Skillset Ltd Board that has made this program a success.

There are many aspects of the business that you can read for yourself in the copy of the Annual Report I have made available to each of you. Suffice it to say that your role as a member of this company is an important one and without your ongoing support many opportunities for young people in our region would not exist. Recognising success and celebrating it is part of what we do well. One such leader in her field is local girl Erin Hunter who was named winner of the Woman in Non-Traditional Trade Award recently. Erin has been training as an Industrial Electrician and an article featuring her success was published in the Daily Telegraph in October.

I thank you again for your ongoing support and I am happy to discuss any matters with you.

Ian Tooke – Director – Skillset Ltd

Risk/Policy/Legislation Considerations:

Nil

Budget Implications:

Nil

Enclosures (following report)

Nil

Attachments (separate document)

Nil

Matters to be dealt with in closed committee

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

23) REQUEST TO AMEND NAME ON AGREEMENT AND LEASE BY YINGLI SOLAR

This matter is considered to be confidential under Section 10A(2) (c) of the Local Government Act, as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

24) BLAYNEY RESIDENTIAL DEVELOPMENT PROJECT UPDATE

This matter is considered to be confidential under Section 10A(2) (c) of the Local Government Act, as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.