



16 May 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, 21 May 2018 at 6.00pm 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 16.04.18
- (8) Matters arising from Minutes
- (9) Reports of Staff
  - (a) Executive Services
  - (b) Corporate Services
  - (c) Infrastructure Services
  - (d) Planning and Environmental Services
- (10) Closed Meeting

Yours faithfully

Rebecca Ryan  
**General Manager**

**5.00pm Orange Region Tourism Brand Presentation**

## Meeting Calendar 2018

### May

| <b>Time</b> | <b>Date</b> | <b>Meeting</b>                       | <b>Location</b>  |
|-------------|-------------|--------------------------------------|------------------|
| 4.00pm      | 15 May 2018 | Local Emergency Management Committee | Community Centre |
| 6.00pm      | 17 May 2018 | Sports Council                       | Community Centre |
| 10.00am     | 19 May 2018 | Lachlan Regional Transport Committee | Grenfell         |
| 6.00pm      | 21 May 2018 | Council Meeting                      | Community Centre |
| 6.00pm      | 22 May 2018 | Tourism, Town and Villages Committee | Community Centre |
| 9.30am      | 24 May 2018 | Centroc Board                        | State Parliament |

### June

| <b>Time</b> | <b>Date</b>  | <b>Meeting</b>                           | <b>Location</b>  |
|-------------|--------------|--|------------------|
| 9.00am      | 1 June 2018  | Country Mayors Association               | Sydney           |
| 5.00pm      | 7 June 2018  | Cemetery Forum                           | Community Centre |
| 6.00pm      | 7 June 2018  | Access Advisory Committee                | Community Centre |
| 10.00am     | 13 June 2018 | Central Tablelands Water                 | Canowindra       |
| 10.00am     | 15 June 2018 | Local Traffic Committee Meeting          | Community Centre |
| 2.30pm      | 15 June 2018 | Upper Macquarie County Council           | Kelso            |
| 6.00pm      | 25 June 2018 | Council Meeting                          | Community Centre |
| 10.30am     | 26 June 2018 | Central West Libraries Committee Meeting | Orange           |

### July

| <b>Time</b> | <b>Date</b>  | <b>Meeting</b>  | <b>Location</b>  |
|-------------|--------------|-----------------|------------------|
| 6.00pm      | 16 July 2018 | Council Meeting | Community Centre |

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**HELD ON MONDAY 21 MAY 2018**

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**01) MINUTES OF THE PREVIOUS MEETING HELD ON MONDAY 16 APRIL 2018****Department:** Executive Services**Author:** General Manager**CSP Link:** 6.3 A well-run Council organisation.**File No:** GO.ME.3**Recommendation:**

That the Minutes of the Ordinary Council Meeting held on 16 April 2018, being minute numbers 1804/001 to 1804/018 be confirmed.

**MINUTES OF THE BLAYNEY SHIRE COUNCIL ORDINARY MEETING HELD IN THE CHAMBERS, BLAYNEY SHIRE COUNCIL COMMUNITY CENTRE, ON 16 APRIL 2018, COMMENCING AT 6.00PM**

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

Acting General Manager (Mr M Dicker) Director Corporate Services (Mr A Franze), Acting Director Infrastructure Services (Mr C Harris) and Executive Assistant to the General Manager (Mrs L Ferson)

**ACKNOWLEDGEMENT OF COUNTRY****RECORDING OF MEETING STATEMENT****APOLOGIES**

Cr John Newstead – Leave of Absence approved at the February 2018 Council Meeting (Resolution No. 1802/003)

**DISCLOSURES OF INTEREST**

The Acting General Manager reported the following Disclosure of Interest form had been submitted:

| Councillor /Staff | Interest  | Item | Pg | Report   | Reason               |
|-------------------|-----------|------|----|--|----------------------|
| Cr Ferguson       | Pecuniary | 13   | 59 | Development Application No.121/2017 Multi Dwelling Housing and Boundary Adjustment at Lots 3 and 4 DP1190460 – 18-20 Quamby Place, Blayney | Related to applicant |

**MAYORAL MINUTE**

1804/001

**RESOLVED:**

The Mayor thanked our State Member for Bathurst, Mr Paul Toole, for the grant of \$1.5M towards a new Regional Multi Purpose Equestrian Centre and acknowledged the contribution of the Blayney Shire Sports Council and Blayney Shire Council General Manager for facilitating the successful grant application.

(Ferguson/Kingham)

**CARRIED****CONFIRMATION OF MINUTES****MINUTES OF THE PREVIOUS MEETING HELD ON MONDAY  
19 MARCH 2018**

1804/002

**RESOLVED:**

That the Minutes of the Ordinary Council Meeting held on 19 March 2018, being minute numbers 1803/001 to 1803/022 be confirmed.

(Ewin/Somervaille)

**CARRIED****MATTERS ARISING FROM THE MINUTES**

Nil

**EXECUTIVE SERVICES REPORTS****RISK, WORK HEALTH AND SAFETY QUARTERLY REPORT**

1804/003

**RESOLVED:**

That the Risk, Work Health and Safety Report for the quarter January to March 2018 be received and noted.

(Reynolds/Ewin)

**CARRIED****COUNCIL RESOLUTION REPORT**

1804/004

**RESOLVED:**

That Council notes the Resolution Report to March 2018.

(Somervaille/Denton)

**CARRIED****STRONGER COUNTRY COMMUNITIES FUND ROUND 2**

1804/005

**RESOLVED:**

That Council approve the lodgement of the following priority list of local community infrastructure projects for the 2018/19 Stronger Country Communities Fund Round 2, subject to the project meeting the program guidelines:

**Sport and Recreation Facilities**

|   |           |
|---|-----------|
| Carcoar Sporting Ground Amenities Block   | \$300,000 |
| Neville Multipurpose Court                | \$180,000 |
| Dakers Oval New Toilets and Changes Rooms | \$150,000 |

|   |           |
|---|-----------|
| Napier Oval Fencing Project                     | \$80,000  |
| Napier Oval Surface Refurbishment               | \$400,000 |
| Dakers Oval Cricket Practice Nets               | \$34,000  |
| CentrePoint Amenities                           | \$300,000 |
| Millthorpe Village Police Paddock Refurbishment | \$20,000  |

**Children’s Playground Equipment Upgrade**

|   |           |
|---|-----------|
| Carrington Park                           | \$31,000  |
| Mandurama Recreation Ground               | \$11,000  |
| Carcoar Recreation and RFS Park           | \$12,000  |
| Newbridge Recreation Ground               | \$7,700   |
| Heritage Park Blayney Shire Council       | \$83,800  |
| Redmond Oval Millthorpe                   | \$69,500  |
| Millthorpe Skatepark Stage 2 Redmond Oval | \$200,000 |

**Footpaths**

|   |                    |
|---|--------------------|
| Millthorpe Railway Bridge Underpass Pedestrian Link | \$300,000          |
| Blayney Belubula River Walk Stage 2                 | \$300,000          |
| Lyndhurst Pedestrian Link Stage 2                   | \$100,000          |
| Murphy’s Marathon Walking and Exercise Trail        | \$275,000          |
|   | (Ferguson/Kingham) |
|   | <b>CARRIED</b>     |

**BLAYNEY SHIRE COMMUNITY STRATEGIC PLAN 2018-2028**

1804/006

**RESOLVED:**

That Council place on public exhibition the Draft Blayney Shire Community Strategic Plan 2018-2028 for a period of 28 days.

(Reynolds/Ewin)

**CARRIED****TOWN AND COMMUNITY PLANS 2018-2028**

1804/007

**RESOLVED:**

That Council endorse the Town and Community Plans for:  
Lyndhurst, Mandurama, Newbridge, Blayney, Carcoar, Neville,  
Millthorpe and Barry/Hobbys Yards.

(Reynolds/Denton)

**CARRIED****BLAYNEY 2020 MASTERPLAN PEDESTRIAN LINK PROJECT  
STAGE 1**

Item deferred to end of agenda for Closed Meeting.

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

1804/008

**RESOLVED:**

1. That the report indicating Council’s investment position as at 31 March 2018 be received.
2. That the certification of the Responsible Accounting Officer be

received and the report be adopted.

(Kingham/Reynolds)  
**CARRIED**

**ADOPTION OF PAYMENT OF EXPENSES AND THE PROVISION OF FACILITIES TO THE MAYOR AND COUNCILLORS POLICY**

1804/009

**RESOLVED:**

1. That the Payment of Expenses and the Provision of Facilities to the Mayor and Councillors policy, as amended, be adopted and included in Council's policy register.
2. That the data allowance for up to 50% reimbursement of data charges associated with home internet and telephone be set at a maximum of \$50 per month.

(Denton/Ewin)  
**CARRIED**

**ADOPTION OF COUNCIL POLICIES**

1804/010

**RESOLVED:**

1. That the following policies be adopted and included in Council's Policy register:

| No. | Policy Name                            |
|-----|--|
| 2B  | Media Spokesperson                     |
| 2E  | Gifts & Benefits Policy                |
| 4C  | Corporate Credit Card Policy           |
| 4D  | Related Parties Disclosures            |
| 6B  | Public Liability Community Celebration |
| 7S  | Mobile Device Usage Policy             |
| 8B  | Social Media                           |

(Reynolds/Somerville)  
**CARRIED**

**INFRASTRUCTURE SERVICES REPORTS**

**DIRECTOR INFRASTRUCTURE SERVICES MONTHLY REPORT**

1804/011

**RESOLVED:**

That the Director Infrastructure Services Monthly Report for April 2018 be received and noted.

(Reynolds/Ewin)  
**CARRIED**

**PROPOSED ROAD NAMING - SHOWGROUND LANE, MILLTHORPE**

1804/012

**RESOLVED:**

That Council formally adopt the name, Showground Lane, for the unnamed public road at 162 – 168 Forest Reefs Road, Millthorpe.

(Reynolds/Ewin)  
**CARRIED**

Cr Ferguson having declared a pecuniary interest departed the Chair and left the Chambers.

The Deputy Mayor, Cr Kingham, assumed the Chair.

## **PLANNING AND ENVIRONMENTAL SERVICES REPORTS**

### **DEVELOPMENT APPLICATION NO. 121/2017 MULTI DWELLING HOUSING & BOUNDARY ADJUSTMENT AT LOTS 3 AND 4 DP1190460 - 18-20 QUAMBY PLACE BLAYNEY**

#### **MOTION:**

That Council approve Development Application 121/2017 for residential accommodation and subdivision (multi dwelling housing facility and boundary adjustment), Lots 3,4 DP 1190460, 18-20 Quamby Street, Blayney, subject to the conditions in attachment 5.

(Somerville/Ewin)

An **AMENDMENT** was moved by Cr Reynolds and seconded by Cr Denton:

That Council approve Development Application 121/2017 for residential accommodation and subdivision (multi dwelling housing facility and boundary adjustment), Lots 3,4 DP 1190460, 18-20 Quamby Street, Blayney, subject to the conditions in attachment 5, with proposed condition 56 being amended to require the developer to install a 1.8m colorbond fence along the northern and western boundaries of the development.

(Reynolds/Denton)

The Amendment was put and lost.

The original motion became the substantive motion and was put.

#### **1804/013 RESOLVED:**

That Council approve Development Application 121/2017 for residential accommodation and subdivision (multi dwelling housing facility and boundary adjustment), Lots 3,4 DP 1190460, 18-20 Quamby Street, Blayney, subject to the conditions in attachment 5.

(Somerville/Ewin)

The **DIVISION** was taken and the names of the Councillors voting FOR and AGAINST were as follows:



| <b>FOR</b>            | <b>AGAINST</b>      |                |
|-----------------------|---------------------|----------------|
| Councillor Ewin       | Councillor Reynolds |                |
| Councillor Kingham    | Councillor Denton   |                |
| Councillor Somerville |                     |                |
| <b>Total (3)</b>      | <b>Total (2)</b>    | <b>CARRIED</b> |

Cr Ferguson returned to the meeting and assumed the Chair.

### **CLOSED MEETING**

#### **1804/014 RESOLVED:**

That the meeting now be closed to the public in accordance with Section 10A of the Local Government Act, 1993 for consideration of the following matters:

#### **BLAYNEY 2020 MASTERPLAN PEDESTRIAN LINK PROJECT STAGE 1**

*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.*

#### **TENDER FOR SUPPLY AND DELIVERY OF BITUMEN EMULSION - CENTROC**

*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.*

#### **RESIDENTIAL STIMULUS OPTIONS**

*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.*

(Somerville/Ewin)  
**CARRIED**

### **CONFIDENTIAL MEETING REPORTS**

#### **BLAYNEY 2020 MASTERPLAN PEDESTRIAN LINK PROJECT STAGE 1**

#### **1804/015 RESOLVED:**

That Council approve the deletion of Resolution 1704/018 from the Outstanding Resolutions Report.

(Ewin/Somerville)  
**CARRIED**

**TENDER FOR SUPPLY AND DELIVERY OF BITUMEN  
EMULSION - CENTROC****1804/016****RESOLVED:**

That Council endorse Boral Asphalt as the preferred supplier for bitumen emulsion.

(Kingham/Reynolds)

**CARRIED**

**RESIDENTIAL STIMULUS OPTIONS****1804/017****RESOLVED:**

That:

1. Council authorise the Mayor and General Manager to sign the Sale Contract for Lot 1 DP 250822 and affix the Council Seal to execute purchase and land transfer.
2. Council approve the transfer from the Property Development Restricted Cash Reserve of the purchase price, associated legal expenses and stamp duty.
3. The land purchased be classified as Operational Land.

(Kingham/Reynolds)

**CARRIED**

**1804/018****RESOLVED:**

That as consideration of the matters referred to in the closed meeting has been concluded, the meeting now be opened to the public.

(Denton/Ewin)

**CARRIED**

**AT THE RE-OPENING OF THE MEETING TO THE PUBLIC, THE MAYOR  
ANNOUNCED THE OUTCOMES OF RESOLUTION NUMBERS 1804/015  
TO 1801/017.**

There being no further business, the meeting concluded at 7.48pm.

The Minute Numbers 1804/001 to 1801/018 were confirmed on 21 May 2018 and are a full and accurate record of proceedings of the Ordinary Meeting held on 16 April 2018.

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Cr S Ferguson  
**MAYOR**

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Mrs R Ryan  
**GENERAL MANAGER**

**02) DEVELOPMENT COORDINATOR PROGRAM - FOUR VILLAGES AND CARMANHURST VILLAGES ASSOCIATIONS**

**Department:** Executive Services

**Author:** General Manager

**CSP Link:** 5.4 Capable, self sufficient communities engaged in decision making about issues that affect them.

**File No:** CR.PL.1

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**Recommendation:**

That Council:

1. terminate the individual Funding Agreements between Council and both the Carmanhurst and Four Villages Associations;
2. as at 1 July 2018 assume the responsibility of the management, control and oversight of the Development Coordinator role objectives for these villages.

**Reason for Report:**

To provide Council with an update on the Development Coordinator Program and seek Council approval to modify the governance and oversight of delivering this program for the Carmanhurst and Four Villages Associations.

**Report:**

Council approved the engagement of Development Coordinators in late 2016 which has a current budget allocation in the 2017/18 Operational Plan \$80,000 under s356 of the Local Government Act (1993) to facilitate this program.

The Development Coordinator program supports geographical clusters of the Shire Town and Villages volunteers with sourcing of external grants and community events. The success of this program has been mixed, for various reasons.

Given that both Carmanhurst and Four Villages Development Coordinator positions are now vacant there was an opportunity to review how the governance and engagement of the Development Coordinators may work in the future.

The Four Villages Association and Carmanhurst Associations were established to be the governing bodies which engaged the Development Coordinators on a contract, and there is a Funding Agreement between Council and each of the associations for this purpose. Following some preliminary discussions and engagement in November 2017 and subsequent vacancies for both representatives from the village committees and associations met with Council in late March to discuss replacement options, including;

1. Maintaining the Status Quo whereby each association (Four Villages and Carmanhurst) remain as is and engage a new Development Coordinator
2. One of the member organisations assume control and manage the funding agreement with Council for both
3. Council engage 1 or 2 Development Coordinators for the Four Villages and Carmanhurst villages region

**Risk/Policy/Legislation Considerations:**

This funding is provided under s356 of the Local Government Act (1993) via a 4 year funding agreement.

At the time of the formation of the Carmanhurst and Four Villages associations the Council merger seemed imminent and the model provided to establish each new association was agreed as appropriate and necessary. Neither Village association wanted the added responsibility of providing the auspice to deliver the program on behalf of the cluster. Further, the fact that Council was not in direct control provided some level of autonomy and self-direction for the local organisation to lead and manage this program.

In reality, the governance structure whilst providing these benefits has added another layer of workload onto already busy and committed volunteers undertaking all the responsibilities that is required of an incorporated body and overseeing a Development Coordinator. The additional meetings, minutes, financial reporting and extra level of involvement has been taxing and distracting for all volunteers.

The workload of each Development Coordinator is also skewed, with a view that combining the funding for the Four Villages and Carmanhurst cluster may provide a more challenging and interesting variety of projects for 1 person, with additional available hours.

There is no appetite for either maintaining the status quo whereby each Association (Four Villages and Carmanhurst) remain as is and engage a new Development Coordinator, or one of the member organisations assuming control and managing a new funding agreement with Council for both areas.

The recommended option which Council is being asked to consider is that Council be more involved, and engage 1 or 2 Development Coordinators for the Four Villages and Carmanhurst Villages areas. This would be done on a similar contract basis, however oversight and direction provided with a more hands on approach by Council staff, specifically Executive Services.

Should this be approved, the additional \$5,000 per annum funding for administration and insurance expenses will not be needed for the Four Villages and Carmanhurst villages, saving \$10,000. Each incorporated body will have to 'wind up' as per the NSW Incorporated Associations legislation, and Council will assist with this process.

**Budget Implications:**

The total budget for the Development Coordinator Program has been prepared in the Draft 2018/19 Operational Plan for \$70,000 as follows;

|  |                |
|--|----------------|
| Blayney Town Association   | \$25,000       |
| Barry, Hobbys Yards, Neville, Newbridge,<br>Lyndhurst, Carcoar and Mandurama | \$40,000       |
| <u>Millthorpe Village Committee</u>  | <u>\$5,000</u> |
| TOTAL  | \$70,000       |

The additional \$5,000 will remain for Blayney Town Association and Millthorpe Village Committee, the former of which also has a Funding Agreement in place for a Development Coordinator.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

### **03) ORGANISATIONAL STRUCTURE**

**Department:** Executive Services

**Author:** General Manager

**CSP Link:** 6.3 A well-run Council organisation.

**File No:** CM.PL.1

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**Recommendation:**

That Council, in determining that the General Manager is the only senior staff position within Council, approve the organisation structure as presented with the Directorates of Executive Services, Corporate Services, Infrastructure Services and Planning and Environmental Services.

**Reason for Report:**

For Council to determine the senior staff positions of Blayney Shire Council approve the organisation structure presented by the General Manager.

**Report:**

Part 1 (s332 and 333) of the Local Government Act (1993) Determination of Structure requires Council to determine the following;

- the senior staff positions within the organisation structure of Council,
- the roles and reporting lines of senior staff positions and
- the resources to be allocated towards the employment of staff.

This can be undertaken from 'time to time' however Council must review and may re-determine the organisation structure within 12 months after any ordinary election of the council.

It is timely with the endorsement of the Blayney Shire Community Strategic Plan 2018-2028 and drafting of Resourcing Strategy, Delivery Program 2018-2022 and Operational Plan 2018-2019 that this review of the organisation structure occurs at the same time.

We refer to Directors as being part of the executive or Managerial Executive (MANEX) and they are generally viewed as senior members of the team. However the position of the General Manager is the only senior staff position as determined by the Local Government Act (1993) in Blayney Shire Council.

Council has a 4 Directorate organisation structure that includes the following:

- Executive Services
- Corporate Services
- Infrastructure Services
- Planning and Environmental Services.

Since the last formal review which would have been undertaken following the 2012 Council elections, staff consultation and in particular the feedback from the staff workshop held in November 2017, some minor adjustments have been made to the responsibility areas and reporting lines within each department.

A schematic detail follows this report, which shows the directorates and areas of responsibility. Council employs 3 Directors being, Director Corporate Services, Director Infrastructure Services and Director Planning and Environmental Services. Council has presented in another report the Resourcing Strategy which includes the draft Workforce Management Plan 2018-2022.

The organisation structure and number of directorates remains appropriate for the size of Blayney Shire with 89 employees and a proposed \$21m budget. Resources for wages for the current service levels are as presented in the draft Operational Plan 2018-2019 and Delivery Program 2018-2022 budget for Council adoption and public exhibition.

Specialist expert positions are filled on an as needs basis by consultants for that particular field eg Strategic Land Use Planning.

**Risk/Policy/Legislation Considerations:**

The General Manager is responsible for determining the positions within the organisational structure other than senior staff positions. A senior staff position is engaged under a performance based contract, for not less than 12 months and no more than 5 years (s338 LG Act).

There are 2 tests for determining a senior staff position having;

1. the responsibilities, skills and accountabilities equivalent to those applicable to the Executive Band of the Local Government (State) Award, and
2. a total remuneration package payable equal to or greater than the minimum payable with respect to senior executives whose positions are graded Band 1 under the Government Sector Employment Act (2013).

Blayney Shire Council Directors are not determined to be senior staff positions and are employed under the Local Government Award (2017).

**Budget Implications:**

Nil

**Enclosures (following report)**

1 Blayney Shire Council Department Structure

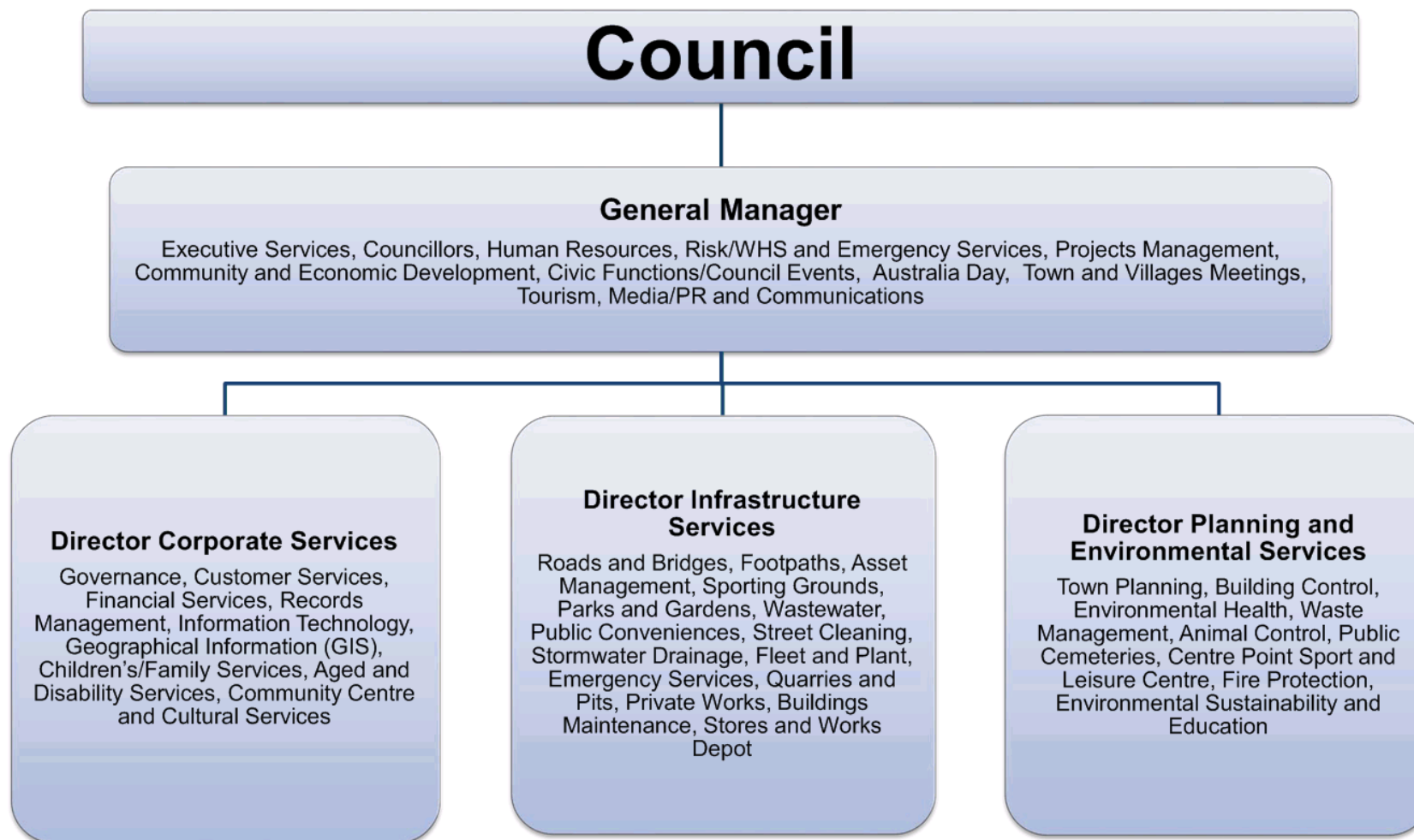
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**Attachments (separate document)**

Nil



## Blayney Shire Council Department Structure





**04) ARTS OUTWEST NEW CONSTITUTION**

**Department:** Executive Services

**Author:** General Manager

**CSP Link:** 2.3 Blayney Shire - a centre for arts, performance and entertainment.

**File No:** RC.ME.2

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**Recommendation:**

That Council invite interested community members to nominate as Blayney Shire Council representatives on the Arts OutWest Advisory Council and a report be brought to the June meeting to determine this appointment.

**Reason for Report:**

To provide an update to Council on the implementation of a skills based board model for Arts OutWest, and determine a nomination for a Blayney Shire Advisory Council representative.

**Report:**

Arts OutWest is the regional arts development organisation for the Central West of NSW, funded by the NSW Government's Create NSW program, Charles Sturt University and 11 contributing local governments. Member councils include; Bathurst Regional, Blayney Shire, Cabonne, Cowra Shire, Forbes Shire, Lachlan Shire, Lithgow City, Oberon, Orange City, Parkes Shire and Weddin Shire Councils.

The regional arts development program began in the Central West in 1974 and their mission is to promote, facilitate, educate and advocate for arts and cultural development for communities of the NSW Central West.

Arts OutWest is an independent incorporated association, 1 of the 14 networked Regional Arts Organisations in NSW and is a member of Regional Arts NSW.

Arts OutWest membership is separated into: individual, organisational and local government. By virtue of local government membership, individuals and organisations within contributing local government areas – whether community or commercially focused, are able to access Arts OutWest services. Membership of Arts OutWest is available to individuals and organisations as 'subscribing members'.

Over the past 3 years Arts OutWest has been working on moving to a new skills-based board model with a new constitution. Council received a presentation by the Executive Director at the 14 August 2017 meeting which explained the proposal and transition period for this change.

Changes include;

- There will be no individual or organisation level membership levels
- The board will reduce from 15 members to 7 with a transition number of 10 for the next 2 years
- The board will be a skills based board, and individuals will apply via a written application process, selected by an assessment panel
- Applications to be on the board of Arts OutWest will be open to the public
- Member councils and CSU will be represented by an Advisory Council
- Advisory Council members will be appointed by their Council nomination
- The changeover to the new board model will be a staggered process taking 2 years.

Council were notified that the new board model was ready for implementation and a Special General Meeting at which the members of Arts OutWest were asked to vote for the changes was held on Tuesday 8 May. The formal notification, proposal and changes to the constitution explanation are attached for Council information under separate cover.

Mrs Nyree Reynolds has been delegated the Blayney Shire Council representative (**Resolution No 1709/019**) and following consultation with the Mayor and Councillors, she attended and voted on Council's behalf at the Special Meeting for Arts OutWest.

The constitution change was successfully passed at this meeting, and the Annual General Meeting is being held on 20 May 2018. The Blayney Shire position remains on the board for 1 more year as part of the staggered process of changeover, so Mrs Reynolds does not need to apply to be on the board. Mrs Reynolds intends to seek a permanent place on the board when applications are sought.

**Risk/Policy/Legislation Considerations:**

There is a position available for a Blayney Shire Council representative on the Arts OutWest Advisory Council.

Whilst this may also be Mrs Reynolds, Council may nominate another person; be that a Councillor or another community representative.

Council support for a local champion with the relevant background and interest as the Shire's representative will provide capacity building outcomes. Given the expanding arts and culture scene and the success of Textures of One Art Exhibition, this would be an opportunity for another local artist to be more engaged in the delivery and communication of Arts OutWest programs from a new perspective.

The NSW Local Government Act (1993) s377 provides for Council to delegate functions to others to act their behalf. This representative position, does not bind Council to any expenditure, decision making or action.

The Advisory Council position is considered as providing specialist interest and arts/cultural expertise relevant to the Shire and Arts Outwest Board.

**Budget Implications:**

Council allocated \$ 4,475 in the current Operational Plan 2017/18 which is a population based annual membership fee to Arts OutWest.

Travel and out of pocket expenses for community members attending a meeting of Arts OutWest are funded by Arts OutWest.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

- |   |  |         |
|---|--|---------|
| 1 | Arts OutWest Constitution Change               | 2 Pages |
| 2 | Arts OutWest Nomination and Proxy Forms        | 2 Pages |
| 3 | Arts OutWest Board Structure                   | 6 Pages |
| 4 | Arts OutWest Notice of Special General Meeting | 1 Page  |

**05) BLAYNEY SHIRE COMMUNITY STRATEGIC PLAN 2018-2028**

**Department:** Executive Services

**Author:** General Manager

**CSP Link:** 6.3 A well-run Council organisation.

**File No:** CR.PL.1

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**Recommendation:**

That Council endorse the Blayney Shire Community Strategic Plan 2018-2028, provide a copy of the plan on Council's website and notify the Office of Local Government.

**Reason for Report:**

For Council to endorse the Blayney Shire Community Strategic Plan (CSP) 2018-2028 which has been on public exhibition for 28 days.

**Report:**

At the April meeting, Council endorsed the draft Blayney Shire CSP 2018-2018 and place it on public exhibition inviting public comment and feedback (**Resolution No 1804/006**).

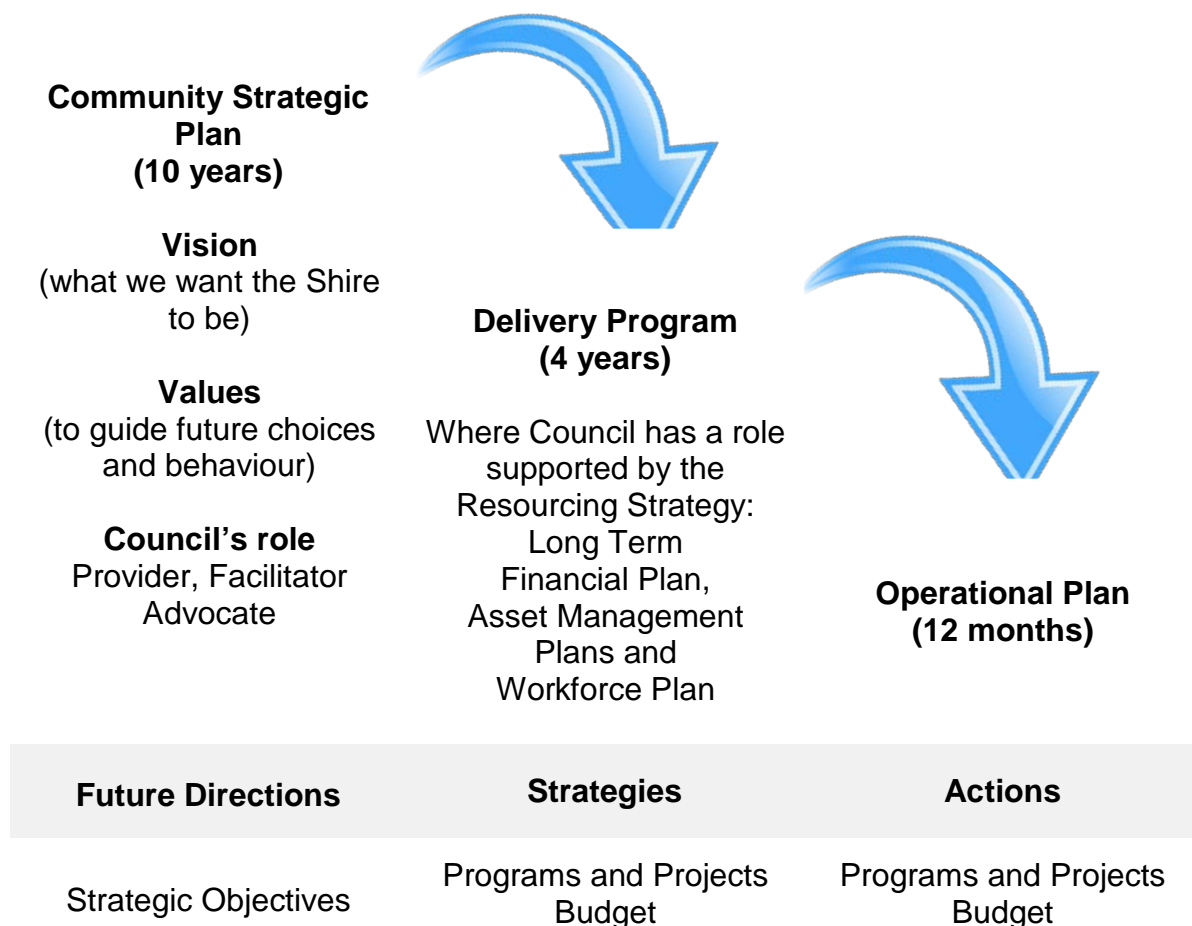
The draft CSP was placed on the Council website for a period of 28 days and public comment invited to be received by Tuesday 15 May. Advertisements were placed in the Blayney Chronicle following the Council meeting and the CSP was a subject for the GM Conversation and local radio media interviews. Direct communication was sent by the General Manager to Council's community and Council committee networks.

Council must consider any submissions received before the final plan is endorsed by Council. As at the closing date there were no submissions made to the document as advertised and available on Council's website at the following link <http://www.blayney.nsw.gov.au/your-council/on-exhibition>.

The CSP Strategic Objectives have been collated and arranged so that the social, environmental, economic and civic leadership issues are considered and are adequately addressed via the Future Directions headings of;

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

The Future Directions and strategic objectives have been expressed in the Draft Delivery Program and Operational Plan Strategies and Actions.



A minor typographical error in the title page which referred to the CSP 2018-2038 which was meant to read 2018-2028 was identified and amended. The only other changes are to the formatting to the Blayney Shire Council style guide, addition of local images and the Mayor and Councillor’s Message contribution drafted for inclusion as follows:

*‘Council has now endorsed the Blayney Shire Community Strategic Plan 2018-2028 which represents the vision of our very diverse and vibrant community.*

*This plan sets out clearly our priorities and aspirations for the Shire for the next 10 years. It follows and updates our first Community Strategic Plan which was adopted after many community meetings over 5 years ago.*

*The plan covers civic leadership and social, environmental and economic issues. It addresses four key questions for our community:*

- *Where are we now?*
- *Where do we want to be in ten years’ time?*
- *How will we get there?*
- *How will we know when we have arrived?*

*Community groups, residents, school children and agencies from Blayney and our villages of Millthorpe, Mandurama, Carcoar, Newbridge, Neville, Lyndhurst as well as Hobbys Yards and Barry have all contributed at the grass roots level to separate Town and Village Community Plans. These local plans collect together the projects and objectives of their communities. From these plans the new Shire-wide Community Strategic Plan was developed. We have called it 'A warm welcome awaits you in Blayney – the Village Shire'.*

*Your participation and contribution was positive and productive, and the volunteer effort in attending meetings, working with Council staff and Councillors to set the path has provided this blueprint for our future.*

*This plan is a community document. There will be many projects or issues/priorities that are not the responsibility of local government and so Council's role will be as advocate or facilitator. However, we all have a responsibility and role to play in achieving our community aspirations. Council will continue to support those community groups who need help. Council is proud to be a part of your future.'*

The final draft has been provided to Councillors via the Councillor Portal.

**Risk/Policy/Legislation Considerations:**

Every 4 years following the ordinary election of Councillors, Council is required, as per Part 2 Strategic Planning (s402-406) and s223 Role of the Governing Body, of the Local Government Act (1993), to develop or review and endorse a CSP. It needs to take into consideration other federal, state, regional and Council plans, which demonstrate the alignment of the Strategic Objectives with other agencies and levels of governments. In endorsing this CSP Council is meeting its obligations under the Local Government Act and Integrated Planning and Reporting framework.

At the end of each Council term a report is prepared which examines what progress has been made towards the achievement of outcomes identified in the Community Strategic Plan. The CSP is a community document with priorities and aspirations for the future of the shire covering a period of at least 10 years. There will be many projects or issues/priorities that are not the responsibility of local government in general and Council may be limited to an Advocate or Facilitator role.

Within 28 days after a CSP is endorsed, Council must post a copy of the plan on the Council website and notify the Office of Local Government.

**Budget Implications:**

Nil

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**06) SERVICE NSW EASY TO DO BUSINESS**

**Department:** Executive Services

**Author:** General Manager

**CSP Link:** 6.3 A well-run Council organisation.

**File No:** CS.PL.1

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**Recommendation:**

That Council delegates authority to the General Manager to enter into an agreement with Service NSW for Easy to do Business and any necessary documents be authorised for execution under the Common Seal of Council by the Mayor and General Manager.

**Reason for Report:**

To seek Council approval to enter into an agreement with Service NSW for the Easy to do Business Program.

**Report:**

The Easy to do Business (EtdB) Program is part of the Small Business Friendly Councils initiative, started by the Office of the NSW Small Business Commissioner in 2014. This initiative has recognised the important role of local government in creating small business friendly environments in their communities.

In short the EtdB Program is a single digital portal and business concierge service. This is a free program which aims to provide a number of benefits for Councils:

- Increased productivity with 'decision ready' applications and reduced transaction costs
- Effective tools to help boost our local economy, enabling more jobs in the region

Business owners find it difficult to find information needed to start a business and can deal with multiple forms for 3 levels of government whilst complying with complex legislation. For café, restaurant and small bar owners this can mean dealing with 13 agencies, 75 regulations, calling up to 30 phone numbers and completing 48 forms, and taking as long as 18 months to navigate. The EtdB program has seen this reduced to 1 digital application and 1 phone number, reducing the opening time for businesses to 90 days.

The initiative will provide a customer, who wishes to set up a café, restaurant or small bar, with a single point of contact within Service NSW who will help them navigate all the required approvals to operate the business, for example registering the business, obtaining an ABN, and the required Council approvals.

An EtdB brochure and the proposed MOU is attached under separate cover for Council information.

The intention of the program is to build awareness of specialist advice services available, ensure Council staff can direct enquiries to these and provide applicants with the skills to be better informed and researched prior to lodging any applications.

The Commissioner of Service NSW met the Mayor at the LGNSW Conference in December 2017 and representatives were in Central NSW in late April to present to Blayney Shire Council staff outlining the benefits of the program and seeking Councils support to become members of the program. The program is focused on the café, small bar and restaurant sector at present, however the intention is to expand to the housing and construction industry and other designated subsectors of the business economy in the future.

**Risk/Policy/Legislation Considerations:**

For Council, the process is to endorse the recommendations and then inform Service NSW that this has occurred.

Once a Council signs up for the program a workshop is provided to gauge Council's operational readiness to join. This could include feedback to Service NSW and checking online resources are up to date. Once Council staff are prepared, there will be an official launch and announcement of the program.

If Council were to enter an MOU with Service NSW, the department's obligations would include to:

- ensure a staffed single point of contact for queries relating to opening or growing their business
- a 2 working days call back service
- provide tailored information specific to each customer's needs
- provide to the customer a detailed case management plan outlining all licences and approvals required to open or grow their business and the suggested pathway to completion
- where a customer query cannot be immediately addressed, make contact with Council or the relevant federal or state government agency to source the additional information required and respond back to the customer as promptly as possible
- guide and support the customer through the online licence application processes
- review, verify and validate customer applications against agreed criteria so as to improve the quality of applications submitted to Council.

Council's obligations include to:

- refer eligible customers to EtdB
- provide guidance and information to the EtdB team to assist it to respond to customer queries, as required
- communicate application outcomes to the customer and the EtdB team



- provide updates on changes in the local area that may impact EtdB
- identify local events and organisations that are opportunities to inform customers about EtdB
- provide feedback on the effectiveness and performance of EtdB in the local area.

Currently the program covers compliance issues for cafes, small bars and restaurants and if Council were to enter an MOU it would only cover these areas. Council can terminate the agreement with 90 days' notice.

**Budget Implications:**

There will be some staff resources required to facilitate sharing of Council forms and website links, however there is no financial implication to this program.

**Enclosures (following report)**

- |   |                             |         |
|---|-----------------------------|---------|
| 1 | Council and Service NSW MOU | 6 Pages |
| 2 | Easy To Do Business Flyer   |         |

**Attachments (separate document)**

Nil

Easy to do  
Business

Memorandum of  
Understanding





## Memorandum of Understanding

### 1. MOU Details

| Duration of MOU            |   |
|----------------------------|---|
| Commencement Date          |   |
| Service NSW Details        |   |
| Address                    | Level 20, 2-24 Rawson Place, Sydney NSW 2000  |
| ABN                        | 37 552 837 401                                |
| Service NSW Representative | Executive Director, EtdB – Kylie De Courteney |
| Phone                      | 02 8059 2359                                  |
| Email                      | kylie.decourteney@service.nsw.gov.au          |
| [COUNCIL NAME] Details     |   |
| Address                    |   |
| ABN                        |   |
| Council Representative     |   |
| Phone                      |   |
| Email                      |   |

### 2. Parties

This MOU is made between:

**The State of New South Wales represented by Service NSW, ABN 37 552 837 401, whose address is Level 20, 2-24 Rawson Place, Sydney NSW 2000 (SNSW);**

**and**

**[Council], ABN [XX XXX XXX XXX], of [STREET ADDRESS] (The Council).**

### 3. Background

3.1 This MOU sets out the agreed understanding of the parties and basis upon which the arrangement is entered into. The MOU is not legally binding.



- 
- 3.2 Easy to do Business is a joint initiative of the Department of Premier and Cabinet, the Customer Service Commissioner, the Office of the NSW Small Business Commissioner and SNSW to make NSW the easiest state to do business.
  - 3.3 SNSW has partnered with the Council to promote and deliver the Easy to do Business program to small business across New South Wales.
  - 3.4 The purpose of this collaboration is to:
    - 3.4.1 help business owners open and grow a café, small bar or restaurant by providing a single online digital solution and personalised support, and
    - 3.4.2 make it easier to set up a business in New South Wales.
  - 3.5 The Easy to do Business program is a free service for the Council and customers.
  - 3.6 The Easy to do Business program will expand to include other industries and the entire small business lifecycle, in the future.

#### 4. Term

This MOU commences on the Commencement Date specified in MOU Details and will continue unless terminated by either party.

#### 5. Termination

Either Party may terminate this MOU by giving the other Party ninety (90) days' written notice.

#### 6. SNSW's obligations

SNSW will:

- (a) ensure the Business Concierge will be the customer's single point of contact for queries relating to opening or growing their business
- (b) within two working days, call the customer to establish and understand the customer's ambition with respect to their business and outline how the program may be able to help
- (c) provide tailored information specific to each customer's needs
- (d) address customer queries relevant to any stage of the end-to-end journey
- (e) provide to the customer a detailed case management plan outlining all licences and approvals required to open or grow their business and the suggested pathway to completion
- (f) where a customer query cannot be immediately addressed, make contact with Council or the relevant federal or state government agency to source the additional information required and respond back to the customer as promptly as possible
- (g) escalate customer queries to the Council specialist team wherever questions become advice-based or highly complex
- (h) guide and support the customer through the online licence application processes



- 
- (i) review, verify and validate customer applications against agreed criteria so as to improve the quality of applications submitted to Council.

#### 7. Council's obligations

The Council will:

- (a) refer eligible customers to EtdB
- (b) provide guidance and information to the EtdB team to assist it to respond to customer queries, as required
- (c) communicate application outcomes to the customer and the EtdB team
- (d) provide updates on changes in the local area that may impact EtdB
- (e) identify local events and organisations that are opportunities to inform customers about EtdB
- (f) provide feedback on the effectiveness and performance of EtdB in the local area.

#### 8. Review of MOU

The Parties agree to meet to discuss the terms and conditions of this MOU and to consider whether any variations or amendments need to be made.

#### 9. Variations

This MOU may be varied by agreement of the Parties in writing.

#### 10. Relationship

##### 10.1 Cooperation

In carrying out its respective obligations under this MOU, the Parties agree to co-operate in a timely and effective manner with each other and to act in good faith.

##### 10.2 Meetings

The SNSW Representative and the Council Representative agree to meet and discuss any matters relating to this MOU.

##### 10.3 Issues

Each Party will keep the other informed in writing as to any issues arising and keep an ongoing written record of the status of each issue and when and how it was resolved.

#### 11. Representatives of the Parties

##### 11.1 Change of Representatives

- (a) The Parties should inform the other party about any change of Representative from that specified in MOU Details.



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#### 11.2 Power and authority of Representatives

The SNSW Representative and the Council's Representative:

- (a) are the agent of the respective Party for the purposes of doing anything to be under this MOU; and
- (b) have the authority to make and give, or accept, on the Party's behalf, any approvals, acceptances, directions, notice and other decisions that the Party may make and give, or accept, under this MOU.

#### 12. Resolution of Disputes

- 12.1 Both Parties agree to attempt to act in good faith in carrying out their obligations under this MOU and to attempt to resolve any Dispute in good faith.
- 12.2 In the event of any dispute between the Parties under or in connection with this MOU, the Parties will:
  - (a) within seven days (or such other period agreed between the parties) of a Party providing notice of a dispute to the other Party, ensure that the SNSW Representative and Council Representative meet with a view to resolving the dispute; then
  - (b) if the dispute is not resolved, within 14 days (or such other period agreed between the Parties) of that meeting, the Chief Executive of the Council (or delegate) will meet with the Chief Executive Officer of Service NSW (or delegate) with a view to resolving the dispute.
- 12.3 Any Disputes arising out of or in connection with the MOU which cannot be settled by negotiation between the Parties under clause 12 (b) shall be referred to mediation via the Resolution Institute - <https://www.iama.org.au>.
- 12.4 If a dispute arises from, out of, or in connection with this MOU, the Parties must attempt to resolve it in accordance with the Premier's Memorandum M1997 – 26 Litigation Involving Government Authorities.

#### 13. Notices

##### 13.1 General

Any notices under this MOU must be given by an Authorised Representative of the Parties.

##### 13.2 Change of address

Each Party must notify the other Party in writing of any changes to notice details specified in MOU Details.

#### 14. Non-binding Memorandum of Understanding

- 14.1 This MOU is not intended to create legally enforceable rights or obligations for either Party.
- 14.2 This MOU merely constitutes a statement of the mutual intentions of the Parties with respect to its contents and each Party represents to the other that:
  - (a) no reliance will be placed on it;



- (b) it does not constitute an obligation binding either side;
- (c) it does not contain all matter upon which agreement must be reached in order for an agreement to be consummated;
- (d) it creates no rights in favour of either party; and
- (e) for the avoidance of doubt and without limiting the above in any way, this MOU imposes no commitment on any person to proceed with an agreement.

**15. Miscellaneous**

15.1 Legal costs

Subject to any express provision in this MOU to the contrary, each Party must bear its own legal and other costs and expenses relating directly or indirectly to the preparation of, and performance of its obligations under this MOU.

15.2 Amendment

All amendments to this MOU and all consents, approvals, waivers and agreements made under this MOU must be evidenced in writing.

Signed for and on behalf of SNSW

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_

Signed for and on behalf of the Council

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_



# Opening and running a café, restaurant or small bar just got easier



We're working with the Office of the NSW Small Business Commissioner to make it easier to do business.

Previously, cafes, small bars and restaurants would have to deal with up to 13 agencies, 75 regulations, up to 30 phone numbers and complete 48 forms, taking as long as 18 months to navigate. Our program has seen this reduced to one digital application and one phone number, reducing the opening time for businesses to 90 days or less.

We are creating a brand new way for businesses to interact with government through one online portal. Businesses in your community will receive step-by-step guidance and support across local, state and federal government requirements, whether they wish to open, grow or finalise their business.

Benefits for Councils include:

- Increased productivity with 'decision ready' applications and reduced transaction costs
- Effective tools to help boost your local economy, enabling more jobs in your region - and assisting Council to deliver on its strategic plan

You can also become a member of the Office of the NSW Small Business Commissioner Small Business Friendly Council initiative that supports Councils with information and resources, access to a networking group and free conferences to help build small business friendly capability.

With new sectors such as housing and construction being added in the near future, we are working hard to make it easier to do business in NSW.

For more information visit [service.nsw.gov.au/business](http://service.nsw.gov.au/business)

[service.nsw.gov.au](http://service.nsw.gov.au) • 13 77 88





**07) STRONGER COUNTRY COMMUNITIES FUND ROUND 2****Department:** Executive Services**Author:** General Manager**CSP Link:** 5.1 A diverse and sustainable population in our communities and villages.**File No:** GS.LI.1**Recommendation:**

That Council endorse the Stronger Country Communities Fund Round 2 projects as submitted; and advocate for approval of projects as prioritised or additional funding be provided.

**Reason for Report:**

To provide an update to Council on the projects submitted under the Stronger Country Community Fund (SCCF) Round 2 which closed on Friday 4 May.

**Report:**

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.

|                                      |                     |  |
|--------------------------------------|---------------------|--|
| 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        |  |

The following is a list of the projects that Council approved at the April Meeting, with the final submission figure noted for information. Those highlighted met the funding criteria, plans or DA approval was on file, and there was demonstrated evidence of community support and need via a strategic planning document or a report such as the Active Movement Strategy, Playground Audit Report or a Village Community Plan. None were funded in Council's Operational Plan and all of them will either renew a Council asset, add value or provide an enhanced level of service.

| <b>Category/Location Name</b>                        | <b>Project</b>   | <b>Original Estimate</b> | <b>Final Submission</b> |
|--|------------------|--------------------------|-------------------------|
| <u>Sports and Recreation Facilities</u>              |                  |                          |                         |
| Carcoar Sports and Recreation Ground Amenities Block |                  | \$ 200,000               | \$ 322,048              |
| Neville Multipurpose Court                           |                  | \$ 180,000               | -                       |
| Dakers Oval New Toilets and Change Rooms             |                  | \$ 150,000               | -                       |
| Napier Oval Fencing Project                          |                  | \$ 80,000                | -                       |
| Napier Oval Surface Refurbishment                    |                  | \$ 400,000               | -                       |
| Dakers Oval Cricket Practice Nets                    |                  | \$ 34,000                | -                       |
| Blayney Sports Facilities Masterplan Projects        |                  | -                        | \$ 531,584              |
| CentrePoint Amenities Access Project                 |                  | \$ 300,000               | \$ 98,210               |
| Millthorpe Village Police Paddock Refurbishment      |                  | \$ 20,000                | -                       |
|  | <b>Sub Total</b> | <b>\$ 1,364,000</b>      | <b>\$ 951,842</b>       |
| <u>Playgrounds</u>                                   |                  |                          |                         |
| Children's Playground Equipment Upgrade              |                  | \$ 215,000               | \$ 353,443              |
| Millthorpe Skatepark Stage 2 Redmond Oval            |                  | \$ 200,000               | \$201,060               |
|  | <b>Sub Total</b> | <b>\$ 415,000</b>        | <b>\$554,503</b>        |
| <u>Footpaths</u>                                     |                  |                          |                         |
| Millthorpe Railway Bridge Underpass Pedestrian Link  |                  | \$ 300,000               | \$ 431,385              |
| Blayney Belubula River Walk Stage 2                  |                  | \$ 300,000               | -                       |
| Lyndhurst Pedestrian Link Stage 2                    |                  | \$ 100,000               | -                       |
| Murphy's Marathon Walking and Exercise Trail         |                  | \$ 275,000               | -                       |
|  | <b>Sub Total</b> | <b>\$ 975,000</b>        | <b>\$ 431,385</b>       |
|  | <b>Total</b>     | <b>\$ 2,754,000</b>      | <b>\$ 1,937,730</b>     |

The Napier Oval items were bundled into one called Blayney Sports Facilities Masterplan Projects, as the minimum project amount was \$50k. This project now includes the Napier Oval Fencing and Surface Refurbishment and Dakers Oval Cricket Practice Nets.

The Children's Playground Project was expanded to include shade sails in parks where there is currently none or there was no budget to replace damaged shade structures. This project includes; equipment and shade at Carrington Park and Heritage Park Blayney, Carcoar Sports Ground and Mandurama Recreation Ground. Equipment only at Carcoar RFS Park,

Newbridge Recreation Ground and Redmond Oval Millthorpe, and shade at Capital Park Lyndhurst.

In ranking the projects consideration was given to the likelihood of the project being able to access other funding sources, and what were the factors for improving local sporting or community amenity.

For this reason the Children's Playground and Millthorpe Pedestrian Link projects were ranked higher than the Blayney Sports Facilities Masterplan Projects at Napier and Dakers Oval.

| Project Name and Ranking                                | Amount              | Category |
|---|---------------------|----------|
| 1. Carcoar Sports and Recreation Ground Amenities Block | \$ 322,048          | Sport    |
| 2. Children's Playground Equipment Upgrade              | \$ 353,443          | General  |
| 3. CentrePoint Amenities Access Project                 | \$ 98,210           | Sport    |
| 4. Millthorpe Railway Bridge Underpass Pedestrian Link  | \$ 431,385          | General  |
| 5. Blayney Sports Facilities Masterplan Projects        | \$ 531,584          | Sport    |
| 6. Millthorpe Skatepark Stage 2 Redmond Oval            | \$201,060           | Sport    |
| <b>TOTAL</b>  | <b>\$ 1,937,730</b> |          |

#### **Risk/Policy/Legislation Considerations:**

Councils were required to submit sport-related projects that total at least 50 per cent of their total Round 2 allocation. Sporting infrastructure projects represent 59% of the total submitted projects and of the first 5 this is 55%, however of the first 4 in order is 35%. Whilst Playground equipment is arguably sport related, it was listed as an example of eligible general community amenity. Irrespective of this, there is flexibility for NSW Department of Premier and Cabinet to make their own assessment if additional funds are not provided for an over allocation this time around.

Council will be advocating for the projects submitted be approved as listed, in order, or additional funding be provided, given that;

- Round 1 SCCF sports related projects accounted for \$462,761 or 42% of approved projects;
- successful \$1.5 million funding for the sports related Blayney Showground Multipurpose Covered Arena Project ;
- development and submission of an Expression of Interest for the King George Oval Refurbishment Project totaling \$1.91 million under the Regional Sports Infrastructure Fund; and

- development of business case and submission for \$3.9 million project at CentrePoint Sport and Leisure Centre to the Australian Government's Building Better Regions Program.

**Budget Implications:**

None of the projects have been allocated a budget in Council's Operational Plan 2018/19 or Delivery Program 2018/2022 and if funding is successful, an adjustment will be presented for Council approval to both income and expenditure at the next available Quarterly Budget Review Statement. There is some variation, some more significant than others in the final submission project value, to what was reported to Council at the April meeting. Council had an opportunity to include a Project Management expense this time around, which was estimated at 10% of the total project cost (15% was the maximum) and more accurate quotations were obtained. These projects are to commence before 01/09/2019 and be completed prior to 30/09/2020, having the project management resources to deliver is essential.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**08) RESIDENTIAL DEVELOPMENT PROJECT BLAYNEY****Department:** Executive Services**Author:** General Manager**CSP Link:** 5.1 A diverse and sustainable population in our communities and villages.**File No:** PM.AD.9

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**Recommendation:**

That Council;

1. Undertakes the investigations for preparation of survey, design and plans for lodgement of a Development Application for a residential housing subdivision at Lot 1 DP 250822 (32 Plumb Street).
2. Makes provision for a 10 year Principal and Fixed Interest Rate loan of \$1.32 million in the Operational Plan 2018/19 and Long Term Financial Plan 2018/2028 and undertakes statutory notification to TCorp and Office of Local Government of the proposed borrowing.
3. Endorse the application of borrowings of \$1.32 million to fund the Plumb Street Residential Development Project as approved in Council's draft Operational Plan 2018/19 and 2018/22 Long Term Financial Plan.
4. Submit an application to the NSW Government Low Cost Loan Initiative for a 50% interest subsidy for the 32 Plumb Street Residential Development Project for enabling infrastructure works and land purchase.

**Reason for Report:**

To seek Council approval to proceed with the investigations for and preparation of design plan for lodgement of a Development Application for the subdivision of 32 Plumb Street Blayney into residential housing blocks.

To provide Council with a strategy for developing the land to ensure that residential housing supply is increased, and seek endorsement of the proposed borrowings and application for a subsidy via the NSW Government Low Cost Loan Initiative to fund this development.

**Report:**

Following the Residential Forum in July 2017 with landowners, real estate agents and developers, Council has been considering how residential housing growth may be stimulated in Blayney. Options including; providing a waiver, reduction or rebate of s94 and s68 Developer Contributions Fees and Charges have been investigated.

The waiving or reduction of fees would require Council to advertise a private benefit to a prospective developer under s610E and s356 of the Local Government Act (1993). For transparency purposes, and to avoid precedent and reputational risk, the governance oversight would require

considerable consultation with stakeholders, the community and Office of Local Government to meet Act and Regulations. The long term benefits and attainment of objectives of subsidised land development is also debatable.

It is agreed that the level of control that Council may have in the type and progress of residential development is subject to Council's financial involvement and management as a developer.

An opportunity for Council to stimulate residential development arose late last year with the listing for sale of Lot 1 DP 250822 being 32 Plumb Street. The land had an approved 17 Lot Residential Subdivision (DA55/2004) which has now lapsed.

The property is in a good location, close to sporting fields, schools, Blayney main street and recreational community facilities. There are no stormwater issues or limitations on the land, that is prohibitive to development, however it has remained vacant and undeveloped since 2004. It was on the market for over 8 months without any successful negotiations creating a purchase.

At the April 2018 meeting, Council authorised the process required to effect the purchase of 32 Plumb Street Blayney for \$385k (**Resolution No 1804/001**). Council has paid the deposit of \$38,500 and the General Manager signed the Contract as per Council delegation. Contracts will be exchanged with the owner, Distribution Systems Pty Ltd within the next fortnight with settlement anticipated by the end of June.

The proposed necessary and recommended step for Council is to prepare plans and lodge a Development Application (DA) for a 13-15 Lot subdivision and for external consultants to prepare; plans, statement of environmental effects and preliminary survey plans for lodgement of DA. The budget required is \$30k (including DA lodgement fees).

After this, there remains a number of options for Council being;

1. Retest the market with the approved subdivision
2. Enter into a Private Public Partnership to develop the land
3. Council undertakes Development itself

Concurrent to the consideration of options, which is very relevant to the discussion, is the recently launched NSW Government Low Cost Loans Initiative (LCLI) program, which aims to increase new housing supply in both Sydney and regional NSW.

The LCLI program will provide a 50% interest subsidy to local councils to fund both enabling and supporting infrastructure that will create and stimulate new residential housing. Enabling infrastructure includes roads and utilities, water, waste water, storm water drainage and can include property purchase.

Supporting infrastructure includes playgrounds, community centres and the like. To be eligible a Council must be determined as financially sustainable and attained Fit status by the NSW Government.

Loans must be for a minimum of \$1 million, have a fixed interest rate and be of a duration of no more than 10 years. The process involves Council simultaneously applying for a loan with TCorp (or another Financial Institution) with an application for LGLI, and the loan being approved.

Information references on the LCLI program are at the following website links:

- <http://www.planning.nsw.gov.au/Policy-and-Legislation/Housing-supply/Low-Cost-Loans-Initiative>
- <http://www.planning.nsw.gov.au/Policy-and-Legislation/Housing-supply/Low-Cost-Loans-Initiative>

The project needs to be adopted in Council's Operational Plan 2018/19, the land must be identified in the LEP and works included in s94 Contributions Plan. Round 1 of the LCLI closes 1 July 2018.

#### **Risk/Policy/Legislation Considerations:**

Feedback received in July 2017, was that the current average sale price for vacant residential blocks of land in Blayney is not worth the risk or investment by a private developer. Local Real Estate Agents have advised that during 2017 there were sales of 2 vacant blocks of land ranging of \$97k to \$100k respectively.

It is agreed that in order for the risk, holding cost and return on investment to be worthwhile there has to be a shift in the average sale price to a range of \$110 - \$120k per block. At the residential forum held in July 2017, this figure was claimed to be a minimum \$130k.

Council's objective is to shift this market upwards therefore stimulating residential housing opportunities for private development of other available vacant blocks in Blayney.

The benefit of the LCLI means Council's internally restricted cash remains, and Council is in the position to hold onto blocks until the market base increases. It may also provide an opportunity for local builders to become involved, to build homes and sell as a land and house package, with delayed payment terms to Council.

The marketing strategy will be developed in conjunction with the lodgement and preparation of the DA for subdivision.

Recent searches and checks with local Real Estate Agents for vacant building blocks in Blayney confirms there are only 2 blocks available, each with their own physical attributes, as follows;

- Clarke Street      1,157m<sup>2</sup>    \$79k
- Haddon Place      1,264m<sup>2</sup>    \$110k

And in surrounding areas;

Millthorpe

- Elliot Street 674m<sup>2</sup> \$189k
- Pitt Street 1,011m<sup>2</sup> \$200k

Carcoar

- Rothery Street 2,023m<sup>2</sup> \$90k

Lyndhurst

- Templar Street 809m<sup>2</sup> \$35k
- Ramsey Street 1.98acres \$130k

With some rural unserviced blocks available;

- Browns Creek Road 5acres \$249-275k
- Kings Plains 1.42 acres \$225k
- Newbridge 648m<sup>2</sup> \$35-\$45k
- Barry 7acres \$300k

With residential blocks in Orange and Bathurst ranging from \$170k - \$250k for Blayney to provide an affordable alternative would be a marketing opportunity. Discounting land however will not provide private developers with the confidence to continue with increasing housing supply.

The number of blocks into a 13, 14 or 15 Lot Residential Subdivision development will be investigated upon further consultation with real estate agents and builders. There is anecdotal evidence for higher demand for larger 900 to 1,000m<sup>2</sup> blocks as opposed to the smaller blocks which averaged 683m<sup>2</sup> in the 17 Lot subdivision in the lapsed DA plan on this lot.

There are a number of risk mitigation strategies that could be implemented including selling the blocks off the plan prior to the subdivision approval or development commencement. Engagement of a Project Manager and contractors will ensure infrastructure works are not impacting Council's normal operations. Further, the advantage to Council being involved is that holding costs are contained and a strategy to raise the market is achievable.

Land purchases, water and sewerage networks, roads and footpaths are exempt from the Office of Local Government Capital Expenditure Guidelines (2010) however, it is best practice to ensure Council has applied the principles to all capital projects. This proposal is consistent with Council's Community Strategic Plan (CSP) and Council can demonstrate this decision is based on sound strategic and financial planning, supported by valid data and research; and reflects the views, priorities and objectives of the broader community.

The need is justified, Council has the capacity to undertake the project and alternatives have been considered.



**Budget Implications:**

Councils can borrow funds under section 621 of the Local Government Act (1993), and s404 provides that Council must detail in its revenue policy the intention to borrow in Council's draft Operational Plan.

The purchase price of 32 Plumb Street as negotiated is \$385k, with associated legal costs \$2k. The cost to develop including purchase of land, is estimated at \$1.32m and does not include any finance expense.

At an average sale price of \$110k, total income for 15 blocks is \$1.65m

Council will receive income for DA Subdivision, s94 and s68 Developer Contributions and houses CSC Fees of \$157k

Additional total Rates income ranged from \$10 - \$22k depending on sale times.

For a loan of \$1.32m with an interest rate of 4% and LCLI subsidy of 2%, the following is forecast:

|                               |                                   |
|-------------------------------|-----------------------------------|
| 10years P&I Annual Repayments | 40 quarterly repayments @ \$40.2k |
| Total Repayments              | \$1.609m                          |
| Total Interest Paid           | \$288k                            |
| 50% LCLI Subsidy              | \$144k                            |

The financial impact has been included in the draft 2018/19 Operational Plan, 2018/2022 Delivery Program and 2018/2028 Long Term Financial Plan.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**09) REPORT OF COUNCIL INVESTMENTS AS AT 30 APRIL 2018**

**Department:** Corporate Services

**Author:** Accountant

**CSP Link:** 6.3 A well-run Council organisation.

**File No:** FM.IN.1

---

**Recommendation:**

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

**Reason for Report:**

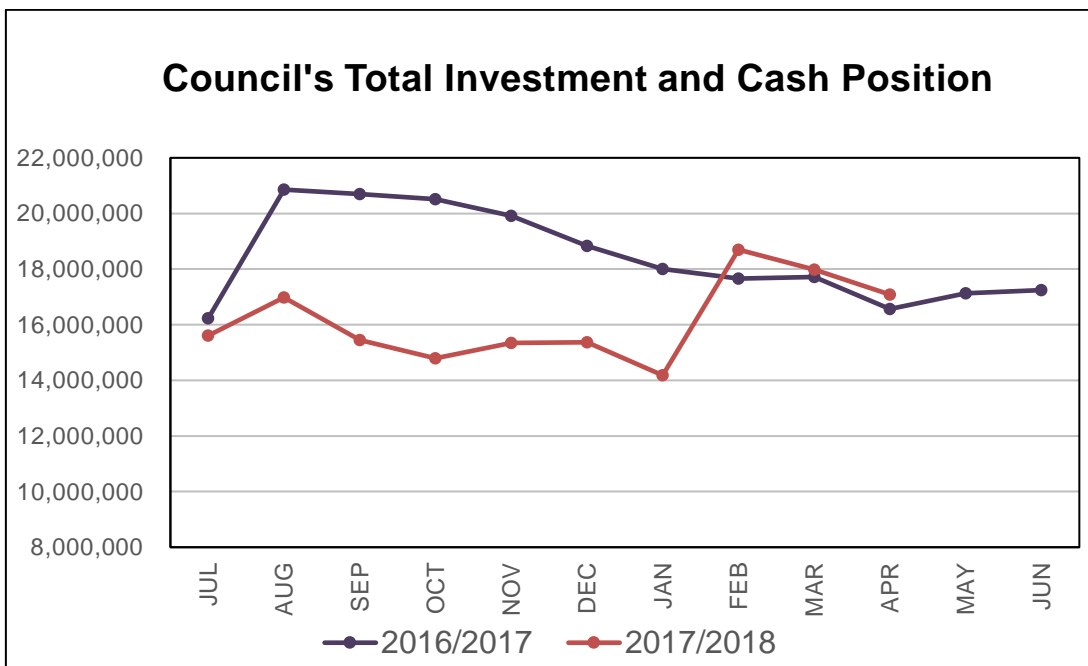
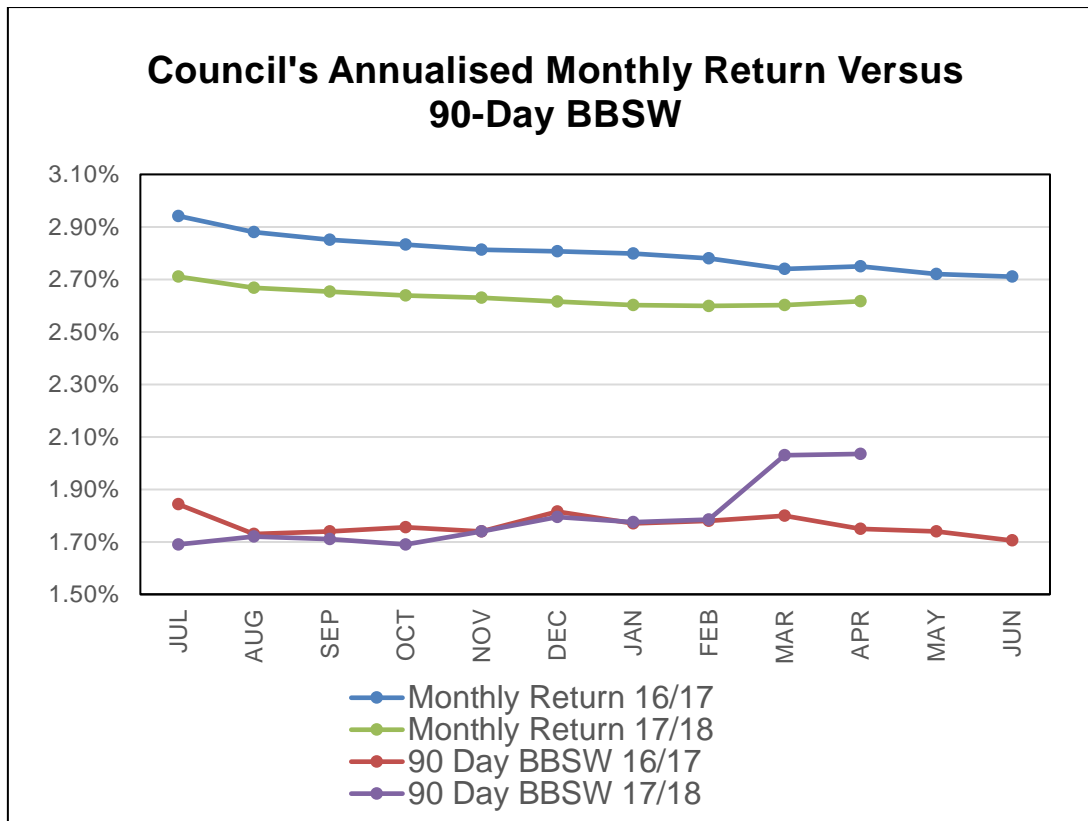
For Council to endorse the Report of Council Investments as at 30 April 2018.

**Report:**

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

Council's total investment and cash position as at 30 April 2018 is \$17,088,746. Investments earned interest of \$35,978 for the month of April 2018.

Council's monthly net return on Term Deposits annualised for April of 2.62% outperformed the 90 day Bank Bill Swap Rate of 2.04%.



| <b>REGISTER OF INVESTMENTS AND CASH AS AT 30 APRIL 2018</b> |               |                 |                   |                      |
|---|---------------|-----------------|-------------------|----------------------|
| <b>Institution</b>  | <b>Rating</b> | <b>Maturity</b> | <b>Amount \$</b>  | <b>Interest Rate</b> |
| AMP Bank  | A1/A          | 15/05/2018      | 500,000           | 2.600%               |
| Auswide Bank Ltd  | A3/BBB-       | 22/05/2018      | 500,000           | 2.800%               |
| AMP Bank  | A1/A          | 29/05/2018      | 500,000           | 2.600%               |
| Auswide Bank Ltd  | A3/BBB-       | 05/06/2018      | 500,000           | 2.800%               |
| AMP Bank  | A1/A          | 19/06/2018      | 500,000           | 2.600%               |
| Bankwest  | A1+/AA-       | 03/07/2018      | 500,000           | 2.550%               |
| ME Bank   | A2/BBB        | 17/07/2018      | 500,000           | 2.570%               |
| ME Bank   | A2/BBB        | 31/07/2018      | 500,000           | 2.570%               |
| AMP Bank  | A1/A          | 14/08/2018      | 500,000           | 2.600%               |
| AMP Bank  | A1/A          | 28/08/2018      | 500,000           | 2.600%               |
| Bendigo & Adelaide Bank                                     | A2/BBB+       | 04/09/2018      | 1,000,000         | 2.500%               |
| ING Bank  | A1/A          | 04/09/2018      | 500,000           | 2.600%               |
| ING Bank  | A1/A          | 18/09/2018      | 500,000           | 2.590%               |
| Bankwest  | A1+/AA-       | 02/10/2018      | 500,000           | 2.550%               |
| Bankwest  | A1+/AA-       | 16/10/2018      | 500,000           | 2.550%               |
| Bankwest  | A1+/AA-       | 30/10/2018      | 500,000           | 2.550%               |
| Bankwest  | A1+/AA-       | 13/11/2018      | 500,000           | 2.550%               |
| AMP Bank  | A1/A          | 20/11/2018      | 500,000           | 2.650%               |
| Bendigo & Adelaide Bank                                     | A2/BBB+       | 20/11/2018      | 500,000           | 2.550%               |
| MyState Bank Ltd  | A2/BBB        | 04/12/2018      | 500,000           | 2.650%               |
| Auswide Bank Ltd  | A3/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%               |
| ANZ   | A1+/AA-       | 02/04/2019      | 500,000           | 2.770%               |
| ANZ   | A1+/AA-       | 16/04/2019      | 500,000           | 2.790%               |
| <b>Total Investments</b>                                    |               |                 | <b>14,500,000</b> | <b>2.623%</b>        |

|                                     |                   |        |
|-------------------------------------|-------------------|--------|
| Benchmarks:                         | BBSW 90 Day Index | 2.035% |
|                                     | RBA Cash Rate     | 1.500% |
| Commonwealth Bank - At Call Account | 50,000            | 1.400% |
| Commonwealth Bank Balance - General | 948,334           | 1.350% |
| Tcorp IM Cash Fund                  | 1,590,412         | 2.050% |
| <b>TOTAL INVESTMENTS &amp; CASH</b> | <b>17,088,746</b> |        |

\* % Interest rates as at 31/04/2018

| Summary of Investment Movements - April 2018 |                             |                                      |
|--|-----------------------------|--------------------------------------|
| Financial Institution                        | Invst/(Recall)<br>Amount \$ | Commentary                           |
| NAB  | (506,358)                   | Term Deposit Redeemed 03/04/2018     |
| ANZ  | 500,000                     | New Term Deposit Invested 04/04/2018 |
| NAB  | (505,295)                   | Term Deposit Redeemed 17/04/2018     |
| ANZ  | 500,000                     | New Term Deposit Invested 18/04/2018 |
| NAB  | (506,041)                   | Term Deposit Redeemed 24/04/2018     |

| Short Term Credit Rating* | Policy Maximum | Current Holding % | Current Holding \$ |
|---------------------------|----------------|-------------------|--------------------|
| A-1+                      | 100%           | 31%               | 4,500,000          |
| A-1                       | 80%            | 28%               | 4,000,000          |
| A-2                       | 60%            | 31%               | 4,500,000          |
| A-3                       | 40%            | 10%               | 1,500,000          |
|                           |                |                   | 14,500,000         |

\*Councils current investment portfolio contains only short term investments and has therefore been rated accordingly.

| <b>Individual Institution Limit</b> | <b>Rating</b> | <b>Policy Maximum</b> | <b>Actual Maximum</b> |
|-------------------------------------|---------------|-----------------------|-----------------------|
| AMP Bank                            | A1/A          | 3,000,000             | 3,000,000             |
| ANZ                                 | A1+/AA-       | 3,000,000             | 1,000,000             |
| Auswide Bank                        | A3/BBB-       | 3,000,000             | 1,500,000             |
| Bankwest                            | A1+/AA-       | 3,000,000             | 3,000,000             |
| Bendigo & Adelaide Bank             | A2/BBB+       | 3,000,000             | 1,500,000             |
| ING Bank                            | A1/A          | 3,000,000             | 1,000,000             |
| ME Bank                             | A2/BBB        | 3,000,000             | 1,000,000             |
| MyState Bank Limited                | A2/BBB        | 3,000,000             | 2,000,000             |
| NAB                                 | A1+/AA-       | 3,000,000             | 2,000,000             |

| <b><u>RESTRICTED CASH, CASH EQUIVALENTS &amp; INVESTMENTS</u></b> |                 |
|---|-----------------|
|   | <b>\$ 000's</b> |
| External Restrictions - Sewer*                                    | 5,342           |
| External Restrictions – Unexpended Grants                         | 132             |
| External Restrictions - Other*                                    | 2,591           |
|   | <b>8,065</b>    |
| Internal Cash Restrictions*                                       | 5,311           |
| Unrestricted  | 3,712           |
|   | <b>9,023</b>    |
| <b>TOTAL CASH &amp; INVESTMENTS</b>                               | <b>17,089</b>   |

\* Cash restrictions represent the audited balance as at 30 June 2017, adjusted for known changes to restrictions to the end of the current month.

**CERTIFICATION – RESPONSIBLE ACCOUNTING OFFICER**

I, Tiffany Irlam, certify that the investments listed in this report have been made in accordance with Section 625 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 s.625 of the Local Government Act. 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) QUARTERLY BUDGET REVIEW STATEMENT – MARCH 2018**

**Department:** Corporate Services

**Author:** Accountant

**CSP Link:** 6.3 A well-run Council organisation.

**File No:** FM.BU.1

---

**Recommendation:**

1. That the Quarterly Budget Review Statement for the quarter ending 31 March 2018 be received.
2. That the supplementary votes of (\$2,143k) proposed in the Quarterly Budget Review Statement be adopted resulting in a decrease to operating expenditure of \$114k, a decrease in operating income of \$821k and a decrease to Capital Expenditure of \$2,810k offset by Capital Income variations of \$816k.

**Reason for Report:**

For Council to endorse the Quarterly Budget Review Statement (QBRs) for the quarter ending 31 March 2018.

**Report:**

The budget review statement must show, by reference to the estimate of income and expenditure set out in the Operational Plan adopted by Council, a revised estimate of the income and expenditure for the year. The budget review statement must also be accompanied by a report as to whether or not the Responsible Accounting Officer believes that the financial position of the council is satisfactory, having regard to the original estimates of income and expenditure.

The NSW Office of Local Government (OLG) developed a set of minimum requirements for reporting the financial position of Council, to facilitate explanations and major variations and recommend changes to the budget for Council approval. The report as tabled satisfies this minimum disclosure.

The QBRs reports the Council Consolidated position combining General and Sewer Funds and is composed of, but not limited to, the following budget review components:

- A statement by the responsible accounting officer on council's financial position at the end of the year based on the information in the QBRs;
- Summary of Operational, Capital, Net and Restricted cash positions (**QBRs: Part 1**)
- Income and Expenses (Operational) Budget Review Statement in one of the following formats:



- by income and expense type including capital grants and contributions **(QBRs: Part 2)**
- by function / activity to align with the operational plan including capital grants and contributions **(QBRs: Part 4)** and further detailed, excluding capital grants and contributions **(QBRs: Part 4A)**
- Capital Expenditure and Funding Budget Review **(QBRs: Part 3)** and further detailed **(QBRs: Part 5)**
- Recommended changes to revised budget with commentary for Operational Income and Expenditure **(QBRs: Part 6)** and Capital **(QBRs: Part 7)**
- Budget Review Cash and Investments position **(QBRs: Part 8)** and narrative **(QBRs: Part 9)**
- Budget Review Key Performance Indicators **(QBRs: Part 10)**
- Contracts Budget Review Statement **(QBRs: Part 11)** and narrative **(QBRs: Part 12)**
- Consultancy & Legal Expenses Overview **(QBRs: Part 13)**
- Loans summary **(QBRs: Part 14)**.

The purpose of the quarterly budget review is to act as a barometer of Council's financial health during the year and disclose Council's overall financial health position. It is also a means to ensure Council meets its objectives, targets and outcomes as set out in its Operational Plan.

The attached report provides a detailed review of Council's 2017/18 Budget Review covering the March 2018 quarter.

**Risk/Policy/Legislation Considerations:**

Clause 203 of the Local Government (General) Regulation 2005 requires that the Responsible Accounting Officer of a council prepare and submit to Council a budget review statement. The format as presented reports on an income and expense type as well as by Council activity and helps to inform Council on the anticipated Income Statement operating result for the financial year. Other information is also disclosed including budgeted capital income and expenditure; restricted cash movements and key performance indicators.

**Budget Implications:**

Overall, the net variations in Continuing Operations for the quarter of \$109k will increase the projected Net Operating Deficit before Capital Items to (\$1,048k). This is largely due to the \$1,229k advanced payment of the first 2 quarter instalments of the Financial Assistance Grant for 2017/18 being paid in 2016/17.

Funding required for the replacement of the Browns Creek Road bridge has been rescheduled to 2018/19 due to lengthy design and geotechnical investigation period. The reduction in capital works of (\$1,574) is offset by a reduction in capital grants of (\$745k). Both income and expenditure for this project will be carried over to 2018/19 post the end of the financial year.

The Stronger Country Communities round 1 funding first milestone payment resulted in an increase of \$365k to capital grants and contributions. Offset by an increase in capital expenditure to match preliminary works for the Blayney Skate Park, sporting ground amenities upgrades, Belubula River Walk, Lyndhurst Village link and public amenities upgrade.

The initial funding application lodged under Building Better Regions to upgrade the facilities at CentrePoint was unsuccessful. Whilst an application for round 2 has been submitted it is not anticipated until the 2018/19 year. Resulting in a variation of \$437k to capital grants and \$874k to capital expenditure.

The work for the Small Bridges Program for the 5 bridges has been rescheduled to 2018/19. Some preliminary work for design will be completed this year, resulting in a reduction in capital expenditure of (\$655k).

As resolved at the March Council meeting (Resolution 1803/005) additional \$300k was voted to facilitate works at CentrePoint to replace the failing mechanical heating unit and ducting to the pool, in addition to the \$300k from the December QBRS. The proposed works will be funded from both CentrePoint reserve and Section 94 funds.

Scheduled renewal works of \$235k on Barry Road deferred in the December QBRS have been contracted for completion this financial year.

Supplier delays and changes in resourcing requirements has resulted in a shuffling of the plant replacement program with a number of items being deferred to 2018/19 as they are unable to be secured this financial year. This has resulted in net variations of (\$395k).

#### **Enclosures (following report)**

- 1 Quarterly Budget Review Statement March 2017-18 24 Pages

#### **Attachments (separate document)**

Nil



# **Quarterly Budget Review 2017-2018**

**Period ending  
31 March 2018**

Blayney Shire Council

**Quarterly Budget Review Statement**  
for the period 01/01/18 to 31/03/18

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Blayney Shire Council

**Quarterly Budget Review Statement**


for the period 01/01/18 to 31/03/18

**Report by Responsible Accounting Officer**

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

31 March 2018

It is my opinion that the Quarterly Budget Review Statement for Blayney Shire Council for the quarter ended 31/03/18 indicates that Council's projected financial position at 30/6/18 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed:  \_\_\_\_\_

date: 10/05/2018

Tiffany Irlam  
Responsible Accounting Officer

Blayney Shire Council

PART 1:

**Income & Expenses Budget Summary**

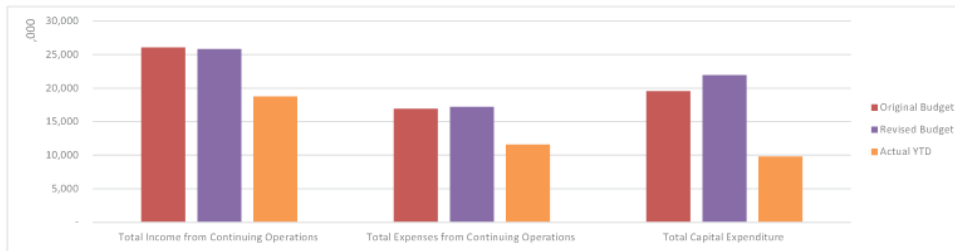
Budget review for the quarter ended 31 March 2018

**Income & Expenses - Council Consolidated**

(\$'000's)

|  | Original Budget \$ 000 | Revised Budget Last Qtr | Other than by QBRs \$ 000 | Variations for this Mar Qtr | Revised Budget Current | Actual YTD figures |
|--|------------------------|-------------------------|---------------------------|-----------------------------|------------------------|--------------------|
| Total Income from Continuing Operations                | 26,090                 | 25,861                  |                           | (821)                       | 25,040                 | 18,756             |
| Total Expenses from Continuing Operations              | 16,941                 | 17,222                  |                           | (114)                       | 17,108                 | 11,629             |
| <b>Net Operating Result from Continuing Operations</b> | <b>9,149</b>           | <b>8,639</b>            | <b>-</b>                  | <b>(707)</b>                | <b>7,932</b>           | <b>7,127</b>       |
| Total Capital Expenditure                              | 19,546                 | 21,939                  |                           | (2,850)                     | 19,088                 | 9,820              |

**Quarterly Budget Review Statement**  
for the period 01/01/18 to 31/03/18



Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/03/18 and should be read in conjunction with the total QBRs report

Blayney Shire Council

**Quarterly Budget Review Statement**

for the period 01/01/18 to 31/03/18

**Income & Expenses Budget Review Statement**

Budget review for the quarter ended 31 March 2018

**Income & Expenses - Council Consolidated**

| (\$000's)   | Original Budget 2017/18 | Revised Budget 2017/18 | Variations for this Mar Qtr | Notes     | Projected Year End Result | Actual YTD figures |
|---|-------------------------|------------------------|-----------------------------|-----------|---------------------------|--------------------|
| <b>Income</b>   |                         |                        |                             |           |                           |                    |
| Rates and Annual Charges                              | 10,555                  | 10,555                 |                             |           | 10,555                    | 10,458             |
| User Charges and Fees                                 | 1,846                   | 1,887                  | 5                           | i         | 1,892                     | 1,781              |
| Interest and Investment Revenues                      | 375                     | 375                    |                             |           | 375                       | 305                |
| Other Revenues  | 227                     | 254                    | (8)                         | i         | 246                       | 196                |
| Grants & Contributions - Operating                    | 3,450                   | 2,306                  | (2)                         | i         | 2,304                     | 1,281              |
| Grants & Contributions - Capital                      | 8,924                   | 9,796                  | (816)                       | h,j,k     | 8,980                     | 3,968              |
| Net gain from disposal of assets                      | 713                     | 688                    |                             |           | 688                       | 767                |
| Share of Interests in Joint Ventures                  | -                       | -                      |                             |           | -                         | -                  |
| <b>Total Income from Continuing Operations</b>        | <b>26,090</b>           | <b>25,861</b>          | <b>(821)</b>                |           | <b>25,040</b>             | <b>18,756</b>      |
| <b>Expenses</b>                                       |                         |                        |                             |           |                           |                    |
| Employee Costs  | 6,516                   | 6,561                  | (13)                        | i         | 6,548                     | 4,374              |
| Borrowing Costs                                       | 202                     | 202                    |                             |           | 202                       | 97                 |
| Materials & Contracts                                 | 1,967                   | 2,109                  | (91)                        | b,c,d,f,g | 2,018                     | 1,184              |
| Depreciation  | 5,400                   | 5,415                  | (1)                         | j         | 5,414                     | 4,062              |
| Legal Costs   | 57                      | 62                     |                             |           | 62                        | 22                 |
| Consultants   | 201                     | 225                    |                             |           | 225                       | 214                |
| Other Expenses  | 2,598                   | 2,648                  | (9)                         | b,j       | 2,639                     | 1,676              |
| Net Loss from disposal of assets                      | -                       | -                      |                             |           | -                         | -                  |
| Share of interests in Joint Ventures                  | -                       | -                      |                             |           | -                         | -                  |
| <b>Total Expenses from Continuing Operations</b>      | <b>16,941</b>           | <b>17,222</b>          | <b>(114)</b>                |           | <b>17,108</b>             | <b>11,629</b>      |
| <b>Net Operating Result from Continuing Operation</b> | <b>9,149</b>            | <b>8,639</b>           | <b>(707)</b>                |           | <b>7,932</b>              | <b>7,127</b>       |
| Discontinued Operations - Surplus/(Deficit)           |                         |                        |                             |           |                           |                    |
| <b>Net Operating Result from All Operations</b>       | <b>9,149</b>            | <b>8,639</b>           | <b>(707)</b>                |           | <b>7,932</b>              | <b>7,127</b>       |
| <b>Net Operating Result before Capital Items</b>      | <b>225</b>              | <b>(1,157)</b>         | <b>109</b>                  |           | <b>(1,048)</b>            | <b>3,159</b>       |

\* This is not a projection of the year end result as rates and annual charges are levied in full in July. There are other income and expenditure items that vary in nature when paid or received (fixed or variable e.g. weekly, monthly or annually).

Blayney Shire Council

**Quarterly Budget Review Statement**

for the period 01/01/18 to 31/03/18

**Income & Expenses Budget Review Statement**

Budget review for the quarter ended 31 March 2018

**Income & Expenses - Council Consolidated**

| (\$000's)   | Original Budget 2017/18 | Approved changes other than by QBRs | Revised Budget 2017/18 | Variations for this Mar Qtr | Notes | Projected Year End Result | Actual YTD figures |
|---|-------------------------|-------------------------------------|------------------------|-----------------------------|-------|---------------------------|--------------------|
| <b>Income</b>   |                         |                                     |                        |                             |       |                           |                    |
| Governance  | 3                       |                                     | 3                      |                             |       | 3                         | 4                  |
| Administration  | 659                     |                                     | 866                    | (8)                         | i     | 858                       | 688                |
| Public Order & Safety                                 | 56                      |                                     | 261                    | 17                          | g     | 278                       | 120                |
| Health  | 6                       |                                     | 10                     |                             |       | 10                        | 4                  |
| Environment   | 1,296                   |                                     | 1,296                  |                             |       | 1,296                     | 1,285              |
| Community Services & Education                        | 2                       |                                     | 2                      | (1)                         | i     | 1                         | 1                  |
| Housing & Community Amenities                         | 182                     |                                     | 198                    | 46                          | h     | 244                       | 196                |
| Sewer Supplies  | 1,527                   |                                     | 1,529                  |                             |       | 1,529                     | 1,293              |
| Manufacturing & Construction                          | 462                     |                                     | 462                    |                             |       | 462                       | 609                |
| Recreation & Culture                                  | 969                     |                                     | 1,047                  | (284)                       | h,k   | 763                       | 501                |
| Transport & Communication                             | 10,218                  |                                     | 10,308                 | (595)                       | h,j,l | 9,713                     | 4,305              |
| Economic Affairs                                      | 518                     |                                     | 498                    | 4                           | i     | 502                       | 462                |
| General Purpose Revenue                               | 10,192                  |                                     | 9,381                  |                             |       | 9,381                     | 9,288              |
| <b>Total Income from Continuing Operations</b>        | <b>26,090</b>           | <b>-</b>                            | <b>25,861</b>          | <b>(821)</b>                |       | <b>25,040</b>             | <b>18,756</b>      |
| <b>Expenses</b>                                       |                         |                                     |                        |                             |       |                           |                    |
| Governance  | 590                     |                                     | 600                    | (30)                        | a     | 570                       | 389                |
| Administration  | 3,884                   |                                     | 3,845                  | (40)                        | b,c   | 3,805                     | 2,436              |
| Public Order & Safety                                 | 495                     |                                     | 502                    |                             |       | 502                       | 185                |
| Health  | 65                      |                                     | 72                     |                             |       | 72                        | 48                 |
| Environment   | 1,382                   |                                     | 1,358                  |                             |       | 1,358                     | 901                |
| Community Services & Education                        | 20                      |                                     | 20                     | (1)                         | i     | 19                        | 17                 |
| Housing & Community Amenities                         | 408                     |                                     | 574                    | (50)                        | m     | 524                       | 307                |
| Sewer Supplies  | 1,422                   |                                     | 1,414                  | (88)                        | f     | 1,326                     | 845                |
| Recreation & Culture                                  | 2,734                   |                                     | 2,857                  | 52                          | d,j   | 2,909                     | 2,016              |
| Manufacturing & Construction                          | 497                     |                                     | 484                    |                             |       | 484                       | 599                |
| Transport & Communication                             | 5,068                   |                                     | 5,097                  |                             |       | 5,097                     | 3,563              |
| Economic Affairs                                      | 376                     |                                     | 399                    | 38                          | e,i   | 437                       | 323                |
| <b>Total Expenses from Continuing Operations</b>      | <b>16,941</b>           | <b>-</b>                            | <b>17,222</b>          | <b>(119)</b>                |       | <b>17,103</b>             | <b>11,629</b>      |
| <b>Net Operating Result from Continuing Operation</b> | <b>9,149</b>            | <b>-</b>                            | <b>8,639</b>           | <b>(702)</b>                |       | <b>7,937</b>              | <b>7,127</b>       |
| Discontinued Operations - Surplus/(Deficit)           |                         |                                     | -                      |                             |       | -                         |                    |
| <b>Net Operating Result from All Operations</b>       | <b>9,149</b>            | <b>-</b>                            | <b>8,639</b>           | <b>(702)</b>                |       | <b>7,937</b>              | <b>7,127</b>       |
| <b>Net Operating Result before Capital Items</b>      | <b>225</b>              |                                     | <b>(1,157)</b>         | <b>114</b>                  |       | <b>(1,043)</b>            | <b>3,159</b>       |

Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/03/18 and should be read in conjunction with the total QBRs report



Quarterly Budget Review Statement  
for the period 01/01/18 to 31/03/18

Blayney Shire Council  
PART 3A:  
**Operating Income & Expenses Budget Review Statement (By Function/Activity - Detailed)**

Budget review for the quarter ended 31 March 2018

Operating Income & Expenses - Council Consolidated (Excludes Capital Grants & Contributions)

| (\$000's)                                 | Operating Income       |                           |                       |                       |                           | Operating Expenditure |               |                        |                           |                       |                       |                           |                    |              |
|---|------------------------|---------------------------|-----------------------|-----------------------|---------------------------|-----------------------|---------------|------------------------|---------------------------|-----------------------|-----------------------|---------------------------|--------------------|--------------|
|   | Original Budget \$ 000 | Other than by QBRS \$ 000 | Revised Budget \$ 000 | Variations for Mar-18 | Projected Year End Result | Actual YTD figures    | %             | Original Budget \$ 000 | Other than by QBRS \$ 000 | Revised Budget \$ 000 | Variations for Mar-18 | Projected Year End Result | Actual YTD figures | %            |
| <b>Governance</b>                         |                        |                           |                       |                       |                           |                       |               |                        |                           |                       |                       |                           |                    |              |
| Council                                   | 3                      | -                         | 3                     | 3                     | 3                         | 4                     | 133.3%        | 591                    | -                         | 601                   | (30)                  | 571                       | 389                | 66.1%        |
| <b>Administration</b>                     |                        |                           |                       |                       |                           |                       |               |                        |                           |                       |                       |                           |                    |              |
| Corporate Services                        | 209                    | -                         | 209                   | (8)                   | 201                       | 145                   | 72.1%         | 2,676                  | -                         | 2,676                 | (20)                  | 2,656                     | 1,771              | 66.7%        |
| Engineering & Works                       | 444                    | -                         | 493                   | 49                    | 493                       | 123                   | 24.9%         | 913                    | -                         | 874                   | (20)                  | 854                       | 455                | 53.3%        |
| Environmental                             | 5                      | -                         | 5                     | -                     | 5                         | 11                    | 220.0%        | 295                    | -                         | 295                   | -                     | 295                       | 210                | 71.2%        |
|   | <b>658</b>             | <b>-</b>                  | <b>707</b>            | <b>(8)</b>            | <b>699</b>                | <b>279</b>            | <b>39.9%</b>  | <b>3,884</b>           | <b>-</b>                  | <b>3,845</b>          | <b>(40)</b>           | <b>3,805</b>              | <b>2,436</b>       | <b>64.0%</b> |
| <b>Public Order &amp; Safety</b>          |                        |                           |                       |                       |                           |                       |               |                        |                           |                       |                       |                           |                    |              |
| Rural Fire Services                       | 46                     | -                         | 46                    | -                     | 46                        | -                     | 0.0%          | 348                    | -                         | 348                   | -                     | 348                       | 85                 | 34.4%        |
| Animal Control                            | 10                     | -                         | 13                    | 3                     | 13                        | 12                    | 92.3%         | 104                    | -                         | 111                   | 7                     | 111                       | 82                 | 73.9%        |
| Emergency Services                        | -                      | -                         | -                     | -                     | -                         | -                     | 0.0%          | 42                     | -                         | 42                    | -                     | 42                        | 17                 | 40.5%        |
| Other Public Order & Safety               | 56                     | -                         | 59                    | 3                     | 59                        | 12                    | 92.3%         | 494                    | -                         | 501                   | 7                     | 501                       | 185                | 36.9%        |
|   | <b>6</b>               | <b>-</b>                  | <b>10</b>             | <b>4</b>              | <b>10</b>                 | <b>4</b>              | <b>40.0%</b>  | <b>65</b>              | <b>-</b>                  | <b>72</b>             | <b>7</b>              | <b>72</b>                 | <b>48</b>          | <b>66.7%</b> |
| <b>Health</b>                             |                        |                           |                       |                       |                           |                       |               |                        |                           |                       |                       |                           |                    |              |
| Administration/Food Control               | 6                      | -                         | 10                    | 4                     | 10                        | 4                     | 40.0%         | 65                     | -                         | 72                    | 7                     | 72                        | 48                 | 66.7%        |
|   | <b>6</b>               | <b>-</b>                  | <b>10</b>             | <b>4</b>              | <b>10</b>                 | <b>4</b>              | <b>40.0%</b>  | <b>65</b>              | <b>-</b>                  | <b>72</b>             | <b>7</b>              | <b>72</b>                 | <b>48</b>          | <b>66.7%</b> |
| <b>Environment</b>                        |                        |                           |                       |                       |                           |                       |               |                        |                           |                       |                       |                           |                    |              |
| Noxious Plants                            | -                      | -                         | -                     | -                     | -                         | -                     | 0.0%          | 71                     | -                         | 70                    | (1)                   | 70                        | 70                 | 100.0%       |
| Domestic Waste Management                 | 1,074                  | -                         | 1,074                 | -                     | 1,074                     | 1,080                 | 100.6%        | 839                    | -                         | 839                   | -                     | 839                       | 504                | 60.1%        |
| Other Waste Management                    | 222                    | -                         | 222                   | -                     | 222                       | 199                   | 89.6%         | 205                    | -                         | 205                   | -                     | 205                       | 189                | 92.2%        |
| Street Cleaning                           | -                      | -                         | -                     | -                     | -                         | -                     | 0.0%          | 161                    | -                         | 138                   | (23)                  | 138                       | 73                 | 52.8%        |
| Urban Stormwater Drainage                 | -                      | -                         | -                     | -                     | -                         | 6                     | 0.0%          | 106                    | -                         | 106                   | -                     | 106                       | 65                 | 61.3%        |
|   | <b>1,296</b>           | <b>-</b>                  | <b>1,296</b>          | <b>-</b>              | <b>1,296</b>              | <b>1,285</b>          | <b>99.2%</b>  | <b>1,382</b>           | <b>-</b>                  | <b>1,358</b>          | <b>(24)</b>           | <b>1,358</b>              | <b>901</b>         | <b>66.3%</b> |
| <b>Community Services &amp; Education</b> |                        |                           |                       |                       |                           |                       |               |                        |                           |                       |                       |                           |                    |              |
| Child Care                                | -                      | -                         | -                     | -                     | -                         | -                     | 0.0%          | 10                     | -                         | 10                    | -                     | 10                        | 10                 | 100.0%       |
| Aged & Disabled                           | 1                      | -                         | 1                     | -                     | 1                         | -                     | 0.0%          | 1                      | -                         | 1                     | -                     | 1                         | -                  | 0.0%         |
| Youth Services                            | 1                      | -                         | 1                     | -                     | 1                         | 1                     | 100.0%        | 2                      | -                         | 2                     | -                     | 2                         | 2                  | 100.0%       |
| Community Services Administration         | -                      | -                         | -                     | -                     | -                         | -                     | 0.0%          | 7                      | -                         | 7                     | -                     | 7                         | 5                  | 71.4%        |
|   | <b>2</b>               | <b>-</b>                  | <b>2</b>              | <b>(1)</b>            | <b>1</b>                  | <b>1</b>              | <b>100.0%</b> | <b>20</b>              | <b>-</b>                  | <b>20</b>             | <b>(1)</b>            | <b>19</b>                 | <b>17</b>          | <b>89.5%</b> |
| <b>Housing &amp; Community Amenities</b>  |                        |                           |                       |                       |                           |                       |               |                        |                           |                       |                       |                           |                    |              |
| Housing                                   | -                      | -                         | -                     | -                     | -                         | -                     | 0.0%          | -                      | -                         | -                     | -                     | -                         | -                  | 0.0%         |
| Town Planning                             | 138                    | -                         | 138                   | -                     | 138                       | 98                    | 71.0%         | 244                    | -                         | 369                   | (131)                 | 319                       | 174                | 53.7%        |
| Street Lighting                           | 17                     | -                         | 17                    | -                     | 17                        | 17                    | 100.0%        | 102                    | -                         | 102                   | -                     | 113                       | 74                 | 65.8%        |
| Public Cemeteries                         | 44                     | -                         | 60                    | 16                    | 60                        | 76                    | 126.7%        | 68                     | -                         | 68                    | -                     | 68                        | 41                 | 60.3%        |
| Public Conveniences                       | -                      | -                         | -                     | -                     | -                         | -                     | 0.0%          | 96                     | -                         | 126                   | 30                    | 126                       | 92                 | 73.0%        |
|   | <b>199</b>             | <b>-</b>                  | <b>215</b>            | <b>16</b>             | <b>215</b>                | <b>174</b>            | <b>80.9%</b>  | <b>510</b>             | <b>-</b>                  | <b>676</b>            | <b>166</b>            | <b>626</b>                | <b>381</b>         | <b>60.4%</b> |

Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/03/18 and should be read in conjunction with the total QBRS report  
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Blayney Shire Council  
PART 3A:  
Quarterly Budget Review Statement  
for the period 01/01/18 to 31/03/18

Operating Income & Expenses Budget Review Statement (By Function/Activity - Detailed)

Budget review for the quarter ended 31 March 2018

Operating Income & Expenses - Council Consolidated (Excludes Capital Grants & Contributions)

| (\$000's)   | Operating Income       |                           |                       |                       |       | Operating Expenditure     |                    |               |                        |                           |                       |                       |       |                           |                    |               |
|---|------------------------|---------------------------|-----------------------|-----------------------|-------|---------------------------|--------------------|---------------|------------------------|---------------------------|-----------------------|-----------------------|-------|---------------------------|--------------------|---------------|
|   | Original Budget \$ 000 | Other than by QBRS \$ 000 | Revised Budget \$ 000 | Variations for Mar-18 | Notes | Projected Year End Result | Actual YTD figures | %             | Original Budget \$ 000 | Other than by QBRS \$ 000 | Revised Budget \$ 000 | Variations for Mar-18 | Notes | Projected Year End Result | Actual YTD figures | %             |
| <b>Recreation &amp; Culture</b>                                   |                        |                           |                       |                       |       |                           |                    |               |                        |                           |                       |                       |       |                           |                    |               |
| Public Libraries  | 33                     |                           | 40                    | 7                     |       | 40                        | 39                 | 97.5%         | 204                    |                           | 211                   | 7                     |       | 215                       | 138                | 64.2%         |
| Public Halls  | 16                     |                           | 16                    |                       |       | 16                        | 8                  | 50.0%         | 148                    |                           | 147                   | (1)                   |       | 147                       | 114                | 77.0%         |
| Centrepoint Sport & Leisure                                       | 426                    |                           | 426                   |                       |       | 426                       | 331                | 0.0%          | 1,013                  |                           | 1,012                 | (1)                   |       | 1,012                     | 688                | 68.0%         |
| Sporting Grounds  | 16                     |                           | 16                    |                       |       | 16                        | 11                 | 68.8%         | 264                    |                           | 280                   | 16                    |       | 328                       | 247                | 75.3%         |
| Parks & Gardens   | 3                      |                           | 40                    | 37                    |       | 40                        | 39                 | 97.5%         | 1,001                  |                           | 1,101                 | 100                   |       | 1,101                     | 767                | 69.7%         |
| Blayney Showground  | 3                      |                           | 3                     |                       |       | 3                         | 4                  | 133.3%        | 82                     |                           | 84                    | 2                     |       | 84                        | 57                 | 67.9%         |
| Other Cultural Services   |                        |                           |                       |                       |       |                           |                    | 0.0%          | 22                     |                           | 22                    |                       |       | 22                        | 5                  | 22.7%         |
|   | <b>497</b>             | <b>-</b>                  | <b>541</b>            | <b>44</b>             |       | <b>541</b>                | <b>432</b>         | <b>79.9%</b>  | <b>2,734</b>           | <b>-</b>                  | <b>2,857</b>          | <b>123</b>            |       | <b>2,909</b>              | <b>2,016</b>       | <b>69.3%</b>  |
| <b>Mining Manufacturing &amp; Construction</b>                    |                        |                           |                       |                       |       |                           |                    |               |                        |                           |                       |                       |       |                           |                    |               |
| Building Control  | 127                    |                           | 127                   |                       |       | 127                       | 78                 | 61.4%         | 179                    |                           | 166                   | (13)                  |       | 166                       | 88                 | 53.0%         |
| Quarries & Pits   | 336                    |                           | 336                   |                       |       | 336                       | 503                | 149.7%        | 511                    |                           | 318                   | (193)                 |       | 318                       | 511                | 160.7%        |
|   | <b>463</b>             | <b>-</b>                  | <b>463</b>            | <b>-</b>              |       | <b>463</b>                | <b>581</b>         | <b>125.5%</b> | <b>497</b>             | <b>-</b>                  | <b>484</b>            | <b>(13)</b>           |       | <b>484</b>                | <b>599</b>         | <b>123.6%</b> |
| <b>Transport &amp; Communication</b>                              |                        |                           |                       |                       |       |                           |                    |               |                        |                           |                       |                       |       |                           |                    |               |
| Local Roads   | 1,209                  |                           | 809                   | (400)                 |       | 809                       | 309                | 38.2%         | 3,887                  |                           | 3,887                 |                       |       | 3,887                     | 2,783              | 71.6%         |
| Regional Roads  | 320                    |                           | 320                   |                       |       | 320                       | 320                | 75.6%         | 114                    |                           | 134                   | 20                    |       | 134                       | 74                 | 55.2%         |
| State Roads   | 225                    |                           | 172                   | (53)                  |       | 241                       | 31                 | 12.9%         | 176                    |                           | 181                   | 5                     |       | 181                       | 176                | 97.2%         |
| Bridges - Local   | 32                     |                           | 32                    |                       |       | 32                        |                    | 0.0%          | 419                    |                           | 419                   |                       |       | 419                       | 239                | 57.0%         |
| Bridges - Regional  | 11                     |                           | 11                    |                       |       | 11                        |                    | 0.0%          |                        |                           |                       |                       |       |                           |                    | 0.0%          |
| Footpaths   |                        |                           |                       |                       |       |                           |                    | 0.0%          | 95                     |                           | 95                    |                       |       | 95                        | 80                 | 84.2%         |
| Kerb and Gutter   |                        |                           |                       |                       |       |                           |                    | 0.0%          | 100                    |                           | 100                   |                       |       | 100                       | 64                 | 64.0%         |
| Other Transport and Communication                                 |                        |                           |                       |                       |       |                           |                    | 0.0%          | 180                    |                           | 180                   |                       |       | 180                       | 73                 | 40.6%         |
|   | <b>1,797</b>           | <b>-</b>                  | <b>1,413</b>          | <b>(384)</b>          |       | <b>1,413</b>              | <b>582</b>         | <b>41.2%</b>  | <b>4,967</b>           | <b>-</b>                  | <b>4,986</b>          | <b>19</b>             |       | <b>4,986</b>              | <b>3,489</b>       | <b>69.8%</b>  |
| <b>Economic Affairs</b>   |                        |                           |                       |                       |       |                           |                    |               |                        |                           |                       |                       |       |                           |                    |               |
| Tourism & Area Promotion  | 39                     |                           | 40                    | 1                     |       | 43                        | 46                 | 107.0%        | 277                    |                           | 281                   | 4                     |       | 283                       | 180                | 63.6%         |
| Industrial Development & Promotion                                | 3                      |                           | 8                     | 5                     |       | 9                         | 8                  | 88.9%         | 11                     |                           | 13                    | 2                     |       | 15                        | 9                  | 60.0%         |
| Real Estate   |                        |                           |                       |                       |       |                           |                    | 0.0%          |                        |                           | 17                    | 17                    |       | 56                        | 56                 | 0.0%          |
| Initial Units   | 407                    |                           | 380                   | (27)                  |       | 380                       | 35                 | 9.2%          | 35                     |                           | 35                    |                       |       | 30                        | 29                 | 96.7%         |
| Other Business - Private Works                                    | 68                     |                           | 68                    |                       |       | 68                        | 26                 | 38.2%         | 52                     |                           | 52                    |                       |       | 52                        | 49                 | 94.2%         |
|   | <b>517</b>             | <b>-</b>                  | <b>496</b>            | <b>(21)</b>           |       | <b>500</b>                | <b>115</b>         | <b>23.0%</b>  | <b>375</b>             | <b>-</b>                  | <b>398</b>            | <b>23</b>             |       | <b>436</b>                | <b>323</b>         | <b>74.1%</b>  |
| <b>General Purpose Revenue</b>                                    |                        |                           |                       |                       |       |                           |                    |               |                        |                           |                       |                       |       |                           |                    |               |
| General Purpose Revenues  | <b>10,192</b>          | <b>-</b>                  | <b>9,381</b>          | <b>(811)</b>          |       | <b>9,381</b>              | <b>9,288</b>       | <b>99.0%</b>  | <b>-</b>               | <b>-</b>                  | <b>-</b>              | <b>-</b>              |       | <b>-</b>                  | <b>-</b>           | <b>0.0%</b>   |
| <b>Sewerage Services</b>  |                        |                           |                       |                       |       |                           |                    |               |                        |                           |                       |                       |       |                           |                    |               |
| Surplus/(Deficit) From Ordinary Activities Before Capital Amounts | <b>17,165</b>          | <b>-</b>                  | <b>16,065</b>         | <b>(1,100)</b>        |       | <b>16,060</b>             | <b>14,019</b>      | <b>87.3%</b>  | <b>16,941</b>          | <b>-</b>                  | <b>17,222</b>         | <b>281</b>            |       | <b>17,103</b>             | <b>11,629</b>      | <b>68.0%</b>  |

Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/03/18 and should be read in conjunction with the total QBRS report  
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Blayney Shire Council

**Quarterly Budget Review Statement**  
for the period 01/01/18 to 31/03/18

**Income & Expenses Budget Review Statement**  
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

| Notes Details   | Variations to:  |                      |
|---|-----------------|----------------------|
|   | Income<br>\$000 | Expenditure<br>\$000 |
| a Elections expenses - budget savings   |                 | (2)                  |
| Internal Audit Fees - budget savings  |                 | (5)                  |
| WBC Alliance - final contribution lower than anticipated                                |                 | (3)                  |
| Development Coordinator Program - Positions vacant for Carmanhurst and Four Villages    |                 | (20)                 |
|   | -               | (30)                 |
| b Anticipated increase to Software maintenance costs did not materialise                |                 | (20)                 |
|   | -               | (20)                 |
| c Project management wages allocated to Belubula Way Capital project                    |                 | (35)                 |
| Additional Small Tools & Workshop supplies - increased costs this year                  |                 | 15                   |
|   | -               | (20)                 |
| d Increased costs for Sporting Grounds Villages   |                 | 40                   |
| Redmond Oval Tennis Shed demolition, budget moved to operational                        |                 | 8                    |
|   | -               | 48                   |
| e Frape Street development costs funded from Property Reserve                           |                 | 39                   |
|   | -               | 39                   |
| f Blayney Treatment Plant operations - budget savings                                   |                 | (20)                 |
| Blayney Sewer Manhole Rehabilitation - no rehab works scheduled                         |                 | (20)                 |
| SPS Internal Improvements & Electrical Replacements - extended scope of works           |                 | 22                   |
| Blayney Sewer Utilities & Maintenance project, works deferred                           |                 | (68)                 |
| Budget savings on Sewer light vehicle purchase  |                 | (2)                  |
|   | -               | (88)                 |
| g Lyndhurst Bush Fire Shed, balance of project. Offset by increased capital expenditure | 17              |                      |
|   | 17              | -                    |
| h Round 1 Stronger Country Communities Funding - Milestone1                             |                 |                      |
| Blayney Skate Park Heritage Park  | 90              |                      |
| Lyndhurst Village Link Footpath Project Stage 1   | 64              |                      |
| Blayney Belubula River Walk Project Stage 1   | 102             |                      |
| Recreation Ground Refurbishment Projects  | 63              |                      |
| Blayney Shire Public Toilet Upgrade Project   | 46              |                      |
|   | 365             | -                    |
| i Minor budget adjustments  | (5)             | 2                    |
|   | (5)             | 2                    |
| j Browns Creek Bridge funding not anticipated this financial year                       | (745)           |                      |
|   | (745)           | -                    |
| k CentrePoint Building & Pool upgrade funding was unsuccessful                          | (437)           |                      |
|   | (437)           | -                    |
| l Belubula Way capital works under budget - 50% reduction in associated grant funding   | (16)            |                      |
|   | (16)            | -                    |
| m Blayney Settlement Strategy Review deferred to 2018/19                                |                 | (100)                |
| Preparation of BCO Subregional Strategy Review  |                 | 50                   |
|   | -               | (50)                 |
|   | (821)           | (119)                |
| <b>Net adjustment to operating result</b>   |                 | <b>(702)</b>         |

Blayney Shire Council

**Quarterly Budget Review Statement**

for the period 01/01/18 to 31/03/18

**Capital Budget Review Statement**

Budget review for the quarter ended 31 March 2018

**Capital Budget - Council Consolidated**

| (\$000's)                                      | Original Budget 2017/18 | Approved Changes Other than by QBRs | Revised Budget 2017/18 | Variations for this Mar Qtr | Notes         | Projected Year End Result | Actual YTD figures |
|--|-------------------------|-------------------------------------|------------------------|-----------------------------|---------------|---------------------------|--------------------|
| <b>Capital Expenditure</b>                     |                         |                                     |                        |                             |               |                           |                    |
| New Assets                                     |                         |                                     |                        |                             |               |                           |                    |
| - Plant & Equipment                            | 1,203                   | -                                   | 1,146                  | (77)                        | 12            | 1,069                     | 838                |
| - Land & Buildings                             | 40                      | -                                   | 206                    | 385                         | 23            | 591                       | -                  |
| - Sewer  | 150                     | -                                   | 82                     | -                           |               | 82                        | -                  |
| - Other  | -                       | -                                   | 27                     | -                           |               | 27                        | -                  |
| Renewal Assets (Replacement)                   |                         |                                     |                        |                             |               |                           |                    |
| - Plant & Equipment                            | 1,644                   | -                                   | 1,484                  | (318)                       | 11,12,13      | 1,166                     | 1,206              |
| - Land & Buildings                             | 923                     | -                                   | 1,656                  | (693)                       | 1,2,3,17,18,2 | 963                       | 279                |
| - Roads, Bridges, Footpaths                    | 14,770                  | -                                   | 16,437                 | (2,112)                     | 4-10,17,18,20 | 14,325                    | 7,097              |
| - Sewer  | 363                     | -                                   | 257                    | -                           |               | 257                       | 43                 |
| - Other  | 165                     | -                                   | 357                    | 24                          | 17,22         | 381                       | 207                |
| Loan Repayments (Principal)                    | 288                     | -                                   | 288                    | (59)                        | 16            | 229                       | 150                |
| <b>Total Capital Expenditure</b>               | <b>19,546</b>           | <b>-</b>                            | <b>21,940</b>          | <b>(2,850)</b>              |               | <b>19,090</b>             | <b>9,820</b>       |
| <b>Capital Funding</b>                         |                         |                                     |                        |                             |               |                           |                    |
| Rates & Other Untied Funding                   | 4,320                   | -                                   | 445                    | 3,531                       | (293)         | 3,238                     | 2,107              |
| Capital Grants & Contributions                 | 8,924                   | -                                   | 9,650                  | (783)                       | 1,6,7         | 8,867                     | 3,968              |
| Reserves:                                      |                         |                                     |                        |                             |               |                           |                    |
| - External Restrictions/Reserves               | 2,261                   | -                                   | 2,393                  | (1,716)                     |               | 677                       | 465                |
| - Internal Restrictions/Reserves               | 1,638                   | -                                   | 755                    | 2,763                       | (58)          | 2,705                     | 15                 |
| New Loans                                      | 1,800                   | 1,200                               | 3,000                  |                             |               | 3,000                     | 3,000              |
| Receipts from Sale of Assets                   |                         |                                     |                        |                             |               |                           |                    |
| - Plant & Equipment                            | 603                     | -                                   | 603                    |                             |               | 603                       | 265                |
| - Land & Buildings                             | -                       | -                                   | -                      |                             |               | -                         | -                  |
| <b>Total Capital Funding</b>                   | <b>19,546</b>           | <b>-</b>                            | <b>21,940</b>          | <b>(2,850)</b>              |               | <b>19,090</b>             | <b>9,820</b>       |
| <b>Net Capital Funding - Surplus/(Deficit)</b> | <b>-</b>                | <b>-</b>                            | <b>-</b>               | <b>-</b>                    |               | <b>-</b>                  | <b>-</b>           |

Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/03/18 and should be read in conjunction with the total QBRs report

Blayney Shire Council

Quarterly Budget Review Statement

PART 4A:

for the period 01/01/18 to 31/03/18

**Capital Budget Review Statement**

Budget review for the quarter ended 31 March 2018

**Capital Budget - Council Consolidated**

| (\$000's)   | Original Budget 2017/18 | Revised Budget 2017/18 | Approved Changes Other than by QBRs | Variations for this Mar Qtr | Notes    | Projected Year End Result | Actual YTD figures | %          |
|---|-------------------------|------------------------|-------------------------------------|-----------------------------|----------|---------------------------|--------------------|------------|
| <b>Capital Expenditure</b>                                      |                         |                        |                                     |                             |          |                           |                    |            |
| <b>LAND &amp; BUILDINGS</b>                                     |                         |                        |                                     |                             |          |                           |                    |            |
| SES Office - Painting   | R -                     | 1                      |                                     |                             |          | 1                         | 1                  | 100%       |
| Rural Fire Service Shed - Lyndhurst                             | R -                     | 12                     |                                     | 18                          | 1        | 30                        | 30                 | 100%       |
| Rural Fire Service Shed - Mandurama                             | R -                     | 177                    |                                     |                             |          | 177                       | 84                 | 47%        |
| Rural Fire Service Shed - Neville                               | R -                     | 14                     |                                     |                             |          | 14                        | 14                 | 100%       |
| Capital Park, Lyndhurst - Public Conveniences                   | R 2                     | -                      |                                     |                             |          | -                         | -                  | 0%         |
| Carrington Park, Blayney - Public Conveniences                  | R 3                     | -                      |                                     |                             |          | -                         | -                  | 0%         |
| Lyndhurst Recreation Ground - Public Conveniences               | R 4                     | -                      |                                     |                             |          | -                         | -                  | 0%         |
| Library Building  | R 7                     | 7                      |                                     | (7)                         | 2        | -                         | -                  | 0%         |
| Library Building Entrance & Internal Improvements               | R -                     | 20                     |                                     |                             |          | 20                        | -                  | 0%         |
| Library Painting  | R -                     | 10                     |                                     | (2)                         | 2        | 8                         | -                  | 0%         |
| Blayney Library - Mobile Shelving                               | R -                     | 51                     |                                     | (49)                        | 2        | 2                         | 2                  | 100%       |
| Hobbys Yards Hall   | R 5                     | 5                      |                                     | (5)                         | 17       | -                         | -                  | 0%         |
| Community Centre - Minor Assets                                 | R 5                     | 5                      |                                     |                             |          | 5                         | -                  | 0%         |
| Blayney Cultural Centre   | N 40                    | 40                     |                                     | (40)                        | 13       | -                         | -                  | 0%         |
| CentrePoint - Building & Pool Upgrade                           | R 874                   | 874                    |                                     | (874)                       | 21       | -                         | -                  | 0%         |
| CentrePoint - Scout Hall Internal Painting                      | R -                     | 10                     |                                     | (1)                         | 21       | 9                         | -                  | 0%         |
| CentrePoint - Exterior Painting                                 | R -                     | 20                     |                                     | (3)                         | 21       | 17                        | -                  | 0%         |
| CentrePoint - Mechanical Heating Unit and Ducting to Pool Hall  | R -                     | 300                    |                                     | 300                         | 3        | 600                       | 27                 | 5%         |
| CentrePoint - Scout Hall Roof                                   | R -                     | 120                    |                                     | (10)                        | 21       | 110                       | 34                 | 31%        |
| Blayney Tennis Centre Amenities                                 | R 2                     | 2                      |                                     | (2)                         | 17       | -                         | -                  | 0%         |
| Carrington Park, Blayney - BBQ Shelter                          | R 5                     | -                      |                                     |                             |          | -                         | -                  | 0%         |
| King George Oval - Public Conveniences                          | R 6                     | 6                      |                                     | (1)                         | 17       | 5                         | 5                  | 100%       |
| Mandurama Recreation Ground Tennis Club                         | R 5                     | 5                      |                                     |                             |          | 5                         | -                  | 0%         |
| Napier Oval Kiosk   | R 3                     | 3                      |                                     | (3)                         | 17       | -                         | -                  | 0%         |
| Redmond Oval - Tennis Shed                                      | R -                     | 12                     |                                     | (12)                        | 18       | -                         | -                  | 0%         |
| Blayney Showground Commentators Box                             | R 2                     | 2                      |                                     | (2)                         | 17       | -                         | -                  | 0%         |
| Renewable Energy Project  | N -                     | 166                    |                                     |                             |          | 166                       | 82                 | 49%        |
| <b>TOTAL LAND &amp; BUILDINGS</b>                               | <b>963</b>              | <b>1,862</b>           | <b>-</b>                            | <b>(693)</b>                |          | <b>1,169</b>              | <b>279</b>         | <b>24%</b> |
| <b>OTHER STRUCTURES</b>   |                         |                        |                                     |                             |          |                           |                    |            |
| Public Cemeteries- Fencing                                      | R 20                    | 60                     |                                     |                             |          | 60                        | -                  | 0%         |
| Blayney Tennis Centre - Court Resurfacing                       | R -                     | 45                     |                                     |                             |          | 45                        | 46                 | 102%       |
| Newbridge Recreation Ground - Fence                             | R 55                    | -                      |                                     |                             |          | -                         | -                  | 0%         |
| Redmond Oval - Bubler   | N -                     | 3                      |                                     |                             |          | 3                         | 3                  | 100%       |
| Redmond Oval - Tennis Court Fence                               | R -                     | 20                     |                                     | 4                           | 17       | 24                        | 20                 | 83%        |
| Redmond Oval - Playground Equipment                             | R -                     | 7                      |                                     |                             |          | 7                         | 7                  | 100%       |
| Lyndhurst Showground - BBQ & Seating                            | N -                     | 17                     |                                     |                             |          | 17                        | -                  | 0%         |
| Blayney Showground - Seating & Concrete Works                   | R -                     | 47                     |                                     |                             |          | 47                        | 47                 | 100%       |
| Blayney Showground - Multipurpose Covered Arena                 | R -                     | -                      |                                     | 10                          | 22       | 10                        | 10                 | 100%       |
| Blayney Showground - Soccer Nets                                | R -                     | -                      |                                     | 10                          | 22       | 10                        | 11                 | 110%       |
| Curved Stainless Steel Bin Tops                                 | N -                     | 7                      |                                     |                             |          | 7                         | 7                  | 100%       |
| Blayney Skate Park  | N -                     | -                      |                                     | 1                           | 17       | 1                         | 1                  | 0%         |
| Revive Pound Flat 2   | R -                     | -                      |                                     |                             |          | -                         | 3                  | 0%         |
| VEP Blayney   | R 15                    | 19                     |                                     | (1)                         | 17       | 18                        | 1                  | 6%         |
| VEP Carcoar   | R 15                    | 29                     |                                     |                             |          | 29                        | 6                  | 21%        |
| VEP Lyndhurst   | R 10                    | 26                     |                                     |                             |          | 26                        | 10                 | 39%        |
| VEP Millthorpe  | R 20                    | 47                     |                                     |                             |          | 47                        | 9                  | 19%        |
| VEP Mandurama   | R 10                    | 10                     |                                     |                             |          | 10                        | 10                 | 100%       |
| VEP Neville   | R 5                     | 9                      |                                     |                             |          | 9                         | 1                  | 11%        |
| VEP Barry & Hobbys Yards  | R 5                     | 23                     |                                     |                             |          | 23                        | 15                 | 65%        |
| VEP Newbridge   | R 10                    | 16                     |                                     |                             |          | 16                        | -                  | 0%         |
| <b>TOTAL OTHER STRUCTURES</b>                                   | <b>165</b>              | <b>384</b>             | <b>-</b>                            | <b>24</b>                   |          | <b>408</b>                | <b>207</b>         | <b>51%</b> |
| <b>INFRASTRUCTURE</b>   |                         |                        |                                     |                             |          |                           |                    |            |
| <b>Local Roads - Construction</b>                               |                         |                        |                                     |                             |          |                           |                    |            |
| Browns Creek Road   | R 2,483                 | 2,636                  |                                     |                             |          | 2,636                     | 74                 | 3%         |
| Resources for Regions - Southern Cadia Access Route             | R 6,536                 | 6,873                  |                                     |                             |          | 6,873                     | 3,526              | 51%        |
| Mandurama Road  | R 782                   | 391                    |                                     |                             |          | 391                       | 3                  | 1%         |
| Barry Road  | R 250                   | 15                     |                                     | 235                         | 4        | 250                       | 18                 | 7%         |
| Forest Reefs Road Reconstruction                                | R -                     | 3                      |                                     |                             |          | 3                         | 6                  | 200%       |
| Maria Street Blayney  | R -                     | 2                      |                                     |                             |          | 2                         | 2                  | 100%       |
| Newbridge Road between Glassons Bridge - Guardrail Installation | R -                     | 15                     |                                     |                             |          | 15                        | 14                 | 93%        |
| Heavy Patching  | R 561                   | 548                    |                                     | (70)                        | 19       | 478                       | 406                | 85%        |
| <b>TOTAL LOCAL ROADS CONSTRUCTION</b>                           | <b>10,612</b>           | <b>10,483</b>          | <b>-</b>                            | <b>165</b>                  |          | <b>10,648</b>             | <b>4,049</b>       | <b>38%</b> |
| <b>Local Roads - Reseal Program</b>                             |                         |                        |                                     |                             |          |                           |                    |            |
| Reseal Program  | R 390                   | 390                    |                                     |                             |          | 390                       | 216                | 55%        |
| <b>TOTAL RESEAL PROGRAM</b>                                     | <b>390</b>              | <b>390</b>             | <b>0</b>                            | <b>0</b>                    |          | <b>390</b>                | <b>216</b>         | <b>55%</b> |
| <b>Regional Roads</b>   |                         |                        |                                     |                             |          |                           |                    |            |
| Belubula Way  | R 432                   | 473                    |                                     | (73)                        | 5,6      | 400                       | 342                | 86%        |
| Hobbys Yards Road - Reseals                                     | R -                     | -                      |                                     | 15                          | 5        | 15                        | 15                 | 100%       |
| Gerty Street - Reseals  | R -                     | -                      |                                     | 24                          | 5        | 24                        | 24                 | 100%       |
| <b>TOTAL REGIONAL ROADS</b>                                     | <b>432</b>              | <b>473</b>             | <b>-</b>                            | <b>(34)</b>                 | <b>5</b> | <b>439</b>                | <b>381</b>         | <b>-</b>   |

Council's Quarterly Budget Review Statement (QBR) for the quarter ended 31/03/18 and should be read in conjunction with the total QBR report

Blayney Shire Council

Quarterly Budget Review Statement

PART 4A:

for the period 01/01/18 to 31/03/18

Capital Budget Review Statement

Budget review for the quarter ended 31 March 2018

Capital Budget - Council Consolidated

| (\$000's)  | Original Budget 2017/18 | Revised Budget 2017/18 | Approved Changes Other than by QBRs | Variations for this Mar Qtr | Notes | Projected Year End Result | Actual YTD figures | %           |
|--|-------------------------|------------------------|-------------------------------------|-----------------------------|-------|---------------------------|--------------------|-------------|
| <b>Bridges</b>   |                         |                        |                                     |                             |       |                           |                    |             |
| Browns Creek Road Cowriga Creek                                      | R 954                   | 1,899                  |                                     | (1,574)                     | 7     | 125                       | 34                 | 0%          |
| Coombing St Belubula River   | R 100                   | 294                    |                                     | (1)                         | 17    | 293                       | 293                | 100%        |
| Dowsetts Ln Coombing Creek   | R 238                   | 209                    |                                     | 1                           | 17    | 210                       | 210                | 100%        |
| Gallymont Road - Felltimber Creek                                    | R -                     | 174                    |                                     |                             |       | 174                       | 200                | 115%        |
| Errowanbang Road Dirt Hole Creek                                     | R 778                   | 665                    |                                     |                             |       | 665                       | 660                | 99%         |
| Newbridge Road, Evans Plains Creek                                   | R 475                   | 466                    |                                     | 51                          | 8     | 517                       | 534                | 103%        |
| Felltimber Road Bridge - Coombing Creek                              | R -                     | 5                      |                                     |                             |       | 5                         | 7                  | 140%        |
| Errowanbang Road Corrugated Culvert                                  | R 26                    | 26                     |                                     |                             |       | 26                        | -                  | 0%          |
| Brady Road - Culvert Renewal   | R -                     | 150                    |                                     |                             |       | 150                       | -                  | 0%          |
| Glenarvon Road Macquarie Swamp                                       | R 31                    | 31                     |                                     |                             |       | 31                        | 32                 | 103%        |
| Hines Lane, Grubbenbun Creek   | R 110                   | 110                    |                                     | (107)                       | 20    | 3                         | -                  | 0%          |
| Kinds Lane, Grubbenbun Creek   | R -                     | 160                    |                                     | (157)                       | 20    | 3                         | -                  | 0%          |
| Lucan Road, Limestone Creek  | R 140                   | 140                    |                                     | (137)                       | 20    | 3                         | -                  | 0%          |
| Winterbottoms Lane, Unknown  | R 140                   | 140                    |                                     | (137)                       | 20    | 3                         | -                  | 0%          |
| Leabeater St Grubbenbun Creek  | R -                     | 120                    |                                     | (117)                       | 20    | 3                         | -                  | 0%          |
| Naylor Street Bridge Rehabilitation                                  | R -                     | 13                     |                                     |                             |       | 13                        | 13                 | 100%        |
| Carcoar Road - Cowriga Creek   | R -                     | 52                     |                                     | (39)                        | 9     | 13                        | -                  | 0%          |
| Pitlochry Road Bridge Replacement                                    | R -                     | 51                     |                                     | (26)                        | 9     | 25                        | 25                 | 100%        |
| <b>TOTAL BRIDGES</b>   | <b>2,992</b>            | <b>4,505</b>           | <b>-</b>                            | <b>(2,243)</b>              |       | <b>2,262</b>              | <b>2,008</b>       | <b>89%</b>  |
| <b>Footpaths</b>   |                         |                        |                                     |                             |       |                           |                    |             |
| Renewals   | R 43                    | 43                     |                                     |                             |       | 43                        | 5                  | 12%         |
| Mandurama - Olive Street   | R 61                    | 61                     |                                     | 12                          | 10    | 73                        | 73                 | 100%        |
| Blayney - Rail Pedestrian Crossing Adelaide St (Design)              | R 40                    | -                      |                                     |                             |       | -                         | -                  | 0%          |
| Blayney - Orange Rd to Binstead St                                   | N 24                    | 24                     |                                     | (1)                         | 10    | 23                        | 23                 | 100%        |
| Blayney - Lindsay St   | N 23                    | 23                     |                                     |                             |       | 23                        | 23                 | 100%        |
| Mandurama - Gold St - FP existing to Memorial Hall                   | N 12                    | 12                     |                                     |                             |       | 12                        | 8                  | 67%         |
| Millthorpe - Montgomery St - FP (E side) - Victoria St to Crowson St | N 28                    | 28                     |                                     |                             |       | 28                        | -                  | 0%          |
| Park Street Ramp - Millthorpe  | R -                     | 58                     |                                     | (8)                         | 10    | 50                        | 50                 | 100%        |
| Blayney - Tucker St to Ewin St                                       | R -                     | 115                    |                                     | (3)                         | 10    | 112                       | 112                | 100%        |
| Millthorpe - Crowson to Stabcock St                                  | R -                     | -                      |                                     |                             |       | -                         | -                  | 0%          |
| Blayney - South Adelaide St Upgrade                                  | R -                     | 109                    |                                     |                             |       | 109                       | 109                | 100%        |
| <b>TOTAL FOOTPATHS</b>   | <b>231</b>              | <b>473</b>             | <b>-</b>                            | <b>0</b>                    |       | <b>473</b>                | <b>403</b>         | <b>85%</b>  |
| <b>Stormwater</b>  |                         |                        |                                     |                             |       |                           |                    |             |
| Naylor Street Stability Works  | N 55                    | 55                     |                                     |                             |       | 55                        | 1                  | 2%          |
| Stormwater Drainage Renewals   | R 58                    | 58                     |                                     |                             |       | 58                        | 39                 | 67%         |
| <b>TOTAL STORMWATER</b>  | <b>113</b>              | <b>113</b>             | <b>-</b>                            | <b>0</b>                    |       | <b>113</b>                | <b>40</b>          | <b>35%</b>  |
| <b>TOTAL INFRASTRUCTURE</b>  | <b>14,770</b>           | <b>16,437</b>          | <b>-</b>                            | <b>(2,112)</b>              |       | <b>14,325</b>             | <b>7,097</b>       | <b>50%</b>  |
| <b>PLANT &amp; EQUIPMENT</b>   |                         |                        |                                     |                             |       |                           |                    |             |
| <b>Light Vehicle</b>   |                         |                        |                                     |                             |       |                           |                    |             |
| Light Vehicle Replacement - Corporate Support                        | R 111                   | -                      |                                     |                             |       | -                         | -                  | 0%          |
| Light Vehicle Replacement - Engineering                              | R 131                   | 131                    |                                     |                             |       | 131                       | 132                | 101%        |
| Light Vehicle Replacement - Environment                              | R 49                    | 47                     |                                     |                             |       | 47                        | 47                 | 100%        |
| Light Vehicle Replacement - Animal Control                           | R -                     | 42                     |                                     |                             |       | 42                        | 42                 | 100%        |
| Light Vehicle Replacement - Building Control                         | R -                     | 34                     |                                     |                             |       | 34                        | 34                 | 100%        |
| Light Vehicle Replacement - Town Planning                            | R 43                    | 36                     |                                     |                             |       | 36                        | 36                 | 100%        |
| Light Vehicle Replacement - Fleet                                    | R 62                    | 62                     |                                     | (62)                        | 11    | -                         | -                  | 0%          |
| <b>TOTAL LIGHT VEHICLE</b>   | <b>396</b>              | <b>352</b>             | <b>-</b>                            | <b>(62)</b>                 |       | <b>290</b>                | <b>291</b>         | <b>100%</b> |
| <b>Minor Plant</b>   |                         |                        |                                     |                             |       |                           |                    |             |
| New Holland Telehandler  | R 144                   | -                      |                                     |                             |       | -                         | -                  | 0%          |
| Small plant & tools  | R 31                    | 31                     |                                     |                             |       | 31                        | 14                 | 45%         |
| Tractor  | R -                     | 81                     |                                     |                             |       | 81                        | 81                 | 100%        |
| 2.7T Excavator   | N -                     | 62                     |                                     |                             |       | 62                        | 61                 | 98%         |
| <b>TOTAL MINOR PLANT</b>   | <b>175</b>              | <b>174</b>             | <b>-</b>                            | <b>0</b>                    |       | <b>174</b>                | <b>156</b>         | <b>90%</b>  |
| <b>Major Plant</b>   |                         |                        |                                     |                             |       |                           |                    |             |
| Loader Cat 950   | R 308                   | -                      |                                     |                             |       | -                         | -                  | 0%          |
| Hilux 4WD Workshop   | R 43                    | -                      |                                     |                             |       | -                         | -                  | 0%          |
| Scania 12t Tipper  | R 256                   | 256                    |                                     | (256)                       | 12    | -                         | -                  | 0%          |
| Hino Streetsweeper   | R 282                   | -                      |                                     |                             |       | -                         | -                  | 0%          |
| Dog Trailer  | N 77                    | 77                     |                                     | (77)                        | 12    | -                         | -                  | 0%          |
| Isuzu NQR87/80 Tipper Truck  | R -                     | 77                     |                                     |                             |       | 77                        | 77                 | 100%        |
| Isuzu NPR65 Truck  | R -                     | 82                     |                                     |                             |       | 82                        | -                  | 0%          |
| Watercarts x 2 - Temporary Plant                                     | N 550                   | 547                    |                                     |                             |       | 547                       | 547                | 100%        |
| 8 Tonne Truck - Temporary Plant                                      | N 116                   | -                      |                                     |                             |       | -                         | -                  | 0%          |
| Isuzu NPR45/55 Truck   | R -                     | 83                     |                                     |                             |       | 83                        | 83                 | 100%        |
| Isuzu NPR55 Tipper   | R -                     | 78                     |                                     |                             |       | 78                        | 78                 | 100%        |
| Rollers x 2 - Temporary Plant  | N 290                   | 290                    |                                     |                             |       | 290                       | 291                | 100%        |
| Isuzu NPR45/55 Truck   | R -                     | 256                    |                                     |                             |       | 256                       | 256                | 100%        |
| Isuzu NPR55 Tipper   | N 170                   | 170                    |                                     |                             |       | 170                       | 131                | 77%         |
| <b>TOTAL MAJOR PLANT</b>   | <b>2,092</b>            | <b>1,916</b>           | <b>-</b>                            | <b>(333)</b>                |       | <b>1,583</b>              | <b>1,463</b>       | <b>92%</b>  |

Council's Quarterly Budget Review Statement (QRRS) for the quarter ended 31/03/18 and should be read in conjunction with the total QRRS report

Blayney Shire Council

Quarterly Budget Review Statement

PART 4a:

for the period 01/01/18 to 31/03/18

**Capital Budget Review Statement**

Budget review for the quarter ended 31 March 2018

**Capital Budget - Council Consolidated**

(\$'000's)

|  | Original Budget 2017/18 | Revised Budget 2017/18 | Approved Changes Other than by QBRS | Variations for this Mar Qtr | Notes     | Projected Year End Result | Actual YTD figures | %          |
|--|-------------------------|------------------------|-------------------------------------|-----------------------------|-----------|---------------------------|--------------------|------------|
| <b>Information Technology</b>                            |                         |                        |                                     |                             |           |                           |                    |            |
| R Phone System   | 70                      | 70                     |                                     | (6)                         | 17        | 64                        | 45                 | 70%        |
| R Microwave Link Speed Upgrade                           | 5                       | 5                      |                                     | (1)                         | 17        | 4                         | 4                  | 100%       |
| R Website Enhancements                                   | 3                       | 3                      |                                     | (3)                         | 17        | -                         | -                  | 0%         |
| R Upgrade IT Vision Server to Windows 2012/2016          | 5                       | 5                      |                                     | 2                           | 17        | 7                         | 1                  | 14%        |
| R iPad/Tablet  | 10                      | 16                     |                                     | 2                           | 17        | 18                        | 16                 | 89%        |
| R Mobile Phones  | 8                       | 8                      |                                     | (2)                         | 17        | 6                         | 1                  | 17%        |
| R Server Replacement                                     | 40                      | 34                     |                                     |                             |           | 34                        | 34                 | 100%       |
| R Depot Wi-Fi Enhancement                                |                         |                        |                                     | 5                           | 17        | 5                         | -                  | 0%         |
| R Depot Training Room Wireless Projector                 |                         |                        |                                     | 5                           | 17        | 5                         | -                  | 0%         |
| R Community Centre Cadia Room Wireless Projector         |                         |                        |                                     | 5                           | 17        | 5                         | -                  | 0%         |
| R Network Switches                                       | 20                      | 20                     |                                     | (7)                         | 17        | 13                        | 13                 | 100%       |
| <b>TOTAL INFORMATION TECHNOLOGY</b>                      | <b>161</b>              | <b>161</b>             | <b>-</b>                            | <b>0</b>                    |           | <b>161</b>                | <b>114</b>         | <b>71%</b> |
| <b>Other Plant &amp; Equipment Purchases</b>             |                         |                        |                                     |                             |           |                           |                    |            |
| R Administration Building - Minor Assets                 | 3                       | 3                      |                                     |                             |           | 3                         | -                  | 0%         |
| R Minor Asset Purchases - Engineering                    | -                       | 4                      |                                     |                             |           | 4                         | 5                  | 125%       |
| R CentrePoint - Automatic Pool Covers                    | 20                      | 20                     |                                     |                             |           | 20                        | 15                 | 75%        |
| <b>TOTAL OTHER PLANT &amp; EQUIPMENT PURCHASES</b>       | <b>23</b>               | <b>27</b>              | <b>-</b>                            | <b>0</b>                    |           | <b>27</b>                 | <b>20</b>          | <b>74%</b> |
| <b>TOTAL PLANT &amp; EQUIPMENT</b>                       | <b>2,847</b>            | <b>2,630</b>           | <b>-</b>                            | <b>(395)</b>                |           | <b>2,235</b>              | <b>2,044</b>       | <b>91%</b> |
| <b>Sewerage Services</b>                                 |                         |                        |                                     |                             |           |                           |                    |            |
| N Renewable Energy Project                               | 75                      | 82                     |                                     |                             |           | 82                        | -                  | 0%         |
| N S68 compliance for CVO pump station                    | 75                      | -                      |                                     |                             |           | -                         | -                  | 0%         |
| R P&E Replacement (CCTV Camera, Jetter, Loader, Ute etc) | 43                      | 43                     |                                     | (2)                         | 17        | 41                        | 41                 | 100%       |
| R Manhole Rehabilitation Program                         | 80                      | 26                     |                                     | (20)                        | 14        | 6                         | 1                  | 17%        |
| R Aerator investigation / renewal                        | 140                     | -                      |                                     |                             |           | -                         | -                  | 0%         |
| R Lining/Replacement of Sewer Mains                      | 100                     | -                      |                                     |                             |           | -                         | -                  | 0%         |
| R SPS Improvements - Internal improvements               |                         | 144                    |                                     | 15                          | 15        | 159                       | -                  | 0%         |
| R Electrical replacements                                |                         | 43                     |                                     | 7                           | 17        | 50                        | -                  | 0%         |
| R Telemetry Upgrade                                      |                         | 1                      |                                     |                             |           | 1                         | 1                  | 100%       |
| <b>TOTAL SEWERAGE SERVICES</b>                           | <b>513</b>              | <b>339</b>             | <b>-</b>                            | <b>0</b>                    |           | <b>339</b>                | <b>43</b>          | <b>13%</b> |
| <b>Principal Loan Repayments</b>                         |                         |                        |                                     |                             |           |                           |                    |            |
| R Bridge Construction - Loan Repayments                  | 178                     | 178                    |                                     | (84)                        | 16        | 94                        | 69                 | 73%        |
| R Bridge Replacement Program - Loan Repayments           | -                       | -                      |                                     | 25                          | 16        | 25                        | -                  | 0%         |
| R Works Depot - Loan Repayments                          | 70                      | 70                     |                                     |                             |           | 70                        | 52                 | 74%        |
| R Millthorpe Sewer - Loan Repayments                     | 40                      | 40                     |                                     |                             |           | 40                        | 29                 | 73%        |
| <b>TOTAL PRINCIPAL LOAN REPAYMENTS</b>                   | <b>288</b>              | <b>288</b>             | <b>-</b>                            | <b>(59)</b>                 |           | <b>229</b>                | <b>150</b>         | <b>66%</b> |
| <b>Land Acquisition</b>                                  |                         |                        |                                     |                             |           |                           |                    |            |
| R 32 Plumb Street  | -                       | -                      |                                     | 385                         | 23        | 385                       | -                  | 0%         |
| <b>TOTAL LAND ACQUISITION</b>                            | <b>-</b>                | <b>-</b>               | <b>-</b>                            | <b>385</b>                  | <b>23</b> | <b>385</b>                | <b>-</b>           | <b>0%</b>  |
| <b>Total Capital Expenditure</b>                         | <b>19,546</b>           | <b>21,940</b>          | <b>-</b>                            | <b>(2,850)</b>              |           | <b>19,090</b>             | <b>9,820</b>       | <b>51%</b> |

Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/03/18 and should be read in conjunction with the total QBRS report

Blayney Shire Council

**Quarterly Budget Review Statement**  
for the period 01/01/18 to 31/03/18

**Capital Budget Review Statement**  
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

| Notes | Details  | Variations to:       |
|-------|--|----------------------|
|       |  | Expenditure<br>\$000 |
| 1     | Lyndhurst Bush Fire Shed, balance of project. Offset against increased income.                 | 18                   |
|       |  | <b>18</b>            |
| 2     | Blayney Library Capital Expenditure  |                      |
|       | - Library Building works rescheduled to 2018/19  | (7)                  |
|       | - Library painting, budget savings   | (2)                  |
|       | - Blayney Library - Mobile Shelving, project rescheduled to 2018/19                            | (49)                 |
|       |  | <b>(58)</b>          |
| 3     | Increased cost to replace the mechanical heating unit and ducting to pool hall at CentrePoint. | 300                  |
|       |  | <b>300</b>           |
| 4     | Barry Road capital works to be completed by contract works                                     | 235                  |
|       |  | <b>235</b>           |
| 5     | Hobbys Yards Road Reseals  | 15                   |
|       | Gerty Street Reseals   | 24                   |
|       |  | <b>39</b>            |
| 6     | Belubula Way capital works budget savings  | (32)                 |
|       | Belubula Way budget savings from Regional Roads, to offset Reseals expenditure                 | (41)                 |
|       |  | <b>(73)</b>          |
| 7     | Browns Creek Road bridge replacement deferred to 2018/19                                       | (1,574)              |
|       |  | <b>(1,574)</b>       |
| 8     | Newbridge Road Bridge - unsuitable material resulted in increased costs                        | 51                   |
|       |  | <b>51</b>            |
| 9     | Carcoar Road - Cowriga Creek Bridge  | (39)                 |
|       | Pitlochry Road Bridge Replacement complete under budget  | (26)                 |
|       |  | <b>(65)</b>          |
| 10    | Adjustments to Footpath Capital Budgets  |                      |
|       | - Olive St Mandurama footpath. Offset by savings on other footpath projects                    | 12                   |
|       | - Orange Rd to Binstead St Blayney, budgeted savings   | (1)                  |
|       | - Park St Ramp Millthorpe, budgeted savings  | (8)                  |
|       | - Tucker St to Ewin St Blayney, budgeted savings   | (3)                  |
|       |  | <b>-</b>             |
| 11    | Light Vehicles replacements not required - temporary staff positions were not filled           | (62)                 |
|       |  | <b>(62)</b>          |
| 12    | Budget adjustments for Plant replacements:   |                      |
|       | - Scania 12t Tipper: purchase rescheduled until 2018/19  | (256)                |
|       | - Dog Trailer: purchase rescheduled to 2018/19   | (77)                 |
|       |  | <b>(333)</b>         |
| 13    | Blayney Cultural Centre architectural designs, budget not required                             | (40)                 |
|       |  | <b>(40)</b>          |



Blayney Shire Council

**Quarterly Budget Review Statement**  
for the period 01/01/18 to 31/03/18

**Capital Budget Review Statement**  
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

| Notes        | Details   | Variations to:<br>Expenditure<br>\$000                    |
|--------------|---|---|
| 14           | Manhole Rehabilitation Program - No manhole rehab works scheduled.  | (20)<br><b>(20)</b>                                       |
| 15           | SPS Improvements - Expanded Project Scope to include Flow Meter and Bypass arrangement  | 15<br><b>15</b>   |
| 16           | Loan Repayments<br>- Bridge replacement funds were drawn down later than anticipated.<br>- Bridge replacement loan - principal repayments for new Bridge Replacement Program  | (84)<br>25<br><b>(59)</b>                                 |
| 17           | Minor budget adjustments  | (4)<br><b>(4)</b>   |
| 18           | Redmond Oval Tennis Shed, budgeted savings<br>Demolition of Tennis Shed, budget moved to operational  | (4)<br>(8)<br><b>(12)</b>                                 |
| 19           | Heavy Patching - all projects identified were completed under budget  | (70)<br><b>(70)</b>                                       |
| 20           | Small Bridges Program - work rescheduled to 2018/19<br>- Hinds Lane, Grubbenbun Creek Bridge<br>- Kinds Lane, Grubbenbun Creek Bridge<br>- Lucan Road, Limestone Creek Bridge<br>- Winterbottoms Lane Bridge<br>- Leabeater Street, Grubbenbun Creek Bridge | (107)<br>(157)<br>(137)<br>(137)<br>(117)<br><b>(655)</b> |
| 21           | CentrePoint - Building & Pool upgrade - grant funding was unsuccessful<br>CentrePoint - budgeted savings on Capital Works<br>- Scout Hall internal painting<br>- Exterior Painting<br>- Scout Hall Roof   | (874)<br>(1)<br>(3)<br>(10)<br><b>(888)</b>               |
| 22           | Blayney Showground<br>Multipurpose Covered Arena, funding from Sports MasterPlan Reserve<br>Replace Soccer Nets, funding from budget savings on other projects  | 10<br>10<br><b>20</b>                                     |
| 23           | Land acquisition, 32 Plumb Street   | 385<br><b>385</b>   |
| <b>TOTAL</b> |   | <b>(2,850)</b>  |

Blayney Shire Council

**Quarterly Budget Review Statement**

for the period 01/01/18 to 31/03/18

**Cash & Investments Budget Review Statement**

Budget review for the quarter ended 31 March 2018

**Cash & Investments - Council Consolidated**

| (\$000's)  | Opening Balance<br>1/07/2017 | Approved changes other<br>than by QBRs | Revised Budget | Variations<br>for this<br>Mar Qtr | Notes    | Projected<br>Year End<br>Result | Actual<br>YTD<br>figures |
|--|------------------------------|--|----------------|-----------------------------------|----------|---------------------------------|--------------------------|
| <b>Externally Restricted <sup>(1)</sup></b>                                |                              |  |                |                                   |          |                                 |                          |
| Developer Contributions - General  | 813                          | -                                      | 603            | (150)                             | ix       | 453                             | 813                      |
| Developer Contributions - Sewer  | 860                          | -                                      | 860            |                                   |          | 860                             | 860                      |
| Unexpended Grants  | 179                          | -                                      | 5              | 58                                | viii     | 63                              | 5                        |
| Sewerage Services  | 4,482                        | -                                      | 4,295          |                                   |          | 4,295                           | 4,482                    |
| Domestic Waste Management  | 848                          | -                                      | 848            |                                   |          | 848                             | 848                      |
| Rates Special Variation - Mining   | 713                          | -                                      | 713            |                                   |          | 713                             | 713                      |
| Voluntary Planning Agreement - Mining                                      | 1,217                        | -                                      | 1,217          |                                   |          | 1,217                           | 1,217                    |
| <b>Total Externally Restricted</b>   | <b>9,112</b>                 | <b>-</b>                               | <b>8,541</b>   | <b>(92)</b>                       |          | <b>8,449</b>                    | <b>8,938</b>             |
| <small>(1) Funds that must be spent for a specific purpose</small>         |                              |  |                |                                   |          |                                 |                          |
| <b>Internally Restricted <sup>(2)</sup></b>                                |                              |  |                |                                   |          |                                 |                          |
| Plant and Vehicle Replacement  | 219                          | -                                      | 219            | 355                               |          | 574                             | 395                      |
| Employees Leave Entitlement  | 661                          | -                                      | 661            |                                   |          | 661                             | 661                      |
| Asset Reserve - Transport  | 2,454                        | -                                      | 987            | 1,523                             | (vi,vii) | 2,510                           | 987                      |
| Asset Reserve - Buildings  | 157                          | -                                      | 144            |                                   |          | 144                             | 144                      |
| Asset Reserve - Parks & Recreation   | 347                          | -                                      | 251            |                                   |          | 251                             | 251                      |
| Asset Reserve - Stormwater   | 51                           | -                                      | 51             |                                   |          | 51                              | 51                       |
| Blayney Sports Facility Master Plans                                       | 153                          | -                                      | 136            | (10)                              | ii       | 126                             | 138                      |
| Blayney Town Works   | 5                            | -                                      | 5              |                                   |          | 5                               | 5                        |
| Cemeteries   | 41                           | -                                      | 1              |                                   |          | 1                               | 1                        |
| CentrePoint  | 997                          | -                                      | 757            | 301                               | iv,v     | 1,058                           | 997                      |
| Election Reserve   | 78                           | -                                      | 78             | 2                                 |          | 80                              | 78                       |
| Environmental Projects – Belubula river                                    | 54                           | -                                      | 54             |                                   |          | 54                              | 54                       |
| Inala Reserve  | 96                           | -                                      | -              |                                   |          | -                               | -                        |
| I.T Reserve  | 96                           | -                                      | 96             |                                   |          | 96                              | 96                       |
| King George Oval   | 170                          | -                                      | 170            |                                   |          | 170                             | 170                      |
| Property Account   | 545                          | -                                      | 1,486          | (335)                             | iii,x    | 1,151                           | 1,484                    |
| Quarry   | 174                          | -                                      | 174            |                                   |          | 174                             | 174                      |
| Village Enhancement Program  | 89                           | -                                      | -              |                                   |          | -                               | -                        |
| Financial Assistance Grant   | 1,229                        | -                                      | -              |                                   |          | -                               | -                        |
| <b>Total Internally Restricted</b>   | <b>7,616</b>                 | <b>-</b>                               | <b>5,270</b>   | <b>1,836</b>                      |          | <b>7,106</b>                    | <b>5,686</b>             |
| <small>(2) Funds that Council has earmarked for a specific purpose</small> |                              |  |                |                                   |          |                                 |                          |
| <b>Unrestricted (ie. available after the above Restrictic</b>              | <b>515</b>                   | <b>-</b>                               | <b>3,432</b>   | <b>(1,744)</b>                    |          | <b>1,688</b>                    | <b>3,360</b>             |
| <b>Total Cash &amp; Investments</b>  | <b>17,243</b>                | <b>-</b>                               | <b>17,243</b>  | <b>-</b>                          |          | <b>17,243</b>                   | <b>17,984</b>            |

Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/03/18 and should be read in conjunction with the total QBRs report

Blayney Shire Council

**Quarterly Budget Review Statement**  
for the period 01/01/18 to 31/03/18

**Cash & Investments Budget Review Statement**

**Investments**

Investments have been invested in accordance with Council's Investment Policy.

**Cash**

The Cash at Bank figure included in the Cash & Investment Statement totals \$17,976

This Cash at Bank amount has been reconciled to Council's physical Bank Statements. The date of completion of this bank reconciliation is 30/04/18

**Reconciliation Status**

The YTD Cash & Investment figure reconciles to the actual balances held as follows:

|   |                         | \$ 000's      |
|---|-------------------------|---------------|
| Cash at Bank (as per bank statements) - General Fund    |                         | 1,184         |
| Cash at Bank (as per bank statements) - Online Saver    |                         | 204           |
| Investments on Hand                                     |                         | 16,588        |
| less: Unpresented Cheques                               | (Timing Difference)     | 8             |
| add: Undeposited Funds                                  | (Timing Difference)     | -             |
| less: Identified Deposits (not yet accounted in Ledger) | (Require Actioning)     | -             |
| add: Identified Outflows (not yet accounted in Ledger)  | (Require Actioning)     | -             |
| less: Unidentified Deposits (not yet actioned)          | (Require Investigation) | -             |
| add: Unidentified Outflows (not yet actioned)           | (Require Investigation) | -             |
| <b>Reconciled Cash at Bank &amp; Investments</b>        |                         | <b>17,984</b> |
| <b>Balance as per Review Statement:</b>                 |                         | <b>17,984</b> |
| Difference:   |                         | -             |

**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

| Notes | Details   | Variations<br>\$000 |
|-------|---|---------------------|
| i     | Bridge Renewal Program - Browns Creek Road Bridge   | 829                 |
|       |   | <b>829</b>          |
| ii    | Blayney Showground - Multipurpose Covered Arena   | (10)                |
|       |   | <b>(10)</b>         |
| iii   | Blayney Settlement Strategy Review rescheduled to 2018/19<br>BCO Subregional Strategy Review                                | 100                 |
|       |   | (50)                |
|       |   | <b>50</b>           |
| iv    | CentrePoint - Budget savings on Capital Works<br>- Scout Hall internal painting<br>- Exterior Painting<br>- Scout Hall Roof | 1                   |
|       |   | 3                   |
|       |   | 10                  |
|       |   | <b>14</b>           |
| v     | CentrePoint - Building & Pool upgrade deferred<br>Mechanical Heating Unit and Ducting to the Pool Hall 50%                  | 437                 |
|       |   | (150)               |
|       |   | <b>287</b>          |

|              |   |   |
|--------------|---|---|
| vi           | Small Bridges Program - work rescheduled to 2018/19<br>- Hinds Lane, Grubbenbun Creek Bridge<br>- Kinds Lane, Grubbenbun Creek Bridge<br>- Lucan Road, Limestone Creek Bridge<br>- Winterbottoms Lane Bridge<br>- Leabeater Street, Grubbenbun Creek Bridge | 107<br>157<br>137<br>137<br>117<br><b>655</b> |
| vii          | Carcoar Road - Cowriga Creek Bridge   | 39<br><b>39</b>                               |
| viii         | Blayney Library Capital Expenditure<br>- Library Building works rescheduled to 2018/19<br>- Library painting, budget savings<br>- Blayney Library - Mobile Shelving, project rescheduled to 2018/19   | 7<br>2<br>49<br><b>58</b>                     |
| ix           | Mechanical Heating Unit and Ducting to the Pool Hall 50%  | (150)<br><b>(150)</b>                         |
| x            | Purchase of 32 Plumb Street   | (385)<br><b>(385)</b>                         |
| xi           | Budget savings on election expenses   | 2<br><b>2</b>                                 |
| <b>TOTAL</b> |   | <b>1,389</b>                                  |

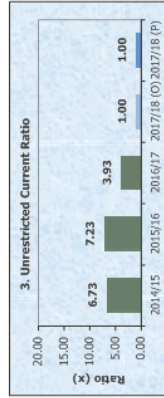
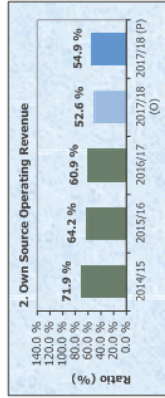
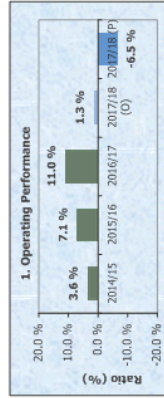
Quarterly Budget Review Statement  
for the period 01/01/18 to 31/03/18

Blayney Shire Council

Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)

Budget review for the quarter ended 31 March 2018

| (\$000's)  | Current Projection |           | Original Budget | Actuals       |
|--|--------------------|-----------|-----------------|---------------|
|  | Amounts            | Indicator |                 |               |
|  | 17/18              | 17/18     | 17/18           | 16/17 15/16   |
| NSW Local Government Industry Key Performance Indicators (OLG):  |                    |           |                 |               |
| <b>1. Operating Performance</b>  |                    |           |                 |               |
| Operating Revenue (excl. Capital) - Operating Expenses   | -1048              | -6.5 %    | #               | 11.0 % 7.1 %  |
| Operating Revenue (excl. Capital Grants & Contributions)   | 16060              |           | #               | 1.3 %         |
| This ratio measures Council's achievement of containing operating expenditure within operating revenue.  |                    |           |                 |               |
| <b>2. Own Source Operating Revenue</b>   |                    |           |                 |               |
| Operating Revenue (excl. ALL Grants & Contributions)   | 13756              | 54.9 %    | #               | 60.9 % 64.2 % |
| Total Operating Revenue (incl. Capital Grants & Cont)  | 25040              |           | #               | 52.6 %        |
| This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants & contributions.     |                    |           |                 |               |
| <b>3. Unrestricted Current Ratio</b>   |                    |           |                 |               |
| Current Assets less all External Restrictions  | 1                  | 1.00      |                 | 3.93 7.23     |
| Current Liabilities less Specific Purpose Liabilities  | 1                  |           |                 | 1.00          |
| To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council. |                    |           |                 |               |



**Quarterly Budget Review Statement**  
for the period 01/01/18 to 31/03/18

Blayney Shire Council

**Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)**

Budget review for the quarter ended 31 March 2018

| (\$000's) | Current Projection |           | Original Budget | Actuals                      |
|-----------|--------------------|-----------|-----------------|------------------------------|
|           | Amounts            | Indicator |                 |                              |
|           | 17/18              | 17/18     | 17/18           | Prior Periods<br>16/17 15/16 |

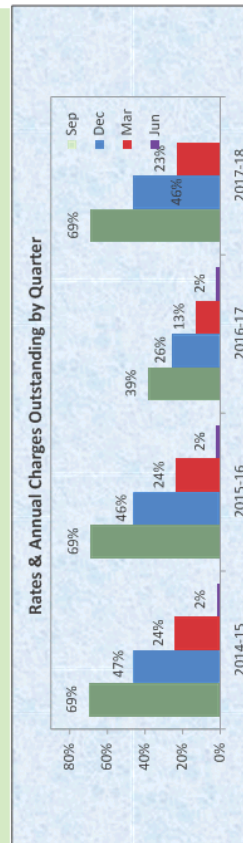
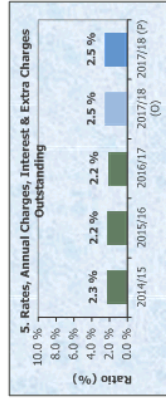
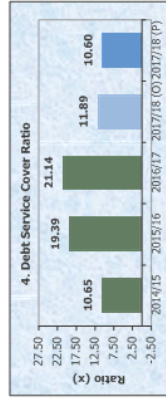
NSW Local Government Industry Key Performance Indicators (OLG):

| 4. Debt Service Cover Ratio                          | 4568 | 10.60 | # | 11.89 | 21.14 | 19.39 |
|--|------|-------|---|-------|-------|-------|
| Operating Result before Interest & Dep. exp.(EBITDA) | 431  |       | # |       |       |       |
| Principal Repayments + Borrowing Interest Costs      |      |       |   |       |       |       |

This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.

| 5. Rates, Annual Charges, Interest & Extra Charges Outstanding | 2.5 | 2.5 % | 2.5 % | 2.2 % | 2.2 % |
|--|-----|-------|-------|-------|-------|
| Rates, Annual & Extra Charges Outstanding                      | 100 |       |       |       |       |
| Rates, Annual & Extra Charges Collectible                      |     |       |       |       |       |

To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.



**Quarterly Budget Review Statement**  
for the period 01/01/18 to 31/03/18

Blayney Shire Council

**Contracts Budget Review Statement**

Budget review for the quarter ended 31 March 2018

**Part A - Contracts Listing - contracts entered into during the quarter**

| Contractor                             | Contract detail & purpose   | Contract Value | Start Date | Duration of Contract | Budgeted (Y/N) | Notes |
|--|---|----------------|------------|----------------------|----------------|-------|
| <b>Contracts Entered &gt; \$50,000</b> |   |                |            |                      |                |       |
| InSync Plumbing                        | CentrePoint Scout Hall Roof   | 113,619        | 19/03/18   | Ongoing              | Y              |       |
| Sunnyafternoon P/L                     | Renewable Energy Project  | 183,000        | 01/03/18   | 30/06/2018           | Y              |       |
| <b>Contracts Paid &gt; \$50,000</b>    |   |                |            |                      |                |       |
| ADCO Tractors                          | Purchase of Tractor   | 89,084         | 23/01/18   | Completed            | Y              |       |
| Australian Hammer Supplies             | Purchase of Excavator   | 67,400         | 10/01/18   | Completed            | Y              |       |
| Bathurst Toyota                        | Purchase of Vehicle   | 55,659         | 01/03/18   | Completed            | Y              |       |
| Complete Crushing Services             | Crushing and screening of material  | 220,927        |            | Ongoing              | Y              |       |
| Downer EDI Works P/L                   | Road sealing  | 653,255        |            | Ongoing              | Y              |       |
| Hadlow Earthmoving                     | Waste Facility Management and Plant Hire                                      | 339,011        |            | Ongoing              | Y              |       |
| Hanson Construction Materials          | Supply & delivery of road construction material                               | 426,878        |            | Ongoing              | Y              |       |
| JR Richards & Sons                     | Waste Collection Contract   | 72,536         |            | Ongoing              | Y              |       |
| Laser Electrical Orange                | Design & install lighting upgrades at CentrePoint plus other electrical works | 84,262         |            | Ongoing              | Y              |       |
| Midwest Traffic Management             | Traffic Control   | 121,733        |            | Ongoing              | Y              |       |
| Oilsplus P/L                           | Supply of fuel  | 164,672        |            | Ongoing              | Y              |       |
| Rollers Australia                      | Roller hire   | 72,039         |            | Ongoing              | Y              |       |

Notes:

1. Minimum reporting level is 1% of estimated income from continuing operations of Council or \$50,000 - whatever is the lesser.
2. Contracts for employment are not required to be included.

Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/03/18 and should be read in conjunction with the total QBRS report





Blayney Shire Council

**Quarterly Budget Review Statement**  
for the period 01/01/18 to 31/03/18

**Consultancy & Legal Expenses Budget Review Statement**

Consultancy & Legal Expenses Overview

| Expense       | YTD Expenditure<br>(Actual Dollars) | Budgeted<br>(Y/N) |
|---------------|-------------------------------------|-------------------|
| Consultancies | 213,645                             | Y                 |
| Legal Fees    | 21,914                              | Y                 |

**Definition of a consultant:**

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

**Comments**

Expenditure included in the above YTD figure but not budgeted includes:

**Details**

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**Quarterly Budget Review Statement**  
for the period 01/01/18 to 31/03/18

Blayney Shire Council  
**PART 8:**

**Loans Summary**

Budget review for the quarter ended 31 March 2018

**(A) External Loans**

| LOAN DETAILS                     | Original Principal | Opening Balance 1/07/17 | Drawdown  | Interest Year to date | Repayments Year to date | Closing Balance 31/03/18 | Scheduled completion date |
|----------------------------------|--------------------|-------------------------|-----------|-----------------------|-------------------------|--------------------------|---------------------------|
| 2 Millthorpe Sewer               | 900,000            | 649,803                 |           | 38,984                | 68,210                  | 620,577                  | 26-Feb-28                 |
| 4 Blayney Works Depot            | 600,000            | 286,749                 |           | 13,984                | 41,123                  | 259,610                  | 04-Dec-23                 |
| 5 Blayney Works Depot            | 600,000            | 310,531                 |           | 13,566                | 38,798                  | 285,299                  | 21-Dec-24                 |
| 7 Blayney Bridges Program (LIRS) | 1,000,000          | 735,196                 |           | 29,621                | 99,065                  | 665,752                  | 22-Jan-24                 |
| 8 Bridge Replacement Program     | 3,000,000          | -                       | 3,000,000 | -                     | -                       | 3,000,000                | 15-Feb-38                 |
|                                  | <b>6,100,000</b>   | <b>1,982,279</b>        |           | <b>96,155</b>         | <b>247,196</b>          | <b>4,831,238</b>         |                           |

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/03/18 and should be read in conjunction with the total QBRS report

**11) 2018/2019 COUNCILLOR AND MAYORAL REMUNERATION****Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 6.3 A well-run Council organisation.**File No:** CM.CI.1**Recommendation:**

1. That in accordance with the 2018 determination from the Local Government Remuneration Tribunal, the Councillor annual fee be increased by 2.5% to \$11,567 and the additional Mayoral annual fee be increased by 2.5% to \$24,247 for the 2018/19 financial year effective from 1 July 2018.
2. That the data allowance for up to 50% reimbursement of data charges associated with home internet and telephone be set at a maximum of \$50 per month for 2018/19.

**Reason for Report:**

For Council to consider the Annual Report and Determination from the Local Government Remuneration Tribunal.

**Report:**

Council has received advice of the outcomes of the Local Government Remuneration Tribunal's 2018 Annual Report and Determination.

The Tribunal's report and determination provides details of the matters and submissions that it had taken into account in its determination. The Tribunal has determined that an increase of 2.5 per cent in fees for councillors and mayors was appropriate. The increases are effective on and from 1 July 2018.

Blayney Shire Council is one of the 57 councils within the Rural Council category determined under *s239 of the Local Government Act* for the purposes of the annual fees, and the relevant scale of fees is therefore:

|   | <b>Minimum<br/>\$</b> | <b>Maximum<br/>\$</b> |
|---|-----------------------|-----------------------|
| Councillor                                    | 8,970                 | 11,860                |
| Mayor (payable in addition to Councillor fee) | 9,540                 | 25,880                |

The current Mayoral and Councillor annual fees are \$24,631 and \$11,285 respectively. In accordance with s249(2) of the Local Government Act, 1993, the annual fee payable to a Mayor must be paid in addition to the fee paid to the Mayor as a Councillor. The recommendation to Council is based on the

indexation of 2017/18 Councillor and Mayoral fees by the amount approved of 2.5%.

The Payment of Expenses and Provision of Facilities to Councillors Policy also provides for Councillors to claim a data allowance for home internet and telephone. This fee is to be determined on annual basis and has been incorporated into this report for consideration by Council.

The policy has set the allowance at 50% reimbursement of data charges associated with home internet and telephone up to a maximum value determined by Council annually. It is recommended that a maximum monthly allowance of \$50 per month be determined for the 2018/19 year, based on standard residential unlimited NBN data plans.

A copy of the Report and Determination of The Local Government Remuneration Tribunal for 2018 is provided as an attachment.

**Risk/Policy/Legislation Considerations:**

Nil

**Budget Implications:**

Provision for an indexation of Mayoral and Councillor fees has been provided for in the draft 2018/19 Operational Plan.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

1 Local Government Remuneration Tribunal Letter 23 Pages

**12) ADOPTION OF 2018/19 - 2021/22 DELIVERY PROGRAM AND 2018/19 OPERATIONAL PLAN FOR EXHIBITION**

**Department:** Corporate Services

**Author:** Director Corporate Services

**CSP Link:** 6.3 A well-run Council organisation.

**File No:** GS.LI.1

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**Recommendation:**

1. That Council endorses the draft 2018/19 - 2021/22 Delivery Program and 2018/19 Operational Plan; and
2. That the draft 2018/19 - 2021/22 Delivery Program and 2018/19 Operational Plan be placed on public exhibition for a period of 28 days.

**Reason for Report:**

For Council to consider and endorse the 2018/19 – 2021/22 Delivery Program and 2018/19 Operational Plan for public exhibition, pursuant to section 405 of the Local Government Act.

**Report:**

All councils in NSW are required to develop long term, medium term and short term plans as part of the Integrated Planning and Reporting (IP&R) Framework under the Local Government Amendment (Governance and Planning) Act 2016.

Council has for consideration within this business paper, the 2018 – 2028 Community Strategic Plan, Resourcing Strategy, and Community Engagement Strategy.

The Delivery Program details the principal activities it will undertake to achieve the objectives established in the Community Strategic Plan, within the resources available under the Resourcing Strategy. Council must prepare a new Delivery Program after each ordinary election of councillors to cover the principal activities of the council for the 4 year period commencing on 1 July following a local government ordinary election.

The Operational Plan spells out the individual projects and activities that will be undertaken each year to achieve the commitments made in the Delivery Program. Council must adopt its annual Operational Plan before the beginning of each financial year, outlining the activities to be undertaken that year, as part of the Delivery Program. The Operational Plan must also include the Statement of Revenue Policy.

The Operational Plan has been reviewed and updated to reflect service delivery for 2018/19 year. The Operational Plan and the 4 year Delivery Program are presented to Council in one document.

Following any amendments by Council and endorsement via resolution, the draft 2018/19 - 2021/22 Delivery Program and 2018/19 Operational Plan will be available on Council's website at the following link on Tuesday 22 May <http://www.blayney.nsw.gov.au/your-council/on-exhibition> In addition, a hard copy for viewing will be made available at the Council Offices.

Public submissions will be invited and advertised for a period of 28 days as per the Local Government Act (1993). Council must consider any comments and public submissions prior to adoption at the 25 June meeting.

Council has proposed the following rating structures for 2018/19:

| <b>Rating Structure for the 2018/2019 Rating Year</b> |                                  |                      |                       |                       |                        |                                 |
|---|----------------------------------|----------------------|-----------------------|-----------------------|------------------------|---------------------------------|
| <b>Name of Category/Sub Category</b>                  | <b>Number of Assessments (A)</b> | <b>Base Rate (B)</b> | <b>Ad Valorem (C)</b> | <b>Land Value (D)</b> | <b>Total Yield (E)</b> | <b>% Yield from Base Amount</b> |
| <b>Residential</b>                                    |                                  |                      |                       |                       |                        |                                 |
| Ordinary Rate   | 1,140                            | \$250                | 0.00272910            | \$144,855,484         | \$680,325              | <b>41.89%</b>                   |
| Sub Category – Blayney & Carcoar                      | 1,346                            | \$300                | 0.00541290            | \$90,160,348          | \$891,829              | <b>45.28%</b>                   |
| Sub Category - Millthorpe                             | 321                              | \$300                | 0.00349660            | \$44,145,065          | \$250,658              | <b>38.42%</b>                   |
| <b>Business</b>                                       |                                  |                      |                       |                       |                        |                                 |
| Ordinary Rate   | 142                              | \$300                | 0.00586270            | \$15,206,110          | \$131,749              | <b>32.33%</b>                   |
| Sub Category - Business Blayney, Millthorpe & Carcoar | 174                              | \$300                | 0.00931880            | \$17,063,714          | \$211,213              | <b>24.71%</b>                   |
| <b>Farmland</b>                                       |                                  |                      |                       |                       |                        |                                 |
| Ordinary Rate   | 744                              | \$400                | 0.00335300            | \$550,583,068         | \$2,143,705            | <b>13.88%</b>                   |
| <b>Mining</b>   |                                  |                      |                       |                       |                        |                                 |
| Ordinary Rate   | 1                                | \$1,000              | 0.04371800            | \$324,000             | \$15,165               | <b>6.59%</b>                    |
| Sub Category - Mining Gold / Copper Combined          | 1                                | \$1,000              | 0.04201450            | \$101,700,000         | \$4,273,875            | <b>0.02%</b>                    |
| <b>Total</b>  | <b>3,869</b>                     |                      |                       | <b>\$964,037,789</b>  | <b>\$8,598,518</b>     |                                 |

Council has increased its overall total rate yield by the rate peg of 2.3%. Council has also increased the base rate for each rate category by \$30 and made a compensating reduction to the ad valorem rate to deliver equity

Sewerage Charges have been set to meet the requirements of the State Government Best-Practice Management of Water and Sewerage guidelines

that requires prices to be set based on long term strategic business planning and full cost recovery. Sewerage Charges have increased by 5%. The following charges for 2018/19 are proposed:

| <b>Residential</b>           |                      |                         |                    |
|------------------------------|----------------------|-------------------------|--------------------|
|                              | <b>Access Charge</b> | <b>No of Properties</b> | <b>Total Yield</b> |
| Connected                    | \$604                | 1,497                   | \$904,188          |
| Vacant (Unconnected)         | \$312                | 109                     | \$34,008           |
| <b>Estimated Total Yield</b> |                      |                         | <b>\$938,196</b>   |

| <b>Commercial (Non-Residential)</b> |  |                         |  |                                      |
|-------------------------------------|--|-------------------------|--|--------------------------------------|
|                                     | <b>Annual Charge (Prior to SDF Factor)</b> | <b>No of Properties</b> | <b>Quarter Charge before SDF applied</b> | <b>Min. quarterly amount charged</b> |
| 20mm Water Service                  | \$500                                      | 161                     | \$125                                    | \$151                                |
| 25mm Water Service                  | \$772                                      | 21                      | \$193                                    | \$151                                |
| 32mm Water Service                  | \$1,264                                    | 18                      | \$316                                    | \$151                                |
| 40mm Water Service                  | \$1,976                                    | 11                      | \$494                                    | \$151                                |
| 50mm Water Service                  | \$3,088                                    | 24                      | \$772                                    | \$151                                |
| 80mm Water Service                  | \$7,876                                    | 1                       | \$1,974                                  |                                      |
| 100mm Water Service                 | \$12,344                                   | 6                       | \$3,086                                  |                                      |
| 150mm Water Service                 | \$27,776                                   | 2                       | \$6,944                                  |                                      |
| Vacant (Unconnected)                | \$312                                      | 51                      |  |                                      |
| <b>Estimated Total Yield</b>        |  |                         |  | <b>\$ 325,000</b>                    |

Proposed Liquid Trade Waste Charges for 2018/2019 are as follows:

| <b>Non -Residential</b>  |                   |                         |
|--|-------------------|-------------------------|
|  | <b>Annual Fee</b> | <b>No of Properties</b> |
| Annual Trade Waste Fee   | \$93              | 64                      |
| Annual Trade Waste Fee (Large Dischargers Category 3)                                  | 347               | 1                       |
| Liquid trade Waste User Charges with Trade Waste Agreement (Category 1, Category 2/2s) | \$1.90            | 23                      |
| Liquid trade Waste User Charges with No Trade Waste Agreement                          | \$18.50           | 12                      |
| Excess Mass Chargers for Category 3 Dischargers  | \$ per the table  |                         |
| Water Testing Charges (if required)  | \$250 per quarter | 1                       |
| <b>Estimated Total Yield</b>   |                   | <b>Approx.\$59,580</b>  |

The Domestic Waste Management Collection charge has been increased by \$8 to \$420 and Commercial (non-domestic) Waste Management Collection charge has been increased by \$20 to \$480.

A new Waste Management Levy is proposed for all properties in the Blayney Shire to create an equitable contribution by all residents towards the operation of the Blayney Waste Facility, in particular management and processing of recycling and green waste which will incur a significant increase in costs.

It is proposed to continue public recycling stations throughout the Shire and that no charge will be imposed for the disposal of recyclable products and residential green waste when appropriately separated by local residents at the Blayney Waste Facility.

| <b>Charge Category and Description</b>  | <b>Annual Charge</b> | <b>No. of Properties</b> |
|---|----------------------|--------------------------|
| <b>Waste Management Levy</b>  |                      |                          |
| <b>Waste Management Levy</b><br><i>This is waste management charge is applied to all properties funding waste disposal services for the Blayney Shire.</i>  | \$20                 | 3,925                    |
| <b>Domestic Waste Management</b>  |                      |                          |
| <b>Domestic Waste Management Service Charge</b><br><i>This is applied to properties that have a residence within the waste collection area.</i>   | \$420                | 2,519                    |
| <b>Domestic Waste Management Availability Charge</b><br><i>This charge is applied to properties within the waste collection area that do not have a service but it is available i.e. vacant land.</i>     | \$60                 | 301                      |
| <b>Commercial (Non-Domestic) Waste Management</b>   |                      |                          |
| <b>Non-Domestic Waste Management Service Charge</b><br><i>This is applied to properties for non-domestic properties within the waste collection area.</i>   | \$480                | 306                      |
| <b>Non-Domestic Waste Management Availability Charge</b><br><i>This charge is applied to properties within the waste collection area that do not have a service but it is available i.e. vacant land.</i> | \$60                 | 20                       |
| <b>Extra Services</b>   |                      |                          |
| Additional Garbage Charge – per red bin   | \$280                | 93                       |
| Additional Recycling Charge – per yellow bin  | \$220                | 24                       |
| <b>TOTAL YIELD</b>  |                      | <b>\$1,333,940</b>       |

The interest rate charged on overdue rates and charges for 2018/19 determined by the Office of Local Government is proposed at 7.5%

Included in the 2018/19 Operational Plan is the Schedule of Financial Assistance outlining allocation of proposed funding under the Community Financial Assistance Policy. This schedule has been included to expedite the funding process for recurrent recipients of financial assistance and for greater transparency to the community.

**Risk/Policy/Legislation Considerations:**

Legislative requirements are disclosed in the report.



**Budget Implications:**

The financial implications of this report are detailed in the 2018/19 Operational Plan and an overview is provided as follows:

Council's 2018/19 Draft Operational Plan budget proposes an operational surplus forecast of \$132k before capital grants and contributions. This consists of a forecast surplus from the General Fund of \$264k and a deficit from the Sewer Fund of (\$132K).

The major contributors to Councils income in the draft budget for the 2018/19 financial year include the following:

For 2018/19 IPART has released the rate peg index at 2.3% up from 1.5% in the previous financial year.

The mining rate continues to contribute a substantial amount to Council's rate base (49.9%). Council should be wary of associated risks of such a position to be heavily reliant on this income to help fund the general operations of Council. To mitigate this risk a large proportion of this revenue has been directed towards funding capital projects.

Domestic Waste annual charges have been proposed to increase by 3% due to the increased costs of waste collection and in particular recycling. The increase is representative of reasonable cost requiring no ratepayer subsidy in accord with local government best practice.

Commercial (Non-Domestic) Waste annual charges have been proposed to increase by 5.73%. A further availability levy is proposed to help subsidise increased operational costs at the Waste Facility and ensure equity amongst all ratepayers who have access to the facility not just those with a domestic or non domestic waste service.

In 2017/18 the Government released the freeze on indexation of the Financial Assistance Grant. Council has forecast that it will receive \$2.53m of untied grant monies in the 2018/19 financial year based on a 2.5% increase from the prior year.

Council is scheduled to complete works on the Southern Cadia Access Route by September 2018. In partnership with Cadia Valley Operations and funding obtained from Resources for Regions. The project is budgeted to cost \$10.44m and 2 years to complete. In 2018/19 \$1.176m is forecast to be expended to finalise the project with associated grant funding of \$576k.

Works on Forest Reefs Road are programmed for 2 years commencing in 2018/19. Works of \$999,217 are forecast to be funded by the 2012/13 Mining special rate variation. \$802k has been programmed for upgrades to Mandurama road with a matching 50% grant funding. \$687k programmed works on Newbridge Road, and a further \$1.2m to fund heavy patching, gravel resheeting and reseal works throughout the shire.

Council was successful in obtaining funding under the Stronger Country Communities Round 1 program. \$1.107m was awarded to complete the Blayney Skate Park, footpath works in Blayney & Lyndhurst, Recreation Ground improvements and public amenities upgrades across the Shire. Milestone 1 was received in the 2017/18 financial year a further \$742k is forecast for the 2018/19 financial year.

Council's 2018/19 footpath program will focus on completion of projects awarded under the Stronger Country Communities Round 1 funding. \$338k is budgeted for completion of the Blayney Belubula River Walk Project Stage 1 and the Lyndhurst Village Link Project Stage 1.

Council has applied for \$1.9m grant funding from Building Better Regions for the completion of major upgrades to CentrePoint Sport & Leisure Centre. Key features of the \$3.89m upgrade include; upgrade of the toddlers pool, a new interactive children's water playground, transformation of the 25metre pool to a wet level pool deck, installation of a new pool lift, transformation of the Learn-to-Swim pool to a wet level pool deck, creation of a compliant access ramp. The plant room will also undergo a complete upgrade including; installation of modern water disinfection/filtration and heating infrastructure which will enable more efficient water treatment and separate temperature control to each individual pool.

The Major and Minor Plant replacement program continues with replacements of \$1.36m scheduled to take place in the 2018/19 year.

Council's operational expenditure for the 2018/19 Financial Year includes provision of a 3.0% increase to wages for the 2017/18 inclusive of the 2.5% State Award increase and a further 0.5% progression based increase on Award entitlement where applicable.

A provision for borrowings of approximately \$2.82m has been made to facilitate upgrades to CentrePoint and the Residential Land Development Strategy.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**13) AMENDMENT TO BLAYNEY SHIRE COMMUNITY CENTRE TRUST**

**Department:** Corporate Services

**Author:** Director Corporate Services

**CSP Link:** 3.4 Sustainable land use practices across the Shire.

**File No:** LP.PL.4

---

**Recommendation:**

1. That Council endorse the incorporation of the property located at 39 Church Street, Blayney (Lot 23 Section 14 DP 758121) known as Crown Reserve R590102 with the Blayney Shire Community Centre Trust, encompassing 41 Church Street, Blayney (Lot 24 Section 14 DP758121) known as Crown Reserve R1000284; and
2. That Council make application to Crown Lands to combine Reserves R590102 and R1000284 under the Blayney Shire Community Centre Trust.

**Reason for Report:**

This report seeks Council endorsement for application to Crown Lands to incorporate the property located at 39 Church Street, Blayney (Lot 23 Section 14 DP 758121) known as Crown Reserve R590102 with the Blayney Shire Community Centre Trust.

**Report:**

Council has received advice that the property located at 39 Church Street, whilst devolved to Council, is without a Trust. This has presented complications with endorsement by Crown Lands of lease arrangements with Blayney Multipurpose Outlet (Meals on Wheels Service).

It is proposed that Council make application for Crown Reserve R590102 to be incorporated with Crown Reserve R1000284 located at 41 Church Street, Blayney (Lot 24 Section 14 DP758121) under the Blayney Shire Community Centre Trust. The purpose of the both properties are consistent being for Community Purposes and properties are adjoining one another.

The incorporation of the reserve into the trust will expedite resolution of this matter and allow the lease to be endorsed by Crown Lands.



**Risk/Policy/Legislation Considerations:**

Council is obligated to adhere to requirements of Crown Lands legislation with Crown Land properties.

**Budget Implications:**

Nil

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**14) REVIEW OF COUNCIL POLICIES****Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 6.3 A well-run Council organisation.**File No:** GP.PO.1**Recommendation:**

1. That the following policies be adopted as part of Council's policy review process and be included in Council's policy register:

| No. | Policy Name                              |
|-----|--|
| 3G  | Procurement of Goods and Services Policy |
| 9A  | Work Health and Safety Policy            |
| 9I  | Community Banner Usage Policy            |
| 11C | Privacy Management Plan                  |

2. That the following policies be endorsed and placed on public exhibition for a period of not less than 28 days:

| No. | Policy Name               |
|-----|---------------------------|
| 11B | Records Management Policy |

**Reason for Report:**

For the Council to review Council's strategic and operational policies.

**Report:**

Council has in place a process of policy review following the election of a new Council. The policies presented to this meeting for endorsement are round 3 of this review process.

Policies reviewed are attached with amendments being highlighted in italics and / or underline.

The following policies have been reviewed with amendments either not required or of a format, spelling or title correction in nature:

| No. | Type* | Policy Name                              |
|-----|-------|--|
| 3G  | S     | Procurement of Goods and Services Policy |
| 9A  | S     | Work Health and Safety Policy            |
| 9I  | S     | Community Banner Usage Policy            |
| 11C | S     | Privacy Management Plan                  |

\*S – Strategic O - Operational

The following policies were reviewed with amendments required being of a more substantial nature. These policies as amended are proposed for public exhibition, as part of Council's commitment to public transparency, for a period of not less than 28 days.

| No. | Type* | Policy Name               | Nature of amendments                            |
|-----|-------|---------------------------|---|
| 11B | S     | Records Management Policy | Overhaul to reflect new statutory requirements. |

\*S – Strategic O - Operational

**Risk/Policy/Legislation Considerations:**

Nil

**Budget Implications:**

Nil

**Enclosures (following report)**

Nil

**Attachments (separate document)**

|   |   |          |
|---|---|----------|
| 1 | 3G Procurement of Goods and Services Policy | 8 Pages  |
| 2 | 9I Community Banner Usage Policy            | 5 Pages  |
| 3 | 11C Privacy Management Plan                 | 61 Pages |
| 4 | 9A Work Health and Safety Policy            | 3 Pages  |
| 5 | 11B Records Management Policy               | 8 Pages  |

15) **MINUTES OF THE BLAYNEY SHIRE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD 27 APRIL 2018**

**Department:** Corporate Services

**Author:** Director Corporate Services

**CSP Link:** 6.3 A well-run Council organisation.

**File No:** FM.AU.1

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**Recommendation:**

That the minutes of the Blayney Shire Audit, Risk and Improvement Committee meeting held 27 April 2018 be received and noted.

**Reason for Report:**

For Council to endorse the minutes of the Blayney Shire Audit, Risk and Improvement Committee meeting held 27 April 2018.

**Report:**

**MINUTES OF THE MEETING OF BLAYNEY SHIRE AUDIT, RISK AND IMPROVEMENT COMMITTEE HELD IN THE COMMUNITY CENTRE WEDNESDAY 27 APRIL 2018**

The meeting commenced at 9:02am

**1. Present**

|                   |  |
|-------------------|--|
| Rebecca Ryan      | (General Manager)                              |
| Cr. D. Somerville | (Councillor)                                   |
| Leanne Smith      | (Intentus - NSW Audit Office Contract Auditor) |
| Steve Kent        | (Chair – Independent)                          |
| Phil Burgett      | (Independent)                                  |
| Ross Wilkinson    | (Risk Officer)                                 |
| Anton Franze      | (Director Corporate Services – secretariat)    |
| Monique Bartley   | (NSW Audit Office) via telephone               |

**2. Apologies**

Tiffany Irlam (Chief Financial Officer); Cr. S Ferguson.

**3. Declarations of Interest**

Steve Kent – disclosed that he is a member of Parramatta City Council Audit Committee.

**4. Adoption of Previous Minutes**

Minutes of meeting held 30 October 2017 were adopted. Copy of Local Government Comparative Analysis report to be circularised.

## **5. Risk Management Update**

Risk Officer tabled and spoke to report:

1. Consultation
2. Training
3. Insurance

Discussion around investigation of system based/electronic platform for risk assessments to involve all Council departments at project commencement.

Copy of template risk assessments projects to be circularised.

Top 10 risks and mitigation strategies attached to risk register.

Updated copy of risk register to be circularised. Register should detail

Insurable risks are covered Systems for reporting.

## **6. External Audit Client Service Plan 2017/18 and Client Service Report**

Leanne Smith from Intentus went through plan providing an overview.

- Question on treatment of RFS Red Fleet. Position remains the same as last year. Monique advised no additional information and no change to position. Local government team are working through issue and Office of Local Government are also working through matter.
- Question raised on increase to audit fees. Intentus indicated that there were more hours involved with audits now and that the original fee was based on a lower number of hours. The next tender is likely to see an increase to audit fees across the state.
- Question was raised around how letter talks of those charged with Governance to be Mayor and Deputy Mayor. Response given was that is widely accepted that the Mayor is understood to be conduit to Council.
- A question was raised around the statement by Council at time of adoption of financial statements, prior to referral to audit. The concern was that Council were attesting to the accuracy and completeness of the statements without any certification. Certification is mandatory by Council's Chief Financial Officer (CFO) for Investments and Quarterly Budget Reviews however none was given for this process.

It was agreed that the CFO should provide a certification to be included in the report to Council.

- Report by CFO was noted.

## **7. Audit Plan 2018/19**

3 year plan to be formulated.

Areas of focus for current period:

- Procurement/Project Management – Errowanbang Project
- CentrePoint review
- Employee labour hours review



Committee in future is looking at:

- How many per annum.
- Risk profile.
- Review of risk register.
- Key areas to give maximum assurance:
  - Fraud and Corruption. Refer NSW Audit Office fraud control tool kit

Charter Obligations

- Would like a structured document for Audit projects undertaken for consideration of Committee.

#### **8. Status of prior report recommendations**

- Schedule of Audit recommendations was tabled.

#### **9. Any major developments / issues since last meeting**

- Busy with Integrated Planning and Reporting documents that is affecting a number of areas in Council.
- Program of consultation / informing new Councillors.
- Draft Audit Committee Charter to be circularised. Timeframe for finalisation of review is before September 2018.

#### **10. Any other business**

- Nil.

#### **Meeting Dates**

Next meeting date to be determined. Dates suggested include 22 or 29 June 2018. Arrangements to be confirmed with all members and Cabonne and Central Tablelands Water Councils.

There being no further business the meeting closed at 11:00am

#### **Risk/Policy/Legislation Considerations:**

The Audit, Risk and Improvement Committee (the Committee) has been established to promote good corporate governance in Council. Good corporate governance of the Council ensures that the people of Blayney Shire receive the services that they need in an effective and efficient manner, delivered with honesty and integrity.

The objective of the Committee is to provide independent assurance and assistance to Council with respect to the following key areas as per *Section 428A of the Local Government Amendment (Governance and Planning) Bill 2016*. Such areas include compliance; risk management; fraud control; internal control; financial management; governance; service reviews; other matters prescribed by the regulations, and execution of Council functions.

The Committee is an independent advisory Committee that assists the Council to fulfil its oversight responsibilities.

**Budget Implications:**

Nil

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**16) TRANSFER OF LEASE FOR VISITOR INFORMATION CENTRE CAFE**

**Department:** Corporate Services

**Author:** Director Corporate Services

**CSP Link:** 2.3 Blayney Shire - a centre for arts, performance and entertainment.

**File No:** PM.TN.10

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**Recommendation:**

1. That Council approve transfer of the existing Lease Agreement of the Visitor Information Centre Café to the new proprietor.
2. That Council authorise the affixing of Council Seal and execution of the Visitor Information Centre lease and associated documentation by the Mayor and General Manager.

**Reason for Report:**

To update Council on a request for transfer of the lease of the Visitor Information Centre Café and seek Council approval for execution of lease and associated documentation.

**Report:**

Council is in receipt of a request from the proprietor of the Ironbark Espresso Bar (and lessee of the Visitor Information Centre Café) for transfer of the existing lease to the purchaser of their business. The proposed effective date is 4 June 2018.

The lease commencement date was 30 January 2017 and lease term is 2 years, with 3 further options of 2 years (or expiry date of 29 January 2025).

Pursuant to the lease clause 10.3, Council has requested information concerning the financial standing and business experience of the proposed transferee. Council is satisfied that the lessee has the capability to fulfil lease requirements. This information is provided as an attachment.

Council endorsement of the lease transfer and execution of lease documentation under Council seal required.

**Risk/Policy/Legislation Considerations:**

Nil

**Budget Implications:**

Legal fees associated with the transfer of the lease contract and registration has been quoted at \$1,100 plus GST. Council will seek to recover the costs associated with lease transfer per lease clause 10.6 from the Lessee.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

- 1 New Proprietor business projection overview 3 Pages  
*This matter is considered to be confidential under Section 10A(2) (di) 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.*

**17) ENDORSEMENT OF RESOURCING STRATEGY**

**Department:** Corporate Services

**Author:** Director Corporate Services

**CSP Link:** 6.3 A well-run Council organisation.

**File No:** CM.PL.1

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**Recommendation:**

That Council endorse the Resourcing Strategy which includes the following documents; Long Term Financial Plan 2018-2028, Workforce Management Plan 2018/2022 and Asset Management Plans 2018/2028; and place on Public Exhibition for a period of 28 days.

**Reason for Report:**

This report provides information to Council on the Resourcing Strategy and seeks Council endorsement, to enable public exhibition for 28 days.

**Report:**

The Resourcing Strategy forms part of the Integrated Planning and Reporting Framework and tests long term community aspirations and goals against financial realities. It helps to inform Council's Delivery Program and Operational Plan.

To accommodate the significant number of IP&R documents and manage version control as presented to Council workshops, the final Resourcing Strategy drafts of the Long Term Financial Plan, Workforce Management Plan and Asset Management Plans have been provided to Councillors via the Councillor Portal under the Business Papers Tab.

Following any amendments by Council and endorsement via resolution, the draft Resourcing Strategy documents will be available on Council's website at the following link on Tuesday 22 May <http://www.blayney.nsw.gov.au/your-council/on-exhibition> In addition, a hard copy for viewing will be made available at the Council Offices.

Public submissions will be invited and advertised for a period of 28 days as per the Local Government Act (1993). Council must consider any comments and public submissions prior to adoption at the 25 June meeting.

The Resourcing Strategy for Blayney Shire is comprised of the following 3 components:

- The Long Term Financial Plan. This plan addresses the financial resourcing capacity requirements of our Delivery Program. The Plan covers a 10 year period and includes financial modelling and planning

assumptions that have been identified as affecting the financial capacity of the organisation.

- The Workforce Management Plan. This plan addresses the human resource requirements of our Delivery Program. It covers a timeframe of 4 years and includes analysis of our workforce and factors impacting future resourcing.
- Asset Management Planning. These plans cover a 10 year period and identifies the assets that are critical to our operations and outlines risk management strategies for these assets. They also contains long-term projections of asset maintenance, renewal and replacement costs. The Asset Management Policy and Strategy is the subject of a separate report.

### **Long Term Financial Plan**

The Draft Long Term Financial Plan has been prepared to identify and communicate Council's financial objectives and forecasts for the planning period to the community and all of Council's stakeholders through the Special Rate Variation application. It also forms the basis of Council's annual Operational and Delivery Program within the context of long term financial sustainability.

The Long Term Financial Plan spans for the next 10 years addressing Council's revenue streams, pricing policy, assumptions, risks and forecasts. 3 scenarios are shown in the plan as follows:

- Base Case
- Increased Development & Mining
- Reduced Mining & Freeze Indexation on Financial Assistance Grants

The Base Case simulates Council's current environment using the service levels and resources in accordance with Council's Asset Management Plan and Workforce Management Plans.

The Increased Development & Mining scenario allows for an increase in Council's rating income to accommodate the likely expansion of the mining industry within the Blayney Shire over the next 10 years and the flow on of increased land development as a result. Council has forecast these assumptions towards the second half of the plan with no immediate impact on the mining rate category.

The Reduced Mining & Freeze on Indexation of the Financial Assistance Grant was modelled to demonstrate the reliance of Council on these income streams.

The Mining rating category makes up over 50% of Council's rate base, any significant impact on the valuation of mining would have a considerable effect on Council's Operating Performance. Similarly, the Financial Assistance Grant also makes up around 12% of Councils income. A freeze on the indexation of

financial assistance grants against the increasing cost of fixed expenses such as wages shows a significant disparity over the life of the plan.

### **Workforce Management Plan**

The aim of the Workforce Plan is to assist Council meet the priorities identified in the Blayney Shire Council Community Strategic Plan and achieve the objectives and actions identified in the 4 year delivery program. It seeks to provide suitably qualified and highly engaged employees to deliver quality services to our community and customers over the next 4 years.

This Workforce Plan has been informed by Council's own corporate sources, a combined Councillor and staff workshop held on 15 November 2017, and the Price Waterhouse Coopers / Local Government Professionals Australian LG Performance Excellence Program (Council Comparative Analysis Tool FY17).

Whilst Council already has a number of initiatives in place to promote Council as a desirable place to work and to promote a healthy work / life balance, it seeks to build further strategies and initiatives that will enhance these strategies.

### **Asset Management Plans**

Council must account for and plan for all of the existing assets under its ownership, and any new asset solutions proposed in its Community Strategic Plan and Delivery Program. The Asset Management Strategy and Asset Management Plans support the Community Strategic Plan and Delivery Program. The Asset Management Plan/s encompass all the assets under Council's control. They identify asset service standards and contain long term projections of asset maintenance, rehabilitation and replacement costs.

### **Risk/Policy/Legislation Considerations:**

The Local Government Act (1993) requires Council to have a long-term strategy, called its Resourcing Strategy, for the provision of resources required to implement the strategies established by the community strategic plan that the Council is responsible. The strategy must include provision for long term financial, workforce and asset management planning.

### **Budget Implications:**

Nil

### **Enclosures (following report)**

Nil

### **Attachments (separate document)**

Nil

**18) DIRECTOR INFRASTRUCTURE SERVICES MONTHLY REPORT**

**Department:** Infrastructure Services

**Author:** Director Infrastructure Services

**CSP Link:** 4.1 Adequate provision of transport, roads, rail, information and communication technologies and community social assets.

**File No:** GO.ME.1

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**Recommendation:**

That the Director Infrastructure Services Monthly Report for May 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**

Johnston Crescent Pine Trees

Council has engaged a contractor to undertake the removal and disposal of the pine trees alongside the Main Western Railway. The contractor is also an approved arborist for work within the rail corridor.

The contractor has indicated a commencement in mid-June.

The contractor will also chip smaller material and place in beds on site in preparation for replanting with Photinia once conditions are favorable. The block wood is proposed to be delivered to the Whites Quarry.

Council's Ranger has noted the illegal dumping (to be removed by Council staff) that has occurred over time in this area, and when residents are notified of work commencing, further advice will be provided in regard to illegal dumping and the options available for disposal into the future. Signage will also be erected.

Carcoar Road – Cowriga Creek

Council has recently received the draft scoping study for the replacement of the existing Carcoar Road Bridge over Cowriga Creek. A report outlining a proposed direction is provided to Council by way of separate report.



## **Major Works**

### Southern Cadia Access Route

Council's Manager Operations has held extensive discussions with other industry partners from RMS, Orange Council, Cabonne Council, Hanson's Quarry, and Council's current geotechnical consultant. From these discussions, it was determined to undertake parallel testing by a suitably accredited contractor to gain confidence in the results obtained.

This testing demonstrated compliance with Council's requirements across the entire 3.4km length of works. These results are in line with expectations given Council's works method and compactive effort, so have been accepted.

Council has now engaged this geotechnical contractor to provide testing services for the remainder of this project, with the costs being similar to Council's existing arrangement.

Given the conformance, sealing works were completed on this section on 9 and 10 May 2018.

### Road Rehabilitation Works

Sealing of 1.3km of Browns Creek Road was completed 3 May 2018, with works continuing on the sub-base material towards Australian Native Landscapes. Compaction results achieved throughout this section were all conforming, with no testing issues identified.

### Road Maintenance Works

Due to the unseasonal extended dry conditions, undertaking gravel road maintenance is currently counterproductive. Staff have therefore focussed on generalised patch grading. Without adequate water, the placement of gravel limits its ability to bind to form one layer, and we lose gravel material more rapidly.

Notwithstanding this, gravel maintenance has been undertaken on Pounds Lane, Kelly's Road, Lower Farm Lane, Adelaide Lane, Hill's Lane, Lucks Lane, Beneree Road, Burtons Lane, Blake Street and limited re-sheeting on Carcoar Road, south of Brown's Creek Road.

Until such time as we receive adequate rain to recommence more significant works, we have asked, by way of the General Manager's article in the Blayney Chronicle for motorists to drive to the conditions.

We do continue to encourage reporting of hazards or deterioration of an unsealed road so we can schedule high priority works.

New culverts have been installed where required on Kings Plains Road, Burnt Yards Road, Carbine Road, and Matthews Lane, with culvert cleaning works underway on Mandurama Road. Such works are essential to ensure that when rain returns, roads drain properly, and limit the potential damage from excess runoff.

### Footpaths

Council has completed works to address safety concerns on the footpath outside the Millthorpe Public School. This excludes an issue associated with a telecommunications pit that requires the intervention of Telstra.

Council is currently undertaking the renewal of existing footpath and installation of a new path and crossing along Montgomery Street to provide a connection from Victoria Street to the pedestrian pathway between Crowson and Park Streets. A meeting was held with members of the Millthorpe Village Committee to discuss and agree on a suitable alignment that is constrained by existing trees.

### **Major Contracts**

#### Early Contractor Involvement (ECI) – Browns Creek Road Bridges

The Early Contractor Involvement process has now concluded, with final designs delivered, assessments and proponent presentations underway. A recommended outcome is provided to Council by way of separate report.

#### Innovation Fund – Energy Efficiency Program

##### Solar Project:

The installation has commenced on the Council office, Depot and CentrePoint, with commissioning of these systems due to begin later in May. It is expected within 2 – 3 weeks Council will be a Power Generator.

### **Parks and Recreation**

The renewal of heating, and provision of new cooling systems at Newbridge, and Hobbys Yards Halls has been completed. Barry is yet to be undertaken, however is currently programmed to be undertaken in the week commencing 14 May.

During the investigation phase, it was identified that extra work was required to be undertaken at Newbridge Hall to satisfy electrical safety standards with new Residual Current Devices, installed on all circuits and the existing asbestos switchboard replaced.

These works have been funded from the respective Village Enhancement Plan (VEP) allocation.

Works have been completed to improve overland drainage at the Lyndhurst Recreation Ground, with the clearing out of a contour drain surrounding the playing field.

### **Land Development – 11 Frape Street**

Central Tablelands Water have completed the installation of water connections to the development lots.

### **Wastewater**

The Magnesium Hydroxide Liquid (MHL) trial is still continuing, however has been delayed. We have faced a technical issue with the MHL, with a new batch of MHL to be delivered, to recommence the trial.

Sewerage Pump Station 1 (Henry St) upgrade has commenced with the replacement of 2 inlet valves and removal of rusted ladders and walkways.

**Risk/Policy/Legislation Considerations:**

Information report only

**Budget Implications:**

Information report only

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**19) BLAYNEY SHIRE ASSET MANAGEMENT POLICY AND BLAYNEY SHIRE ASSET MANAGEMENT STRATEGY**

**Department:** Infrastructure Services

**Author:** Manager Infrastructure

**CSP Link:** 4.1 Adequate provision of transport, roads, rail, information and communication technologies and community social assets.

**File No:** CM.PL.3

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**Recommendation:**

That Council endorse and place on public exhibition the Draft Asset Management Policy and Asset Management Strategy for a period of 28 days.

**Reason for Report:**

For Council to review and endorse the Asset Management Policy and the Asset Management Strategy for public exhibition.

**Report:**

Section 403 of the Local Government Amendment (Governance and Planning) Act 2016 requires that a council must have a long-term strategy (Resourcing Strategy) for the provision of the resources required to perform its functions (including implementing the strategies set out in the Community Strategic Plan).

As part of the Resourcing Strategy, Council is required to have an Asset Management Policy, an Asset Management Strategy and an Asset Management Plan(s). The Asset Management Plans for Transportation, Sewer, Buildings and Parks and Recreation are subject to a separate report, entitled Endorsement of Resourcing Strategy.

To accommodate the significant number of IP&R documents and manage version control as presented to Council workshops, the final draft Asset Management Policy and Asset Management Strategy is provided to Councillors via the Councillor Portal under the Business Papers Tab.

Following any amendments by Council and endorsement via resolution, the draft Asset Management Policy and Asset Management Strategy will available on Council's website at the following link on Tuesday 22 May <http://www.blayney.nsw.gov.au/your-council/on-exhibition> In addition a hard copy for viewing will be made available at the Council Offices.

Public submissions will be invited and advertised for a period of 28 days as per the Local Government Act (1993). Council must consider any comments and public submissions, which will be brought back to the 25 June meeting.

The objective of the Asset Management Policy is to ensure:

- Council's infrastructure is maintained in a sustainable manner,
- That strategies are in place to provide the required financial resources to safeguard Council assets,
- Council meets legislative requirements for asset management,
- Resources and operational capabilities are identified and responsibilities allocated, and
- Transparent and responsible asset management processes that align with best practices.

The objectives of the Asset Management Strategy are to show:

- How Council's asset portfolio will meet the service delivery needs of its community into the future,
- Enable Council's asset management policy to be achieved, and
- Ensure the integration of Council's asset management with its long term strategic plans.

**Risk/Policy/Legislation Considerations:**

In endorsing the Asset Management Policy and Strategy Council is meeting its obligations under the Local Government Act and Integrated Planning and Reporting framework.

**Budget Implications:**

Nil

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**20) CARCOAR ROAD BRIDGE - COWRIGA CREEK FUTURE OPTIONS**

**Department:** Infrastructure Services

**Author:** Director Infrastructure Services

**CSP Link:** 4.1 Adequate provision of transport, roads, rail, information and communication technologies and community social assets.

**File No:** RD.TN.38

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**Recommendation:**

1. That Council approve the immediate demolition of the existing Carcoar Road Bridge.
2. That Council provision within the 2018/19 Operational Plan of \$40,000 for the undertaking of a Geotechnical Investigation, preparation of Review of Environmental Factors, and a Hydrological Study for a future bridge proposal.
3. That Council review all options provided within the Rare Innovation - Scoping Study for the Carcoar Road Bridge dated May 2018, for further consideration for funding in the Blayney Shire Council 2018/19 – 2021/22 Delivery Program and Long Term Financial Plan.

**Reason for Report:**

To inform Council of design options, and the costing implications for a future crossing of Cowriga Creek on Carcoar Road.

**Report:**

At the Ordinary November 2017 meeting of Council, resolved (**Resolution No. 1711/001**):-

1. *That Council accept the licence for the wet crossing on Carcoar Road, Licence Number RI 567669 and authorise the Mayor and General Manager to execute and affix the Council Seal to the Licence, and other associated documents for this Licence.*
2. *That before any works be undertaken on the licenced land a report be provided to Council with various options for a crossing and potential costings.*

As a result Council staff sought Quotations from 2 suitably qualified design consultants, being those involved in the Browns Creek Road Bridges Early Contractor Involvement project.

Due to work commitments, only one consultant was able to provide a submission, which Council accepted. This consultant had previously been involved in the design component for the recently completed Design and Construct Project for various bridges across the Shire.

Council called for design options that allowed for 3 design rainfall events and both single (4.2m between barriers) and dual (8.0m between barriers) lane options. It was also a requirement that they be designed for a 100 year service life, and in accordance with AS5100 Bridge Code with a SM1600 loading, similar to the recently completed bridges.

#### Scoping Study Advice

The consultant has calculated each flood event to determine the flow rate and corresponding Top Water Level at the bridge site. In order to attempt to reduce the scale of a future bridge structure, an analysis has then been undertaken to consider the impact of a reduced overall Deck Length and what impact this would have on the Top Water Level.

Reducing the overall deck length can help reduce bridge costs, but has the potential to increase erosion/scour problems, which then must be mitigated, and what cost impact this has.

The lower the deck level, also impacts approach grades, that could pose a problem to road safety and most importantly heavy vehicle capability coming down or up the approaches to the bridge.

The following table outlines the existing bridge details.

| <b>Bridge</b>              | <b>Carcoar Road over Cowriga Creek</b> |
|----------------------------|--|
| No of Spans                | 3                                      |
| Deck length                | 32m                                    |
| Deck width                 | 4.7m                                   |
| Deck Level<br>(adopted BM) | 92m                                    |
| Creek width                | 12m                                    |

The design rainfall events considered were:

| <b>Design Event<br/>(ARI)</b> | <b>Annual Exceedance Probability<br/>(AEP)</b> |
|-------------------------------|--|
| 1:1 yr                        | 100%   |
| 1:20 yr                       | 5%   |
| 1:100 yr                      | 1%   |

#### 1:1 yr Annual Recurrence Interval Design

To not impact flood levels, the proposed bridge would be required to be 32m in length. By adopting a Deck Length of 20m, will increase flow depth by approximately 150mm, thus requiring the bridge deck to be lifted to ensure it is clear of the top water level.

1:20 yr Annual Recurrence Interval Design

To not impact flood levels, the proposed bridge would be required to be 53m in length. By adopting a Deck Length of 36m, will increase flow depth by approximately 430mm, thus requiring the bridge deck to be lifted to ensure it is clear of the top water level. It should also be noted that this option would result in a drop in water levels compared to the existing structure as the proposed bridge is longer.

1:100 yr Annual Recurrence Interval Design

To not impact flood levels, the proposed bridge would be required to be 60m in length. By adopting a Deck Length of 42m, will increase flow depth by approximately 450mm, thus requiring the bridge deck to be lifted to ensure it is clear of the top water level.

The following table summarises the design differences between each option, and the cost estimates (within a 20% cost accuracy as requested for this Scoping Study).

| Option<br>(yr ARI) | Top Water Level |         | Adopted Deck |               | Cost Estimate<br>(\$ ex GST) |                        |
|--------------------|-----------------|---------|--------------|---------------|------------------------------|------------------------|
|                    | Calc.           | Adopted | Level        | Length<br>(m) | Single<br>Lane<br>(4.2m)     | Dual<br>Lane<br>(8.0m) |
| 1:1                | 90.83           | 90.98   | 92.0         | 1x20 (20)     | 400,000                      | 680,000                |
| 1:20               | 92.04           | 92.47   | 92.6         | 3x12 (36)     | 695,000                      | 1,240,000              |
| 1:100              | 93.16           | 93.61   | 94.26        | 3x14 (42)     | 840,000                      | 1,470,000              |

Each proposal includes an estimate (within a 20% cost accuracy) for approach roadworks, barriers, and demolition of the existing bridge. The alternate bridge designs are identified in the enclosed drawings following this report.

The 1:1 yr ARI proposal utilises 800mm deep Super T beams similar to those used on the Errowanbang Road Bridge, and the 1:20 and 1:100 yr ARI propose the use of 600mm deep transverse stressed planks similar to those used on the Dowsetts Lane Bridge.

Upon review of recent bridge projects, unit rate estimates have been adopted and used to provide a cross check of the estimates for the bridge structure only, as identified in the following table.

| Option<br>(yr ARI) | Adopted Unit Rate<br>(\$/m <sup>2</sup> ) | Cost Estimate (\$)       |                        |
|--------------------|---|--------------------------|------------------------|
|                    |   | Single<br>Lane<br>(4.2m) | Dual<br>Lane<br>(8.0m) |
| 1:1                | 2,750                                     | 289,905                  | 492,610                |
| 1:20               | 3,250                                     | 585,650                  | 1,025,000              |
| 1:100              | 3,250                                     | 683,150                  | 1,195,500              |



These estimates are considered reasonable, and exclude approach roadworks, barriers, and demolition of the existing bridge.

#### Demolition

The existing bridge structure is made up of a timber and steel structure with a concrete deck overlay. It is estimated that demolition would be in the order of \$30,000 due to the significant nature of the structure, and based upon previous experience.

#### Geotechnical Conditions

A sound geotechnical understanding of the underlying ground conditions is required before further design work for a bridge solution could be undertaken. At present there has been no geotechnical investigation undertaken at the bridge site.

It is estimated that geotechnical investigations suitable for a bridge design to be progressed would be in the order of \$20,000.

#### Network Context

Council's road hierarchy was developed by considering local and regional population centres, significant employment nodes (Cadia mine, CTLX, Sealink, Forestry etc), and the links required between them.

The major activity along the Carcoar Road between, Browns Creek and Brady Roads is the Davis Dairy located approximately 2.5km South of the Browns Creek Road intersection. At present it is serviced by A-double milk trucks that access it from the North whilst also collecting milk from a dairy off Spring Hill Road in the Cabonne Council Local Government Area.

Prior to development of the hierarchy, any sealed road renewal or upgrade would be to an 8m wide standard; a one size fits all approach, which can result in over or under servicing. The Level of Service, i.e. road standard is objective and should be fit for purpose.

To provide a more equitable and sustainable road network, the scope of any renewals or upgrades is currently informed by the road hierarchy and to what Class, the road is identified.

Carcoar Road is currently a Class 5 road within Council's hierarchy, as its primary purpose is local access, without contiguous access between both ends. Prior to the bridge being closed the road was identified as Class 5 as the State Network was considered to provide the principle link between Carcoar, Millthorpe and other locations further North.

There are alternate routes already provided in a generally North-South direction, being the State network and the currently under development Southern Cadia Access route. Both providing an 8m + wide sealed standard.

A route enquiry utilising Google Maps, from various departure points to Brady Road (for CTLX or Carcoar Village) identifies various route options. The time estimate and distance of each is presented in the table below.

| <b>To Brady Road, Via</b>                      | <b>Time (mins)</b> | <b>Distance (km)</b> |
|--|--------------------|----------------------|
| <b>From Forest Reefs</b>                       |                    |                      |
| Forest Reefs Rd, Orange Rd and Mid-western Hwy | 28                 | 34.2                 |
| Carcoar Rd                                     | 23                 | 23.0                 |
| Tallwood and Carcoar Rds                       | 26                 | 20.9                 |
|  |                    |                      |
| <b>From Millthorpe</b>                         |                    |                      |
| Forest Reefs Rd, Orange Rd and Mid-western Hwy | 18                 | 24.8                 |
| Forest Reefs and Carcoar Rds                   | 25                 | 23.5                 |
|  |                    |                      |
| <b>From Orange</b>                             |                    |                      |
| Mitchell Hwy, Orange Rd and Mid-western Hwy    | 40                 | 47                   |
| Forest, Spring Terrace and Carcoar Rds         | 43                 | 40.6                 |
| Forest, Cadia and Errowanbang Rds              | 55                 | 52.5                 |

The travel differences are considered negligible, and when consideration of the long term cost implications to the individual motor vehicle is taken into account, the State Highway network presents the safest alternative at the cheapest whole of life cost.

#### **Risk/Policy/Legislation Considerations:**

The hydrological/hydraulic assessment for the existing bridge location has been determined by adopting parameters and assumptions used in the assessment for the Browns Creek Road bridge at the ANL site, but extrapolating out for an increased catchment area. As site conditions below the ANL site are consistent downstream to the Carcoar Road site, this is considered a reasonable consideration for this 20% concept design. Subject to a preferred course of action, a more detailed analysis would be undertaken.

As the Scoping Study requested only 20% concept designs it is noted that subject to Council's preferred course of action, there remains a level of risk in price realisation. Albeit the Consultant utilised, recently completed the designs for the Design and Construct Project for various bridges across the Shire, and therefore has some level of local experience, and is suitably qualified.

The existing bridge structure is deteriorating and its structural integrity compromised. Council has repeatedly reinstated physical barriers to restrict vehicle access, however persons unknown continue to ignore the signage and barriers, and place themselves at significant risk of physical harm. The structure is considered a risk to the public and it is recommended that the bridge be demolished.

In the event of an emergency, reactivation as a through road would provide improved access for the Rural Fire Service to an incident in the vicinity of Browns Creek Road, however as you move further North, a quicker response would be available from the Millthorpe district.

The reactivation as a through road would provide an alternative access between the historic Villages of Carcoar and Millthorpe, which supports the Tourism direction of Council, however Google Maps does not direct motorists to the Carcoar Road route when seeking directions between the Villages.

If Council proposes to develop the road as a tourist and/or heavy vehicle route, it should consider a two lane bridge to provide for future heavy vehicle demand and traffic growth over the whole of life (100 yr) of the structure. A single lane bridge would limit the extent to which the route could be utilised for increased traffic volumes.

The reactivation as a through road, presents Council with risks associated with road safety and construction costs. The road is predominantly unsealed (sealed 1.38km, unsealed 8.8km), and generally 7m wide. There are some sections that are of poor vertical/horizontal alignment and certain locations such as the Brady Rd intersection, and the existing Blayney – Demondrille Railway crossing which would require upgrading to provide for an alignment that is compliant with contemporary standards, able to cater for heavy vehicle turning paths, and in keeping with the level of service (i.e.: width) proposed to be provided by a new bridge. Council is yet to develop a strategic cost estimate for these works, however such works are anticipated to require significant financial commitment.

**Budget Implications:**

Council's 2017/18 Operational Plan provided \$52,000 funding toward a wet crossing solution. Upon payment for the Scoping Study, the remaining balance is approximately \$37,500.

Council's current Long Term Financial Plan makes no provision for significant capital works on this bridge or any related future road upgrades.

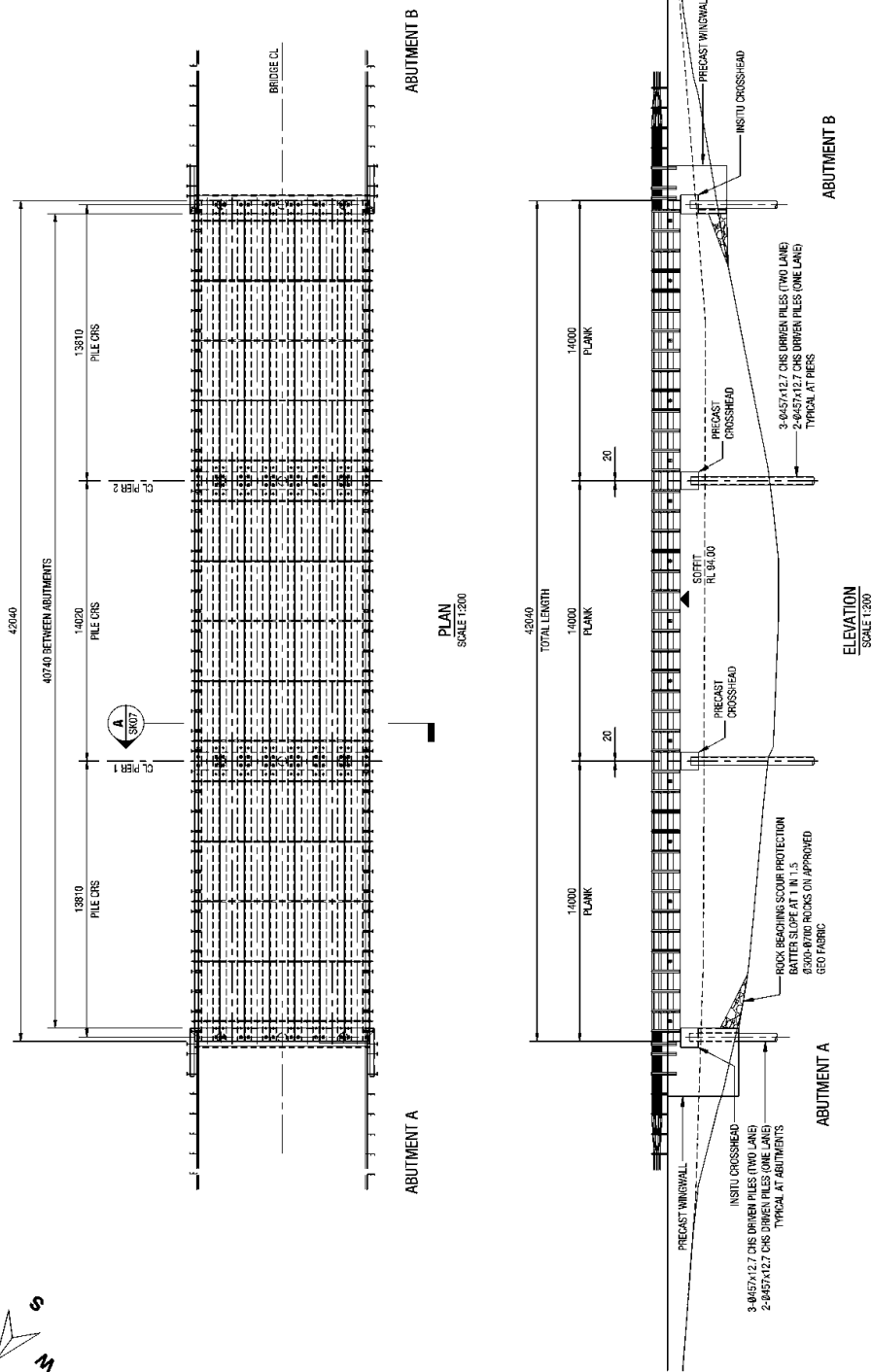
**Enclosures (following report)**

1 Scoping Study Sketches

8 Pages

**Attachments (separate document)**

Nil

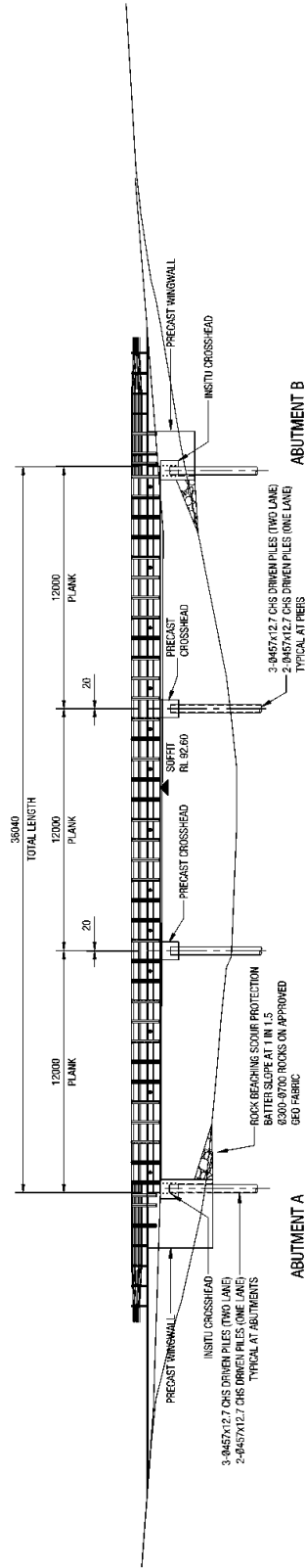
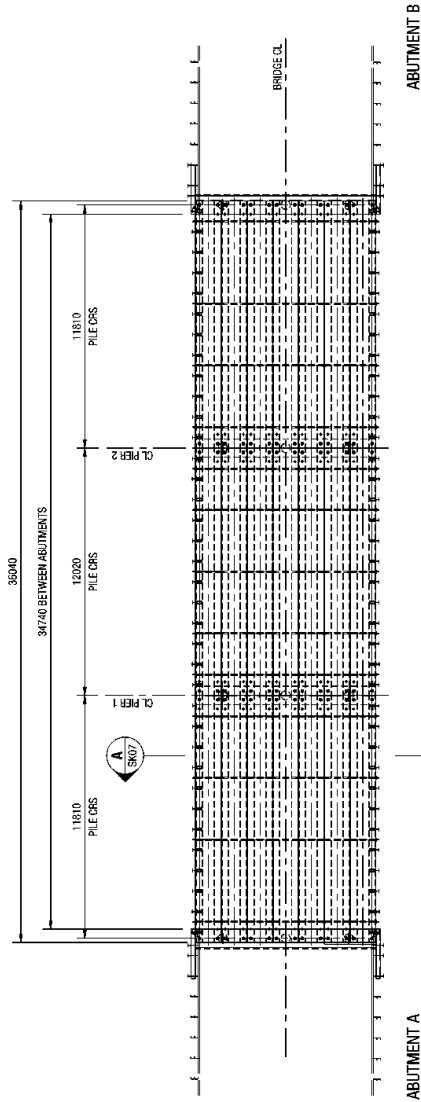


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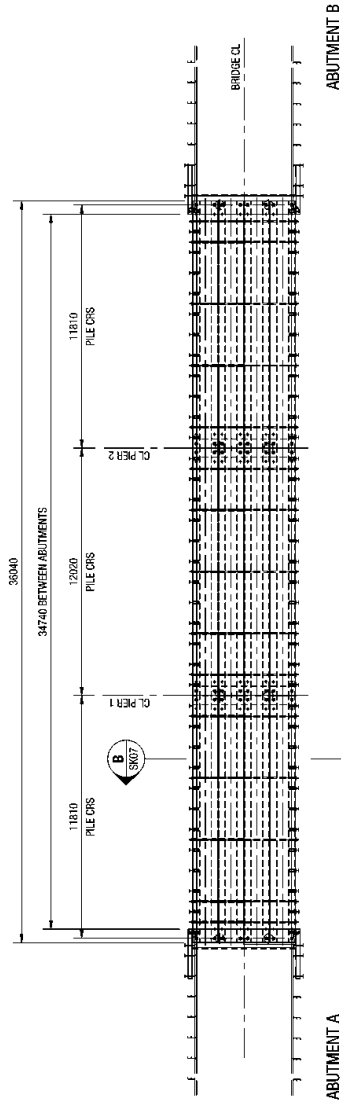
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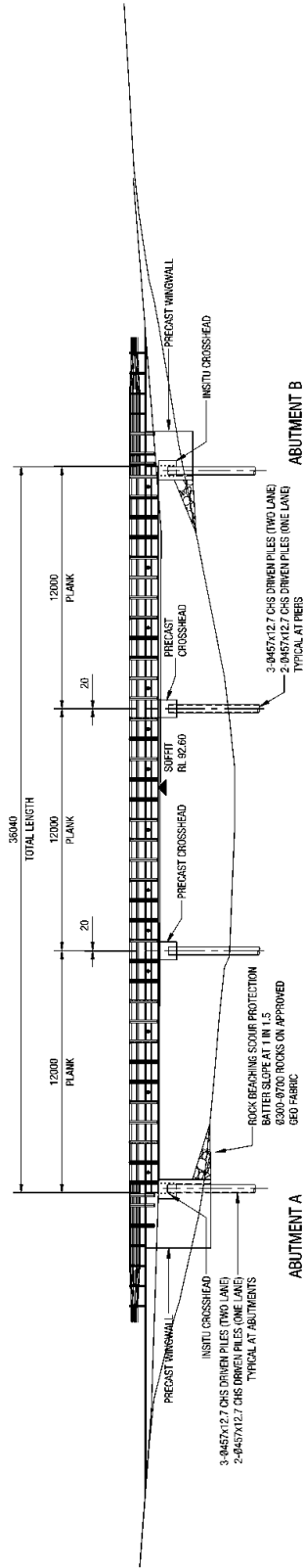


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| DRAWN BY: BJD              |  | DRAWN CHK: -                           |  | DO NOT SCALE: IF IN DOUBT, ASK THIS DOCUMENT MAY ONLY BE USED FOR THE PURPOSE FOR WHICH IT WAS PREPARED. © PARE INNOVATION PTY LTD. ABN 51 619 398 357 |  | DATE: 09.05.18    |  |
| DATE: 09.05.18             |  | APPROVED: -                            |  | BY: BJD  |  | DATE: 09.05.18    |  |
| REV DESCRIPTION:           |  | BY:                                    |  | DATE:  |  | APPROVED:         |  |
| TITLE: GENERAL ARRANGEMENT |  | CLIENT: VEC CIVIL ENGINEERING PTY LTD  |  | PROJECT: BLAYNEY SHIRE - OPTIONS STUDY   |  | PROJECT No: 18320 |  |
| 5% AFP - TWO LANE OPTION   |  | PROJECT: BLAYNEY SHIRE - OPTIONS STUDY |  | CARCOAR BRIDGE REPLACEMENT   |  | DWC No: SK03      |  |
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| PROJECT No: 18320          |  | DWC No: SK03                           |  | REV: A   |  | DWC No: SK03      |  |

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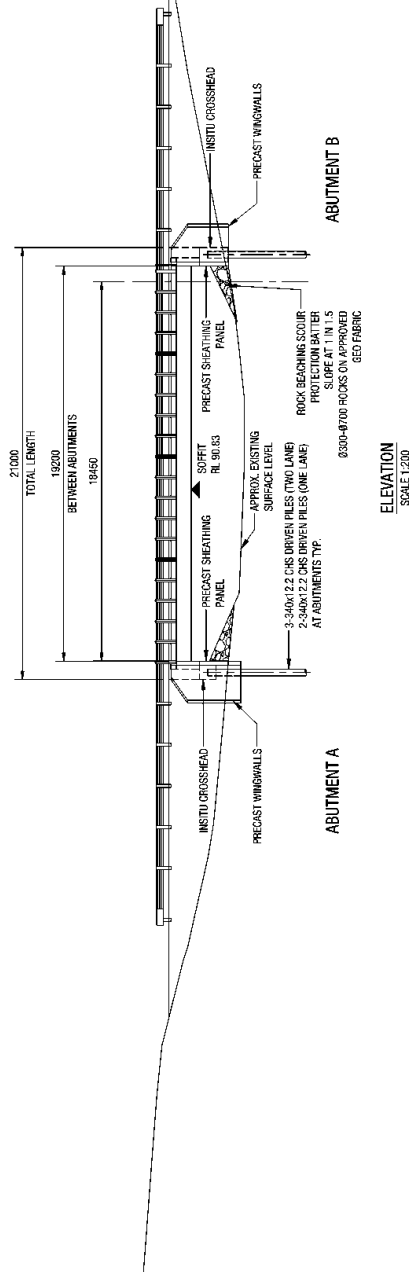
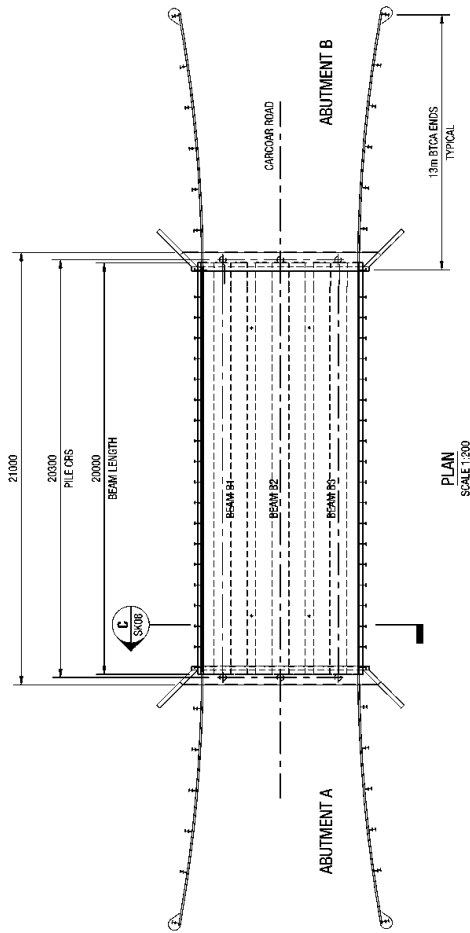


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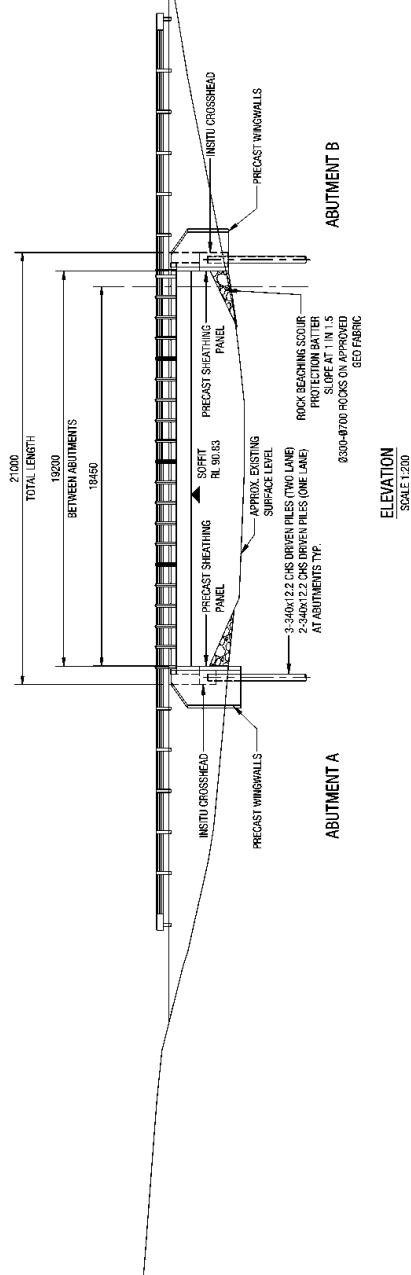
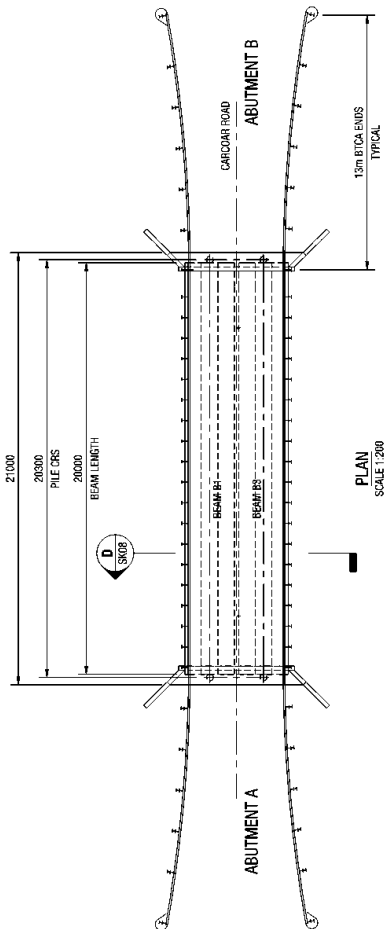
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| CLIENT: VEC CIVIL ENGINEERING PTY LTD  |                | TITLE: GENERAL ARRANGEMENT |  |
| PROJECT: BLAYNEY SHIRE - OPTIONS STUDY   |                | 5% AEP - ONE LANE OPTION   |  |
| ADDRESS: BROWNS CREEK ROAD   |                | SCALE: 1:200               |  |
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|  |                | DWG No: SK04               |  |
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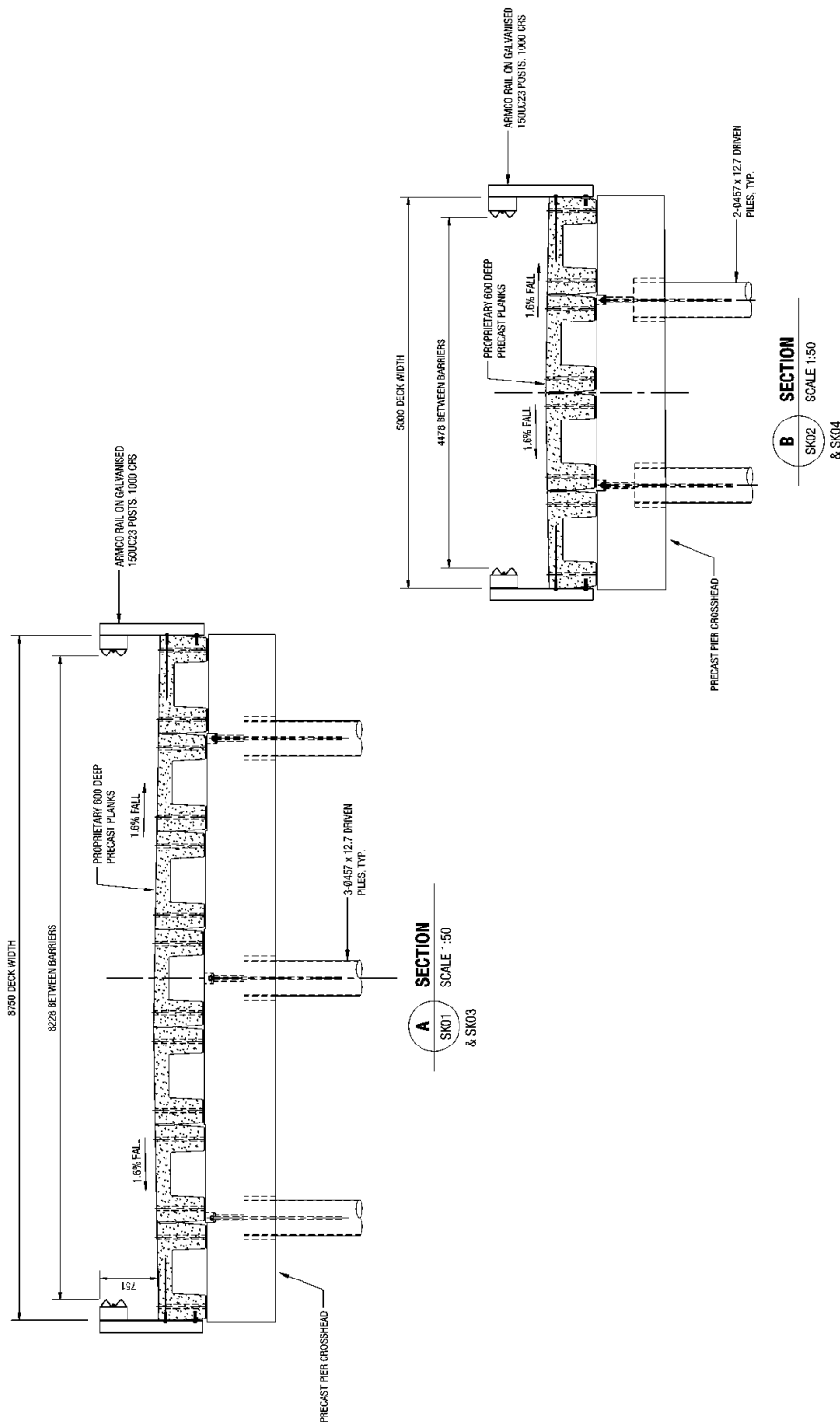
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| DRAWN BY: BJD   |  | DESIGN CHK: - |  | TITLE: GENERAL ARRANGEMENT<br>100% AEP - TWO LANE OPTION   |  | DATE: 09.05.18 |  | BY: BJD      |  | DATE: 09.05.18 |  |
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| DRAWN BY: BJD   |  | DESIGN CHK: - |  | SHEET SIZE: A3   |  | DATE: 09.05.18 |  | BY: BJD      |  | DATE: 09.05.18 |  |
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| DRAWN BY: BJD   |  | DESIGN CHK: - |  | REV: A   |  | DATE: 09.05.18 |  | BY: BJD      |  | DATE: 09.05.18 |  |



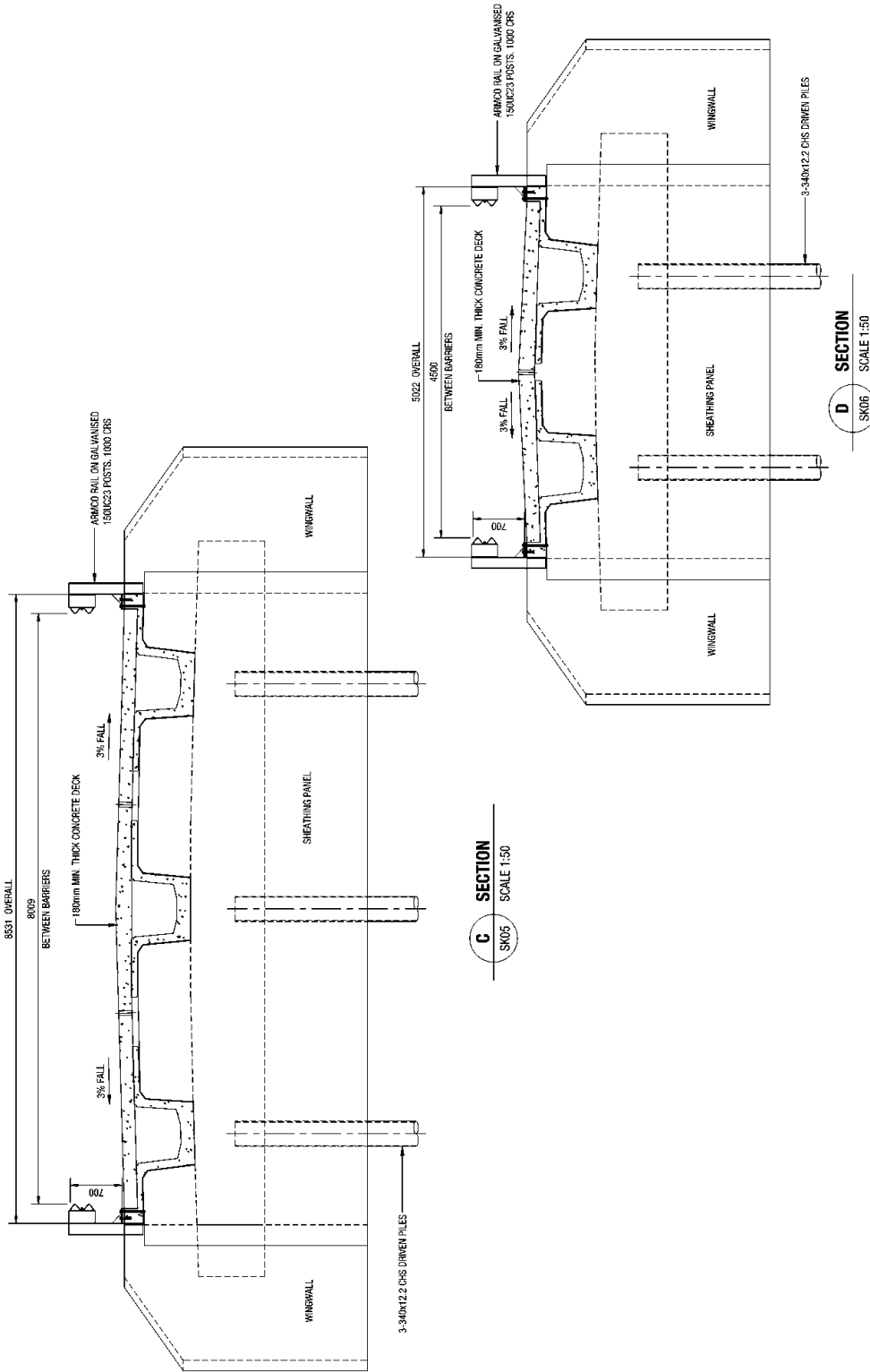


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| BY: BJD<br>DATE: 09.05.18   | APPROVED: -<br>DATE: - | CLIENT: VEC CIVIL ENGINEERING PTY LTD<br>PROJECT: BLAYNEY SHIRE - OPTIONS STUDY<br>CARCOAR BRIDGE REPLACEMENT<br>ADDRESS: BROWNS CREEK ROAD | TITLE: GENERAL ARRANGEMENT<br>100% AEP - ONE LANE OPTION<br>SCALE: 1:200<br>PROJECT No: 18320<br>DWG No: SK06<br>REV: A |

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| DESIGN BY: RAIN   | DESIGN CHK: -  | STATUS: PRELIMINARY  | DESIGN BY: RAIN   |
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| <p><b>PRELIMINARY</b></p> <p>STATUS: <b>PRELIMINARY</b></p> <p>DESIGN BY: R.J.M.<br/>DESIGN CHK: -</p> <p>DRAWN BY: B.J.D.<br/>DRAFT CHK: -</p> <p>DATE: 09.05.18</p> |                                       | <p>CLIENT: VEC CIVIL ENGINEERING PTY LTD</p> <p>PROJECT: BLAYNEY SHIRE - OPTIONS STUDY CARCOAR BRIDGE REPLACEMENT</p> <p>ADDRESS: BROWNS CREEK ROAD</p>               |  | <p>TITLE: GENERAL ARRANGEMENT SECTIONS SHEET 2 OF 2</p> <p>SCALE: 1:50</p> <p>SHEET SIZE: A3 DWG: IN SET: -</p> <p>PROJECT No: 18320 DWG No: SK08 REV: A</p> |  |
| <p>BY: B.J.D.</p> <p>DATE: 09.05.18</p>   | <p>APPROVED: -</p> <p>AGRD. No: -</p> | <p><b>rare.</b><br/>Level 1 &amp; 10-14 Robinson Street<br/>Launceston TAS 7250<br/>rare@rare.com.au<br/>P. 03 6368 9200</p>  |  |  |  |
| <p>REVIEW</p>   | <p>APPROVED: -</p>                    | <p>DO NOT SCALE: IF IN DOUBT, ASK<br/>THIS DOCUMENT MAY ONLY BE USED FOR THE PURPOSE FOR WHICH IT<br/>WAS PREPARED. © PARE INNOVATION PTY LTD. ABN 51 619 388 357</p> |  |  |  |

**21) CENTROC - REGIONAL ROAD LINEMARKING CONTRACT**

**Department:** Infrastructure Services

**Author:** Director Infrastructure Services

**CSP Link:** 6.1 Good governance across our communities.

**File No:** GO.ME.2

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**Recommendation:**

That Council agrees to participate in the Centroc Regional procurement for linemarking services, however recommends that the Centroc Contract Management Fee is replaced by an upfront Contract Management Fee that is determined by a transparent and accountable basis.

**Reason for Report:**

This report seeks Council's approval to participate in the regional purchase of linemarking services through the Central NSW Council's (Centroc) Compliance and Cost Savings Program and Roads Technical Committee.

Council has not previously participated in Centroc's regional purchase of linemarking services and Council's support is therefore requested for the next contract which will commence 1 October 2018.

The following report provides more background advice regarding both Centroc's Compliance and Cost Savings Program and the regional purchase of linemarking services.

**Report:**

Background on Developing a Linemarking Services Contract

The Supply Management Team first decided to do a regional contract for linemarking services in early 2015 culminating in a two year regional contract, expiring in 2017. This contract was extended for 12 months.

Through the Centroc Roads Technical Committee, member Councils are seeking to repeat the process as we near the completion of the current contract.

Centroc members currently procuring under this arrangement are as follows:

| <b>Council</b> | <b>Participating in Current Contract</b> |
|----------------|--|
| Bathurst       | Yes                                      |
| Blayney        | No                                       |
| Cabonne        | Yes                                      |
| Cowra          | No                                       |
| Forbes         | Yes                                      |
| Hilltops       | Yes                                      |
| Lachlan        | Yes                                      |
| Lithgow        | Yes                                      |
| Oberon         | Yes                                      |
| Orange         | Yes                                      |
| Parkes         | Yes                                      |
| Upper Lachlan  | Yes                                      |
| Weddin         | No                                       |

At its meeting on 19 February 2018, Centroc Roads Technical Committee agreed to proceed to developing a new regional contract for linemarking services to commence on 1 October 2018.

GMAC subsequently resolved at their meeting on 3 May 2018 to approve a regional procurement process for linemarking services.

Should Council agree to participate in the process, Centroc will put out a Request for Quotation/Tender (RFX) to identify suitable providers to provide linemarking services for the period 1 October 2018 to 30 September 2020 with an option for a 12 month extension.

Advice regarding service and pricing under a regional contract will be provided to members. Benefits of a regional approach include:

- cost savings to members through bulk procurement;
- time saved by Council staff through centralised coordination and
- income stream to Centroc from the Contractor with a view to reducing fees.

**Risk/Policy/Legislation Considerations:**

Centroc manages the process including all costs of advertising and tender assessment and takes a management fee, which for the linemarking services contract is typically 1.5%, from the supplier to cover these costs which council is not responsible for.

It is noted that earlier this month, the Local Government (Regional Joint Organisations) Proclamation 2018 commenced.

In coming weeks the Centroc Board will approve the transition arrangements for the transfer of the activities of Centroc to the new Central NSW Joint Organisation, including contracts such as the linemarking services contract.

**Budget Implications:**

Expenditure on linemarking services is accounted for within Council's existing budget allocations.

If Council was to participate in this Centroc regional contract, benefits of the larger buying power of multiple councils will be seen in the purchase price of the services as well as time saving for council staff in not having to retrieve quotes each time a purchase of services is required.

As Council purchases less than \$150,000 worth of linemarking services each year it is not bound to purchase off of a contract. Staff can seek quotes each time they look to purchase these services but have no guarantee of what the quotes can come in at. This requires more staff time regarding each purchase.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**22) MINUTES OF THE BLAYNEY TRAFFIC COMMITTEE MEETING HELD FRIDAY 20 APRIL 2018**

**Department:** Infrastructure Services

**Author:** Manager Infrastructure

**CSP Link:** 4.1 Adequate provision of transport, roads, rail, information and communication technologies and community social assets.

**File No:** TT.ME.1

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**Recommendation:**

That the minutes of the Blayney Traffic Committee, held on Friday 20 April 2018, be received and noted.

**MINUTES OF THE BLAYNEY TRAFFIC COMMITTEE MEETING HELD ON FRIDAY 20 APRIL 2018 IN THE COMMUNITY CENTRE**

Meeting commenced at 10:00am.

**PRESENT**

Geoff Paton (Blayney Shire Council), Jackie Barry (Roads & Maritime Services), Cr Bruce Reynolds (Blayney Shire Council), Reg Rendall (Paul Toole Representative), Andrew Cutts (Tablelands Area Road Safety), Sharon Taylor (Blayney Shire Council).

**APOLOGIES**

Jason Marks (NSW Police), Peter Foran (NSW Police).

**DECLARATION OF INTEREST**

Nil.

**CONFIRMATION OF MINUTES**

**RESOLVED:** That the minutes of the previous Traffic Committee Meeting held on Friday, 16 February 2018 be confirmed to be a true and accurate record of that meeting.

(Reg Rendall / Jackie Barry)

**20180420:01 – Bathurst Historic Car Club – Annual Gold County Rally**

Noted.

**20180420:02 – Newbridge Winter Solstice Application**

Noted.

Disabled drop off zone – Council to advise that a more suitable disabled parking arrangement is needed, or that the road closure is extended to cover the disabled parking.

Insurance is not current for the event.  
Council to advise that any traffic control needs to be implemented by persons qualified to do so.

### **CORRESPONDENCE**

#### **20180420:03 – Orange Cycle Club Event 11/03/2018**

**ACTION:** Council to write a letter to Orange Cycle Club to reiterate the conditions of consent, regarding Marshalls not controlling traffic and adherence of riders to road rules.

#### **20180420:04 – Lyndhurst Mt McDonald Road Intersection**

**ACTION:** Council to sweep intersection and review line marking for clarity.

### **GENERAL BUSINESS**

#### **20180420:05 – Breakout River Meats Delivery Truck – Adelaide Street**

**ACTION:** Council to write to Breakout River Meats and advise vehicle has been observed conducting a delivery that is not in compliance with road rules.

#### **20180420:06 – Newcrest Orange Challenge debrief 11/04/2018**

**ACTION:** Noted.

**Outcome:** An enhanced Traffic Management Plan (addressing side roads on Belubula Way) will be received before the next event earlier than previous, allowing for rectification of any issues.

### **INFORMAL MATTERS**

#### **20180420:07 – Monthly Road Safety Report – March 2018.**

Reports noted.

#### **20180420:08 – Chifley Local Area Command – Serious/Fatal Motor Vehicle**

No Report Available.

### **FUTURE MEETING DATES - 2018**

- Friday, 15 June 2018
- Friday, 17 August 2018
- Friday, 19 October 2018
- Friday, 21 December 2018

### **MEETING CLOSED**

The meeting closed at 12.08pm.

### **Enclosures (following report)**

Nil

### **Attachments (separate document)**

Nil



**23) REQUEST FOR VARIATION - WASTE COLLECTION AND PROCESSING CONTRACT**

**Department:** Planning and Environmental Services

**Author:** Director Planning and Environmental Services

**CSP Link:** 4.5 Sustainable Waste Management.

**File No:** WM.CT.4

---

**Recommendation:**

1. That Council delegate the Mayor and General Manager to approve by application of the Council Seal to vary the existing domestic waste and recycling contract between Blayney Shire council and JR & EG Richards Pty Ltd to pay for increased recycling processing costs by VISY Recycling up to \$60 (ex GST) per tonne.
2. That Council submit an application under the Recycling Relief Fund and understands NetWaste is supporting the Councils effected by this increase in the form of Strategic Plan development and Legal costs as per the funding requirements of the EPA.

**Reason for Report:**

To seek Council's endorsement to vary the Waste Collection Contract held with JR & EG Richards Pty Ltd (trading as JR Richards and Sons Pty Ltd) for an increase in the processing fee for the processing of recyclables for Council.

**Report:**

The purpose of this report is to provide an outline of the impacts on the global recycling industry as a result of the restrictions imposed under the China Sword Policy and the consequent impact on recycling operations domestically.

This report specifically seeks Council's endorsement to vary the Waste Collection Contract held with JR Richards for an additional \$60 (ex GST) per tonne processing fee as imposed by VISY Recycling effective from 14 March, 2018.

JR Richards hold a third party contract arrangement with VISY Recycling for the processing of recyclables for Blayney Shire Council.

**Commentary**

Historically, China has been the primary markets for recyclable product globally, and in particular for recyclables collected and sorted in Australia. In 2017, notification was provided to the World Trade Organisation (WTO) of China's intention to ban imports of many recyclable categories (24 in total), with specific limitations of 0.5% contamination levels imposed on product that is still accepted. These restrictions came into effect from 1 January 2018.

Further information on the China Sword Policy can be found on the EPA website <https://www.epa.nsw.gov.au/your-environment/recycling-and-reuse/response-to-china-national-sword>

The impact on the national waste and recycling industry in Australia has been swift and extensive with impacts at all levels including Processing Facilities, Collection Contractors, Material Recovery Facility (MRF) operators, local government and their communities. There has already been significant media coverage of impacts on numerous contracts and operations in Victoria, South Australia and Western Australia in recent months.

Blayney Shire Council is a member of NetWaste, being the voluntary regional waste group who has an active role in establishing and maintaining the regional waste management contracts. NetWaste has been acting as the central point of contact and reference on the matters outlined below to ensure consistency is maintained given the regional nature of the contracts and number of Councils involved (being 9 in total).

On 1 March 2018 correspondence was issued to NetWaste by JR Richards and Sons Pty Ltd, advising notice has been given by Visy Recycling that it was suspending the performance of its obligations under the Agreement (being a third party contract agreement) pursuant to Clause 9 (Force Majeure).

Clause 9 of the Agreement provides, amongst other things, that Visy Recycling may suspend its obligations in the event, for reasons beyond Visy Recycling's control, it becomes in Visy Recycling's opinion, commercially unviable to accept or process recyclables materials. The impact of the China Sword Policy was cited as the reason for application of this Clause. The correspondence also outlined that services would be suspended effective from Wednesday 14 March 2018 (less than 2 weeks from date of notice).

NetWaste, through JR Richards enquired if an additional processing fee could be applied, rather than Visy not accepting any recyclable materials for processing and the recycling collection and process halting altogether.

In correspondence dated 8 March 2018 from VISY Recycling to JR Richards an additional processing fee of \$60 per tonne (plus GST) could be charged under a variation agreement if agreed to by both parties to continue to allow the processing of recyclables.

Further terms were also indicated relating to payment timeframes and that implementation of a possible Variation Agreement would not prejudice Visy Recycling's right reservation of the right to suspend the acceptance and processing of recyclable materials in the future if the current crisis worsens, which rights are expressly reserved.

The additional \$60 (plus GST) processing fee has been in effect from Thursday 15 March 2018 and applied to all recyclables delivered under the NetWaste contracts, including product from Blayney Shire Council.

The proposed Variation Agreement has recently been received, reviewed and discussed, with JR Richards indicating to the impacted Councils the terms are considered acceptable to them. JR Richards have also indicated it is their intention to pass on the additional processing fee to Blayney Council in full in accordance with the letter attached with no additional surcharge or handling fee being applied by JR Richards.

NetWaste, on behalf of the impacted Councils, has been actively conversing with the NSW EPA to ensure the potential impacts of the issues facing the recycling industry are clearly understood, particularly at local government level and consequently at the community level.

On Tuesday, 20 March 2018, the NSW State Government announced a one-off \$47 million assistance package, funded by the current Waste Less Recycle More (WLRM) program. The package provides a range of short, medium and long term initiatives to ensure kerbside recycling continues and to promote industry innovation.

Funding guidelines and application forms have been released for the Recycling Relief Fund which can be used to fund:

- Expert advice including legal, contract and infrastructure advice
- Offset costs for processing arises on recycling processing incurred for a maximum four month period between 1 March 2018 and 31 August 2018.
- Work associated with development of a strategic plan

The amount available is capped at \$75 per tonne (excluding GST) as detailed in the EPA's letter dated 15 April 2018.

### **Interim Agreement**

In order to continue the communities valued recycling service and prevent this material being deposited to landfill, the Director Planning and Environmental Services by way of delegation on, 5 April 2018 advised JR Richards in writing, Council agreed to accept the above mentioned variation for an interim period until 30 June, 2018. Continued acceptance after 1 July 2018 for the remaining 8 years of the contract was subject to the matter being formally considered by Council at its 21 May 2018 meeting.

It is recommended that Council delegate the Mayor and General Manager by application of the Council Seal to vary the existing domestic waste and recycling contract between Blayney Shire Council and J R & E G Richards Pty Ltd to pay for increased recycling processing costs by Visy Recycling up to \$60 (ex GST) per tonne.

Further, that Council submit an application under the Recycling Relief Fund and understands NetWaste is supporting the Councils effected by this increase in the form of Strategic Plan development and Legal costs as per the funding requirements of the EPA.

**Risk/Policy/Legislation Considerations:**

Consideration has been given to the recommendation's impact on Council's service delivery, image and reputation, political, environmental, health and safety, employees, stakeholders and project management, and no further implications or risks have been identified.

**Budget Implications:**

The NSW Governments assistance package will allow Council to claim;

- Expert advice including legal, contract and infrastructure advice.  
This is to be claimed based on legal advice obtained by NetWaste during this matter.
  
- Processing increases.  
Council can apply for a maximum of \$75 per tonne for a maximum 4 months between 1 March 2018 and 31 August 2018.  
The Domestic Waste Collection Service (DWCS) processed 44 tonnes of recyclable material during March 2018. If this figure is consistent Council would be looking to claim approximately \$13,200
  
- Work associated with development of a strategic plan  
A strategic plan is being developed through NetWaste

The DWCS processed 540 tonnes during 2016/17 and is on target for a similar figure in 2017/18. The additional \$60 per tonne processing fee will result in approximately a \$32,400 increase to Council annually to process recyclable material part of the DWCS.

It is also noted the volume of recyclable material processed under the DWCS will increase. In May 2018 Council placed 40 yellow lidded bins at the Blayney Waste Facility, which are collected weekly by JR Richards for the processing of recyclable materials.

Council staff have proceeded to review all Waste Management Charges as part of the draft 2018/19 Operational Plan. Provision has been made to alter and increase those charges to cover the increased processing costs.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

- 1 Variation Agreement VISY Recycling 9 Pages  
*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.*
- 2 Letter - NSW EPA 2 Pages  
*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.*
- 3 Letter - JR Richards Dated 4 April 2018 1 Page  
*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.*
- 4 Letter - Council dated 6 April 2018 1 Page  
*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.*

**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.

**24) LAND ACQUISITION FOR ROAD RE-ALIGNMENT SOUTHERN CADIA ACCESS ROUTE - KNOX**

*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.*

**25) LAND ACQUISITION FOR ROAD RE-ALIGNMENT SOUTHERN CADIA ACCESS ROUTE - CADIA HOLDING PTY LTD**

*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.*

**26) BROWNS CREEK ROAD BRIDGES - CONSTRUCTION CONTRACT**

*This matter is considered to be confidential under Section 10A(2) (di) 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.*

**27) TENDER NO 04/2018 CENTREPOINT SPORT AND LEISURE CENTRE POOL HALL MECHANICAL SERVICES**

*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.*

**28) GENERAL MANAGER'S ANNUAL PERFORMANCE REVIEW**

*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.*