



13 April 2021

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, 19 April 2021 at 6.00pm for consideration of the following business -

- (1) Livestreaming Video and Audio Check
- (2) Acknowledgement of Country
- (3) Recording of Meeting Statement
- (4) Apologies for non-attendance
- (5) Disclosures of Interest
- (6) Public Forum
- (7) Mayoral Minute
- (8) Notices of Motion
- (9) Confirmation of Minutes - Ordinary Council Meeting held on 15.03.21
- (10) Matters arising from Minutes
- (11) Reports of Staff
 - (a) Executive Services
 - (b) Corporate Services
 - (c) Infrastructure Services
 - (d) Planning and Environmental Services
- (12) Delegates Reports
- (13) Closed Meeting

Yours faithfully

Rebecca Ryan
General Manager

Meeting Calendar 2021

April

<u>Time</u>	<u>Date</u>	<u>Meeting</u>	<u>Location</u>
2.30pm	16 April 2021	Upper Macquarie County Council Meeting	Kelso
6.00pm	19 April 2021	Council Meeting	Community Centre
12.30pm	29 April 2021	Central NSW JO Special Board Meeting	Online

May

<u>Time</u>	<u>Date</u>	<u>Meeting</u>	<u>Location</u>
6.00pm	17 May 2021	Council Meeting	Community Centre
4.00pm	18 May 2021	Local Emergency Management Committee Meeting	Community Centre
6.00pm	20 May 2021	Sports Council Meeting	Community Centre
9.00am	21 May 2021	Mining and Energy Related Councils Meeting	Gunnedah
6.00pm	25 May 2021	Tourism, Towns and Villages Committee Meeting	Community Centre

June

<u>Time</u>	<u>Date</u>	<u>Meeting</u>	<u>Location</u>
9.00am	2 June 2021	Audit, Risk and Improvement Committee Meeting	Community Centre
10.00am	3 June 2021	Central NSW JO Board Meeting	Orange
10.00am	18 June 2021	Traffic Committee Meeting	Community Centre
2.30pm	18 June 2021	Upper Macquarie Country Council Meeting	Kelso
6.00pm	28 June 2021	Council Meeting	Community Centre

INDEX OF REPORTS OF THE BLAYNEY SHIRE COUNCIL MEETING
HELD ON MONDAY 19 APRIL 2021

CONFIRMATION OF MINUTES	5
01) Minutes of the Previous Council Meeting held 15 March 2021	5
EXECUTIVE SERVICES	12
02) Application for Leave of Absence	12
03) Council Resolution Report	13
04) Risk, Work Health and Safety Quarterly Report	20
05) Tourism Event Development Program	23
06) Central NSW Business HQ	25
07) Fixing Country Bridges Program - Round One	26
08) Bridge Renewal Program - Round 5	29
09) Fixing Local Roads Round 2	30
CORPORATE SERVICES	31
10) Report Of Council Investments As At 31 March 2021	31
11) Information Technology Quarterly Report	36
12) Change of Tenure - Crown Land Cemeteries	38
13) Lease of Industrial For Agistment Purposes	40
14) Minutes of the Blayney Shire Audit, Risk and Improvement Committee Meeting held 10 March 2021	42
INFRASTRUCTURE SERVICES	46
15) Director Infrastructure Services Monthly Report	46
16) Pathway Hierarchy, Standard and Maintenance Policy	50
17) Minutes of the Traffic Committee Meeting held 9 April 2021	59
18) Minutes of the Floodplain Risk Management Committee Meeting - 31 March 2021	65
PLANNING AND ENVIRONMENTAL SERVICES	68
19) Minutes of the Blayney Shire Cemetery Forum Meeting held 24 March 2021	68
20) Minutes of the Blayney Shire Access Advisory Committee held 24 March 2021	70
DELEGATES REPORTS	74
21) Report of the Central NSW Joint Organisation Meeting held 11 March 2021	74
CONFIDENTIAL MEETING REPORTS	81
22) General Manager's Annual Performance Review	81
23) Sale Of Land For Unpaid Rates - Land Title Anomaly 6370 Mid Western Highway, Lyndhurst	81

LIVE STREAMING OF COUNCIL MEETINGS

In accordance with the Blayney Shire Council Code of Meeting Practice, this meeting will be recorded for the purpose of the live streaming function via our YouTube channel. The audio and visual live stream and recording, will allow members of the public to view proceedings via the Internet without the need to attend Council meetings. The objective of this service is to eliminate geographic and other access barriers for the community wishing to learn more about Council's decision making processes.

By speaking at the Council Meeting you agree to be livestreamed and recorded. Please ensure that if and when you speak at this Council Meeting that you ensure you are respectful to others and use appropriate language at all times.

Whilst Council will make every effort to ensure that live streaming is available, it takes no responsibility for, and cannot be held liable for technical issues beyond its control. Technical issues may include, but are not limited to the availability or quality of the internet connection, device failure or malfunction, unavailability of YouTube or power outages.

Live streams and archived recordings are a free public service and are not an official record of Council meetings. Recordings will be made of all Council meetings (excluding confidential items) and published to YouTube the day after the meeting. For a copy of the official public record, please refer to Council's Business Papers and Minutes page on Council's website.

Council does not accept any responsibility for any verbal comments made during Council meetings which may be inaccurate, incorrect, defamatory, or contrary to law and does not warrant nor represent that the material or statements made during the streamed meetings are complete, reliable, accurate or free from error.

Live streaming is primarily set up to capture the proceedings of the Council meeting and members of the public attending a Council meeting need to be aware they may be recorded as part of the proceedings.

01) MINUTES OF THE PREVIOUS COUNCIL MEETING HELD 15 MARCH 2021**Department:** Executive Services**Author:** General Manager**CSP Link:** 3. The Local and Visitor Economy**File No:** GO.ME.3**Recommendation:**

That the Minutes of the Ordinary Council Meeting held on 15 March 2021, being minute numbers 2103/001 to 2103/019 be confirmed.

**MINUTES OF THE BLAYNEY SHIRE COUNCIL ORDINARY MEETING
HELD IN THE CHAMBERS, BLAYNEY SHIRE COUNCIL COMMUNITY
CENTRE, ON 15 MARCH 2021, COMMENCING AT 6.00PM**

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

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

ACKNOWLEDGEMENT OF COUNTRY**RECORDING OF MEETING STATEMENT****APOLOGIES****2103/001****RESOLVED:**

That the apology tendered on behalf of Cr Kingham be accepted.

(Denton/Newstead)
CARRIED

DISCLOSURES OF INTEREST

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

Councillor /Staff	Interest	Item	Pg	Report	Reason
Cr Reynolds	Non Pecuniary (significant)	6	27	Meeting of Financial Assistance Committee held Electronically	Land Manager Director of Junction Reefs and Bakers Shaft Reserves
Cr Ferguson	Pecuniary	6	27	Meeting of Financial Assistance Committee held Electronically	Sister works for Platform Arts Hub

MAYORAL MINUTE

The Mayor informed Councillors of the notice of closure of both Blayney and Molong Commonwealth Bank branches. This is extremely disappointing and it appears that the Commonwealth Bank is abandoning rural areas, leaving our older residents behind in their desire for increased cost savings and improved shareholder value. Blayney and Cabonne Councils have called on the Commonwealth Bank to reverse their decision and continue to provide some form of face-to-face banking in Blayney and Molong.

CONFIRMATION OF MINUTES**MINUTES OF THE PREVIOUS COUNCIL MEETING HELD 15 FEBRUARY 2021****2103/002 RESOLVED:**

That the Minutes of the Ordinary Council Meeting held on 15 February 2021, being minute numbers 2102/001 to 2102/026 be confirmed.

(Denton/Reynolds)

CARRIED

MATTERS ARISING FROM THE MINUTES

Nil

NOTICES OF MOTION**NOTICE OF MOTION - AMP BANK****2103/003 RESOLVED:**

That AMP Bank be declared to be a prohibited investment for the purposes of clause 1.8 of Council's Investment Policy (policy 4B) with the effect from the maturity of current investments.

(Somerville/Newstead)

CARRIED

EXECUTIVE SERVICES REPORTS**TOURISM EVENT DEVELOPMENT PROGRAM****2103/004 RESOLVED:**

That Council approves the following events under the 2020/21 Tourism Event Development Program;

- a) \$3,000 for the Millthorpe Village Committee Village Website
- b) \$3,000 for the Millthorpe Wine Collective Marketing Campaign

(Reynolds/Ewin)

CARRIED

MINUTES OF THE BLAYNEY SHIRE TOURISM, TOWNS AND VILLAGES COMMITTEE MEETING HELD 23 FEBRUARY 2021

2103/005

RESOLVED:

That the minutes of the Blayney Shire Tourism, Towns and Villages Committee meeting, held on Tuesday 23 February 2021, be received and noted.

(Newstead/Ewin)

CARRIED

CORPORATE SERVICES REPORTS

REPORT OF COUNCIL INVESTMENTS AS AT 28 FEBRUARY 2021

2103/006

RESOLVED:

1. That the report indicating Council's investment position as at 28 February 2021 be received.
2. That the certification of the Responsible Accounting Officer be received and the report be adopted.

(Denton/Ewin)

CARRIED

The Mayor, Cr Ferguson, having declared an interest departed the Chair and left the Chambers. The Deputy Mayor, Cr Ewin, assumed the Chair.

Cr Reynolds, having declared an interest left the meeting.

MEETING OF FINANCIAL ASSISTANCE COMMITTEE HELD ELECTRONICALLY

2103/007

RESOLVED:

1. That the minutes of the meeting held electronically, in lieu of meeting scheduled 2 March 2021, be received.
2. That the recommendations for 2020/21 – Round 2 of the Community Financial Assistance Program by the Financial Assistance Committee, in the amount of \$27,956 be approved.
3. That Millthorpe School of Arts be informed that Council will pay:
 - a. full amount of insurance premium (PL and Fire) per claim in 2020/21; and
 - b. Transition alignment to the policy over 2 years as follows:
 - Pay 50% in 2021/22
 - Pay in accordance with policy (public liability 2022/23)

(Somervaille/Denton)

CARRIED

The Mayor, Cr Ferguson, returned to the meeting and resumed the Chair.

Cr Reynolds returned to the meeting.

2103/008 **YOUTH WEEK 2021**
RESOLVED:

1. That the report on Youth Week 2021 be received; and
2. That Council endorse the allocations from the 2021 Youth Week Small Grants Program as follows:

Millthorpe Youth Group	\$ 786
Carcoar School P&C	\$ 500
CentrePoint Sport & Leisure (YMCA NSW)	\$4,298

(Reynolds/Ewin)
CARRIED

TEN4TEN LEADERSHIP DIALOGUE
MOTION:

1. That Council support the request for sponsorship in the amount of \$1,500 for the Ten4Ten Leadership Dialogue from Regional Development Australia Central West.
 2. That an amount of \$1,500 be included for approval in the 3rd Quarter Budget Review for this purpose.
- (Somervaille/Ewin)

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

1. That Council support the request for sponsorship to fund \$500 per Blayney Shire resident student, to a maximum of three Blayney Shire resident students, for a maximum sum of \$1,500 for the Ten4Ten Leadership Dialogue from Regional Development Australia Central West.
2. The program be strongly encouraged to take a minimum of one student from Blayney High School.
3. That an amount of up to \$1,500 be included for approval in the 3rd Quarter Budget Review for this purpose.
4. That at least one mentor works in or operate a business within Blayney Shire Council LGA.
5. At least one of the student selection panel members reside in Blayney Shire LGA.
6. That the Blayney Shire student's be given the opportunity to meet with their local member when visiting Parliament House in Sydney.

(Reynolds/Newstead)

The amendment was put and lost. The original recommendation became the substantive motion and was put.

2103/009 **RESOLVED:**

1. That Council support the request for sponsorship in the amount of \$1,500 for the Ten4Ten Leadership Dialogue from Regional Development Australia Central West.
 2. That an amount of \$1,500 be included for approval in the 3rd Quarter Budget Review for this purpose.
- (Somervaille/Ewin)

CARRIED

**REVIEW OF ENTERPRISE RISK MANAGEMENT POLICY
AND PLAN**

2103/010

RESOLVED:

That the Enterprise Risk Management Policy and Plan be adopted and included in Council's policy register.

(Reynolds/Somervaille)

CARRIED

INFRASTRUCTURE SERVICES REPORTS

**DIRECTOR INFRASTRUCTURE SERVICES MONTHLY
REPORT**

2103/011

RESOLVED:

That the Director Infrastructure Services Monthly Report for March 2021 be received and noted.

(Newstead/Reynolds)

CARRIED

**PROPOSED FEES - BLAYNEY SHOWGROUND EQUESTRIAN
- GATOR & RAKE FEE**

2103/012

RESOLVED:

1. That the seasonal hirer fee of \$1,240 for Australian Ranch Horse be approved and added to the 2020/21 Fees and Charges.
2. That the seasonal hire fee of an additional \$400 for seasonal hirer user groups be approved and added to the 2020/21 Fees and Charges.

(Reynolds/Ewin)

CARRIED

VERGE GARDEN GUIDELINES

2103/013

RESOLVED:

1. That the draft Verge Garden Guidelines be endorsed for the purpose of public exhibition for 28 days.
2. That a further report, detailing any submissions received, be presented to Council following the conclusion of the exhibition period.

(Newstead/Ewin)

CARRIED

**MINUTES OF THE BLAYNEY SHIRE SPORTS COUNCIL
MEETING HELD THURSDAY 18 FEBRUARY 2021**

2103/014

RESOLVED:

1. That the minutes of the Blayney Shire Sports Council Meeting, held on Thursday 18 February 2021, be received and noted.
2. That Blayney Shire Council accept the nomination of Jordan Butler as the new representative for Blayney RAMS Rugby Union Club on the Blayney Shire Sports Council.

(Newstead/Reynolds)

CARRIED

DELEGATES REPORTS

**UPPER MACQUARIE COUNTY COUNCIL DELEGATE
REPORT**

2103/015

RESOLVED:

That Council receive and note the Upper Macquarie County Council mid-year achievement report 2020/21.

(Reynolds/Somervaille)

CARRIED

CLOSED MEETING

2103/016

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:

**TENDER 3/2021 - CENTREPOINT SPORT & LEISURE
CENTRE ROOFING WORKS**

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.

**LAND ACQUISITION FOR ROAD RE-ALIGNMENT AT 333
NEWBRIDGE ROAD - STONESTREET**

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.

(Reynolds/Newstead)

CARRIED

CONFIDENTIAL MEETING REPORTS

**TENDER 3/2021 - CENTREPOINT SPORT & LEISURE
CENTRE ROOFING WORKS**

2103/017

RESOLVED:

That Council accept the tender from Murphy's Remedial Builders for the CentrePoint Sport and Leisure Centre Roofing Works under Contract No. 3-2021 for the value of \$1,319,846.84 ex GST, subject to variations.

(Newstead/Somervaille)

CARRIED

**LAND ACQUISITION FOR ROAD RE-ALIGNMENT AT 333
NEWBRIDGE ROAD - STONESTREET**

2103/018

RESOLVED:

That Council approve the acquisition of land for the purpose of road widening, being part of Lot 236 DP600751 as required for the Newbridge Road reconstruction works, and the land be classified as Public road as detailed in the Manager Operations Report.

(Ewin/Newstead)

CARRIED

2103/019

RESOLVED:

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

(Ewin/Reynolds)

CARRIED

**AT THE RE-OPENING OF THE MEETING TO THE PUBLIC, THE MAYOR
ANNOUNCED THE OUTCOMES OF RESOLUTION NUMBERS 2103/017
TO 2103/018.**

There being no further business, the meeting concluded at 7.20pm

The Minute Numbers 2103/001 to 2103/019 were confirmed on 19 April 2021 and are a full and accurate record of proceedings of the Ordinary Meeting held on 15 March 2021.

Cr S Ferguson
MAYOR

Mrs R Ryan
GENERAL MANAGER

02) APPLICATION FOR LEAVE OF ABSENCE

Department: Executive Services

Author: General Manager

CSP Link: 2. Local Governance and Finance

File No: GO.CO.1

Recommendation:

That Council approve the Leave of Absence application submitted by Councillor Ewin for the May 2021 Council meeting.

Reason for Report:

Councillor Ewin is seeking Council approval for a Leave of Absence, for the May 2021 Council meeting.

Report:

Councillor Ewin will be an apology for 17 May 2021 Council meeting and has submitted an application for this Leave of Absence.

Risk/Policy/Legislation Considerations:

Nil

Budget Implications:

Nil

Enclosures (following report)

Nil

Attachments (separate document)

Nil

03) COUNCIL RESOLUTION REPORT**Department:** Executive Services**Author:** General Manager**CSP Link:** 2. Local Governance and Finance**File No:** GO.ME.1**Recommendation:**

That Council notes the Resolution Report to March 2021.

Reason for Report:

The General Manager is responsible for ensuring that Council's policies, decisions and priorities are implemented in a timely and efficient manner, consistent with the goals and objectives of Council. The General Manager provides the management oversight in relation to all information progressing from appropriate staff to Council for consideration via the Business Paper.

After a Council meeting, each resolution is allocated to the General Manager or responsible officer to action in accordance with the intent of the Council decision. Directors then provide feedback to the General Manager as to the progress of these resolutions on a monthly basis.

Council have requested an Outstanding Resolution Report on a quarterly basis.

Report:

This Council Outstanding Resolution Report includes Council Resolutions up to and including the previous Council Meeting.

Council currently has 16 resolutions 'in progress'.

A note in the status section has been completed by the relevant responsible officer with a reason if available.

Date of Meeting	Res. No	Resolution	Owner	Comments
19-Aug-19	1908/019	Minutes of the Blayney Shire Access Advisory Committee Meeting held on 17 July 2019 RESOLVED 4. That Council proceed to cost the upgrade of the identified non-compliant car parking in the 2018 audit of accessible car parking across Blayney Shire for future grant funding opportunities and/or Operational Plan inclusion.	DIS	In progress, referred to IS

Date of Meeting	Res. No	Resolution	Owner	Comments
16-Mar-20	2003/014	Minutes of the Blayney Cemetery Forum meeting held 27 February 2020 RESOLVED That; 6. Council prepare an information sheet for families when considering final resting options.	DPES	Referred to Mainstreet Masterplan process.
20-Jul-20	2007/008	Building Better Regions Funding Round IV - Kicking Goals for Girls RESOLVED That Council authorise the General Manager to sign and accept the Building Better Regions Funding Agreement for \$750,000 for the Kicking Goals for Girls Project at King George Oval, Blayney.	GM	Extension for final agreement provided until 31/06/2021.
21-Sep-20	2009/016	Minutes of the Blayney Shire Access Advisory Committee held 29 July 2020 RESOLVED That Council; 2. Consider the Access Committee's suggested inclusions and prioritised projects regarding the Active Movement Strategy, including; a. Adelaide Street and Burns Street intersection (condition and grades of footpath crossing) b. Adelaide Street and Water Street intersection (condition and grades of footpath crossing) c. Adelaide Street and Church Street intersection, (condition and grades of footpath crossing) d. Blayney 14A – Stillingfleet St; Adelaide St to Osman St e. Blayney 14B – Stillingfleet St & Queen St; Osman St to Lee Hostel & KGO	DPES	To be considered in Blayney Mainstreet Masterplan process.

Date of Meeting	Res. No	Resolution	Owner	Comments
19-Oct-20	2010/013	Minutes of the Blayney Shire Sports Council Meeting held Thursday 20 August 2020 RESOLVED 4. That Council review:- a. part day usage charges for sporting grounds. b. the seasonal hire charge for school use of sporting grounds.	DIS	4. To be undertaken as part of 2021/22 Fees and Charges Review
19-Oct-20	2010/014	Minutes of the Traffic Committee Meeting held 9 October 2020 RESOLVED 2. That Council:- a. Support the request from WIRES in principle subject to the use of Transport for NSW (TfNSW) approved Injured Wildlife sign (G6-361-1), b. The signage be installed in accordance with relevant standards, c. Council provide a quote to WIRES for the installation of the signs, and, d. Council refer the request for wildlife signage on the State classified network to TfNSW for consideration.	DIS	2. Awaiting further advice from TfNSW.
16-Nov-20	2011/018	Housing Project Proposal Frape Street Blayney RESOLVED That Council enter into a 5 year agreement and work with project partner, Housing Plus to develop an Affordable and Social Housing Project in Blayney.	GM	In progress.

Date of Meeting	Res. No	Resolution	Owner	Comments
21-Dec-20	2012/005	BCO Alliance Agreement RESOLVED 1. That Council approve the draft BCO Alliance Agreement between Blayney Shire, Cabonne and Orange City Councils; including delegations contained in the Agreement. 2. Blayney Shire Council, on behalf of the BCO Alliance and with support from Cabonne and Orange City Councils, seek Ministerial consent to establish a company limited by Guarantee called BCO Alliance Limited to act as agent for the Alliance. 3. That subject to Ministerial consent, Council authorise the Mayor and General Manager to execute the BCO Alliance Agreement, substantially in the form of the draft.	GM	Request for Ministerial Consent submitted and response pending.
21-Dec-20	2012/014	Lease Agreement: Neville Multipurpose Court RESOLVED 1. That the Council endorse the General Manager to finalise the Lease contract terms with the Presbyterian Church of Australia. 2. That Council endorse execution of the lease for Lot 100 / DP 1267329 being 4A Crouch Street, Neville and associated documentation by the Mayor and General Manager under Council seal, if required.	DCS	Lease agreement executed and returned by Lessor. Registration of lease in progress.

Date of Meeting	Res. No	Resolution	Owner	Comments
21-Dec - 20	2012/027	EOI3/2016 - Sale of Industrial Land by Council RESOLVED 1. That Council accept the offer for sale of part Lot 4 DP 871015 and part Lot 1 DP134341 for the amount of \$49,500 including GST plus survey and subdivision costs; and 2. That Council endorse execution of relevant contracts and associated documentation by the Mayor and General Manager under Council seal if required.	DCS	Notification of Council resolution sent to purchaser. Engaged with purchaser's appointed surveyor. Awaiting finalisation of survey before proceeding with further action and details of legal representative for Purchaser.
15-Feb-21	2102/005	Planning Agreement - McPhillamys Gold Project RESOLVED That Council authorise the Mayor and General Manager to execute the Planning Agreement between LFB Resources NL (Regis Resources) and Blayney Shire Council, and place it along with the Explanatory Note onto Council's Planning Agreement Register.	GM	In progress.
15-Feb-21	2102/014	Change Of Tenure - Crown Land Cemeteries RESOLVED That Council's intention to seek approval from Department of Planning, Industry and Environment – Crown Lands for amendment of the management structure of Crown Land cemeteries located at Carcoar, Lyndhurst, Neville and Newbridge from 'Devolved to Council' to 'Crown Land Manager' be placed on public exhibition for a period of at least 28 days.	DCS	Report to April Council meeting.

Date of Meeting	Res. No	Resolution	Owner	Comments
15-Feb-21	2102/018	Land Passed in at Sale of Land for Unpaid Rates RESOLVED 1. That Council offer land to the State of NSW (Crown Lands) for sale of Lots 9 & 10 DP 1138533 Danvers Street, Carcoar for the amount of \$1 to be incorporated into the Carcoar Showground Crown Reserve (R590109). 2. That Council endorse execution of relevant contracts and associated documentation by the Mayor and General Manager, and if required under Council seal.	DCS	Notified DPIE - Crown Lands of Council resolution. Awaiting advice of further action required.
15-Feb-21	2102/022	Local Roads and Community Infrastructure Phase 2 RESOLVED That Council: 1. Accept the Australian Government Local Roads and Community Infrastructure Grant Agreement for \$552,171 and authorise the General Manager to sign the funding agreement 2. Approve the nomination of the following projects:- a. Local Roads - Culvert approach repairs program - \$72,771 b. Community Infrastructure – New shared path in Stillingfleet Street between Adelaide and Osman Streets - \$79,662 c. Community Infrastructure – Extension of footpath renewals - \$32,338	GM	LRCI approved projects as submitted and funding agreement signed.
15-Mar-21	2103/013	Verge Garden Guidelines RESOLVED 1. That the draft Verge Garden Guidelines be endorsed for the purpose of public exhibition for 28 days. 2. That a further report, detailing any submissions received, be presented to Council following the conclusion of the exhibition period.	DIS	Currently on public exhibition. Closing date 15 April 2021.

Date of Meeting	Res. No	Resolution	Owner	Comments
15-Mar-21	2103/018	Land Acquisition for Road Re-Alignment at 333 Newbridge Road – Stonestreet RESOLVED That Council approve the acquisition of land for the purpose of road widening, being part of Lot 236 DP600751 as required for the Newbridge Road reconstruction works, and the land be classified as Public road as detailed in the Manager Operations Report.	MO	In progress.

Risk/Policy/Legislation Considerations:

Nil

Budget Implications:

Nil

Enclosures (following report)

Nil

Attachments (separate document)

Nil

04) RISK, WORK HEALTH AND SAFETY QUARTERLY REPORT**Department:** Executive Services**Author:** WHS and Risk Coordinator**CSP Link:** 2. Local Governance and Finance**File No:** GO.ME.7

Recommendation:

That Council receive and note the Risk, Work Health and Safety Report for the quarter January 2021 to March 2021

Reason for Report:

To update Council on Risk, Work Health and Safety activities and performance for the period of January 2021 to March 2021.

Report:Statewide

The 2020 /2021, Continuous Improvement Program (CIP) Workbooks have been submitted to Statewide. Council reviewed three workbooks being, Footpaths, Event Management and Building Assets.

The CIP program looks at how Council has integrated operational risk exposure areas against planning and reporting requirements.

Actions identified from the Footpath Workbook have been completed, with the implementation of a process and Policy with a workable defect matrix, which identifies and responds to potential liability concerns for Council.

Implementing the Policy and processes has the potential to assist Council in reducing public liability concerns in regards to footpaths and a decline in complaints and potential claims is expected.

Council's insurance renewal for 2021/2022 has commenced early. The process has been broken into 3 components. Each component has a submission date with 2 components completed to date. Council's next and final component submission is due 23 April 2021.

COVID-19:

COVID restrictions have eased and Council continues to assist the public and local community groups with enquiries on COVID information. Hand sanitiser bollards throughout the shire continue to be utilised and replenished, with the occasional report of vandalism.

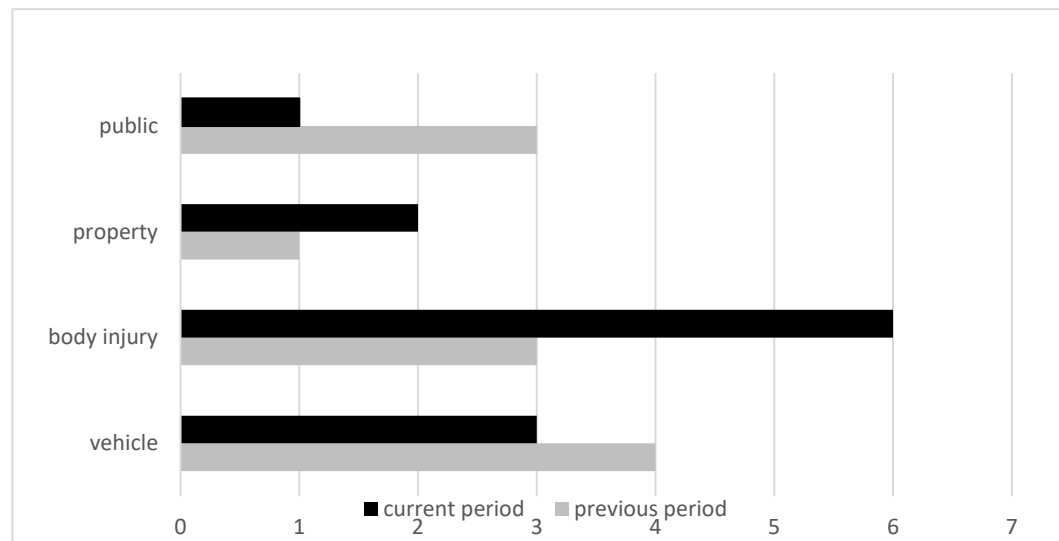
Performance Summary

A WHS incident debrief consultation process has been implemented for staff involved in WHS incidents/accidents. The debrief meetings are used to identify root causes and actions, with staff having input into recommendations

to prevent similar incidents occurring. Meetings have also assisted in communicating these recommendations and closing out the incident. The WHS Quality Improvement Plan continues to be reviewed and updated with completed items being removed.

Observation inspections continue to be conducted with 21 recorded observations for this reporting period.

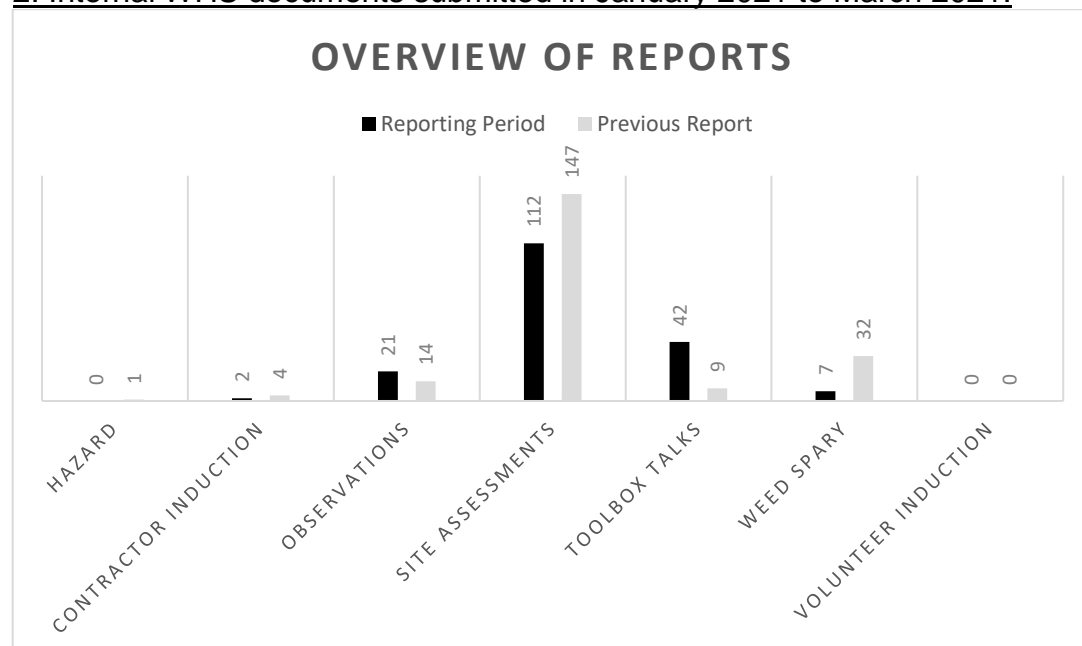
1. Incidents notifications submitted in January 2021 to March 2021.



Body incidents included bee sting, hand caught in door handle, cut leg and medical treatment required for injury to a hand.

Property incidents included vandalised fire extinguisher and lost phone.

2. Internal WHS documents submitted in January 2021 to March 2021.



Risk/Policy/Legislation Considerations:

Nil

Budget Implications:

Nil

Enclosures (following report)

Nil

Attachments (separate document)

Nil

05) TOURISM EVENT DEVELOPMENT PROGRAM**Department:** Executive Services**Author:** Manager Tourism and Communications**CSP Link:** 3. The Local and Visitor Economy**File No:** GS.PG.1**Recommendation:**

That Council approve the \$1,000 request for funding from the Millthorpe and District Historical Society for Stage 1 of the Golden Memories marketing plan.

Reason for Report:

For Council to consider and approve the application seeking Council financial support under the Tourism Event Development Fund 2020/21.

Report:

Millthorpe and District Historical Society

Funding requested: \$1,000

The Millthorpe and District Historical Society is planning to implement the first stage of their proposed marketing plan for the Golden Memories Museum in Millthorpe. This will include the filming and production of a commercial to be used on TV and social media. The marketing project is included in their 2020-2025 Strategy Plan as a priority short term project. The campaign will also benefit the village and surrounding region by bringing people out to the area and potentially attract more volunteers through increased awareness. The project has a total budget of \$4,790.

Risk/Policy/Legislation Considerations:

In accordance with the Local Government Act, s356, Council may resolve to grant financial assistance to persons for the purpose of exercising its functions.

As the program was included in the draft 2020/21 Operational Plan, does not exceed more than 5 percent of Council's income and is open to all persons within Council's area; 28 days public notice of Council's resolution is not required.

As a direct result of the COVID-19 virus and the impact Public Health Orders have had on local events, Council approved to revise the Tourism Event Development Program for 2020/21 to include general marketing and promotion activities in addition to events.

This project fits within the guidelines as it is a campaign which will benefit not only the museum but also the surrounding area as visitors will also engage with other activities/businesses.

Budget Implications:

Council had allocated a total budget of \$19,000 for 2020/21, approval of this application will leave \$5,535 available in this program.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

06) CENTRAL NSW BUSINESS HQ**Department:** Executive Services**Author:** General Manager**CSP Link:** 2. Local Governance and Finance**File No:** GO.ME.1

Recommendation:

That Council approve the nomination of Heather Ferguson as Council's representative on the Central NSW Business Enterprise HQ Board.

Reason for Report:

To seek Council's confirmation of Blayney Shire Council representation on various committees with relevance to the Blayney Shire through the appointment of delegates.

Report:

The Central NSW Business Enterprise HQ (formerly the Central NSW Business Enterprise Centre) is a community based not-for-profit organisation established to foster the growth of business within the Central West and Orana regions of NSW. There are offices in Orange, Bathurst and Dubbo; servicing as far as Mudgee, Bourke, Cobar, Condobolin, Parkes and all centres in between.

Council's delegate, Cr Reynolds resigned from the Board, late in 2020.

It is not a requirement that the Board member is a Councillor. It is proposed that a local business person may be suited to the Board, whereby Council has a community representative with the experience and interest of education and training.

At the December meeting, Council resolved to approve the nomination of Mr Richard Beach as Council's Representation on the Central NSW Business Enterprise HQ Board (**Resolution No. 2012/006**). Mr Beach declined the nomination.

Heather Ferguson from Platform Arts Hub Blayney, has been approached and is willing to contribute to this regional Board.

Risk/Policy/Legislation Considerations:

The NSW Local Government Act (1993) s377 provides for Council to delegate functions to others to act on their behalf. This delegate position, does not bind Council to any expenditure, decision making or action and it is not necessary to have a Councillor undertake this role.

Budget Implications:

Nil

07) FIXING COUNTRY BRIDGES PROGRAM - ROUND ONE**Department:** Executive Services**Author:** Director Infrastructure Services**CSP Link:** 2. Local Governance and Finance**File No:** GS.LI.1

Recommendation:

That Council

1. Accept the NSW Government offer for funding of \$735,000 under the Fixing Country Bridges Program Round One and endorse the General Manager signing of the Funding Agreement.
2. Invite tenders for the Gally Swamp Bridge (Gallymont Road) by the open tendering method.

Reason for Report:

To seek Council approval to accept the Fixing Country Bridges Program Round One funding, and commence the projects which have been planned for 2021/22.

Report:

In October 2020, Council submitted a funding application to the Fixing Country Bridges Program Round One program, totalling \$735,000.

Council received formal advice from The Minister for Regional Transport and Roads the Hon Paul Toole MP that Council's submission was successful and on Monday 8 February, the Member for Bathurst, the Hon Paul Toole MP visited Blayney to formally announce the following projects were funded:

- | | |
|---|-----------|
| 1. Grubbenbun Creek Bridge (Leabeater Street) | \$192,000 |
| 2. Gally Swamp Bridge (Gallymont Road) | \$170,000 |
| 3. Limestone Creek Bridge (Lucan Road) | \$373,000 |

Grubbenbun Creek Bridge

In May 2020, Council approved an allocation of \$420,000 for the replacement of the Grubbenbun Creek Bridge (Leabeater Street), contingent on receiving 50% grant funding (**Resolution No 2005/011**).

Council's application provided for the balance (\$228,000) to be by way of Council co-contribution, and this has been included within the 2021/22 budget proposal to be considered by Council in coming months. This project has been identified by Council as a Group 2 Bridge and will be procured via joint procurement, and is now able to proceed.

Gally Swamp Bridge

In May 2020 Council submitted a funding application to the Australian Government Bridge Renewal Program for Grubbenbun Creek Bridge (Leabeater Street) and Gally Swamp Bridge (Gallymont Road). As previously reported Council was successful in obtaining funding of \$170,000 for Gally Swamp Bridge.

A separate report is provided to endorse the General Managers signing of the funding agreement for this program.

This project has been included within the 2021/22 budget proposal to be considered by Council in coming months. It has also been identified by Council as a Group 1 Bridge and will be procured via Council tender, and is now able to proceed.

Survey, hydraulic, hydrology and geotechnical works have been completed and the Review of Environmental Factors (REF) is in draft. Tender documents are currently in draft with the intention to procure the design and construction by way of open tender.

Limestone Creek Bridge

This bridge is located on the shared boundary with Cowra Shire Council. Councillors may recall that during the annual roads Tour in January it was agreed that Council would not provide funding to this project as it did not serve the Blayney Shire community, and risk of failure was considered low. Early discussions were held (prior to funding being available) with Cowra staff on accepting 50% liability of the asset into the future.

This project has been included within the 2021/22 budget proposal to be considered by Council in coming months.

This project has been identified by Council as a Group 1 Bridge and will be delivered by Council staff using a similar solution to that utilised on Hines and Kinds Lane bridges in recent years, and is now able to proceed.

Council will look to construct their in-house single lane bridge design. The survey and road alignment is currently in progress, as well as investigation for a suitable bypass track.

Risk/Policy/Legislation Considerations:

The NSW Government has acknowledged the challenges and risks associated with such a large program of bridge replacement across the state. Such a large program of works will increase costs in the bridge construction market, and also the ability for councils to resource the procurement and/or delivery, placing further pressures on funding and timing.

It is for this reason the NSW Government in conjunction with local councils, has developed an alternate procurement method and associated Memorandum of Understanding, to bring councils together to undertake joint procurement or through the relevant Joint Organisation. It is anticipated the

joint procurement model will aggregate a number of bridges into a single tender in order to attract larger Tier 1 contractors (i.e.: Laing O'Rourke, John Holland).

Councils have identified their bridges in accordance with NSW Government requirements as either Group 1 or 2 bridges, which will determine the delivery methodology.

The Gally Swamp Bridge (Gallymont Road) project value will exceed \$250,000. Council is required to undertake the project in accordance with s55 of the Local Government Act (1993). Council is required to invite tenders before entering into a contract. Clause 166-169 of the Local Government (General) Regulation (2005) identifies the types of tendering methods that councils can use. Council must decide whether it is going to use an open or selective tendering process.

The NSW Office of Local Government (OLG) Tendering Guidelines refer to the process of selecting the most appropriate tendering method whereby Council should select the tendering method that:

- Has the greatest likelihood of achieving the best value for money
- Meets its needs
- Is appropriate for the level of risk
- Is timely
- Avoids creating unnecessary costs for it and/or tenderers; and
- Safeguards the security and confidentiality of all tenders.

The design and specifications for the Gally Swamp Bridge (Gallymont Road) project have not been developed, however based upon previous experience a Design and Construct procurement methodology via Open Tender is recommended as the most appropriate tendering method.

Budget Implications:

The NSW Government has placed a 27 month deadline on the delivery of bridges funded under the Fixing Country Bridges Program, which will require Blayney to deliver the 3 bridges by July 2023.

Council has programmed to replace these assets in 2021/22, with estimated write downs (March 2021) of:-

- | | |
|---|----------|
| 1. Grubbenbun Creek Bridge (Leabeater Street) | \$40,750 |
| 2. Gally Swamp Bridge (Gallymont Road) | \$ 348 |
| 3. Limestone Creek Bridge (Lucan Road) | \$97,669 |

Enclosures (following report)

Nil

Attachments (separate document)

Nil

08) BRIDGE RENEWAL PROGRAM - ROUND 5

Department: Executive Services

Author: Director Infrastructure Services

CSP Link: 2. Local Governance and Finance

File No: GS.LI.1

Recommendation:

That Council accept the Australian Government offer for funding of \$170,000 under the Bridge Renewal Program Round 5 and endorse the General Manager signing of the Funding Agreement.

Reason for Report:

To seek Council approval to accept the Bridge Renewal Program Round 5 funding, and commence the projects which have been planned for 2021/22.

Report:

In May 2020, Council submitted a funding application to the Bridge Renewal Program Round 5 for Grubbenbun Creek Bridge (Leabeater Street) and Gally Swamp Bridge (Gallymont Road) totalling \$380,000.

In December 2020 Council received formal advice from the Department of Infrastructure, Transport, Regional Development and Communications that Council was successful in obtaining funding of \$170,000 for Gally Swamp Bridge only.

In February 2021, Council was advised that its submission to the NSW Fixing Country Bridges Program Round One, had been successful in obtaining an additional \$170,000 to match that of the Bridges Renewal Program Round 5, as outlined in the preceding report related.

Survey, hydraulic, hydrology and geotechnical works have been completed and the Review of Environmental Factors (REF) is in draft. Tender documents are currently in draft with the intention to procure the design and construction by way of open tender.

Risk/Policy/Legislation Considerations:

The design and specifications for the Gally Swamp Bridge (Gallymont Road) project have not been developed, however based upon previous experience a Design and Construct procurement methodology via Open Tender is recommended as the most appropriate tendering method; as per the recommendation in the preceding related report.

Budget Implications:

Council has programmed to replace the bridge in 2021/22, with an estimated write down (March 2021) of \$348.

09) FIXING LOCAL ROADS ROUND 2**Department:** Executive Services**Author:** Director Infrastructure Services**CSP Link:** 2. Local Governance and Finance**File No:** GS.LI.1

Recommendation:

That Council

1. Accept the NSW Government offer for funding of \$1,920,750 under the Fixing Local Roads Program Round 2 and endorse the General Manager signing of the Funding Agreement.
2. Invite tenders for the Panuara Road Heavy Patching Project by the open tendering method.

Reason for Report:

To seek Council approval to accept the Fixing Local Roads Program Round 2 funding, and commence the project which is planned for 2021/22.

Report:

In December 2020, Council submitted a funding application to the Fixing Country Bridges Program Round One program, totalling \$1,970,000 to address the extensive pavement failures on Panuara Road.

Council received formal advice on 1 April 2021, from The Minister for Regional Transport and Roads the Hon Paul Toole MP that Council's submission was successful and would be receiving \$1,920,750, with Council's Co-Contribution of \$49,250 including survey, design and project management.

Risk/Policy/Legislation Considerations:

Considering the condition of the road, and it being an important agricultural access route it is appropriate that the pavement issue is addressed, this being why Council sought funding to undertake the works.

The design and specifications for the Panuara Road Heavy Patching project have not yet been developed, however based upon the value, exceeding \$250,000 and the program for 2021/22 it is recommended that delivery be by way of a full service contract which will be procured via Open Tender as the most appropriate tendering method.

Budget Implications:

Council has programmed to renew and upgrade the pavement in 2021/22, with an estimated write down (March 2021) of approximately \$120,000

10) REPORT OF COUNCIL INVESTMENTS AS AT 31 MARCH 2021

Department: Corporate Services

Author: Chief Financial Officer

CSP Link: 2. Local Governance and Finance

File No: FM.IN.1

Recommendation:

1. That the report indicating Council's investment position as at 31 March 2021 be received.
2. That the certification of the Responsible Accounting Officer be received and the report be adopted.

Reason for Report:

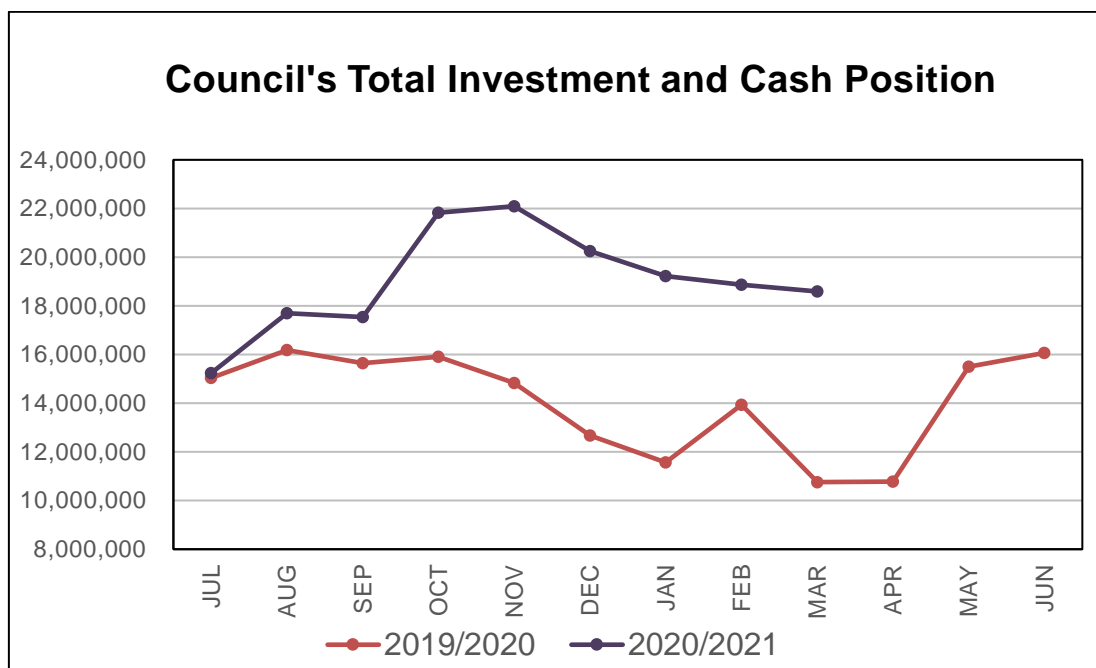
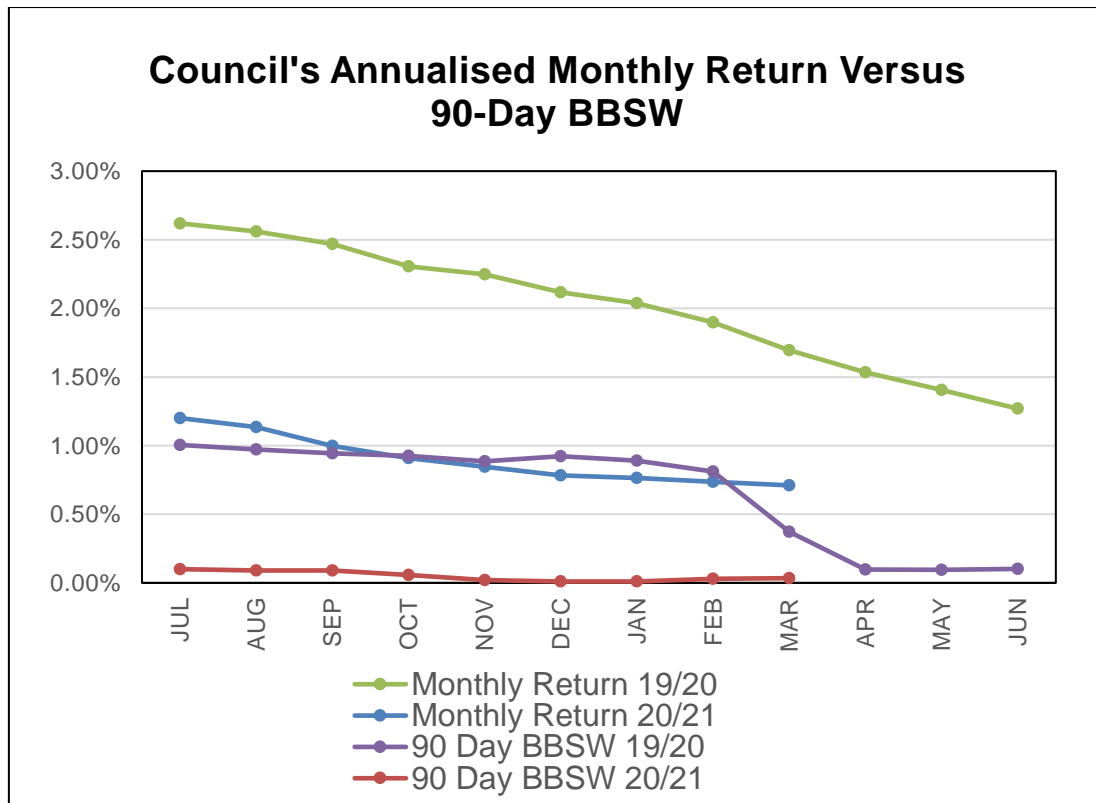
For Council to endorse the Report of Council Investments as at 31 March 2021.

Report:

This report provides details of Council's Investment Portfolio as at 31 March 2021.

Council's total investment and cash position as at 31 March 2021 is \$18,585,354. Investments earned interest of \$9,812 for the month of March 2021.

Council's monthly net return on Term Deposits annualised for March of 0.71% outperformed the 90 day Bank Bill Swap Rate of 0.04%.



REGISTER OF INVESTMENTS AND CASH AS AT 31 MARCH 2021					
Institution	Method	Rating	Maturity	Amount \$	Interest Rate
CBA	Direct	A1+/AA-	13/04/2021	500,000	0.610%
CBA	Direct	A1+/AA-	27/04/2021	500,000	0.610%
NAB	Direct	A1+/AA-	11/05/2021	500,000	0.970%
NAB	Direct	A1+/AA-	18/05/2021	500,000	0.450%
NAB	Direct	A1+/AA-	25/05/2021	500,000	1.000%
Bank of Queensland	Curve	A2/BBB+	01/06/2021	500,000	0.450%
Westpac	Direct	A1+/AA-	01/06/2021	500,000	0.940%
Westpac	Direct	A1+/AA-	08/06/2021	500,000	0.940%
Westpac	Direct	A1+/AA-	22/06/2021	500,000	0.980%
CBA	Direct	A1+/AA-	06/07/2021	500,000	0.680%
CBA	Direct	A1+/AA-	20/07/2021	500,000	0.680%
AMP Bank	Rim Sec	A2/BBB	03/08/2021	500,000	0.800%
Westpac	Direct	A1+/AA-	17/08/2021	500,000	0.770%
NAB	Direct	A1+/AA-	31/08/2021	500,000	0.750%
CBA	Direct	A1+/AA-	14/09/2021	500,000	0.700%
CBA	Direct	A1+/AA-	28/09/2021	500,000	0.700%
CBA	Direct	A1+/AA-	12/10/2021	500,000	0.640%
CBA	Direct	A1+/AA-	19/10/2021	500,000	0.570%
NAB	Direct	A1+/AA-	26/10/2021	500,000	0.550%
CBA	Direct	A1+/AA-	02/11/2021	500,000	0.570%
CBA	Direct	A1+/AA-	09/11/2021	500,000	0.550%
NAB	Direct	A1+/AA-	16/11/2021	500,000	0.550%
Macquarie Bank	Curve	A1/A+	23/11/2021	500,000	0.500%
Reliance Bank	Direct	Unrated	23/11/2021	500,000	0.750%
Macquarie Bank	Rim Sec	A1/A+	30/11/2021	500,000	0.500%
Westpac	Direct	A1+/AA-	30/11/2021	500,000	0.480%
NAB	Direct	A1+/AA-	07/12/2021	500,000	0.400%
Macquarie Bank	Curve	A1/A+	11/01/2022	500,000	0.700%
NAB	Direct	A1+/AA-	08/02/2022	500,000	0.400%
NAB	Direct	A1+/AA-	22/02/2022	500,000	0.350%
ME Bank	Rim Sec	A2/BBB	15/03/2022	500,000	0.450%
MyState Bank Ltd	Curve	A2/BBB	22/03/2022	500,000	0.500%
Macquarie Bank	Rim Sec	A1/A+	29/03/2022	500,000	0.450%
Total Investments				16,500,000	0.635%
Commonwealth Bank - At Call Account ⁽¹⁾				1,509,422	0.150%
Commonwealth Bank Balance - General ⁽¹⁾				575,932	0.000%
TOTAL INVESTMENTS & CASH				18,585,354	
Benchmarks:		BBSW 90 Day Index ⁽¹⁾			0.035%
		RBA Cash Rate ⁽¹⁾			0.100%

1. % Interest rates as at end of reporting period

Summary of Investment Movements - March 2021		
Financial Institution	Investment/(Recall) Amount \$	Commentary
MyState Bank Ltd	(508,227)	Term Deposit Redeemed 02/03/2021
AMP Bank	(508,975)	Term Deposit Redeemed 16/03/2021
ME Bank	500,000	New Term Deposit 17/03/2021
Macquaire Bank	(503,097)	Term Deposit Matured 23/03/2021
Macquaire Bank	500,000	Term Deposit Reinvested 23/03/2021
Bank of Queensland	(504,315)	Term Deposit Redeemed 30/03/2021
MyState Bank Ltd	500,000	New Term Deposit 31/03/2021

Long Term Credit Rating (or Moody's, Fitch, S&P or Equivalent)	Policy Maximum	Current Holding %	Current Holding \$
TCorp IM Funds	100%	0%	-
AAA – AA Category	100%	73%	12,000,000
A- Category	40%	12%	2,000,000
BBB+ Category ⁽²⁾	30%	3%	500,000
BBB Category ⁽²⁾	10%	9%	1,500,000
BBB- Category and below: Local ⁽³⁾ ADI's	5%	3%	500,000
			16,500,000

2. BBB+ / BBB categories are not to exceed 30% collectively

3. ADI's located within the Local Government Area

Individual Institution Limit	Rating	Policy Maximum	Current Holding
AMP Bank	A2/BBB	-	500,000
Bank of Queensland	A2/BBB+	1,000,000	500,000
CBA	A1+/AA-	5,000,000	5,000,000
Macquarie Bank	A1/A+	3,000,000	2,000,000
ME Bank	A2/BBB	500,000	500,000
MyState Bank Ltd	A2/BBB	500,000	500,000
NAB	A1+/AA-	5,000,000	4,500,000
Reliance Bank	Unrated	500,000	500,000
Westpac	A1+/AA-	5,000,000	2,500,000

RESTRICTED CASH, CASH EQUIVALENTS & INVESTMENTS		
	Actual 30/06/2020 \$ 000's	Forecast 30/06/2021 \$ 000's
External Restrictions	9,304	8,472
Internal Cash Restrictions	6,391	4,481
TOTAL RESTRICTED ASSETS	15,695	12,953

CERTIFICATION – RESPONSIBLE ACCOUNTING OFFICER

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

Risk/Policy/Legislation Considerations:

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

As per Council resolution 2013/003 AMP Bank has been declared to be a prohibited investment for the purposes of clause 1.8 of Council's Investment Policy. Council has a term deposit with AMP maturing in August 2021. Council will transition to compliance following maturity per the resolution grandfathering clause.

Budget Implications:

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

Enclosures (following report)

Nil

Attachments (separate document)

Nil

11) INFORMATION TECHNOLOGY QUARTERLY REPORT**Department:** Corporate Services**Author:** Manager Information Technology**CSP Link:** 2. Local Governance and Finance**File No:** GO.ME.1**Recommendation:**

That Council receive the Information Technology report for the January 2021 to March 2021 quarter.

Reason for Report:

To update Council on Information Technology activities and performance for the January to March 2021 quarter.

Report:

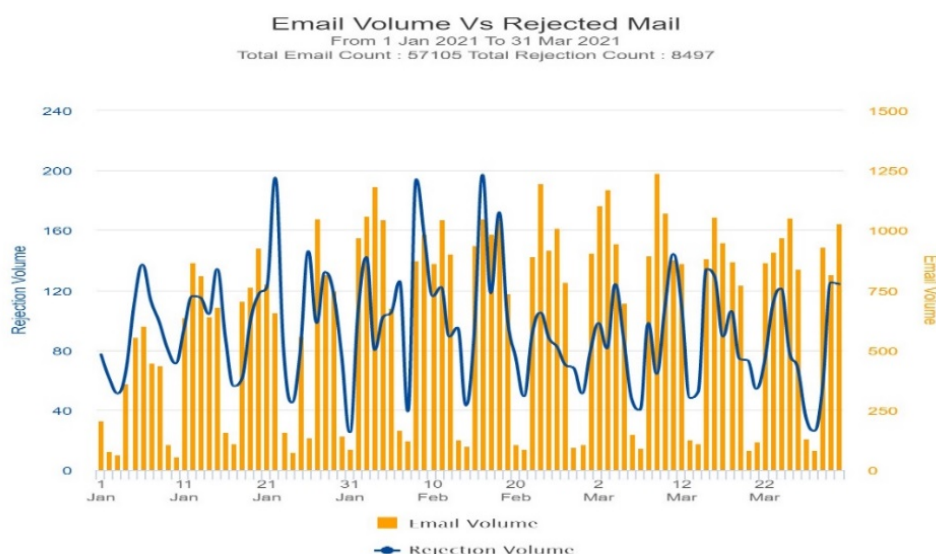
The Information Technology team continue to progress through audit recommendations from the Cyber Security Audit and the Fraud and Risk Audit. Work is continuing with engagement of Council's Insurer on Insurance renewals regarding Cyber Security Cover.

Training options for staff and Councillors on Cyber Security Awareness is currently being organised and will utilise the free online training services offered by Cyber Security NSW. The aim is for training to be completed by the end of July 2021.

The Anti-Virus Software on Council's internal network reported zero threats for the March 2021 quarter.

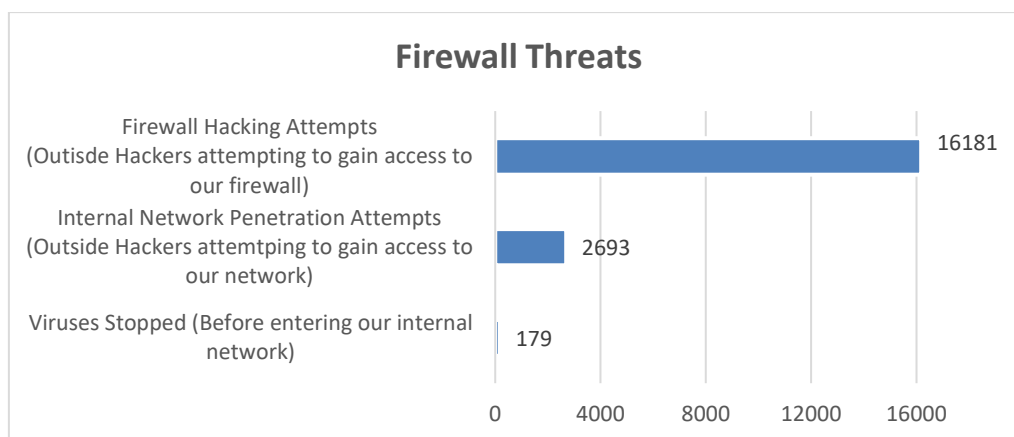
Email Filtering Statistics

Council has not had any malicious emails enter the network during the quarter with all being stopped by the email filtering service.



Firewall Statistics

There have been no successful penetrations of the firewall or to the internal network during the quarter. Threats remain high but on a downward trend compared to last quarter.

**Risk/Policy/Legislation Considerations:**

Cyber threats are noted within Council's Corporate Risk Register with mitigating controls in place

Budget Implications:

Council has provision within its Operational Plan for costs associated with support and licencing arrangements.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

12) CHANGE OF TENURE - CROWN LAND CEMETERIES**Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 4. Community, Sport, Heritage and Culture**File No:** PR.AG.2

Recommendation:

That Council seek approval from Department Planning, Industry and Environment – Crown Lands for amendment of the management structure of Crown Land cemeteries located at Carcoar, Lyndhurst, Neville and Newbridge from 'Devolved to Council' to 'Crown Land Manager'.

Reason for Report:

For Council to seek approval from Department Planning, Industry and Environment – Crown Lands for amendment of the management structure of Crown Land cemeteries located at Carcoar, Lyndhurst, Neville and Newbridge from 'Devolved to Council' to 'Crown Land Managers' following identification of areas of natural and cultural significant areas.

Report:

At the February 2021 Council meeting a report was provided on Council's intention to seek approval from Department Planning, Industry and Environment – Crown Lands for amendment of the management structure of Crown Land cemeteries located at Carcoar, Lyndhurst, Neville and Newbridge from 'Devolved to Council' to 'Crown Land Managers'. At this meeting it was resolved to place the proposed resolution on public exhibition.

The proposed resolution including report and fact sheet was promoted on Council's website and publicised via local and social media with the closing date for submissions of 17 March 2021. At the closing date no submissions were received.

This amendment is required as Council has identified areas of natural and cultural significance in the inactive areas of the Cemeteries in Lyndhurst, Neville and Newbridge. These areas of significance have already been addressed in the 'Cemeteries Operation Plan' considered by Council in November 2020. In order to ensure longevity and preservation of these habitats Council will request for these land parcels, originally devolved to Council, to be re-classified as Community Land and that Council be appointed as Crown Land Managers.

The alteration of management structure is based around a legislative nuance. At present, the Cemetery reserves are devolved to Council under s.48 of the Local Government Act. To amend the management structure of these reserves, Council is required to make a request by seeking appointment as Crown Land Manager under the Crown Land Management Act.

This change in management structure will enable Council to segregate and properly preserve the currently unused areas of the cemeteries. Expressly, the unused areas will not be available for residents to purchase future interment rights, they would be conserved so that the community may enjoy their ecological and cultural value instead.

Risk/Policy/Legislation Considerations:

Under the Local Government Act appointed Council Crown Land Managers must ensure there is a compliant Plan of Management for Crown Land that is managed as Community Land. Should approval for change of management structure be obtained Council the above cemeteries will be classified as Community Land.

Budget Implications:

Preservation of natural areas in these cemeteries will reduce estimated remaining lives of the above cemeteries. In the medium to long term, as cemeteries reach capacity, Council will be required to develop a cemetery expansion strategy.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

13) LEASE OF INDUSTRIAL FOR AGISTMENT PURPOSES**Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 3. The Local and Visitor Economy**File No:** PM.TN.10

Recommendation:

That Council lease industrial land for the period 1 May 2021 to 29 February 2024 with a 1 year option to the following party:

Lot 8: (Part Lot 2, DP 881885): K.Westwood \$1,500 p.a.

Reason for Report:

For Council to consider an expression of interest received for Lease of Industrial Land for Agistment Purposes not previously allocated.

Report:

Council recently advertised Expressions of Interest for Lease of Industrial Land for Agistment Purposes (EOI 19/2020) closing 3 February 2021. At the February meeting Council resolved to lease land and advertise the lot not allocated, being lot 1. Since the Council meeting a lessee gave notice of termination and this land parcel, lot 8, was also included in the Expression of Interest.

Both lots were advertised closing 12 April 2021 and Council received an expression of interest for Lot 8 in the amount of \$1,500 p.a. The applicant also provided a satisfactory outline of their experience with maintaining land for agistment.

Leasing of land for agistment assists Council with management of land for fire and weeds while affording the opportunity for interested parties to obtain access to the land for animal grazing.

The lease term is proposed to commence from 1 May 2021 and expire 29 February 2024 with a 1 year option. Lease charges are indexed annually based on the All Australian Weighted Consumer Price Index published for the December quarter.

It is recommended that Council invite an ongoing expressions of interest for the remaining unallocated lot of land.

Risk/Policy/Legislation Considerations:

Should Council choose not allocate lease a program of maintenance of land will be required to manage weeds and fire hazards.

Budget Implications:

Income generated will help to offset expenditure associated with land held including insurance, land rates and water charges. As the lease offer is equivalent to that of the previous lessee Council income will not gain additional income.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

14) MINUTES OF THE BLAYNEY SHIRE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD 10 MARCH 2021**Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 2. Local Governance and Finance**File No:** FM.AU.1**Recommendation:**

1. That the minutes of the Blayney Shire Audit, Risk and Improvement Committee meeting held 10 March 2021 be received.
2. That the Management Letter on the Final Phase of the Audit for the year ended 30 June 2020 from the NSW Audit Office be received.
3. That the report on the Audit Engagement Plan for the year ended 30 June 2021 from the NSW Audit Office be received.

Reason for Report:

For Council to endorse the minutes of the Blayney Shire Audit Risk and Improvement committee meeting held 10 March 2021.

Report:

The minutes of the Audit, Risk and Improvement Committee held 10 March 2021 are tabled below.

**MINUTES OF THE BLAYNEY SHIRE COUNCIL AUDIT, RISK & IMPROVEMENT COMMITTEE MEETING
HELD IN THE BLAYNEY SHIRE COUNCIL COMMUNITY CENTRE,
ON 10 MARCH 2021, COMMENCING AT 9.12AM**

Present: Phillip Burgett (Independent - Chair), Donna Rygate (Independent), Cr. David Somervaille (Councillor), Rebecca Ryan (General Manager), John O'Malley (Intentus - Audit Service Provider for NSW Audit Office), Anton Franze (Director Corporate Services – Secretariat), Tiffaney Irlam (Chief Financial Officer), Vicki Walker (WHS & Risk Coordinator); Phil Swaffield, (National Audits Group), Nicole Griffiths and Brett Cunningham (Jardine Lloyd Thompson), Paul Hennock (Statewide Mutual).

APOLOGIES

Karen Taylor (NSW Audit Office)

CONFIRMATION OF MINUTES**RECOMMENDED:**

That the Minutes of the Audit, Risk & Improvement Committee held on 18 November 2020 be confirmed.

Donna Rygate / David Somervaille

MATTERS ARISING FROM THE MINUTES

Amendments to the Minutes of the Audit, Risk & Improvement Committee held on 18 November 2020 required were as follows:

- Reference in the Confirmation of Minutes to Ordinary Council meeting should be Audit Risk and Improvement Committee.
- Reference to the report on Peer Review of Transportation Asset Class should be Peer Review of Transportation Asset Class Revaluation.

DISCLOSURES OF INTEREST

The Director Corporate Services reported that there were no Disclosure of Interest forms submitted.

REPORTS

WHS & RISK REPORT

Nicole Griffiths and Brett Cunningham (Jardine Lloyd Thompson) and Paul Hennock (Statewide Mutual) joined meeting at 9.25am for a joint presentation to the Committee.

Recommendation:

That the WHS and Risk Coordinator report be received.

David Somerville / Donna Rygate

John O'Malley (Intentus) joined meeting by telephone at 9.45am.

Nicole Griffiths and Brett Cunningham (Jardine Lloyd Thompson) and Paul Hennock (Statewide Mutual) left meeting at 10.00am.

CFO REPORT 1 DECEMBER 2020 - 28 FEBRUARY 2021

Recommendation:

That the Chief Financial Officer report on Finance activities be received.

Donna Rygate / David Somerville

MANAGEMENT LETTER ON FINAL PHASE OF 2019/20 AUDIT

Recommendation:

That the Management Letter on the Final Phase of the Audit for the year ended 30 June 2020 from the NSW Audit Office be received.

David Somerville / Donna Rygate

AUDIT ENGAGEMENT PLAN 2020/21 AUDIT

Recommendation:

That the report on the Audit Engagement Plan for the year ended 30 June 2021 from the NSW Audit Office be received.

Donna Rygate / David Somerville

AUDIT OFFICE UPDATE

No update provided therefore no motion was taken on this item.

John O'Malley (Intentus) left meeting at 10.35am.

STRATEGIC INTERNAL AUDIT PLAN ACTIVITIES UPDATE - 2020/21

Recommendation:

1. That the update on the Internal Audit Plan Activities 2020/21 be received.
2. That the Review of Quarry Operations for legislative compliance be brought forward to 2020/21 and the audit scope be distributed for comment to the Committee out of session.

Donna Rygate / David Somervaille

Phil Swaffield, National Audits Group joined meeting at 10.45am.

FRAUD RISK HEALTH ASSESSMENT

Recommendation:

1. That the report on the Fraud Risk Health Assessment be received.
2. That the recommendations for action be included on the Schedule of Recommendations for ongoing monitoring by the Audit, Risk and Improvement Committee.

David Somervaille / Donna Rygate

Phil Swaffield, National Audits Group left meeting 11am.

PRESCRIBED FUNCTIONS ACTIVITY REPORT

Recommendation:

That the report on Prescribed Functions Activities be received.

Donna Rygate / David Somervaille

SCHEDULE OF OUTSTANDING AUDIT RECOMMENDATIONS

Recommendation:

That the Schedule of Outstanding Audit Recommendations report be received.

David Somervaille / Donna Rygate

UPDATE ON MAJOR DEVELOPMENTS

Recommendation:

That the Update on Major Developments report be received.

Donna Rygate / David Somervaille

Meeting closed: 11.07am

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) Act 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:

Costs associated with holding of Committee meetings, sitting fees for independent members and associated service reviews / audits are provided for in Council's 2020/21 Operational Plan for this purpose.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

15) DIRECTOR INFRASTRUCTURE SERVICES MONTHLY REPORT

Department: Infrastructure Services

Author: Director Infrastructure Services

CSP Link: 1. Public Infrastructure and Services

File No: GO.ME.1

Recommendation:

That the Director Infrastructure Services Monthly Report for April 2021 be received and noted.

Reason for Report:

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

Report:

Topical Matters

High Pedestrian Activity Area (HPAA)

Place Design Group continue to develop early concepts for the business centres of Blayney and Millthorpe following their site visits of February.

A stakeholder survey has been developed for Millthorpe and is expected to be launched soon.

Major Works

Carcoar Street

Stage 1 – Mid Western Highway to Amos Avenue

Asphalt works have been completed, and the only outstanding works are line marking and reinstatement of driveways.

Stage 2 – Amos Avenue to Maple Crescent

Asphalt works were completed on Saturday 10 April as the contractor was able to fit the work in to a tight schedule. Outstanding works are linemarking, driveway reinstatement and landscaping works in kerb build outs.

Stage 3 – Maple Crescent to Plumb Street

Road construction in Stage 3 has commenced with the drainage works and kerb and gutter completed. It is expected that the road will be completed mid-May.

Stage 4 – Plumb Street to Church Street

Kerb and gutter work has been completed on the eastern side of Carcoar Street, with drainage modification underway on the western side, prior to the undertaking of kerb and gutter installation.

Napier Oval Upgrade

The project achieved practical completion on 8 March, however due to the storm event of 12/13 March large portions of the seeding work for the playing surface was washed away.

Options for the re-establishment of the playing surface are currently being evaluated, with the challenge being the onset of colder conditions making the reintroduction of sporting events on the surface prior to summer, unlikely.

Road Maintenance Works

Road maintenance works including pot hole patching, vegetation management and signage works have been undertaken on Newbridge Road, Neville road and various locations in Carcoar & Millthorpe

Spring Terrace Road Heavy Patching

Geotechnical Investigation of the section of road has been undertaken. A scope of works is now being formed and works scheduled. Majority of the gravel has been purchased for this project. Due to the cold weather and commitments to Carcoar Street, this will be completed next financial year.

Errowanbang Road Culvert

These works are now complete.

Neville Road Heavy Patching

These works are now complete.

Four Mile Creek Road Shoulder Works

This work is in progress. Shoulder widening has been completed on one side of the road and they are now progressing the other side. It is expected the shoulders will be sealed at the end of the month.

Reseals

Budgetary savings within the resealing budget enabled the scope of works to be expanded and additional reseal works were completed on Mt McDonald Road, Lyndhurst and Ogilvy Street between Adelaide Street and Dakers Oval, Blayney in the past month.

FootpathsBoomerang Street Millthorpe

The shared path works in Millthorpe (AMP – Millthorpe 3A), have been completed with reinstatement works to be undertaken. This project has come in under budget and programming is now underway to continue the path down Victoria Street towards Park St (AMP – Millthorpe 2B)

Victoria Street Millthorpe Underpass Footpath

Construction is scheduled to commence at the end of April, with kerbing contractor expected on site in the week commencing 3 May. Works are anticipated to be complete end of July, early August.

Eulamore Street, Carcoar

A contractor has been engaged with works scheduled to be complete by the end of April.

Plumb St, Blayney

Works on the concrete path continue to progress in conjunction with the Carcoar Street upgrade project, with completion scheduled for end of financial year.

Assets

Assets staff have completed footpath defect inspections, all high priority defects have been made safe, and medium priority defects have been prioritised and provided to field staff. Staff have commenced the biannual unsealed road inspections.

Work continues on the Parks and Gardens Revaluation and is on target to be provided to Council's auditors at the Interim audit in May.

A draft Pathway Hierarchy, Standard and Maintenance Policy has been developed for Council's consideration, and is subject to a separate report.

Staff are also working on updating and correcting Council's building and structures insurance register.

Assets staff have provided feedback to the (IPWEA & LGNSW) Roads and Transport Directorate on the automated Road Condition Reporting project and have received an advanced copy of the Roads and Transport Directorate Road Inspection Manual, which is largely based on the Defect Priority Scoring System from Councils Road Hierarchy, Renewal and Maintenance Policy.

Parks and Recreation

Routine maintenance continues including mowing, spraying and other activities across the sporting oval network, village areas, and the cemetery network.

Newbridge Showground Pavilion Refurbishment

The building is anticipated to achieve lock-up stage in coming weeks, with completion expected between mid-late May.

Dakers Oval Amenities Building

Final earthworks and construction of the accessible walkway linking to existing footpath network and the building to be completed by the end of April.

Redmond Oval Junior Skate Park

Design work has almost been finalised following consultation with a stakeholder representative. Contract documentation is yet to be completed, prior to a formal Request for Quotation being issued.

Wastewater

The Recycled Water Treatment Plant suffered a setback after the storm events last month. The stormwater inundated the storage shed housing much of the equipment being installed for the new plant. Some of the equipment was damaged and required replacement components to be ordered, resulting in delays to the construction works.

Fleet and Plant

Portable lift jacks as part of the workshop modifications have been ordered pending delivery. Some minor works to the existing lights in the workshop pit have been scheduled.

Risk/Policy/Legislation Considerations:

Information report only

Budget Implications:

Information report only

Enclosures (following report)

Nil

Attachments (separate document)

Nil

16) PATHWAY HIERARCHY, STANDARD AND MAINTENANCE POLICY

Department: Infrastructure Services

Author: Manager Infrastructure

CSP Link: 1. Public Infrastructure and Services

File No: RD.PO.2

Recommendation:

That the Pathway Hierarchy, Standard and Maintenance Policy be placed on public exhibition for a period of at least 28 days.

Reason for Report:

For Council to endorse the Pathway Hierarchy, Standard and Maintenance policy for public exhibition.

Report:

Council does not currently have a pathway policy. This policy will enable Council to determine the level of service for the maintenance of pathways and the standard of construction for new pathways.

The objectives of the Pathway Hierarchy, Standard and Maintenance Policy are:

- To ensure that pathways are maintained in compliance with relevant legislative requirements.
- To ensure new pathways, or major renewal works consider current access standards, and meet them wherever practicable.
- To ensure that the maintenance of pathways is undertaken within the financial constraints and competing interests placed on Council, and in accordance with the limit of funds available as determined in Council's Strategic Plans and Long Term Financial Plan.
- To provide clear information on the level of service that Council will provide to maintain pathways defined within the pathway hierarchy.
- To establish procedures that provide a simple, systematic and readily usable risk management approach to the maintenance of pathways to minimise potential hazards to pathway users resulting in public liability claims or injuries.
- Other objectives consistent with this policy include:
 - Supporting movement and place initiatives.
 - Treating ratepayers equitably in the allocation of new capital projects and maintenance services.
 - Management of road opening permits (for pathway assets).
 - Minimising any environmental impacts of pathway construction, or maintenance.

A pathway policy is required for Council to:

- Improve Council's Asset Management Framework and provide documented support for the assumptions contained in the Transportation Asset Management Plan, and
- Determine Council's levels of service for the construction of new or renewed pathways, and
- Determine the levels of service for the maintenance of the existing pathway network.

As part of Council's commitment to transparency and openness, public notice is recommended to be given prior to the policy adoption process.

Risk/Policy/Legislation Considerations:

Adoption of the policy will enable Council to complete the Statewide Mutual Continuous Improvement Plan for Footpaths and seeks to mitigate Council's exposure to Public Liability claims into the future.

Copies of the policy and hierarchy maps have been provided directly to the Access and the Audit, Risk and Improvement Committees for their consideration.

Budget Implications:

Nil

Enclosures (following report)

- 1 Pathway Hierarchy, Standard and Maintenance Policy 7 Pages

Attachments (separate document)

Nil



Pathway Hierarchy, Standard and Maintenance Policy

Policy	25H
Officer Responsible	Manager Infrastructure
Last Review Date	19/04/2021

Strategic Policy

OBJECTIVES

To ensure that pathways are maintained in compliance with relevant legislative requirements.

To ensure new pathways, or major renewal works consider current access standards, and meet them wherever practicable.

To ensure that the maintenance of pathways is undertaken within the financial constraints and competing interests placed on Council, and in accordance with the limit of funds available as determined in Council's Strategic Plans and Long Term Financial Plan.

To provide clear information on the level of service that Council will provide to maintain pathways defined within the pathway hierarchy.

To establish procedures that provide a simple, systematic and readily usable risk management approach to the maintenance of pathways to minimise potential hazards to pathway users resulting in public liability claims or injuries.

Other objectives consistent with this policy include:

- Supporting movement and place initiatives.
- Treating ratepayers equitably in the allocation of new capital projects and maintenance services.
- Management of road opening permits (for pathway assets).
- Minimising any environmental impacts of pathway construction, or maintenance.

DEFINITIONS

"pathway" a footpath, shared path, or cycleway surfaced with concrete, asphaltic concrete, bitumen seal or pavers, that are:

- Adjacent to the road network,
- Within Blayney Shire Council parks and recreational areas, or
- Within or adjacent to Blayney Shire Council community facilities

"footpath" a formed (1.5m min. width) path set aside for pedestrian traffic. Some older paths may be narrower than 1.5m in width.

"footway" an unobstructed strip (1.5m min. width) along the verge set aside for pedestrian access which has not been formed. Its width is dependent on whether a footpath, bicycle path or shared path is proposed for the street and it generally begins 1.2m from the back of the kerb or edge of carriageway.

"cycleway" a path or road for the exclusive use of cyclists, or cyclists and pedestrians.

"shared path" A formed mixed use (2.5m min. width) path set aside for pedestrian and bicycle access.

"verge" the area between the property boundary and the kerb (or edge of the roadway).

"other pathway assets" covered in this policy, include:

- bridges on pathways.
- kerb / pram ramps.
- tactile indicators and line markings on pathways, and
- barriers, bollards and railings installed on pathways.

SCOPE

The Policy outlines Council's level of service for pathway maintenance activities and details procedures for the management of the pathway network and related infrastructure. In particular, the Policy covers the following areas:

- Pathway hierarchy,
- Pathway renewal and maintenance,
- Construction standards, and
- Selection of new Capital Works

The Policy does not apply to turfed, gravel surfaced or unformed footpaths, boardwalks, walkways or walking trails.

PATHWAY HIERARCHY

Council uses a 3 level hierarchy based on the level and nature of usage of the pathway network within each urban area. The hierarchy is used to determine the inspection frequency and the response time for identified defects. Inspections are used to determine the overall condition of a pathway segment (generally from block to block, or where there is a change in width or material) and also identify individual defects.

The three Hierarchy categories are:

Pathway Hierarchy	Pedestrian Usage	Inspection Frequency	Description
1	High	6 Monthly	Around shopping centres, community facilities and transport nodes (including railway stations)
2	Medium	6 Monthly	Around schools, child care facilities, nursing homes and aged care facilities
3	Low	Annually	General local residential streets

Construction and Renewal Standards:

Wherever practicable, subject to physical and budgetary constraints Council applies the following standards to the construction of new pathways and the renewal of significant sections of existing pathways.

The target New / Renewal Standards are:

Pathway Type	Pathway Width (m)	Grade (Steepness) ¹	Cross fall (Slope)
Shared Path	2.5	5%	2.5%
Footpath	1.5		
Paved	As required		
Kerb / Pram Ramp	As per pathway	12.5% ²	As per road grade

¹ This is only a target, as a grade of 5% or less on pathways within the Blayney Shire is rarely achievable.

² For a maximum length of 1520mm.

Renewal works generally relate to the replacement of significant lengths of an existing pathway, or the replacement of an entire segment. Renewals are generally identified from the condition of the entire segment, based on a 1 (excellent – normal maintenance only) to 5 (very poor – requires major repair / replacement) scale.

Replacement, upgrading, or construction of 'missing' pram / kerb ramps are also considered within the Renewals program.

Construction of additions to the pathway network are detailed in Council's Delivery Program and Long Term Financial Plan. These are informed by:

- The Blayney Shire Council *Active Movement Strategy, 2016*.
- The Blayney Shire Council *Town and Village Community Plans*, and
- Developments resulting in changed usage patterns, such as a new Child Care facility.

In some instances the construction of new pathways can be made possible, as a result of Council successfully applying for grant funding from the Australian or NSW governments. In most instances this will involve 'bringing forward' projects that have already been identified in existing Council plans, particularly the Active Movement Strategy / Long Term Financial Plan.

MAINTENANCE ACTIVITIES

In order to prioritise maintenance activities on the pathway network, Council has adopted a Response Priority Matrix, which has been developed in line with Council's Enterprise Risk Management Policy and Plan and the Statewide Mutual Best Practice Manual. The Response Priority Matrix uses a similar approach to a risk matrix, but in this instance only refers to the priority that Council assigns to the response to an identified maintenance defect.

The actual response time will be determined by the severity of the defect, the hierarchy of the pathway, and the availability of resources. A response may range from spraying with paint to highlight the issue, to replacement of a section of pathway. Multiple defects within a section of pathway would be managed through the renewals program.

For maintenance activities the Priority Response Matrix is shown in Table 1 below:

Table 1: Priority Response Matrix

Defect Severity	High	High	Medium	Medium
		Medium	Medium	Low
	Low	Low	Low	Low
Hierarchy 1		Pathway Hierarchy		Hierarchy 3

The level and nature of usage (the hierarchy), combined with the severity determine the response time for addressing any defects. The types and severity of defects are shown in Table 2 below:

Table 2: Severity Response Matrix

Defect Type	Severity Measure	Hierarchy – Response Priority		
		1	2	3
Trip	>30mm	H	M	M
	20–30mm	M	M	L
	<20mm	L	L	L
Crack	>20mm	M	M	L
	10-20mm	L	L	L
	<10mm	L	L	L
Heaved Joint	>30mm	H	M	M
	20–30mm	M	M	L
	<20mm	L	L	L
Slipperiness	Severe	H	M	M
	Moderate	M	M	L
	Minor	M	M	L
Vegetation Encroachment	>50%	H	M	M
	25-50%	M	M	L
	<25%	L	L	L
Edge Drop-off	>50mm	H	M	M
	25-50mm	M	M	L
	<25mm	L	L	L
Utilities	Lid failed	M	M	M
	Lid missing	H	H	H

Response times, as determined by the Response Priority Matrix are set out in Table 3 below:

Table 3: Priority Response Times

Priority Response Rating	Council Response Timing
H	Repair within 24hours, or make safe within 24 hours and program repairs.
M	Program repair works and monitor through regular inspection program.
L	Monitor through regular inspection program.

Identification of maintenance issues is predominantly through regular inspections (6 monthly for Hierarchy 1 and 2 and annually for Hierarchy 3) by Council's Asset staff, although they can also be identified by:

- Customer Requests System which is reported to the Council's Risk Officer and Assets Officer. An assessment of the defect is undertaken and action is prioritised under the Defect Priority Response Matrix.
- Service requests from staff, which are reported through Supervisors to Assets staff and treated as per a Customer Request from the public, and
- Road Opening Permits are required to be submitted to Council by public utility authorities and trades people. The application requires details on how pedestrians will be managed during the works, through to details on the permanent restoration works.

RELATED DOCUMENTS:

There a number of Council and Guideline documents that impact on Council's role in constructing, renewing, and maintaining pathways, which include, but are not limited to the following:

- *Statewide Mutual Best. Practice Manual – Footpaths (Nature Strips, Medians and Shared Paths)* Version 6, August 2019.
- Australian Standard, *AS1428 – Design for Access and Mobility*.
- Institute of Public Works Engineering Australasia (IPWEA), NSW, Roads & Transport Directorate, *Guide for the Design of Accessible Outdoor Spaces, 2018*.
- *Blayney Shire Council, Community Strategic Plan*.
- AssetFinda Asset register of footpath, shared path and cycleways.
- *Blayney Shire Council, Long Term Financial Plan* (various years).
- *Blayney Shire Council, Delivery Plan* (various Years).
- *Blayney Cabonne Orange Disability Inclusion Plan 2017 – 2021*.
- *Blayney Shire Council, Active Movement Strategy, and*
- *Various Town and Village Community Plans*.

LEGISLATIVE AND POLICY LINKS

This Policy complies with various provisions of the Civil Liability Act 2002 [NSW] including sections 42, 43 and 45 by ensuring resources allocated to an asset and its maintenance are utilised to meet Council's commitments and in accordance with other relevant Legislation and associated Regulations.

These include, but are not limited to:

- NSW Roads Act 1993,
- Local Government Act 1993,
- Disability Inclusion Act 2014,
- Environmental Planning and Assessment Act 1979,
- Crown Lands Act 1989,
- Civil Liability Act 2002,
- Blayney Shire Council Enterprise Risk Management Policy and Plan,
- Blayney Shire Council Complaints Management Policy,
- Blayney Shire Council Legislative Compliance Policy,
- Blayney Shire Council Work Health and Safety Policy, and
- Blayney Shire Council Asset Management Policy.

IMPLEMENTATION

Appeals to the Policy or its application can only be made by submission to a Council meeting.

End of Policy

	Date	Minute No.
Adopted:	14/05/2021	
Next Review:	30/09/2022	

17) MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD 9 APRIL 2021**Department:** Infrastructure Services**Author:** Director Infrastructure Services**CSP Link:** 4. Community, Sport, Heritage and Culture**File No:** TT.ME.1

Recommendation:

- 1) That the minutes of the Blayney Traffic Committee Meeting, held on Friday 9 April 2021, be received and noted.
- 2) That Council endorse the Traffic Management Plan for the Newbridge Winter Solstice, to be staged on 19 June 2021 on Trunkey Street Newbridge as a Class 2 event, subject to the conditions detailed in the Director Infrastructure Services' Report.
- 3) That Council endorse the Blayney section of the Classic Outback Trial, to be staged on Fell Timber and Mt Macquarie Roads, Carcoar on 25 August 2021. The event to be classified as a Class 2 event, and approved subject to the conditions detailed in the Director Infrastructure Services' Report.
- 4) That Council endorse the Traffic Management Plan for the Millthorpe Anzac Day Service as a Class 3 event, subject to the conditions detailed in the Director Infrastructure Services' Report.
- 5) That Council endorse the Traffic Management Plan for the Blayney Anzac Day Service as a Class 3 event, subject to the conditions detailed in the Director Infrastructure Services' Report.
- 6) That Council seek Transport for NSW approval for the installation of No Through Road (G5-10) signage on both legs of Stoke Lane at the intersection with Naylor Street, Carcoar.
- 7) That Council install Side Road Ahead (W2-4) signs on Cadia Road approaching the intersection with Panuara Rd.
- 8) a) That Council remove:-
 - i) 'Crossroad' intersection warning signage from both Carcoar Road approaches to the intersection with Browns Creek Road.
 - ii) 'Crossroad' intersection warning signage from both Browns Creek Road approaches to the intersection with Carcoar Road.
 - iii) 'Stop Sign Ahead' warning signage from the northern leg of Carcoar Rd.
 - b) That Council reinstate line marking at the Carcoar & Browns Roads intersection.
- 9) That Council approve the formalisation of parking (90°) Rear to Kerb) on the southern side of the Blayney Railway Station carpark, by way of delineation, and the installation of Angle Parking Rear to Kerb (R5-505 (90°)) signs, and investigate the possibility of further parking along the northern side of the carpark, subject to Transport for NSW approval.
- 10) That Council approve the extension of the Cooks Buses Forest Reefs to Orange school bus route subject to the turn around point being at the

western cul de sac end of Hillside Lane.

**MINUTES OF THE BLAYNEY SHIRE COUNCIL TRAFFIC COMMITTEE MEETING
HELD IN THE CADIA ROOM, BLAYNEY SHIRE COUNCIL COMMUNITY CENTRE,
ON 9 APRIL 2021, COMMENCING AT 10:05AM**

PRESENT

Members: Cr Bruce Reynolds (Blayney Shire Council - Chair), Reg Rendall (Paul Toole Representative), Angie Drooger (TfNSW), Michael Chooi (NSW Police), John Newstead (Blayney Shire Council).

Present: Grant Baker (Director Infrastructure Services) and Andrew Cutts (Tablelands Area Road Safety Officer).

APOLOGIES

Nil

DECLARATION OF INTEREST

That the following Declaration of Interest be noted.

Number	Member/Officer	Interest	Report	Reason
8	Reg Rendall	Non-Precuniary (Significant)	Street Event – ANZAC Day – Blayney – 2021	President of the Blayney RSL Sub-Branch.

CONFIRMATION OF MINUTES

**MINUTES OF THE PREVIOUS MEETING BLAYNEY SHIRE
COUNCIL TRAFFIC COMMITTEE MEETING HELD 5
FEBRUARY 2021**

Recommendation:

That the Minutes of the Ordinary Council Meeting held on Friday 5 February 2021, be confirmed to be a true and accurate record of that meeting.

(Angie Drooger/Reg Rendall)

MATTERS ARISING FROM THE MINUTES

Nil.

CORRESPONDENCE

**FOREST REEFS ROAD MILLTHORPE TO CHARLES
BOOTH WAY**

Noted.

**20210409:01 PARKING ISSUES - BELUBULA STREET, CARCOAR -
BLAYNEY FAMILY MEDICAL PRACTICE**

Actions:

1. Council to follow up with applicant on existing accessible parking.

2. Council to advise applicant that Restricted Parking is unable to denote specific businesses on a public street.

Cr John Newstead arrived at 10.10am.

REPORTS

20210409:02 STREET EVENT - NEWBRIDGE WINTER SOLSTICE - JUNE 2021

Recommendation:

That Council endorse the Traffic Management Plan for the Newbridge Winter Solstice, to be staged on 19 June 2021 on Trunkley Street Newbridge as a Class 2 event, subject to the conditions detailed in the Director Infrastructure Services' Report.

(Reg Rendall/Michael Chooi)

20210409:03 STREET EVENT - TRACTOR TREK - SEPTEMBER 2021 Matter Deferred

Actions

1. Applicant to provide additional information including updated Route Map that correlates with route description, and a Traffic Management Plan.
2. Applicant to notify Transport for NSW, NSW Police, and Bathurst and Cabonne Councils.

20210409:04 STREET EVENT - CLASSIC OUTBACK TRIAL - AUGUST 2021

Recommendation:

That Council endorse the Blayney section of the Classic Outback Trial, to be staged on Fell Timber and Mt Macquarie Roads, Carcoar on 25 August 2021. The event to be classified as a Class 2 event, and approved subject to the conditions detailed in the Director Infrastructure Services' Report.

(Reg Rendall/Angie Drooger)

20210409:05 STREET EVENT - ANZAC DAY - MILLTHORPE - 2021

Recommendation:

That Council endorse the Traffic Management Plan for the Millthorpe Anzac Day Service as a Class 3 event, subject to the conditions detailed in the Director Infrastructure Services' Report.

(Michael Chooi/Angie Drooger)

20210409:06 STREET EVENT - ANZAC DAY - BLAYNEY - 2021

Recommendation:

That Council endorse the Traffic Management Plan for the Blayney Anzac Day Service as a Class 3 event, subject to the conditions detailed in the Director Infrastructure Services' Report.

(Bruce Reynolds/Angie Drooger)

20210409:07 GUIDE SIGNAGE - STOKE LANE, CARCOAR

Recommendation:

That Council seek Transport for NSW approval for the installation of No Through Road (G5-10) signage on both legs of Stoke Lane at the intersection with Naylor Street, Carcoar.

(Michael Chooi/Angie Drooger)

20210409:08 WARNING SIGNAGE - PANUARA AND CADIA ROADS

Recommendation:

That Council install Side Road Ahead (W2-4) signs on Cadia Road approaching the intersection with Panuara Rd.

(Angie Drooger/Reg Rendall)

Action:

Council to write to Angullong Wines outlining issue, the outcome of Traffic Committee meeting, the possibility of placing VMS at the approaches to the subject intersection at harvest time, and recommend liaison with Cadia Valley Operations.

20210409:09 SIGNAGE REVIEW - CARCOAR & BROWNS CREEK ROADS

Recommendation:

- a. That Council remove:-
 - i. 'Crossroad' intersection warning signage from both Carcoar Road approaches to the intersection with Browns Creek Road.
 - ii. 'Crossroad' intersection warning signage from both Browns Creek Road approaches to the intersection with Carcoar Road.
 - iii. 'Stop Sign Ahead' warning signage from the northern leg of Carcoar Rd.
- b. Council reinstate line marking at the Carcoar & Browns Creek Road intersection.

(Bruce Reynolds/Angie Drooger)

20210409:10 REGULATORY SIGNAGE AND PARKING – BLAYNEY RAILWAY STATION

Recommendation:

That Council approve the formalisation of parking (90°) Rear to Kerb) on the southern side of the Blayney Railway Station carpark, by way of delineation, and the installation of Angle Parking Rear to Kerb (R5-505 (90°)) signs, and investigate the possibility of further parking along the northern side of the carpark, subject to Transport for NSW approval.

(Angie Drooger/Michael Chooi)

20210409:11 EXTENSION – SCHOOL BUS ROUTE

Recommendation:

That Council approve the extension of the Cooks Buses Forest Reefs to Orange school bus route servicing the Forest Reefs area of Blayney Shire, subject to the turn around point being at the western cul de sac end of Hillside Lane

(Michael Chooi/Reg Rendall)

TRAFFIC REGISTER

TRAFFIC REGISTER

Noted.

GENERAL BUSINESS

20210409:12 GENERAL BUSINESS - MISCELLANEOUS ITEMS

Actions

1. That Council write to the Blayney Agricultural and Pastoral Association Inc. requesting a Traffic Management and Control Plan for the 2022 Blayney Show, be submitted six months prior to the event.
2. That Council liaise with TfNSW and the Catholic Diocese Education Office, to investigate the future reopening of Adelaide Street North from the Mid-Western Highway.

20210409:13 WARNING SIGNAGE - BURNS AND HENRY STREET, BLAYNEY

Actions

That a Duck Warning (W5-237N) sign be installed on Burns Street/Newbridge Road on the approaches from Newbridge, in accordance with AS1742.2.

INFORMAL MATTERS

**MONTHLY ROAD SAFETY REPORT - ANDREW CUTTS,
ROAD SAFETY OFFICER - FEBRUARY 2021**

Actions

That the information be noted.

**CHIFLEY LOCAL AREA COMMAND - SERIOUS/FATAL
MVA REPORT - JANUARY 2021 (IR/61263)**

Actions

That the information be noted.

**CHIFLEY LOCAL AREA COMMAND - SERIOUS/FATAL
MVA REPORT - FEBRUARY 2021 (IEM/61955)**

Actions

That the information be noted.

FUTURE MEETING DATES - 2020

- Friday, 12 June 2020
- Friday, 31 July 2020
- Friday, 9 October 2020
- Friday, 11 December 2020

There being no further business, the meeting concluded at 11.56am.

COUNCIL ISSUES

Development of Policy and Guidelines for Advisory Signs.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

18) MINUTES OF THE FLOODPLAIN RISK MANAGEMENT COMMITTEE MEETING - 31 MARCH 2021

Department: Infrastructure Services

Author: Director Infrastructure Services

CSP Link: 1. Public Infrastructure and Services

File No: EM.PL.2

Recommendation:

That the Minutes of the Floodplain Risk Management Committee Meeting held on Wednesday 31 March 2021, be received and noted.

MINUTES OF THE BLAYNEY SHIRE COUNCIL FLOODPLAIN RISK COMMITTEE MEETING HELD 31 MARCH 2021 VIA ZOOM COMMENCING AT 11:00AM

PRESENT

Members: Cr David Somervaille (Blayney Shire Council - Chair), Tom Williams (Community Representative), Jessica Holland (DPIE), Ricky Kwan (Storm Consulting), Dr Deepak Dongol (Storm Consulting), Ivan Rivas Acosta (DPIE), Oyshee Iqbal (DPIE), Rukshan de Silva (Planning).

Present: Grant Baker (Director Infrastructure Services), Mark Dicker (Director Planning and Environmental Services), Daniel Drum (Manager Planning).

APOLOGIES

Craig Ronan (NSW SES), Reg Rendall (NSW SES).

CONFIRMATION OF MINUTES

RESOLVED: That the Minutes of the Floodplain Risk Management Committee Meeting held on Wednesday 7 July 2020, be confirmed as a true and accurate record of that meeting.

(Cr David Somervaille/Tom Williams)

MATTERS ARISING FROM THE MINUTES

Nil.

DECLARATION OF INTEREST

Nil.

CORRESPONDENCE

Steve Rosso letter – Discussion on matters raised in submission on behalf of a potentially impacted land holder on the western side of Blayney - Demondrille Railway.

Advice and response provided by Storm Consulting as part of Report on the Flood Study Peer Review.

REPORTS

20210331:01 Flood Retarding Basins Study Update

Storm Consulting provided update on progress.

- Following additional modelling including increased level of asset data (stormwater - pit and pipe), the revised Australian Rainfall and Runoff (ARR) parameters the flood level extent (potential flood planning area) could be reduced, and there is a reduced number of basins.
 - Flood Study recommended - 9 basins.
 - Basin Study recommends eliminating basins 4, 6,7,8,9.
 - Propose to advance with original Basins 1, 2, 3, modify 5 into 5A and 5B, and include additional Basin 20
- Flood Damage check has been undertaken, however further floor level checks may be required, as data indicates only a limited number were provided in Flood Study.
- In consideration of the additional information available for the Retarding Basins Study, subsequent to the Flood Study the Flood Planning Area Map will need to be updated.

20210331:02 Flood Study Peer Review

- Councils Planning Department had identified to DPIE concerns with the Flood Planning Area Map (Jacobs). DPIE propose to fund a peer review of the 2016 Jacobs Flood Study.
- 2016 Jacobs Flood Study had many assumptions.
- With the update of ARR from 1987 (Flood Study – Jacobs) to 2019, indications are that revised modelling to ARR 2019 may result in a reduction in flood levels of up to 25%.
- The Peer Review would be qualitative (observations) rather than quantitative (numbers).
- The Peer Review could then be used to justify further alterations to the 2016 Jacobs Flood Study by way of variations to the Flood Retarding Study being undertaken by Storm.
- The Committee supported a move to ARR 2019.
- MD indicated concern that current FPA Map identified very small impacts on individual properties that may trigger a requirement for what may be unnecessary work, when a Development Application was submitted.
 - Looking for other techniques that may used to tidy up such issues.
 - It was indicated that further tidying up / trimming of the mapping to remove small pockets of water, might be undertaken subject to confirmation of risk, by the obtaining of additional dwelling Floor Levels.
- Storm advised that should the Peer Review identify a need to move to ARR 2019, a map will be provided with report of results if proposals and changes are implemented.
- The Committee agreed to put on hold Retarding Basin Study until Peer Review finalised and outcomes resolved.

ACTIONS:

Council to provide Floor Level data to Storm and clarify additional Floor Levels required.

Storm to provide Ultimate State sketch to FRMC.

DPIE to provide Purchase Order to Storm to undertake Peer Review.

Subject to outcomes of Peer Review, and further Committee Meeting

- Storm to undertake peer review of 2016 Jacobs Flood Study.
- Storm to provide variation to ARR 2019.
- GB prepare variation to update to ARR 2019.

Storm update modelling to ARR 2019 and progress Basin Study

FUTURE MEETING DATE – 2021

- Discuss peer Review – 19 April.

There being no further business, the meeting concluded at 12.30.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

**19) MINUTES OF THE BLAYNEY SHIRE CEMETERY FORUM MEETING
HELD 24 MARCH 2021**

Department: Planning and Environmental Services

Author: Director Planning and Environmental Services

CSP Link: 5. The Natural Environment

File No: GO.ME.1

Recommendation:

1. That the minutes of the Blayney Shire Cemetery Forum meeting, held on Wednesday 24 March 2021, be received and noted.
2. Council investigate options and consider establishment of a memorial garden for early pregnancy loss within the Blayney Shire.

**MINUTES OF THE BLAYNEY SHIRE CEMETERY FORUM MEETING
HELD ON WEDNESDAY 24 MARCH 2021
BLAYNEY SHIRE COMMUNITY CENTRE**

Meeting commenced at 5.01pm.

PRESENT

Councillor David Kingham (Chair), Councillor John Newstead, Helen Dent, Vicki Pulling, Hayley Lavers and Mark Dicker (Director Planning and Environmental Services (DPES)).

APOLOGIES

Nil

CONFIRMATION OF MINUTES

The minutes of the previous meeting held on 27 February 2020 were confirmed to be a true and accurate record of that meeting.

(Helen Dent / Vicki Pulling)

DECLARATIONS OF INTEREST

Nil

BUSINESS ARISING

A verbal update was provided.

Rabbits

Confirmation was sought that rabbit burrows would be filled with a larger gravel stone when remediation is undertaken.

Restoration of damaged and/or derelict graves

Council is seeking to ascertain its responsibilities for ongoing grave maintenance prior to proceeding with any further restoration of damaged and derelict graves.

Council is waiting for the Blayney Historical Group to advise of an identified list of priorities for restoration.

General

Blayney Cemetery has been top-dressed. Council staff need to use chemicals around headstones, however will seek to do so in a more refined manner.

Draft Cemetery Plan

The Committee was advised the Blayney Shire Draft Cemetery Management Plan was exhibited and Council received several good submissions. Changes are to be made including new name to reflect environmental and native focus of the plan.

The need for a wider cemetery plan to be prepared was discussed, in particular once Council confirms its responsibilities and after IPART complete its report in 2021.

BUSINESS ADVISED**Neville**

How often will the native burns occur? Grass is very long at Neville can there be a dedicated car park and mown paths created?

DPES advised he would take that question on notice.

Memorial Garden for early pregnancy loss

The Committee discussed the recent suggestion to a committee member for establishment of a memorial garden for the loss of a baby prior to 20 weeks.

A photo of a memorial garden in Orange was shown as an example.

RECOMMENDED;

Council investigate options and consider establishment of a memorial garden for early pregnancy loss within the Blayney Shire.

(Hayley Lavers / Vicki Pulling)

FUTURE MEETINGS

Wednesday 28 July 2021.

MEETING CLOSE

The meeting closed at 5.40pm.

Risk/Policy/Legislation Considerations:

Nil.

Budget Implications:

Resourcing of Recommendation 2 (above) is required to investigate costings, which will be provided in a further report to the Committee and Council. Acceptance of this recommendation will enable staff to proceed with this investigation.

20) MINUTES OF THE BLAYNEY SHIRE ACCESS ADVISORY COMMITTEE HELD 24 MARCH 2021

Department: Planning and Environmental Services

Author: Director Planning and Environmental Services

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

File No: GO.ME.1

Recommendations:

1. That the minutes of the Blayney Shire Access Advisory Committee meeting, held on Wednesday 24 March 2021, be received and noted.
2. That Council note the Blayney Shire Access Committee endorsement of the annual report to 31 December 2020 of the Blayney Shire Disability Inclusion Action Plan.
3. That Council note the Blayney Shire Access Committee endorsement on preparation of the 2021 – 2025 Disability Inclusion Action Plan;
4. That Council note Access Committee' endorsement of Jenny McMahon and Shane Oates as representatives on the 2021-2025 Disability Inclusion Action Plan reference group;
5. Council seek 3 community members to be part of the 2021 – 2025 Disability Inclusion Action Plan reference group.
6. That Council consider using any additional grant funding available to repair footpaths, prioritising where hazards have been identified.
7. That Council investigate options for installation of adult change tables at Heritage Park Blayney and Redmond Oval Millthorpe.

**MINUTES OF THE BLAYNEY SHIRE ACCESS ADVISORY COMMITTEE
MEETING HELD ON WEDNESDAY 24 MARCH 2021
AT THE BLAYNEY SHIRE COMMUNITY CENTRE**

Meeting commenced at 6.04pm.

PRESENT

Councillor Scott Denton (Chair), Councillor Bruce Reynolds, Greg Hooper, Iris Dorsett, Jenny McMahon, Shane Oates, Tom Williams, Lyndall Harrison, Penny Granger, Mark Dicker (Director Planning and Environmental Services (DPES) and Anton Franze (Director Corporate Services (DCS).

CONFIRMATION OF PREVIOUS MINUTES

The minutes of the previous meeting held on 29 July 2020 were confirmed to be a true and accurate record of that meeting.

(Iris Dorsett / Shane Oates)

DISCLOSURES OF INTEREST

Councillor Bruce Reynolds, Penny Granger and Mark Dicker advised their respective children attend Millthorpe Public School.

BUSINESS ARISING FROM PREVIOUS MEETING

A verbal update was provided.

CentrePoint – Concrete footpath, lighting and doors

Access doors upgrades have been split into 2 projects with the primary access doors to be upgraded as part of Stage 2 works which will be undertaken between July and December 2021.

2018 audit of accessible car parking across the Blayney Shire

The committee were advised this matter is with Council's Infrastructure Services who currently have a significant workload at the moment designing and costing works. It is unknown when this matter will be completed. It was noted though that some parking on the list has been upgraded to compliance (CentrePoint and Library).

Transport Services for Social Support

DPES advised a positive response (previously circulated to the committee) had been received from Hon Paul Toole.

Blayney Library

It was confirmed, the door widths and hallway had been widened in the final design plans as suggested by the committee.

Footpaths - Active Movement Strategy Program

The committee were advised suggestions 1-3 would be initially considered in the Blayney Main Street MasterPlan Project currently being undertaken by Place Design.

The committee were advised items 14A and 14B (Stillingfleet Street) in the plan have been prioritised and brought forward from 2022/23 and 2023/24 respectfully to both be completed in 2021/22.

BUSINESS ADVISED**Millthorpe Public School**

Penny Granger briefed the committee on the proposed works to take place at Millthorpe Public School.

6.45pm, Penny Granger left the meeting.

Disability Inclusion Action Plan (DIAP) 2017 - 2021

The committee discussed the DIAP status report to 31 December 2020.

RECOMMENDED;

That Council notes the Blayney Shire Access Committee endorsement of the annual report to 31 December 2020 of the Blayney Shire Disability Inclusion Action Plan.

(Shane Oates / Greg Hooper)

That Council remove the posts and attached accessible car park signage for the 2 original accessible car spaces at CentrePoint in Osman Street.

(Scott Denton / Shane Oates)

Disability Inclusion Action Plan (DIAP) 2021 - 2025

The committee was updated on the report regarding updating of the DIAP.

RECOMMENDED;

1. That Council notes the Blayney Shire Access Committee endorsement on preparation of the 2021 – 2025 Disability Inclusion Action Plan;
2. Council note Access Committee have endorsed Jenny McMahon and Shane Oates as representatives on the 2021-2025 Disability Inclusion Action Plan reference group;
3. 3 community members are sought to be part of a reference group of a 2021 – 2025 Disability Inclusion Action Plan reference group.

(Bruce Reynolds / Iris Dorsett)

7.20pm, Anton Franze left the meeting.

Footpaths

It was explained to the committee why yellow paint is used to highlight hazards in Councils footpaths.

RECOMMENDED;

That Council consider using any additional grant funding available to repair footpaths, prioritising where hazards have been identified.

(Bruce Reynolds / Shane Oates)

Picnic Table at Carcoar Sport & Rec Ground

This item is to be held over to the next meeting.

Millthorpe

Lyndall Harrison advised the committee of issues identified during a recent walk around Millthorpe;

- Millthorpe Station Toilets – significant lip into doorway
Action: DPES to investigate Council installing a moveable rubber wedge
- Millthorpe Chocolate Shop – significant lip into doorway
Action: Lyndall to speak to shop owner about installing a moveable rubber wedge
- Accessible Car Spaces in Pym Street, cobblestones, significant drop off of gutter near bottom pub and poor directional signage.
The committee were advised this will be considered in the Millthorpe Main MasterPlan Project currently being undertaken by Place Design.
- Use of bark chip in playgrounds was raised as not being accessible friendly.

- The size of change tables in accessible bathrooms was raised as an issue. The example was used of a toddler with a disability in that they are too big for a baby change table and often get changed on the ground.
- The committee were advised, options for larger change tables would need to be investigated and circulation compliance would need to be considered if larger change tables are sought.

RECOMMENDED;

That Council investigate options for installation of adult change tables at Heritage Park Blayney and Redmond Oval Millthorpe.

(Bruce Reynolds / Jenny McMahon)

FUTURE AGENDA ITEMS

- Picnic Table at Carcoar Sport & Rec Ground

FUTURE MEETING DATES

6pm Wednesday 28 July 2021

MEETING CLOSE

The meeting closed at 8:10pm.

Risk/Policy/Legislation Considerations:

Note the Recommendation from the committee *“that Council remove the posts and attached accessible car park signage for the 2 original accessible car spaces at CentrePoint in Osman Street”* has not been recommended to Council because there are no sign posts currently in place to remove.

Budget Implications:

Recommendation 6; regarding consideration of additional grant funding for footpath repairs, as reported to Council; approval for additional Footpath Renewal projects totalling \$32,338 has been granted under the Local Roads and Community Infrastructure Program Phase 2.

Resourcing of Recommendation 7, being the installation of adult change tables at Heritage Park Blayney and Redmond Oval Millthorpe is required with costings to be provided in a further report to the Committee and Council. Acceptance of this recommendation will enable staff to proceed with this investigation.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

**21) REPORT OF THE CENTRAL NSW JOINT ORGANISATION MEETING
HELD 11 MARCH 2021**

Department: Executive Services

Author: Mayor

CSP Link: 2. Local Governance and Finance

File No: GR.LR.3

Recommendation:

That the Mayoral Report from the Central NSW Joint Organisation Meeting held 11 March 2021 be received and noted.

Reason for Report:

To provide Council with the Mayor's delegate report on the Central NSW Joint Organisation meeting.

Report:

I attended the Central NSW Joint Organisation Board meeting on Thursday 11 March 2021 in Blayney.

The focus for the day was Telecommunications, there were a number of providers in attendance who participated in a live panel and Q&A session. This included Telstra, Optus, NBN Co, PeakConnect, Wi-Sky and the Regional Tech Hub. Opportunities identified during the day will be followed up with a report to the Board.

Presentations to the Board included:

1. **WaterNSW** Alex Fischer and Alice Jarrett , provided an update on the Wyangala Dam Project
2. **NBNCO Mr Steve Bowman** gave an update on major recent announcements and opportunities for the region, with LGA specific briefs.

The Board congratulated Cr Ruth Fagan on her role as the new Chair for RDACW. The MOU with Regional Development Australia Central West was signed. It had been delayed from its original adopted date due to COVID restrictions.

Priority One - Inter-council cooperation

The Financial - Budget and Statement of Revenue Policy 2021-2022 was adopted for public exhibition. It is available on the CNSWJO website at <https://www.centraljo.nsw.gov.au/publications/>

Best Practice in Aggregated Procurement

This project is being funded by the Capacity Building funds from the Office of Local Government and is a collaboration of four Joint Organisations. General Managers and other key staff will be invited to a workshop in mid-April to discuss the findings from Stages 2 to 6, as well as develop a 5-year regional

procurement plan. Calendar invitations will be sent shortly. It is anticipated that the project will be complete by June 2021.

DPIE Energy Project

Information was provided on two upcoming Expression of Interest processes and one Request for Quotation process where the resulting contracts will be between members and the successful provider.

Southern Lights

The Southern Lights project continues to move forward, albeit slowly.

Priority Two: Regional Prosperity**Visitor Economy Strategy**

Members have provided feedback on the Visitor Economy Strategy (the Strategy).

The next steps will be to receive advice from members on priority tourism infrastructure investment and implement short term programming within existing resource as suggested in the Plan.

Regional Activators Alliance

Advice was provided to the Regional Australia Institute (RAI) initiative by members in the form of case studies.

Priority Three: Regional Transport and Infrastructure**Progressing a Western Link Event.**

Follow-up has been undertaken subsequent to the resolve of the Board in December. At the time of writing an event is being organized in Penrith hosted by Penrith bringing together key stakeholders and being facilitated by The Western Sydney Dialogue – a Western Sydney thinktank.

Inland Rail Productivity Enhancement Program

The Board were successful in a joint EOI application for the Inland Rail Interface Improvement Program (II Program) – Productivity Enhancement Program (PEP) with RDACW and have accepted the offer. An update will be received to the June Board meeting.

Priority Four: Regional Water Security**Water update**

The Board was briefed on the huge amount of complex, strategic work underway at the State and Federal level that has implications for the management of water by Local Government in regional NSW and of efforts by the CNSWJO to partner in what needs to be a whole-of-government approach. It is informed by and informs the Advocacy Plan.

Please see the full report on the website at

<https://www.centraljo.nsw.gov.au/business-papers-agendas/> page 62.

Risk/Policy/Legislation Considerations:

Nil

Budget Implications:

Nil

Enclosures (following report)

- | | | |
|---|--|---------|
| 1 | Central NSW Joint Organisation Meeting Minutes -
11/03/2021 | 4 Pages |
|---|--|---------|

Attachments (separate document)

Nil

Minutes of the CNSWJO Board Meeting 11 March 2021 in Blayney

Cr S Ferguson	Blayney Shire Council	Cr J Medcalf	Lachlan Shire Council
Cr K Beatty	Cabonne Council	Cr K Sajowitz	Oberon Council
Cr B West	Cowra Shire Council	Cr M Liebich	Weddin Shire Council

Ms R Ryan	Blayney Shire Council	Cr M Kellam	Oberon Council
Mr B Byrnes	Cabonne Council	Cr D Somerville	CTW
Mr P Devery	Cowra Shire Council	Mr G Rhodes	CTW
Mr S Loane	Forbes Shire Council	Ms R Fagan	RDACW
Mr G Tory	Lachlan Shire Council	Mr S Harma	RDACW
Mr G Wallace	Oberon Council	Mr P Evans	OLG
Mr D Waddell	Orange City Council	Ms J Bennett	CNSWJO
Mr K Boyd	Parkes Shire Council	Ms M Macpherson	CNSWJO
Mr G Carroll	Weddin Shire Council	Ms C Griffin	CNSWJO

1. **Acknowledgement to Country and Welcome from the Chair, Cr John Medcalf OAM.**
2. **Welcome to Blayney by Cr Scott Ferguson Mayor of Blayney Shire Council**
3. **Speakers**

10.00am Alex Fischer and Alice Jarrett WaterNSW provided an update on the Wyangala Dam Project

4. **Apologies applications for a leave of absence by Joint Voting representatives**

Cr R Kidd, Cr P Miller, Cr K Keith, Cr B Bourke, Cr J Webb, Cr B Newton, Mr A Albury, Mr D Sherley

Resolved	Cr B West/Cr M Liebich
-----------------	-------------------------------

That the apologies for the Central NSW Joint Organisation Board meeting 11 March 2021 listed above be accepted.

5. **Minutes**

- 5a. **Confirmation of the Minutes of the Central NSW Joint Organisation meeting 4 December 2020 held in Bathurst.**

Resolved	Cr K Sajowitz/Cr M Liebich
-----------------	-----------------------------------

That the Central NSW Joint Organisation Board confirm the Minutes of the meeting 4 December 2020 held in Bathurst.
--

Cr R Fagan, Chair RDA Central West, arrived 10:30

6. **Business Arising from the Minutes – Matters in Progress**

Resolved	Cr B West/Cr K Sajowitz
-----------------	--------------------------------

That the Central NSW Joint Organisation Board note the Matters in Progress, making deletions as suggested.
--

7. Disclosures of interests – Nil

8. Reports on Statement of Regional Strategic Priority

Priority One: Inter-Council Co-operation

a. Financial Report

Resolved	Cr S Ferguson/Cr K Beatty
That the Board note the Financial Report.	

b. Budget and Statement of Revenue Policy 2021-2022

Resolved	Cr K Beatty/Cr B West
That the Board note the Compliance report and;	
1. note the Draft Budget and Statement of Revenue Policy and Budget options;	
2. adopt Option 3 for the budget and fee structure for the 2021/2022 financial year with amendment of reducing the fees to Central Tablelands Water by \$5K and increasing the deficit to \$35K;	
3. publish the Draft Budget and Statement of Revenue Policy for 2021-2022 on the website for 28 days; and	
4. seek to adopt the approved version at the next Board meeting.	

c. Advocacy Plans

Resolved	Cr B West/Cr K Sajowitz
That the Board note the Policy and Procedure report; and	
1. adopt the advocacy plans for water and regional prosperity; and	
2. note that a further report on the transport advocacy plan will be provided.	

d. Best Practice in Aggregated Procurement

Resolved	Cr S Ferguson/Cr K Sajowitz
That the Board note the report on Best Practice in Aggregated Procurement.	

e. Energy Program

Resolved	Cr K Beatty/Cr B West
That the Board note the report on the Energy Program and undertake an audit of lighting as provided by Essential Energy LED upgrade program.	

Priority Two: Regional Prosperity

f. Visitor Economy Strategy

Resolved	Cr B West/Cr S Ferguson
That the Board note the Report on the Regional Activators Alliance; and	
1. use the advice in the Tourism Strategy to inform the next round of strategic work;	
2. make changes to the document in line with feedback from members;	
3. receive advice from members on priority tourism infrastructure investment; and	
4. implement short term programming within existing resource as suggested in the Plan with a report to be provided to the May Board meeting.	

g. Regional Activator Alliance

Resolved	Cr M Liebich/Cr K Beatty
That the Board note the Regional Activator Alliance and	
<ol style="list-style-type: none"> 1. continue to leverage the case study material provided by Councils; and 2. note Weddin Shire was one of the first two to be promoted as part of the soft launch. 	

h. A 20-Year Economic Vision for Regional NSW – Refresh

Resolved	Cr K Sajowitz/Cr B West
That the Board note the Report on a 20-Year Economic Vision for Regional NSW, Refresh; and	
<ol style="list-style-type: none"> 1. work with RDACW and the Regional Prosperity Committee on ensuring opportunities in the Regional 20-Year Economic Vision are realised in Central NSW; 2. Seek feedback from members on the REDs to inform this discussion; and 3. Seek local case studies on skills shortages planning impediment to inform a position paper on skills required to inform a codeveloped report with RDACW; 4. seek advice from Inland Rail, Wyangala Dam, the Newell Highway taskforce and TfNSW and Regional Growth NSW Development Corporation on the outcomes from their work on traineeships. 	

Priority Three: Regional Transport and Infrastructure

i. Progressing a Western Link Event

Resolved	Cr B West/Cr K Sajowitz
That the Board note the report on progressing the resolve of the Board regarding connecting the two Wests.	

j. Inland Rail Productivity Enhancement Program

Resolved	Cr M Liebich/Cr K Beatty
That the Board note the successful EOI application for the Inland Rail Interface Improvement Program (II Program) – Productivity Enhancement Program (PEP) joint with RDACW and accept the offer.	

Priority Four: Regional Water Security

k. Water update

Resolved	Cr B West/Cr M Liebich
That the Board note the Water Update report and	
<ol style="list-style-type: none"> 1. approve for CNSWJO to become a member of the Central West Orana Regional Recovery and Resilience Sub-committee; 2. approve for the CNSWJO to be a proxy on the Town Water Risk Reduction Program Stakeholder Advisory Panel; and 3. endorse submissions be made through the Executive and in line with Board policy in response to requests for feedback on the State Water Strategy and Productivity Commission's Report on National Water Reform. 	

9. Report to the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2020/2021

Resolved	Cr K Sajowitz/Cr S Ferguson
That the Board note the Report to the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority and	

1. endorse the following submissions:
 - a. Inquiry into health outcomes and access to health and hospital services in rural, regional and remote New South Wales in line with advocacy policy be endorsed;
 - b. The Inland Rail project and regional NSW,
 - c. Release of Exposure Draft Bill on local government rating reform,
 - d. Rapid Assessment Framework (Planning); and
 - e. An NSW Agricultural Land Use Strategy (Planning)
2. note the possibility of an Extraordinary Board meeting being called in April to accept a tender in between the regular meeting cycle.

12.00pm – Presentation by nbnco – Steven Bowman

10. General Business - Nil

11. Late reports – Nil

12. Matters raised by Members

- Orange - is seeking support for airports in Central NSW to have the same support as Merimbula for tourism ticketing
- Weddin – suggesting members work with LGNSW on agreed position on ESL

13. Speakers to the next meeting

NSW Water Infrastructure

14. Next meeting date for 2021

GMAC – 29 April – Bathurst

Board – 3 June – Orange (CSU)

Meeting close 12.40pm

12.30pm – sessions with various Telecommunications providers.

Page 4 is the last page of the Central NSW Joint Organisation meeting 11 March 2021

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.

22) 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.

23) SALE OF LAND FOR UNPAID RATES - LAND TITLE ANOMALY 6370 MID WESTERN HIGHWAY, LYNDHURST

This matter is considered to be confidential under Section 10A(2) (e) of the Local Government Act, as it deals with information that would, if disclosed, prejudice the maintenance of law.