



21 June 2022

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, 27 June 2022 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) Confirmation of Minutes
  - (a) Ordinary Council Meeting held on 16.05.22
  - (b) Extraordinary Council Meeting held on 07.06.22
- (9) Matters arising from Minutes
- (10) Reports of Staff
  - (a) Executive Services
  - (b) Corporate Services
  - (c) Infrastructure Services
  - (d) Planning and Environmental Services
- (11) Delegates Reports
- (12) Closed Meeting

Yours faithfully

Ross Earl  
**Interim General Manager**

## **Meeting Calendar 2022**

### **June**

| <b><u>Time</u></b> | <b><u>Date</u></b> | <b><u>Meeting</u></b> | <b><u>Location</u></b> |
|--------------------|--------------------|-----------------------|------------------------|
| 6.00pm             | 27 June 2022       | Council Meeting       | Community Centre       |

### **July**

| <b><u>Time</u></b> | <b><u>Date</u></b> | <b><u>Meeting</u></b>                 | <b><u>Location</u></b> |
|--------------------|--------------------|---------------------------------------|------------------------|
| 6.00pm             | 18 July 2022       | Council Meeting                       | Community Centre       |
| 12.00pm            | 21 July 2022       | Central NSW Business HQ Board Meeting | Orange                 |
| 8.30am             | 27 July 2022       | Orange360 Board Meeting               | Orange                 |

### **August**

| <b><u>Time</u></b> | <b><u>Date</u></b> | <b><u>Meeting</u></b>                        | <b><u>Location</u></b> |
|--------------------|--------------------|--|------------------------|
| 9.00am             | 5 August 2022      | Country Mayors Meeting                       | Sydney                 |
| 10.00am            | 5 August 2022      | Traffic Committee Meeting                    | Community Centre       |
| 12.00pm            | 18 August 2022     | Central NSW Business HQ Board Meeting        | Orange                 |
| 8.30am             | 24 August 2022     | Orange360 Board Meeting                      | Orange                 |
| 10.30am            | 24 August 2022     | Central Tablelands Water Meeting             | Blayney                |
| 9.00am             | 25 August 2022     | Central NSW Joint Organisation Board Meeting | Sydney                 |

**INDEX OF REPORTS OF THE BLAYNEY SHIRE COUNCIL MEETING**  
**HELD ON MONDAY 27 JUNE 2022**

|  |            |
|--|------------|
| <b>CONFIRMATION OF MINUTES</b> .....   | <b>5</b>   |
| 01) Minutes of the Previous Council Meeting held 16 May 2022 .....                                   | 5          |
| 02) Minutes of the Previous Extraordinary Council Meeting held 7 June 2022.....                      | 14         |
| <b>EXECUTIVE SERVICES</b> .....  | <b>17</b>  |
| 03) Orange Region Destination Management Plan .....  | 17         |
| 04) Tourism Development Fund Application.....  | 19         |
| <b>CORPORATE SERVICES</b> .....  | <b>26</b>  |
| 05) Report of Council Investments as at 31 May 2022 .....  | 26         |
| 06) Adoption Of 2022/23 - 2025/26 Delivery Program and 2022/23<br>Operational Plan.....              | 31         |
| 07) Adoption of Resourcing Strategy.....   | 43         |
| 08) 2022/23 Councillor and Mayoral Remuneration .....  | 48         |
| 09) Payment of Expenses and the Provision of Facilities to the Mayor and<br>Councillors Policy ..... | 50         |
| 10) Payment of Councillor Superannuation .....   | 52         |
| 11) Code of Meeting Practice .....   | 56         |
| 12) Adoption of Code of Conduct and Procedures .....   | 58         |
| 13) Child Protection Policy.....   | 60         |
| 14) Minutes of the Audit, Risk and Improvement Committee Meeting Held 18<br>May 2022.....            | 71         |
| 15) Adoption of Community Financial Assistance Policy .....  | 76         |
| <b>INFRASTRUCTURE SERVICES</b> .....   | <b>87</b>  |
| 16) Director Infrastructure Services Monthly Report.....   | 87         |
| 17) Recycled Water Policy.....   | 91         |
| 18) Road Closure - Lower Farm Street, between Charles and Stillingfleet<br>Streets Blayney .....     | 97         |
| 19) Funding Deed - Recreational Fishing and Camping Facilities Program .....                         | 100        |
| 20) Minutes of the Traffic Committee Meeting held 10 June 2022.....                                  | 102        |
| <b>DELEGATES REPORTS</b> .....   | <b>108</b> |
| 21) Report of the Central NSW Joint Organisation Board Meeting held 26<br>May 2022.....              | 108        |
| <b>CONFIDENTIAL MEETING REPORTS</b> .....  | <b>120</b> |
| 22) Proposed Land Transfers - Glenorie Road.....   | 120        |
| 23) Supply, Delivery And Placement Of Sprayed Bituminous Surfacing.....                              | 120        |
| 24) Contract For The Construction Of Errowanbang And Gap Road<br>Intersection.....                   | 120        |

## **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.

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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 16 MAY 2022****Department:** Executive Services**Author:** Interim General Manager**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance**File No:** GO.ME.3**Recommendation:**

That the Minutes of the Ordinary Council Meeting held on 16 May 2022, being minute numbers 2205/001 to 2205/022 be confirmed.

**MINUTES OF THE BLAYNEY SHIRE COUNCIL ORDINARY MEETING HELD IN THE CHAMBERS, BLAYNEY SHIRE COUNCIL COMMUNITY CENTRE, ON 16 MAY 2022, COMMENCING AT 6.00PM**

Present: Crs S Ferguson (Mayor), A Ewin, C Gosewisch, J Newstead, M Pryse Jones (via Audio Visual Link), B Reynolds and D Somerville (Deputy Mayor)

Interim General Manager (Mr R Earl), 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****REQUEST FOR REMOTE ATTENDANCE****2205/001****RESOLVED:**

That Council approves the attendance of Councillor Pryse Jones to the May 2022 Council Meeting by audio visual link.

(Gosewisch/Somerville)

**CARRIED****RECORDING OF MEETING STATEMENT****DISCLOSURES OF INTEREST**

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

| Councillor /Staff | Interest  | Item | Pg | Report                         | Reason               |
|-------------------|-----------|------|----|--------------------------------|----------------------|
| Cr Ferguson       | Pecuniary | 7    | 37 | Request for Interest Free Loan | Related to applicant |

**PUBLIC FORUM**

Richard Southwell – Item 12 – Development Application 5/2022  
– Erection of a Dwelling House with Attached Garage – 13  
William Street, Millthorpe

**CONFIRMATION OF MINUTES****MINUTES OF THE PREVIOUS COUNCIL MEETING HELD 19  
APRIL 2022**

2205/002

**RESOLVED:**

That the Minutes of the Ordinary Council Meeting held on 19  
April 2022, being minute numbers 2204/001 to 2204/023 be  
confirmed.

(Newstead/Reynolds)

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

Nil

**EXECUTIVE SERVICES REPORTS****MEMORANDUM OF UNDERSTANDING: BLAYNEY SHIRE  
ARTS AND CRAFT COUNCIL INCORPORATED**

2205/003

**RESOLVED:**

That Council authorise the Interim General Manager to sign the  
Memorandum of Understanding with Blayney Shire Arts and  
Craft Council Incorporated.

(Reynolds/Ewin)

**CARRIED****CORPORATE SERVICES REPORTS****REPORT OF COUNCIL INVESTMENTS AS AT 30 APRIL 2022**

2205/004

**RESOLVED:**

1. That the report indicating Council's investment position as at  
30 April 2022 be received.
2. That the certification of the Responsible Accounting Officer by  
received and the report be adopted.

(Newstead/Somerville)

**CARRIED****QUARTERLY BUDGET REVIEW STATEMENT - MARCH 2022**

2205/005

**RESOLVED:**

1. That the Quarterly Budget Review Statement for the quarter  
ending 31 March 2022 be received.
2. That the supplementary votes of \$21k (nett) proposed in the  
Quarterly Budget Review Statement be adopted, resulting in  
a decrease to capital expenditure of (\$348), an increase to  
operating expenditure of \$71k and a decrease in income of  
(\$256k) which includes a decrease of (\$113k) in capital  
income.

(Somerville/Gosewisch)  
**CARRIED**

**2205/006**      **ENDORSEMENT OF RESOURCING STRATEGY**  
**RESOLVED:**

That Council;

1. Endorse the Resourcing Strategy which includes the following documents; Long Term Financial Plan 2023 - 2032, Workforce Management Plan 2022/2026; and
2. That these documents be placed on Public Exhibition for a period of 28 days.

(Newstead/Ewin)  
**CARRIED**

**2205/007**      **2022/23 - 2025/26 DELIVERY PROGRAM AND 2022/23**  
**OPERATIONAL PLAN**  
**RESOLVED:**

1. That Council endorse the draft 2022/23 - 2025/26 Delivery Program and 2022/23 Operational Plan; and
2. That the draft 2022/23 - 2025/26 Delivery Program and 2022/23 Operational Plan be placed on public exhibition for a period of 28 days.

(Reynolds/Ewin)  
**CARRIED**

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

**REQUEST FOR INTEREST FREE LOAN**  
**MOTION:**

That Council;

1. Approve the provision of an interest free loan of \$40,000 to Dr. Bonnie McRae pursuant to policy 6C Package for Doctors Incentives for Retention / Attraction.
2. Review policy 6C Package for Doctors Incentives for Retention / Attraction as a priority.

(Newstead/Ewin)

An **AMENDMENT** was moved by Cr Reynolds and seconded by Cr Pryse Jones:  
That Councillors vote on the above items separately.

The amendment became the substantive motion and was put.

**2205/008**      **RESOLVED:**  
That Councillors vote on the above items separately.

**CARRIED**

**MOTION:**

That Council approve the provision of an interest free loan of

\$40,000 to Dr. Bonnie McRae pursuant to policy 6C Package for Doctors Incentives for Retention / Attraction.

(Newstead/Ewin)

A further **AMENDMENT** was moved by Cr Pryse Jones:  
That Council approve the provision of an interest free loan of \$20,000 to Dr. Bonnie McRae pursuant to policy 6C Package for Doctors Incentives for Retention / Attraction.

The amendment lapsed due to want of a seconder.

**2205/009 RESOLVED:**

That Council approve the provision of an interest free loan of \$40,000 to Dr. Bonnie McRae pursuant to policy 6C Package for Doctors Incentives for Retention / Attraction.

(Newstead/Ewin)

**CARRIED**

**2205/010 RESOLVED:**

That Council review policy 6C Package for Doctors Incentives for Retention / Attraction as a priority.

(Reynolds/Newstead)

**CARRIED**

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

**COUNCIL WORKING GROUP - FINANCIAL ASSISTANCE PROGRAM**

**2205/011 RESOLVED:**

That Council;

1. Advise Kerrie Adams that there are no vacancies on the Financial Assistance Program committee at present, but that her application will stand (if she agrees) if a vacancy becomes available or if the size of the committee is increased and further community nominations are sought.
2. Fix an amount of \$45,000, for a 3 year period, to be allocated to the Community Financial Assistance Program, with the balance (as indexed) to be held as a restricted asset (as indexed) Developer Contributions for allocation to community infrastructure;
3. Endorse the Community Financial Assistance Policy, as amended, be placed on public exhibition for a period of at least 28 days.
4. Notify these arrangements to Iberdrola for its comments.

(Somerville/Newstead)

**CARRIED**



**INFRASTRUCTURE SERVICES REPORTS****DIRECTOR INFRASTRUCTURE SERVICES MONTHLY REPORT**

2205/012

**RESOLVED:**

That the Director Infrastructure Services Monthly Report for May 2022 be received and noted.

(Gosewisch/Newstead)

**CARRIED****ASSET MANAGEMENT POLICY AND STRATEGIC ASSET MANAGEMENT PLAN**

2205/013

**RESOLVED:**

That Council endorse the Blayney Shire Asset Management Policy and the Blayney Shire Strategic Asset Management Plan and place them on Public Exhibition for a period of not less than 28 days.

(Somerville/Ewin)

**CARRIED****FLOODPLAIN MANAGEMENT**

2205/014

**RESOLVED:**

1. That Council endorse the Addendum to the Blayney Flood Study (Storm, 2022), and Addendum to the Blayney Floodplain Risk Management Study (Storm, 2022) and place them on Public Exhibition for a period of not less than 28 days.
2. Should no submissions be received during the Public Exhibition period, the Addendums be adopted by Council at the earliest possible meeting.
3. That Council endorse the Blayney Retarding Basins Study – Concept Design Report (Storm, 2022), and place it on Public Exhibition for a period of not less than 42 days.

(Reynolds/Somerville)

**CARRIED****PLANNING AND ENVIRONMENTAL SERVICES REPORTS****DEVELOPMENT APPLICATION 5/2022 - ERECTION OF A DWELLING HOUSE WITH ATTACHED GARAGE - 13 WILLIAM STREET, MILLTHORPE**

2205/015

**RESOLVED:**

That Council consents to Development Application DA5/2022 for the erection of a dwelling house with attached garage at Lot 23 Section G DP3361, 13 William Street, Millthorpe subject to the recommended conditions of consent.

(Newstead/Reynolds)

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

| FOR                    | AGAINST          |
|------------------------|------------------|
| Councillor Ewin        |                  |
| Councillor Ferguson    |                  |
| Councillor Somervaille |                  |
| Councillor Reynolds    |                  |
| Councillor Newstead    |                  |
| Councillor Pryse Jones |                  |
| Councillor Gosewisch   |                  |
| <b>Total (7)</b>       | <b>Total (0)</b> |

**CARRIED**

**DEVELOPMENT APPLICATION 33/2022 - ERECTION OF TWO OUTBUILDINGS (SHEDS) - 57 PITTMAN DRIVE, BROWNS CREEK**

2205/016

**RESOLVED:**

That Council consents to Development Application DA33/2022 for the erection of two outbuildings (sheds) at Lot 211 in Deposited Plan 1251130, 57 Pittman Drive, Browns Creek, subject to the recommended conditions of consent.

(Newstead/Gosewisch)

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

| FOR                    | AGAINST          |
|------------------------|------------------|
| Councillor Ewin        |                  |
| Councillor Ferguson    |                  |
| Councillor Somervaille |                  |
| Councillor Reynolds    |                  |
| Councillor Newstead    |                  |
| Councillor Pryse Jones |                  |
| Councillor Gosewisch   |                  |
| <b>Total (7)</b>       | <b>Total (0)</b> |

**CARRIED**

**LATE REPORTS**

**ELECTRICITY PROCUREMENT**

2205/017

**RESOLVED:**

That Council:-

1. Note the extreme and unprecedented volatility of the electricity market currently being experienced,
2. Provide in principle support to contribute a minimum of 50% of Council's electricity load to a renewable energy Power Purchase Agreement.
3. Reaffirm to Central NSW Joint Organisation of Councils, its resolution of 21 March 2022, in regard the current

- investigations into the Blayney Solar Farm.
4. Receive a report on completion of the procurement process.  
(Reynolds/Newstead)  
**CARRIED**

### **CLOSED MEETING**

**2205/018 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:

**PROPOSED LAND TRANSFERS - CLARKE STREET**

*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**

*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 PURCHASE OPPORTUNITY**

*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.*

(Newstead/Ewin)  
**CARRIED**

### **CONFIDENTIAL MEETING REPORTS**

**2205/019 PROPOSED LAND TRANSFERS - CLARKE STREET**

**RESOLVED:**

That Council;

1. Endorse the closure of the following parts of Clarke Street, Blayney, in accordance with s.38 Roads Act 1993, subject to the applicant funding all associated survey and legal costs:
  - ~189m<sup>2</sup> adjacent to 4 Clarke Street
  - ~205m<sup>2</sup> adjacent to 23 Mitchell Street
2. That a further report be presented to Council to consider any submissions lodged during the notification period and decide on approval for the proposal.
3. Approve commencement of negotiations with 8 Mitchell Street

with the intention of Council acquiring ~50m<sup>2</sup> of land for the purposes of the Roads Act 1993.

(Gosewisch/Ewin)  
**CARRIED**

Cr Pryse Jones left the meeting at 7.15pm.

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

**2205/020**

**RESOLVED:**

That Council approve:

1. The compulsory acquisition of Lot 1 in DP1283488 registered 29 March 2022; and
2. The making of an Application to the Minister for Local Government and Governor for approval of such compulsory acquisition; and
3. Upon acquisition the land be classified as “operational land” under Section 31 of the Local Government Act (1993); and
4. The placement of Council’s seal on all documentation associated with the compulsory acquisition for the realignment of Newbridge Road including on any Deed of Agreement for Compulsory Acquisition pursuant to Section 30 of the Land Acquisition (Just Terms Compensation) Act (1991).

(Gosewisch/Reynolds)  
**CARRIED**

Cr Gosewisch declared a non-pecuniary less than significant interest and remained in the meeting.

**LAND PURCHASE OPPORTUNITY**

**2205/021**

**RESOLVED:**

That Council decline this offer at this time.

(Ferguson/Somerville)  
**CARRIED**

**2205/022**

**RESOLVED:**

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

(Reynolds/Ewin)  
**CARRIED**

**AT THE RE-OPENING OF THE MEETING TO THE PUBLIC, THE MAYOR  
ANNOUNCED THE OUTCOMES OF RESOLUTION NUMBERS 2205/019  
TO 2205/021.**

There being no further business, the meeting concluded at 7.24pm.

The Minute Numbers 2205/001 to 2205/022 were confirmed on 27 June 2022 and are a full and accurate record of proceedings of the Ordinary Meeting held on 16 May 2022.

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Cr S Ferguson  
**MAYOR**

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Mr R Earl  
**INTERIM GENERAL MANAGER**

**02) MINUTES OF THE PREVIOUS EXTRAORDINARY COUNCIL MEETING HELD 7 JUNE 2022**

**Department:** Executive Services

**Author:** Interim General Manager

**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance

**File No:** GO.ME.3

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**Recommendation:**

That the Minutes of the Extraordinary Council Meeting held on 7 June 2022, being minute numbers 2206/E001 to 2206/E005 be confirmed.

**MINUTES OF THE BLAYNEY SHIRE COUNCIL EXTRAORDINARY MEETING HELD IN THE CHAMBERS, BLAYNEY SHIRE COUNCIL COMMUNITY CENTRE, ON 7 JUNE 2022, COMMENCING AT 6.00PM**

Present: Crs S Ferguson (Mayor), C Gosewisch, J Newstead, M Pryse Jones, B Reynolds and D Somerville (Deputy Mayor)

Acting Interim General Manager (Mr M Dicker), Director Infrastructure Services (Mr G Baker), Manager Tourism and Communication (Miss M Rodd) and Executive Assistant to the General Manager (Mrs L Ferson)

**ACKNOWLEDGEMENT OF COUNTRY****RECORDING OF MEETING STATEMENT****APOLOGIES****2206/E001****RESOLVED:**

That the apology, tendered on behalf of Cr Ewin, be accepted.  
(Gosewisch/Somerville)

**CARRIED****DISCLOSURES OF INTEREST**

Nil

**EXECUTIVE SERVICES REPORTS****BLAYNEY SHIRE COMMUNITY STRATEGIC PLAN 2022-2032****2206/E002****RESOLVED:**

That Council;

1. Note the public submission received;
2. Endorse the Blayney Shire Community Strategic Plan 2022-2032 and authorise the General Manager to make minor

- content and formatting changes; and
3. Place a copy of the plan on Council's website and provide a copy to the Chief Executive Officer of the Office of Local Government within 28 days.

(Newstead/Somervaille)

**CARRIED**

**RECONNECTING REGIONAL NSW - COMMUNITY EVENTS PROGRAM**

**2206/E003**

**RESOLVED:**

1. That Council endorse an application to the Reconnecting Regional NSW Community Events Program for the following events totalling \$239,651.

|   |                  |
|---|------------------|
| Blayney in the 80s  | \$32,928         |
| Millthorpe Village Committee Events<br>(Millfest, Skateboarding Workshop and<br>Gardening Workshop) | \$20,775         |
| Orange Regional Conservatorium Event<br>Series in Blayney   | \$10,422         |
| Neville Family Fun Fair and Markets   | \$10,206         |
| Newbridge Art Event   | \$17,256         |
| Lyndhurst Village Fair  | \$8,531          |
| Platform Arts Hub Exhibitions and Workshops   | \$30,109         |
| Swim in Movie @ CentrePoint   | \$10,000         |
| Blayney Harness Racing Family Fun Day   | \$3,000          |
| Country Music Month Muster at the Royal<br>Hotel Mandurama  | \$10,000         |
| The Working Dog Challenge Trial & Sale at<br>CTLX   | \$7,035          |
| Marketing for all events  | \$10,000         |
| Staff Member - Event Coordinator  | \$69,389         |
| <b>TOTAL</b>  | <b>\$239,651</b> |

2. That Council note the provision of Section 356(2) of the Local Government Act regarding the provision of funding for private gain and advertise the proposed funding to both the Royal Hotel Mandurama and the Central Tablelands Livestock Exchange for the statutory period of 28 days before making funding available from the Reconnecting Regional NSW Community Events Program.
3. That Council delegate authority to the General Manager to authorise change in event program and budgets as required.

(Reynolds/Newstead)

**CARRIED**

**INFRASTRUCTURE SERVICES REPORTS****BLAYNEY SHIRE ROADS STRATEGY****2206/E004 RESOLVED:**

That Council endorse the Blayney Shire Roads Strategy 2022 and place it on Public Exhibition for a period of not less than 28 days.

(Reynolds/Somerville)

**CARRIED****PLANNING AND ENVIRONMENTAL SERVICES REPORTS****DEVELOPMENT APPLICATION 45/2022 - ERECTION OF AN AWNING TO AN EXISTING SHED - 10 SPRINGVALE LANE, MILLTHORPE****2206/E005 RESOLVED:**

That Council consent to Development Application DA45/2022 for the erection of an awning to an existing shed at 10 Springvale Lane, Millthorpe subject to the recommended conditions of consent.

(Gosewisch/Newstead)

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

**FOR****AGAINST**

Councillor Ferguson  
Councillor Somerville  
Councillor Reynolds  
Councillor Newstead  
Councillor Pryse Jones  
Councillor Gosewisch

**Total (6)****Total (0)****CARRIED**

There being no further business, the meeting concluded at 6.14pm.

The Minute Numbers 2206/E001 to 2206/E005 were confirmed on 27 June 2022 and are a full and accurate record of proceedings of the Extraordinary Meeting held on 7 June 2022.

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Cr S Ferguson  
**MAYOR**

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Mr R Earl  
**INTERIM GENERAL MANAGER**



**03) ORANGE REGION DESTINATION MANAGEMENT PLAN**

**Department:** Executive Services

**Author:** Manager Tourism and Communications

**CSP Link:** 3. Diversify and Grow the Blayney Shire Local and Visitor Economy

**File No:** ED.IN.5

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**Recommendation:**

1. That Council endorse the draft Orange Region Destination Management Plan and;
2. That the draft Orange Region Destination Management Plan 2022 – 2026 be placed on public exhibition for a period of 28 days from Wednesday 29, June 2022 to Wednesday, 27 July 2022.

**Reason for Report:**

For Council to consider and endorse the draft Orange Region Destination Management Plan for public exhibition.

**Report:**

In conjunction with Cabonne Council, and Blayney Shire Council, Orange City Council engaged Urban Enterprise to prepare a Destination Management Plan (DMP) for the Orange Region, comprising of the Orange, Blayney, and Cabonne Local Government Areas (LGAs).

Project methodology included a background document review, a community and business survey, analysis of visitor data, tourism infrastructure and product assessments, industry workshops with industry and Council stakeholders, gap analysis, event analysis, and one-on-one interviews.

The DMP provides a guide to the long-term growth and sustainability of the visitor economy with a unified vision and prioritised goals for the Orange Region, with an evidenced business case for investment in the region's visitor economy.

Blayney Shire Council currently has a Blayney Shire Destination Management Plan 2019-2023. To avoid duplication, in 2023 an addendum to the Orange Region Destination Management Plan will be considered.

The proposed Public Exhibition Period will align with Orange City and Cabonne Council meetings, with feedback to be all directed through the Orange City Council website and collated for review at the August Council Meetings.

**Risk/Policy/Legislation Considerations:**

As the DMP is a shared document with Orange City and Cabonne Councils there is the risk of relying on other stakeholders to implement the plan. Actions within the plan will be as per individual Council resolutions and/or individual Operational/Delivery Plans, and thus not binding on partnering Councils.

**Budget Implications:**

Council has allocated a budget of \$236,639 in the draft 2022/23-2025/26 Delivery Program, and 2022/23 Operational Plan which supports tourism activity including tourism partnerships, promotions, community development and events.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

1 Orange Region Destination Management Plan 62 Pages

**04) TOURISM DEVELOPMENT FUND APPLICATION****Department:** Executive Services**Author:** Manager Tourism and Communications**CSP Link:** 3. Diversify and Grow the Blayney Shire Local and Visitor Economy**File No:** GS.PG.1**Recommendation:**

That Council approve \$1,000 to the Junction Reefs Reserve Trust under the 2021/22 Tourism Development Program

**Reason for Report:**

For Council to consider and approve the applications seeking Council financial support under the Tourism Development Fund 2021/22.

**Report:**

Junction Reefs Reserve Trust – Marketing Collateral

Funding Requested: \$1,000

Whilst Bakers Shaft Reserve has been open to the public for many years, the Junction Reefs Reserve has only recently reopened in July 2021 to the public through a land agreement between OceanaGold and Crown Lands. This project is to create marketing collateral to promote the reserve to visitors raising awareness of the two sites as a picnic and camping area for locals and tourist. The marketing project will include the design and development of brochures to be distributed through relevant businesses and Visitor Information Centres and create and install tourist signage at the entrance to the Reserves. The total cost of the project is \$2,160.

**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 2021/22 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.

This application fits within the guidelines as it is focused on tourism and the funds will encourage more people to visit the Shire and enjoy our natural attractions.

**Budget Implications:**

The approval of this application will cost \$1,000. Council had allocated a total budget of \$18,873 for 2021/22, approval of this application will leave \$9,998 available in this program.

**Enclosures (following report)**

1 Tourism Development Fund Application 5 Pages

**Attachments (separate document)**

Nil



**Tourism Development Funding  
Application Form – Marketing Project**

**ORGANISATION DETAILS**

|  |                                       |
|--|---------------------------------------|
| Name of Organisation/s:  | Junction Reefs Reserve Trust          |
| Legal status (e.g. Sole Operator, Partnership, Company, Incorporated Association). | Incorporated Association Other        |
| Applicant ABN/s:   | 47 805 924 845                        |
| Contact Person   | Name: Michelle Pryse Jones            |
|  | Position: Administrator - Crown Lands |
|  | Address: PO Box 30, Blayney NSW 2799  |
|  | Mobile: 0427 683 751                  |
|  | Email: michelle@hillandcrofts.com.au  |

**PROJECT DETAILS**

|  |   |
|--|---|
| Name of Project:                           | Stage 1 - Marketing Collateral & Signage  |
| What type of funding are you applying for? | <input checked="" type="checkbox"/> Individual Campaign – max \$1,000<br><input type="checkbox"/> Joint Campaign - \$1,000 per business, max \$3,000<br><input type="checkbox"/> Village/Town Committee – max \$2,000 |

**Reminder:**

- Businesses must be financial members of Orange360
- Funding must be matched by the applicant (financial or in-kind)

**2. Please outline how the project will attract visitation from specific target demographic groups that align with the strategic themes of the Blayney Shire Destination Management Plan (500 words max):**

Whilst the Bakers Shaft Reserve has been open to the public for many years, the Junction Reefs Reserve has only recently been re-opened (July 2021) to the public through an Agreement between the mining company OceanaGold and Crown Lands. The prior Land Manager board over the past decade has overseen the management of the site and had commenced the development of the site as a picnic and camping area for locals and tourists.

The previous Land Manager board has undertaken the following projects:

- ~ a fencing/cattle grid project to support the controlled grazing of the reserve
- ~ a picnic table at the Lookout
- ~ A double accessible toilet located at the camping ground
- ~ access road upgrade & maintenance
- ~ an ongoing weed management program in conjunction with Oceanagold
- ~ installation of safety signage to protect visitors

I currently have two CRIF funding applications in for weed management and 4 steel fixed BBQ's to be installed at the camping areas on both sites.

This progress as meant we are ready to welcome the public for picnics, camping, fishing and hiking. The additional marketing collateral through signs and flyers will assist in "spreading the word" and raising brand awareness for both sites.

In relation to the Blayney Shire Destination Management Plan I believe the increased awareness of the sites will be a further inducement to both locals and tourists to visit. It sits nicely almost in the centre of our LGA and is a lovely drive from both Blayney and Orange and the villages of Carcoar and Mandurama.

This unique and historic site has great tourist appeal and adds another dimension to visiting the area as an alternative (currently free) camp site for keen campers, hikers, bike riders and fishers.

**PROJECT BUDGET**

Please use GST exclusive figures if you are registered for GST. You may submit your budget as a separate attachment if you prefer.

| <b>Income</b><br>(Including business contribution)                | Value (\$) |
|---|------------|
| BSC Tourist Grant   | 1,000.00   |
|   |            |
|   |            |
| <b>Funding Requested</b><br>(must match income + in-kind support) |            |
| <b>A) Total Income</b>  | 1000.00    |

| <b>In-Kind Support</b>                          | Qty | Hours | Rate  | Value (\$) |
|---|-----|-------|-------|------------|
| MPJ Hours to deliver DL Flyers - Install Signs  |     | 10    | 50.00 | 500.00     |
| Travel - 500km @ \$0.72c/km                     |     |       |       | 360.00     |
| Supply posts, cement, clamps to install signage |     |       |       | 300.00     |
| <b>B) Total In-Kind</b>                         |     |       |       | 1,160.00   |

| <b>Expenditure</b>                             | Value (\$) |
|--|------------|
| DL FLyers - 1,000 - Artwork included           | 584.00     |
| lupanel Signs x 2 (1200x900) - Artwork include | 757.00     |
| Posts/Cement/clamps - Install signs            | 459.00     |
| MV to deliver Flyers                           | 360.00     |
|  |            |
| <b>C) Total Expenditure</b>                    | 2,160.00   |

**Total Income (A) + Total In-kind (B) must equal Total Expenditure (C)**



G K Craig Pty Ltd  
 9 Peisley Street, ORANGE NSW, 2800  
 Phone: (02) 6362 7411  
 Email: sales@gkcraig.com.au  
 ABN: 31 001 971 428

Attention: Michelle Pryse Jones  
**CASH SALES - COD**

14/06/22

Quote: **84377**

ORANGE NSW 2800

Fax:

Dear Michelle,

Thank you for the opportunity to quote on the following job:

**JOB TITLE: DL Flyers Junction Reefs Reserve**

**DESCRIPTION:** PRINT: Colour 2 sides  
 SIZE: 99mm x 210mm  
 STOCK: 300gsm Satin art  
 FINISH: trim and pack  
 ARTWORK: Content to be supplied  
 SPECIAL: .

|              |        |
|--------------|--------|
| Quantity :   | 500    |
| Printing(\$) | 265.45 |
| GST(\$)      | 26.55  |
| TOTAL(\$)    | 292.00 |

x 2.

**DELIVERY:** Price includes delivery in one consignment to one local address only. Any additional freight will be charged at commercial rates.

**FILM & ARTWORK:** Unless supplied to our imposition and specifications will incur extra expenses

**TERMS:** As formally agreed in writing, or else C.O.D. - Prices are subject to Stock Prices and availability at receipt of order.

Please contact us if you have any queries regarding these prices. We look forward to receiving your order and will ensure professional services at all times.

kindest Regards

Steve Vandenberg  
 Customer Service & Sales

**ACCEPTANCE OF QUOTATION SPECIFICATIONS**

Email to quotes@gkcraig.com.au

Having checked the above Quote Specifications, we wish to place an order **ORDER No:**

**QUANTITY:**  **COST \$**

**DATE:** ...../...../.....

Ordered by: ..... Signature: .....





**G K Craig Pty Ltd**  
 9 Peisley Street, ORANGE NSW, 2800  
 Phone: (02) 6362 7411  
 Email: sales@gkcraig.com.au  
 ABN: 31 001 971 428

Attention: Michelle Pryse Jones  
**CASH SALES - COD**

14/06/22

Quote: **84380**

ORANGE NSW 2800

Fax:

Dear Michelle,

Thank you for the opportunity to quote on the following job:

**JOB TITLE: Alupanel Signs Junction Reefs Reserve x 2 Kinds**

**DESCRIPTION:** PRINT: Colour 1 side  
 SIZE: 1200mm x 900mm  
 STOCK: polymeric Vinyl with Gloss Overlamine 3mm Alupanel  
 FINISH: laminate vinyl and apply to alupanel  
 ARTWORK: Content to be Supplied  
 SPECIAL: 1 x Junction Reefs & 1 x Bakers Shaft

|              |        |
|--------------|--------|
| Quantity :   | 2      |
| Printing(\$) | 688.18 |
| GST(\$)      | 68.82  |
| TOTAL(\$)    | 757.00 |

**DELIVERY:** Price includes delivery in one consignment to one local address only. Any additional freight will be charged at commercial rates.

**FILM & ARTWORK:** Unless supplied to our imposition and specifications will incur extra expenses

**TERMS:** As formally agreed in writing, or else C.O.D. - Prices are subject to Stock Prices and availability at receipt of order.

Please contact us if you have any queries regarding these prices. We look forward to receiving your order and will ensure professional services at all times.

Kindest Regards

Steve Vandenberg  
 Customer Service & Sales

**ACCEPTANCE OF QUOTATION SPECIFICATIONS**

Email to quotes@gkcraig.com.au

Having checked the above Quote Specifications, we wish to place an order **ORDER No:**

QUANTITY:  COST \$

DATE: ...../...../.....

Ordered by: ..... Signature: .....

**05) REPORT OF COUNCIL INVESTMENTS AS AT 31 MAY 2022**

**Department:** Corporate Services

**Author:** Chief Financial Officer

**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance

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

---

**Recommendation:**

1. That the report indicating Council's investment position as at 31 May 2022 be received.
2. That the certification of the Responsible Accounting Officer be received and the report be adopted.

**Reason for Report:**

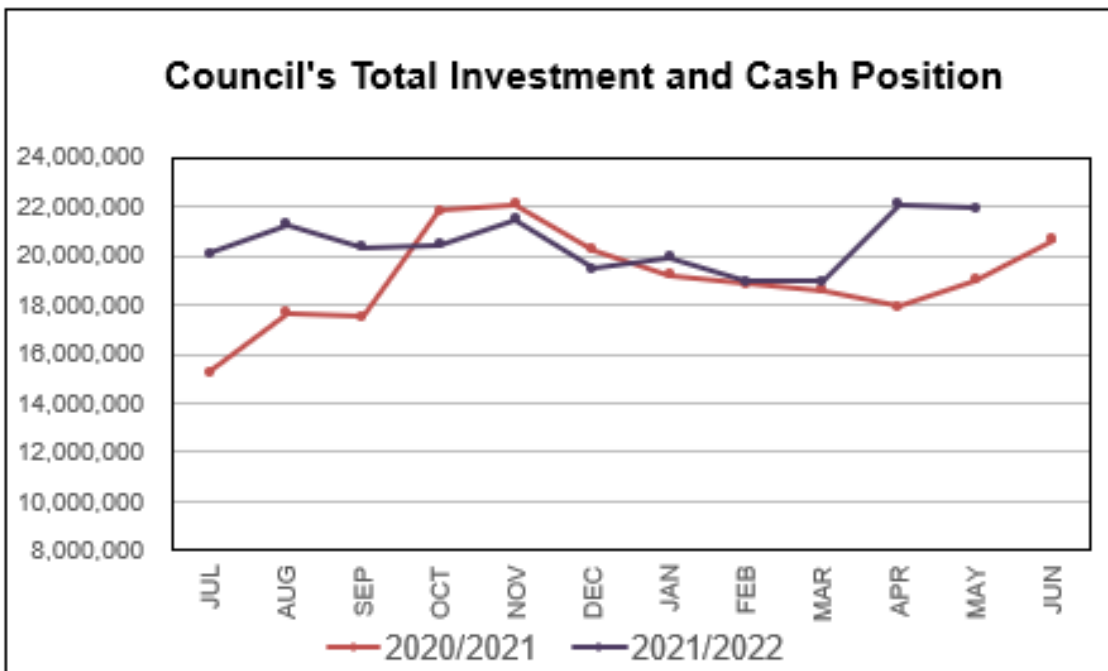
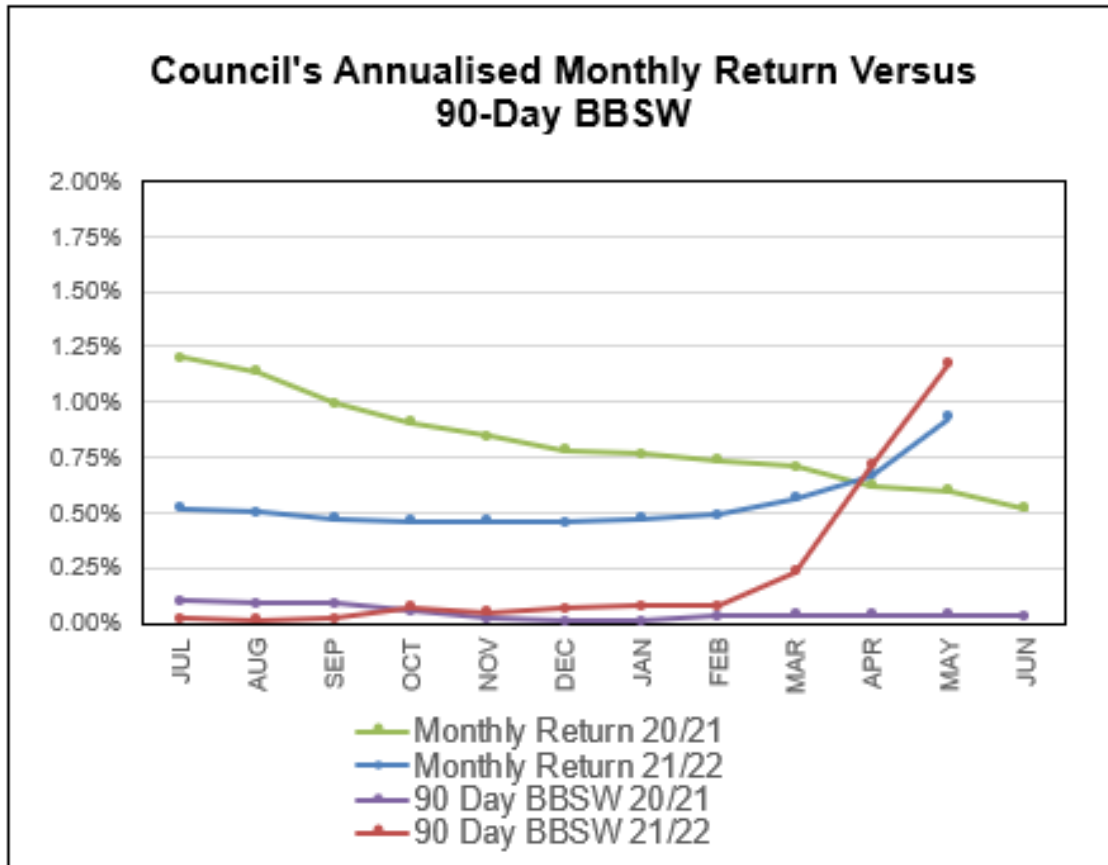
For Council to endorse the Report of Council Investments as at 31 May 2022.

**Report:**

This report provides details of Council's Investment Portfolio as at 31 May 2022.

Council's total investment and cash position as at 31 May 2022 is \$21,939,603. Investments earned interest of \$10,759.79 for the month of May 2022.

Council's monthly net return on Term Deposits annualised for May was 0.93% which did not outperform the 90 day Bank Bill Swap Rate of 1.18%. During the month of May, the Bank Bill Swap Rate has increased by 0.47% following the shift to interest rates by the Reserve Bank of Australia. As a result, the most recent term deposit renewal for 365 days attracted an interest rate of 2.78% up from 2.10%. As existing term deposits, which were locked in at significantly lower rates, reach maturity the annualised monthly rate of interest will increase in line with the Bank Bill Swap Rate.



| <b>REGISTER OF INVESTMENTS AND CASH AS AT 31 MAY 2021</b> |               |                                  |                 |                   |                      |
|---|---------------|----------------------------------|-----------------|-------------------|----------------------|
| <b>Institution</b>  | <b>Method</b> | <b>Rating</b>                    | <b>Maturity</b> | <b>Amount \$</b>  | <b>Interest Rate</b> |
| Westpac   | Direct        | A1+/AA-                          | 07/06/2022      | 500,000           | 0.340%               |
| Westpac   | Direct        | A1+/AA-                          | 21/06/2022      | 500,000           | 0.350%               |
| CBA   | Direct        | A1+/AA-                          | 05/07/2022      | 500,000           | 0.410%               |
| CBA   | Direct        | A1+/AA-                          | 19/07/2022      | 500,000           | 0.410%               |
| ME Bank   | IAM           | A2/BBB+                          | 02/08/2022      | 500,000           | 0.450%               |
| CBA   | Direct        | A1+/AA-                          | 16/08/2022      | 500,000           | 0.450%               |
| NAB   | Direct        | A1+/AA-                          | 30/08/2022      | 500,000           | 0.340%               |
| CBA   | Direct        | A1+/AA-                          | 13/09/2022      | 500,000           | 0.390%               |
| CBA   | Direct        | A1+/AA-                          | 27/09/2022      | 500,000           | 0.410%               |
| Macquarie Bank  | Curve         | A1/A+                            | 11/10/2022      | 500,000           | 0.500%               |
| CBA   | Direct        | A1+/AA-                          | 18/10/2022      | 500,000           | 0.460%               |
| CBA   | Direct        | A1+/AA-                          | 01/11/2022      | 500,000           | 0.700%               |
| NAB   | Direct        | A1+/AA-                          | 15/11/2022      | 500,000           | 0.530%               |
| Reliance Bank   | Direct        | Unrated                          | 22/11/2022      | 500,000           | 0.400%               |
| Westpac   | Direct        | A1+/AA-                          | 22/11/2022      | 500,000           | 2.150%               |
| Macquarie Bank  | IAM           | A1/A+                            | 29/11/2022      | 500,000           | 0.500%               |
| Westpac   | Direct        | A1+/AA-                          | 29/11/2022      | 500,000           | 0.550%               |
| Bank of Queensland  | Curve         | A2/BBB+                          | 06/12/2022      | 500,000           | 0.650%               |
| NAB   | Direct        | A1+/AA-                          | 06/12/2022      | 500,000           | 0.650%               |
| MyState Bank Ltd  | Curve         | A2/BBB                           | 13/12/2022      | 500,000           | 1.000%               |
| NAB   | Direct        | A1+/AA-                          | 10/01/2023      | 500,000           | 0.750%               |
| CBA   | Direct        | A1+/AA-                          | 24/01/2023      | 500,000           | 0.760%               |
| NAB   | Direct        | A1+/AA-                          | 07/02/2023      | 500,000           | 0.770%               |
| Westpac   | Direct        | A1+/AA-                          | 21/02/2023      | 500,000           | 2.310%               |
| NAB   | Direct        | A1+/AA-                          | 22/02/2023      | 500,000           | 0.850%               |
| ME Bank   | IAM           | A2/BBB+                          | 14/03/2023      | 500,000           | 1.120%               |
| CBA   | Direct        | A1+/AA-                          | 28/03/2023      | 500,000           | 1.300%               |
| Macquarie Bank  | IAM           | A1/A+                            | 28/03/2023      | 500,000           | 1.600%               |
| CBA   | Direct        | A1+/AA-                          | 11/04/2023      | 500,000           | 1.850%               |
| NAB   | Direct        | A1+/AA-                          | 18/04/2023      | 500,000           | 2.100%               |
| NAB   | Direct        | A1+/AA-                          | 09/05/2023      | 500,000           | 2.750%               |
| NAB   | Direct        | A1+/AA-                          | 23/05/2023      | 500,000           | 2.800%               |
| Westpac   | Direct        | A1+/AA-                          | 23/05/2023      | 500,000           | 2.780%               |
| NAB   | Direct        | A1+/AA-                          | 20/06/2023      | 500,000           | 0.600%               |
| Westpac   | Direct        | A1+/AA-                          | 15/08/2023      | 500,000           | 0.530%               |
| Westpac   | Direct        | A1+/AA-                          | 10/10/2023      | 500,000           | 0.720%               |
| <b>Total Investments</b>                                  |               |                                  |                 | <b>18,000,000</b> | <b>0.979%</b>        |
| Commonwealth Bank - At Call Account <sup>(1)</sup>        |               |                                  |                 | 511,716           | 0.150%               |
| Commonwealth Bank Balance - General <sup>(1)</sup>        |               |                                  |                 | 3,135,986         | 0.000%               |
| Reliance Bank <sup>(1)</sup>                              |               |                                  |                 | 291,901           | 0.000%               |
| <b>TOTAL INVESTMENTS &amp; CASH</b>                       |               |                                  |                 | <b>21,939,603</b> |                      |
| Benchmarks:   |               | BBSW 90 Day Index <sup>(1)</sup> |                 |                   | 1.177%               |
|   |               | RBA Cash Rate <sup>(1)</sup>     |                 |                   | 0.350%               |

1. % Interest rates as at end of reporting period

| Summary of Investment Movements - May 2022 |                             |                                    |
|--|-----------------------------|------------------------------------|
| Financial Institution                      | Invst/(Recall)<br>Amount \$ | Commentary                         |
| NAB  | (501,745)                   | Term deposit matured 10/05/2022    |
| NAB  | 500,000                     | Term deposit reinvested 10/05/2022 |
| NAB  | (501,745)                   | Term deposit matured 25/05/2022    |
| NAB  | 500,000                     | Term deposit reinvested 24/05/2022 |
| Westpac                                    | 500,000                     | New term deposit 25/05/2022        |
| Westpac                                    | 500,000                     | New term deposit 25/05/2022        |
| Westpac                                    | 500,000                     | New term deposit 25/05/2022        |

| 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%           | 78%               | 14,000,000         |
| A- Category  | 40%            | 8%                | 1,500,000          |
| BBB+ Category  | 25%            | 8%                | 1,500,000          |
| BBB Category   | 5%             | 3%                | 500,000            |
| BBB- Category and below: Local <sup>(2)</sup> ADI's            | 10%            | 3%                | 500,000            |
| Combined BBB+ / BBB / BBB- & below categories                  | 25%            | 14%               |                    |
| 2. ADI's located within the Local Government Area              |                |                   | 18,000,000         |

| Individual Institution Limit | Rating  | Policy Maximum | Current Holding |
|------------------------------|---------|----------------|-----------------|
| 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      | 1,500,000       |
| ME Bank                      | A2/BBB+ | 1,000,000      | 1,000,000       |
| MyState Bank Ltd             | A2/BBB  | 500,000        | 500,000         |
| NAB                          | A1+/AA- | 5,000,000      | 5,000,000       |
| Reliance Bank                | Unrated | 500,000        | 500,000         |
| Westpac                      | A1+/AA- | 5,000,000      | 4,000,000       |

| RESTRICTED CASH, CASH EQUIVALENTS & INVESTMENTS |                                  |                                     |
|---|----------------------------------|-------------------------------------|
|   | Actual<br>30/06/2021<br>\$ 000's | Forecast*<br>30/06/2022<br>\$ 000's |
| External Cash Restrictions                      | 12,640                           | 9,633                               |
| Internal Cash Restrictions                      | 7,476                            | 5,026                               |
| <b>TOTAL RESTRICTED ASSETS</b>                  | <b>20,116</b>                    | <b>14,659</b>                       |

\*The Forecast 30/06/2022 Restricted Cash and Investments figures are subject to change pending finalisation of the 2021/22 Financial Statement audit.

In late April, Council received advanced payment of 75% of the 2022/23 Financial Assistance Grant totalling \$2,396,969. To ensure adequate cash flows for ongoing operations the funds have been invested to coincide with the future instalment payment dates.

**CERTIFICATION – RESPONSIBLE ACCOUNTING OFFICER**

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

**Risk/Policy/Legislation Considerations:**

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

**Budget Implications:**

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

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**06) ADOPTION OF 2022/23 - 2025/26 DELIVERY PROGRAM AND 2022/23 OPERATIONAL PLAN****Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance**File No:** GS.LI.1**Recommendation:**

1. That in accordance with s.402-406 of the Local Government Act 1993, the 2022/23 – 2025/26 Delivery Program and 2022/23 Operational Plan be adopted by Council;
2. That Council adopt the Revenue Policy for 2022/23, as outlined in the 2022/23 Operational Plan;
3. That Council adopt the Statement of Rating Structure and their respective short names as contained in the Operational Plan 2022/23 and make the Ordinary Rate and charges, including sewer charges and domestic waste management charges, pursuant to s.494 and s.496 of the Local Government Act 1993 and Waste Management Levy pursuant to s.501 of the Local Government Act 1993 detailed in the tables below:

| <b>Rating Structure for the 2022/23 Rating Year (2.5% increase)</b> |                           |                  |                   |                        |                    |
|---|---------------------------|------------------|-------------------|------------------------|--------------------|
| <b>Category/Sub Category</b>  | <b>No. of Assessments</b> | <b>Base Rate</b> | <b>Ad Valorem</b> | <b>Land Value</b>      | <b>Total Yield</b> |
| <b>Residential</b>  |                           |                  |                   |                        |                    |
| Ordinary Rate   | 1,196                     | \$355            | 0.00192328        | \$225,748,057          | \$858,757          |
| Blayney & Carcoar   | 1,373                     | \$355            | 0.00430972        | \$121,393,400          | \$1,010,585        |
| Millthorpe  | 328                       | \$355            | 0.00175950        | \$71,380,560           | \$242,034          |
| <b>Business</b>   |                           |                  |                   |                        |                    |
| Ordinary Rate   | 93                        | \$455            | 0.00416860        | \$14,819,620           | \$104,092          |
| Business Blayney  | 170                       | \$455            | 0.00838138        | \$17,011,600           | \$219,931          |
| Business Millthorpe & Carcoar                                       | 57                        | \$455            | 0.00565993        | \$8,693,600            | \$75,140           |
| <b>Farmland</b>   |                           |                  |                   |                        |                    |
| Ordinary Rate   | 727                       | \$575            | 0.00225476        | \$838,668,120          | \$2,309,019        |
| <b>Mining</b>   |                           |                  |                   |                        |                    |
| Ordinary Rate   | 1                         | \$1,120          | 0.03936400        | \$426,000              | \$17,889           |
| Mining Gold   | -                         | \$1,120          | 0.04202500        |                        |                    |
| Mining Gold / Copper Combined                                       | 1                         | \$1,120          | 0.04272937        | \$110,000,000          | \$4,701,351        |
| <b>Total Yield</b>  | <b>3,946</b>              |                  |                   | <b>\$1,408,140,597</b> | <b>\$9,538,797</b> |

**2022/23 Waste Charges**

| Charge Category and Description   | Annual Charge | No. of Properties  |
|---|---------------|--------------------|
| <b>Waste Management Levy</b>  |               |                    |
| <b>2022/23 Proposed</b>   |               |                    |
| <b>Waste Management Levy</b><br><i>This is waste management charge is applied to all properties funding waste disposal services for the Blayney Shire</i>   | \$44          | 4,060              |
| <b>Domestic Waste Management</b>  |               |                    |
| <b>Domestic Waste Management Service Charge</b><br><i>This is applied to properties that have a residence within the waste collection area.</i>   | \$348         | 2,630              |
| <b>Domestic Waste Management Availability Charge</b><br><i>This charge is applied to properties within the waste collection area that do not have a service but it is available i.e. vacant land</i>        | \$60          | 285                |
| <b>Commercial (Non-Domestic) Waste Management</b>   |               |                    |
| <b>Non-Domestic Waste Management Service Charge</b><br><i>This is applied to properties for non-domestic properties within the waste collection area</i>  | \$448         | 336                |
| <b>Non-Domestic Waste Management Availability Charge</b><br><i>This charge is applied to properties within the waste collection area that do not have a service but it is available i.e. vacant land</i>    | \$60          | 92                 |
| <b>Non-Domestic Waste Service Management Charge for Charity and Not Profit Organisations</b><br><i>This is applied to the above properties for non-domestic properties within the waste collection area</i> | \$120         | 11                 |
| <b>Extra Services</b>   |               |                    |
| Additional Garbage Charge – per red bin   | \$318         | 94                 |
| Additional Recycling Charge – per yellow bin  | \$130         | 31                 |
| <b>Total Yield</b>  |               | <b>\$1,302,270</b> |

**2022/23 Liquid Waste Charges**

| <b>Commercial (Non-Residential)</b>  |                      |                   |
|--|----------------------|-------------------|
|  | Annual Fee           | No. of Properties |
| Annual Trade Waste Fee   | \$114                | 65                |
| Annual Trade Waste Fee (Large Dischargers Category 3)                                  | \$420                | 1                 |
| Liquid Trade Waste User Charges with Trade Waste Agreement (Category 1, Category 2/2s) | \$2.28               | 23                |
| Liquid Trade Waste User Charges with No Trade Waste Agreement                          | \$22.10              | 12                |
| Excess Mass Chargers for Category (3 Dischargers)                                      | \$Per the table      |                   |
| Water Testing Charges (if required)  | \$294.00 per quarter | 1                 |
| <b>Estimated Total Yield</b>   |                      | <b>\$66,692</b>   |

**Non Residential and Residential Sewer Charges**

| <b>Non Residential</b> |                                     |                  |                                   |                               |             |
|------------------------|-------------------------------------|------------------|-----------------------------------|-------------------------------|-------------|
|                        | Annual Charge (Prior to SDF Factor) | No of Properties | Quarter Charge before SDF applied | Min. quarterly amount charged | TOTAL YIELD |
| 20mm Water Service     | \$616                               | 161              | \$154                             | \$184                         | \$616       |
| 25mm Water Service     | \$940                               | 21               | \$235                             | \$184                         | \$940       |
| 32mm Water Service     | \$1,532                             | 18               | \$383                             | \$184                         | \$1,532     |



|                              |          |    |         |       |                  |
|------------------------------|----------|----|---------|-------|------------------|
| 40mm Water Service           | \$2,400  | 11 | \$600   | \$184 | \$2,400          |
| 50mm Water Service           | \$3,744  | 24 | \$936   | \$184 | \$3,744          |
| 80mm Water Service           | \$9,568  | 1  | \$2,392 |       | \$9,568          |
| 100mm Water Service          | \$15,000 | 6  | \$3,750 |       | \$15,000         |
| 150mm Water Service          | \$33,752 | 2  | \$8,438 |       | \$33,752         |
| Vacant/Unmetered             | \$380    | 54 |         |       | \$380            |
| Usage Charge (per kl)        | \$1.58   |    |         |       | \$1.58           |
| <b>Estimated Total Yield</b> |          |    |         |       | <b>\$416,850</b> |

| <b>Residential</b>           |                      |                         |                    |
|------------------------------|----------------------|-------------------------|--------------------|
|                              | <b>Access Charge</b> | <b>No of Properties</b> | <b>Total Yield</b> |
| Connected                    | \$736                | 1,534                   | \$1,129,024        |
| Vacant/Unmetered             | \$380                | 100                     | \$38,000           |
| <b>Estimated Total Yield</b> |                      |                         | <b>\$1,167,024</b> |

### Future Sewerage Infrastructure Charges

| <b>Future Sewerage Infrastructure Subsidy Charge</b> |                      |                         |                    |
|--|----------------------|-------------------------|--------------------|
|  | <b>Access Charge</b> | <b>No of Properties</b> | <b>Total Yield</b> |
| Connected - Residential                              | \$57                 | 1,445                   | \$82,365           |
| Connected - Business                                 | \$57                 | 240                     | \$13,680           |
| Vacant (Unconnected)                                 | \$57                 | 154                     | \$8,778            |
| <b>Estimated Total Yield</b>                         |                      |                         | <b>\$104,823</b>   |

- That the schedule of financial assistance under the Community Financial Assistance Program, pursuant to s.356 Local Government Act be adopted.
- That the Local Heritage Assistance Program, the Youth Week Grants Program, the Tourism Event Development Fund, and the Village Enhancement Program that financially assist others under s356 Local Government Act (1993) be adopted.
- That Council note submissions received and the following amendments to the Schedule of Fees and Charges be made:

| <b>Proposed Fee</b>  | <b>\$</b> |
|--|-----------|
| <b><u>King George Oval Seasonal Hire</u></b>   |           |
| Junior Rugby League  | \$ 942    |
| <b><u>Blayney Showground</u></b>   |           |
| Additional hire days for seasonal users that have exhausted their seasonal allocation of use | \$ 130    |

- That Council exhibit the following fees for a period of not less than 28 days in accord with section 610F of the Local Government Act.:

| <b>Proposed Fee</b>                 | <b>\$</b>      |
|-------------------------------------|----------------|
| <b><u>Blayney Tennis Courts</u></b> |                |
| Blayney Tennis Club                 | \$ 998.50 p.a. |

|   |                           |
|---|---------------------------|
| <b><u>Millthorpe Tennis Courts</u></b>  |                           |
| Millthorpe Tennis Club<br>(Note currently no club and public use the courts free of charge) | \$ 998.50 p.a.            |
| Coaching Clinics Seasonal Hire  | \$1,354.00                |
| Coaching Clinics Casual Hire  | Price at<br>GM Discretion |
| <b><u>Napier Oval</u></b>   |                           |
| Senior Soccer   | \$ 847.00                 |
| <b><u>Blayney Showground</u></b>  |                           |
| Casual Hire - Main Centre Arena Ring (per day or part thereof)                              | \$ 627.00                 |
| Other Events  | Price at<br>GM Discretion |

**Reason for Report:**

For Council to consider and adopt the 2022/23 – 2025/26 Delivery Program and 2022/23 Operational Plan following public exhibition, pursuant to sections 404 and 405 of the Local Government Act.

**Report:**

Public exhibition of Council's 2022/23 – 2025/26 Delivery Program and 2022/23 Operational Plan concluded on 16 June 2022, in accordance with the Council resolution of 16 May 2022. Council adhered to the mandatory exhibition period of 28 days as required under the Local Government Act 1993, in order to allow sufficient time for all members of the community to become aware of the plans and programs proposed in the Long Term Financial Plan.

Fundamentally, the legislation requires the development and adoption of an operational plan and revenue policy annually. Council's 2022/23 Operational Plan identifies the specific actions to be completed in year 1 under each of the 4 year objectives expressed in the 2022/23 – 2025/26 Delivery Program. All councils in NSW are required to develop long term, medium term and short term plans as part of the Local Government Act.

It is a requirement that any submissions received be considered by Council in the process of finalisation and adoption of the draft plans. Council received 4 submissions on the 2022/23 – 2025/26 Delivery Program and 2022/23 Operational Plan. Submissions made are on the following matters and are attached:

- Samantha Hain – Request for a midweek user group fee daily rate for Blayney Showground Central West Equestrian Land Livestock Centre hire.

In response it is proposed to amend the conditions of use to allow flexibility for weekend days to be used during the week. A daily fee of \$130 is also proposed to be introduced for annual users that have exhausted their annual allocation of use.

- Central West Dressage Group – Request for reduction of \$260 additional use fee for annual users of Blayney Showground Central West Equestrian Land Livestock Centre.

In response it is proposed that a daily fee of \$130 be introduced, as above, for annual users that have exhausted their annual allocation of use.

- Blayney Junior League – Request for reconsideration of King George Oval annual hire fee.

In response to the request and further information received it is recommended that the fee be aligned with junior team seasonal hire at Redmond Oval from \$1,665 to \$942.

- Australian Ranch Horse – Request for Council to remove the Central West Equestrian and Livestock Centre Ground Levy of \$5/ rider per event fee.

In response to the request, it is recommended that the submission be noted. The Central West Equestrian and Livestock Centre operating costs are heavily subsidised by ratepayers with user groups paying a small proportion. Further, fees for the Central West Equestrian and Livestock Centre were determined following extensive engagement, review and agreement with the facility user group.

Changes to be made to 2022/23 – 2025/26 Delivery Program and 2022/23 Operational Plan in light of these submissions will be subject to determination by Council.

### **Statement of Rating Structure 2022/23**

Council has proposed an increase of 2.5%, following approval from IPART of its application for an additional special variation.

A 2.5% increase to Council overall rates yield will result in an additional \$233k. This increase to rate revenue has been applied to the base rate and ad valorem amounts within each rate category to ensure this increase is apportioned evenly across all assessments.

As part of Council's ongoing strategy to deliver equity and fair attribution of the proposed increase to rates within each rate category, it will be applied as follows:

#### Farmland

- An increase of the base rate amount by \$15 to \$575. The average rate will increase from \$3,080.30 in 2021/22 to \$3,176.09.

#### Business

- An increase of the base rate amount by \$10 to \$455. The average for the Business sub-categories will range from \$1,119.27 to \$1,318.25.

For reference the averages for the 2021/22 year ranged from \$1,086.71 to \$1,286.76.

#### Residential

- An increase of the base rate amount by \$10 to \$355. The average for the Residential sub-categories will range from \$718.02 to \$737.91. For reference the averages for the 2021/22 year ranged from \$698.38 to \$721.77.

#### **Adoption of Council Fees and Charges for 2022/23**

Council's Annual Charges and Schedule of Fees & Charges have also been exhibited. The Annual Charges for adoption are as shown in the recommendation of this report.

During the exhibition period Council received advice of statutory fees for amendment that have been made. A number of fees were also identified for introduction or amendment. It is proposed that these fees be introduced subject to an exhibition for period of not less than 28 days pursuant to s.610F of the Local Government Act. The new fees proposed are as follows:

| <b>Proposed Fee</b>  | <b>\$</b>   |
|--|---|
| <b><u>Blayney Tennis Courts</u></b><br>Blayney Tennis Club   | \$ 998.50 p.a.  |
| <b><u>Millthorpe Tennis Courts</u></b><br>Millthorpe Tennis Club<br>(Note currently no club and public use the courts free of charge<br>Coaching Clinics Seasonal Hire<br>Coaching Clinics Casual Hire | \$ 998.50 p.a.<br>\$1,354.00<br>Price at<br>GM Discretion |
| <b><u>Napier Oval</u></b><br>Senior Soccer   | \$ 847.00   |
| <b><u>Blayney Showground</u></b><br>Casual Hire - Main Centre Arena Ring (per day or part thereof)<br>Other Events   | \$ 627.00<br>Price at<br>GM Discretion                    |

#### **Capital Works Program 2021/22**

Council's principal mechanism for carrying out capital works is a four year rolling capital works program and has been incorporated into the Delivery Program 2022/23 – 2025/26. The 2022/23 Capital Works Program included in the Operational Plan details the individual projects and works that will be undertaken in 2022/23 to achieve the commitments made in the Delivery Program.

The Capital Works Program:

- Defines the capital projects that will help ensure the continued delivery of Council services;

- Allows advance planning of projects, including investigation, design and documentation;
- Is a key component of Council's infrastructure financing, planning maintenance and replacement strategy;

While inevitably refinements to the program will be made, it is appropriate and necessary to have the basis of a longer term schedule to allow appropriate planning both within the community and Council.

### **Section 356 Financial Assistance**

Also detailed within Council's Operational Plan is the Schedule of Annual Financial Assistance funded through the Blayney Shire Council Community Financial Assistance Program under s.356 of the Local Government Act. An amount of \$100,000 has been provided for in 2022/23 under this program. Council also has provision in the 2022/23 Operational Plan for other programs that provide financial assistance including the Local Heritage Assistance Program, Youth Week Grants Program, Tourism Event Development Fund and Village Enhancement Program.

### **Amendments since the draft Operational Plan**

Council's 2022/23 Draft Operational Plan budget proposes an operational deficit forecast of (\$840k) before capital grants and contributions, up from (\$779k). This consists of a forecast deficit from the General Fund of (\$926k), up from (\$915k) and a surplus from the Sewer Fund of \$86k down from \$136k.

An increase in operating expenditure of \$61k including cadastral realignment works for Millthorpe Sewer estimated to cost \$50k and superannuation guarantee charge of 10.5% on Councillor's remuneration effective 1 July 2022 of \$11k.

Whilst the integrated planning and reporting requirements now in place under the Act are the catalyst to the change, the key driver of the change has been the community engagement underpinning and expressed through the Blayney Shire Community Strategic Plan, and the framework this provides for the objectives and actions expressed in the Operational Plan.

The adoption of this document is part of the bigger picture that will set us on our path to the Blayney Shire that all stakeholders – the community, councillors and staff would all like to experience in the future.

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

Council is obligated under s.405 to adopt the Operational Plan before the beginning of each year and details the activities to be engaged in by the council during the year as part of the delivery program covering that year. As part of the adoption process consideration must be given to submissions that have been made concerning the draft plan.

**Budget Implications:**

The financial implications of this report are detailed in the 2022/23 – 2025/26 Delivery Program and 2022/23 Operational Plan.

**Enclosures (following report)**

- |   |   |        |
|---|---|--------|
| 1 | Submission 1: Hain                        | 1 Page |
| 2 | Submission 2: Central Western Dressage    | 1 Page |
| 3 | Submission 3: Blayney Junior Rugby League | 1 Page |
| 4 | Submission 4: Australian Ranch Horse      | 1 Page |

**Attachments (separate document)**

- |   |   |          |
|---|---|----------|
| 5 | 2022/23 – 2025/26 Delivery Program and 2022/23 Operational Plan | 99 Pages |
|---|---|----------|

[REDACTED]

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**From:** [REDACTED]  
**Sent:** Thursday, 16 June 2022 10:28 AM  
**To:** [REDACTED]  
**Subject:** IEM/71586 - Cost of additional Midweek days for hire of Blayney Showground

Dear Nikki,

Would it be possible please to table to the General Manager re-consideration of the cost of additional MIDWEEK day hire for EXISTING user group members.

We understand that the casual user fee is currently approximately \$260 per day, which would cover the additional costs of induction and liaison with casual users.

These extra services from council are not required for existing user groups who request additional days, hence we request a specific user group additional day hire fee for MIDWEEK days, beyond the 12 allocated midweek days each year. If we were afforded a more approachable rate then the facility may see more midweek use which would enable council to gain more revenue from the facility without additional cost.

With the new financial year costs of \$1850 per user group, the day rate is \$77 per day. We ask Council to consider an amount within this vicinity.

Are you also able to please provide an update to my request for revised user group fees for MIDWEEK only user group membership.

Thank you so much for your help [REDACTED]

Kind regards,

Samantha Hain  
[REDACTED]  
[REDACTED]  
[REDACTED]

This message is intended for the addressee named and may contain confidential information. If you are not the intended recipient, please delete it and notify the sender.

Views expressed in this message are those of the individual sender, and are not necessarily the views of NSW Health or any of its entities.

CENTRAL WESTERN DRESSAGE GROUP  


16/6/22

The General Manager  
Blayney Shire Council  
Adelaide Street  
BLAYNEY NSW

Dear Sir

On behalf of Central Western Dressage Group I wish to request that the charge of \$260 for extra (other than our 12 week days and 12 weekend days) use of the equestrian grounds including CWELC be reduced considerably for annual User groups. This would bring more people to Blayney and create greater use of the Showground which is now becoming the hub of equestrian activities in the central west.


The annual amount of \$1850 plus an extra \$5 per horse at every event is a huge drain financially on our Club.

We wish to run extra clinics as our members are keen to improve their riding and training however with the huge charge per day this is not viable.

Our Club has been loyal to Blayney Council by using the equestrian centre for over 10 years and has made a large contribution to the grounds by paying \$45,000 for the 2 sand arenas and having been instrumental in the development of the indoor arena plus supplied a grandstand, security gates to the container shed and always maintained the grounds after every event with our own equipment.

Also a huge amount of time and effort has been put into trying to secure stables for the showground by some of our members and we will continue our support providing we can afford the Showground charges.

We ask you to please consider reducing the fee for extra days for the regular user groups only. Our Club would like to have up to 10 extra week days per year which would provide extra income for council if the fees were affordable and during a time when the showground would not be booked.

Yours faithfully  




[REDACTED]

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**From:** [REDACTED]  
**Sent:** Thursday, 16 June 2022 4:51 PM  
**To:** [REDACTED]  
**Subject:** IEM/71591 - 2022/23 - 2025/26 Delivery Program and 2022 Operational Plan

Hi [REDACTED]

Could you please pass this onto whoever it needs to go to?

Kind regards

Sarah Croker  
Treasurer  
Blayney Junior Rugby League

To Whom it May Concern

In relation to the **2022/23 - 2025/26 Delivery Program and 2022 Operational Plan** Blayney Junior Rugby League would like some clarification on how the fees are calculated for use of King George Oval. When referring to the rates that all other junior clubs are paying for use of fields, BJRL seem to be paying triple. We are unsure why this is the case, when Junior Cricket, Junior Soccer, Junior Rugby and Little Athletics fields all need to be marked, and all fields have toilet and canteen facilities. During winter months the fields are rarely mown due to the grass not growing, so other than line marking we are unsure how there is such a discrepancy in fees. We do not use the lights at the field, and this season have been unable to use the majority of the facilities due to the ongoing building and condemned grandstands.

We appreciate that all junior clubs seem to pay half of what senior clubs are paying for the same facilities, but are also unsure as to why that is the case. We assume it is because they train at night under lights, charge entry and sell alcohol at their games giving them an increased chance to raise much needed revenue.

We would really appreciate a reconsideration of fees we are being charged for the use of King George Oval to be more equitable with all other junior sporting clubs in the Blayney Shire.

Kind regards

Sarah Croker  
Treasurer  
Blayney Junior Rugby League

**Anton Franze**

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**From:** Tina Linnegar [REDACTED]  
**Sent:** Tuesday, 31 May 2022 2:19 PM  
**To:** Nikki Smith  
**Subject:** IEM/71291 - Competitor fees for showground

Hi Nikki. I, as would have other user groups, recieved an email in regards to competitor numbers and a \$5.- charge per person. As I have not been to any meetings in approximately 2 years, I was unaware of such charge. I believe that our general yearly usage fee should cover, regardless of the amount of people using the facilities from each group. I shall go over the contract from Australian Ranch horse this evening. In times like this, it's tough enough to enter an event financially for the competitors. And as for and event, what do the council classify as an event??? The council also request that each user group contributes financially towards any other improvements in the future for the already brilliant facility. As a user group, we feel that this extra charge is unfair. Can we please bring this up in the next meeting, hoping it will be sooner rather than later. My personal view is that this charge represent money grabbing on behalf of the council and could be the reason why groups qould be reluctant to hold events. Our group by all means do not use the facility 1 day per month as would other groups. Taking into account, when we do hold a competition, it draws many other people to town, spending their money at the local business which in return is a huge community benefit. I would have thought the council would consider this more important than charging user groups and their competitors an extra fee. I'd like you to add this to the agenda for the next meeting. Kind regards Tina Linnegar Representative for Australian Ranch Horse. PS. Is it possible to hold a user group meeting prior to the 1st of July 2022 please

**07) ADOPTION OF RESOURCING STRATEGY****Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance**File No:** CM.PL.1**Recommendation:**

That Council adopt the 2022/23 – 2031/32 Long Term Financial Plan, Asset Management Policy, Strategic Asset Management Plan (Asset Management Strategy) and 2022/23 – 2025/26 Workforce Management Plan.

**Reason for Report:**

This report seeks Council adoption of the 2022/23 – 2031/32 Long Term Financial Plan, Asset Management Policy, 2022 Strategic Asset Management Plan, and 2022/23 – 2025/26 Workforce Management Plan

**Report:**

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

The following documents were placed on public exhibition in accordance with the Council resolution of 16 May 2022:

- 2022/23 – 2031/32 Long Term Financial Plan;
- Asset Management Policy;
- 2022 Strategic Asset Management Plan;
- 2022/23 – 2025/26 Workforce Management Plan.

The exhibition period concluded 16 June 2022 and Council has received no submissions on the documents.

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

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

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

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

- The Workforce Management Plan: This plan addresses the human resource requirements of our Delivery Program. It covers a timeframe of 4 years and includes analysis of our workforce and factors impacting future resourcing.
- Asset Management Planning: The objective of Asset Management Policy is to:
  - ensure Council's infrastructure is maintained in a sustainable manner;
  - that strategies are in place to provide the required financial resources,
  - that Council meets legislative requirements,
  - and that resources and operational capabilities are identified, and responsibilities allocated.

The Strategic Asset Management Plan (AM Strategy) demonstrates how Council's asset portfolio will meet the service delivery needs of its community into the future, enable Council's asset management policy to be achieved, and ensures the integration of Council's asset management with its long term strategic plans.

#### Long Term Financial Plan

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

The Long Term Financial Plan spans the next 10 years addressing Council's revenue streams, pricing policy, assumptions, risks and forecasts. A consolidated income statement, balance sheet & cash flow statement is tabled for each of the 4 scenarios shown below as follows:

- Additional Special Rate (ASV)
- Base Case
- SRV plus Increased Development & Mining
- Reduced Mining & Increased CPI

All scenarios simulate Council's current environment using the service levels and resources in accordance with Council's Asset Management Plan and Workforce Management Plan.

#### Base Case - Additional Special Rate (ASV)

This scenario simulates Council's current environment using the service levels and resources in accordance with Council's Asset Management Plan and Workforce Management Plans. It assumes approval of the ASV, a 2.5% rate peg applied in year 1. It also assumes a conservative increase in revenue from mining should approval for the McPhillamy's Gold Mine be granted.

Additional rate revenue is also anticipated through new development but has been modelled conservatively.

#### Base Case

This scenario simulates Council's current environment using the service levels and resources in accordance with Council's Asset Management Plan and Workforce Management Plans. It applies the 0.7% rate peg as determined by IPART on the assumption that additional special rate variation is not approved. It also assumes a conservative increase in revenue from mining should approval for the McPhillamy's Gold Mine be granted. Additional rate revenue is also anticipated through new development but has been modelled conservatively.

#### SRV plus Increased Development & Mining

This scenario allows for an increase (special rate variation) in Council's rate income to accommodate Council services with the likely expansion of the mining industry within the Blayney Shire over the next 10 years and the flow on of increased land development as a result.

It also proposed a permanent 5% Special Rate Variation.

#### Reduced Mining & Freeze Indexation on Financial Assistance Grants

This scenario was modelled to demonstrate the reliance of Council on these income streams. The Mining rating category makes up 49% of Council's rate base and likely to increase. Any significant impact on the valuation of mining would have a considerable impact on Council's Operating Performance. Similarly, the Financial Assistance Grant also makes up around 12% of Council's income. A freeze on the indexation of financial assistance grants against the increasing cost of fixed expenses such as wages is reflected over the life of the plan. This scenario is modelled on a 25% reduction in mining income from 2024/25 equating to roughly \$11m over the remainder of the plan.

#### Workforce Management Planning

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

This Workforce Management Plan has been informed by Council's own corporate sources, staff workshops held in December 2021, and the Price Waterhouse Coopers (PwC) / Local Government Professionals Australian LG Performance Excellence Program (Council Comparative Analysis Tool FY21).

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

### Asset Management Planning

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

### **Amendments since the draft documents were placed on exhibition:**

#### **Resourcing Strategy: Long Term Financial Plan**

The Long Term Financial Plan has been amended and includes the following changes:

- Inclusion of cadastral realignment works for Millthorpe Sewer estimated to cost \$50k in 2022/23.
- Inclusion of superannuation guarantee charge of 10.5% on Councillor's remuneration effective 1 July 2022 of \$11k annually.

#### **Asset Management Policy and Strategic Asset Management Plan**

There have been no changes to the Asset Management Policy, or the Strategic Asset Management Plan since endorsement on 16 May 2022.

#### **Resourcing Strategy: Workforce Management Plan**

There have been no changes to the Workforce Management Plan since endorsement on 16 May 2022.

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

Under the Local Government Act Council is required to adopt a Delivery Program by 30 June following an ordinary election. It is also required to adopt an Operational Plan annually that includes a Statement of Proposed Borrowings and Revenue Policy. Both plans are required to be placed on public exhibition for 28 days and Council is required to consider any submissions on both plans prior to adoption.

Council is required to post the Operational Plan on Council's website within 28 days of adoption.

#### **Budget Implications:**

Council has modelled its Long Term Financial Plan based on the assumptions detailed throughout the plan document. The significant number of forecast operating deficits over the life of the Base Case Long Term Financial Plan remain highlighted for the attention of Council. Council's scheduled strategic financial review to address forecast operating deficits (Net Operating Result before Grants and Contributions for Capital Purposes) reported for years 2022/23 – 2025/26 is now underway.

The scope of work sought for the Strategic Financial Review is as follows:

- Undertake a desktop review of Council's financial position

- Develop strategies for implementation to assist financial sustainability long term (aside from special rate variations).
- Assist with development of strategies to assist Council meeting Office of Local Government benchmarks with Council's financial performance.
- Assist Council to determine adequate levels of unrestricted cash.
- Provide advice on any risks associated with the current strategies, practices, and management.
- Make recommendations on any actions to improve strategy and operations and to mitigate risk

The Strategic Review will include detailed analysis of:

- current financial statements
- 2021/22 budget
- Long Term Financial Plan & asset management plans. e.g. Does the LTFP address the deficiencies in the infrastructure ratios

The review will also entail engagement of Council and Council's leadership team and is scheduled to be finalised at the end of July 2022. It is also proposed to engage with the Audit, Risk and Improvement Committee on the project and for ongoing monitoring purposes.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

|   |   |          |
|---|---|----------|
| 1 | 2022/23 - 2031/32 Long Term Financial Plan  | 43 Pages |
| 2 | 2022/23 – 2025/26 Workforce Management Plan | 21 Pages |
| 3 | Asset Management Policy                     | 3 Pages  |
| 4 | 2022 Strategic Assset Management Plan R1.1  | 32 Pages |

**08) 2022/23 COUNCILLOR AND MAYORAL REMUNERATION****Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance**File No:** CM.CI.1**Recommendation:**

1. That Councillor and Mayoral remuneration be paid at the maximum level for the Rural Council category, per the 2022 Local Government Remuneration Tribunal Determination, being \$12,650 for Councillors and \$27,600 for the additional Mayoral annual fee effective from 1 July 2022.
2. That the data allowance for up to 50% reimbursement of data charges associated with home internet and telephone be set at a maximum of \$75 per month.

**Reason for Report:**

For Council to determine Councillor and Mayoral Remuneration for the 2022/23 year following receipt of the determination from the Local Government Remuneration Tribunal.

**Report:**

Council is now in receipt of the Tribunal's 2022 Annual Report and Determination and is now in a position to determine 2022/23 fees.

The Tribunal's report and determination provides details of the matters and submissions that it had taken into account in its determination. The Tribunal has determined that an increase of 2% increase in fees for councillors and mayors was appropriate.

Blayney Shire Council is one of the 57 councils within the Rural Council category determined under s.239 of the Local Government Act for the purposes of the annual fees. A comparison of 2021/22 fees to the relevant 2022/23 scale of fees for this category is shown below:

|   | <b>Minimum<br/>\$</b> | <b>Maximum<br/>\$</b> | <b>Current<br/>Fees<br/>\$</b> |
|---|-----------------------|-----------------------|--------------------------------|
| Councillor                                    | 9,560                 | 12,650                | 12,400                         |
| Mayor (payable in addition to Councillor fee) | 10,180                | 27,600                | 27,060                         |

Council also has included in the Payment of Expenses and Provision of Facilities to Mayor and Councillors policy a data allowance of up to 50% reimbursement of data charges associated with home internet and telephone up to a maximum value determined by Council annually. This allowance



currently stands at a maximum of \$75. It is not proposed for this amount to be varied.

The report also provides an outline of the 2022 Review of Councillor and Mayoral remuneration and references that they were unable to ascertain if some submissions were endorsed by Council. It concludes that it is the expectation of the Tribunal that in the future all submissions have council endorsement.

**Risk/Policy/Legislation Considerations:**

Under s.248 of the Local Government Act Council may fix an annual fee, and in doing so must fix it in accordance with the appropriate determination of the Remuneration Tribunal.

**Budget Implications:**

Provision for indexation of 2% to Mayoral and Councillor fees is included in the 2022/23 Operational Plan.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

- |   |   |          |
|---|---|----------|
| 1 | Local Government Remuneration Tribunal Report and Determination | 17 Pages |
|---|---|----------|

**09) PAYMENT OF EXPENSES AND THE PROVISION OF FACILITIES TO THE MAYOR AND COUNCILLORS POLICY****Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance**File No:** GO.PO.1**Recommendation:**

That the Payment of Expenses and the Provision of Facilities to the Mayor and Councillors Policy be placed on public exhibition for a period of at least 28 days.

**Reason for Report:**

To review and place on exhibition the Council policy for the Payment of Expenses and the Provision of Facilities to the Mayor and Councillors.

**Report:**

Council has a statutory obligation to adopt a policy concerning expenses and facilities within the first 12 months of each term of Council pursuant to section 252 of the Local Government Act 1993. As part of this obligation Council must place it on public exhibition for 28 days prior to adoption and consider any submissions made within the time allowed and make any appropriate changes to the draft policy or amendment.

Upon adoption Council must submit its policy with any submissions to the Office of Local Government within 28 days.

Council's Payment of Expenses and the Provision of Facilities to the Mayor and Councillors policy as proposed has a number of amendments.

The amendments are summarised in the table below:

| Clause | Title                                 | Amendment  |
|--------|---------------------------------------|--|
| 5.2.1  | Technology equipment – Mobile devices | Remove reference to mobile phone and add laptop. Delete reference to responsibility for mobile phone charges. Amendment of \$100 iTunes card to \$50 |
| 5.4    | Apparel                               | Insert provision of Blazer   |

The policy is within the guidelines outlined in DLG Circular 09-36: *Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW* and is consistent with many NSW Councils.

The policy is attached and with amendments highlighted in bold text, italicised and underlined.

**Risk/Policy/Legislation Considerations:**

Pursuant to s.252 Local Government Act 1993 Council must place policy on public exhibition for 28 days and prior to adoption consider any submissions made within the time allowed and make any appropriate changes to the draft policy or amendment.

**Budget Implications:**

Expenses and facilities provided for in policy are provided for in Council's Operational Plan.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

- 1 Payment of Expenses and the Provision of Facilities  
to the Mayor and Councillors Policy 15 Pages

**10) PAYMENT OF COUNCILLOR SUPERANNUATION****Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance**File No:** CM.CI.1**Recommendation:**

That Council:

1. Receive the report provided on the Payment of Councillor Superannuation; and
2. Commence superannuation contribution payments for councillors as a contribution to a superannuation account nominated by a councillor starting from the financial year commencing 1 July 2022.

**Reason for Report:**

For Council to consider payment of councillor superannuation.

**Report:**

The Office of Local Government have advised that following an amendment to the Local Government Act 1993 (the Act), councils may make payments as a contribution to a superannuation account nominated by their councillors, starting from the financial year commencing 1 July 2022.

The making of superannuation contribution payments for councillors is optional and is at each council's discretion.

To exercise the option of making superannuation contribution payments for their councillors, councils must first resolve at an open meeting to make superannuation contribution payments for the councillors.

Where a council resolves to make superannuation contribution payments for its councillors, the amount of the payment is to be the amount the council would have been required to contribute under the *Commonwealth Superannuation Guarantee (Administration) Act 1992* as superannuation if the councillors were employees of the council. As of 1 July 2022, the superannuation guarantee rate will be 10.5%. The rate will increase by half a percent each year until 1 July 2025 when it reaches 12%.

The superannuation contribution payment is to be paid in the same intervals as the annual fee is paid to councillors.

To receive a superannuation contribution payment, each councillor must first nominate a superannuation account for the payment before the end of the month to which the payment relates. The superannuation account nominated by councillors must be an account for superannuation or retirement benefits

from a scheme or fund to which the *Commonwealth Superannuation Guarantee (Administration) Act* applies.

Councils must not make a superannuation contribution payment for a councillor if the councillor fails to nominate an eligible superannuation account for the payment before the end of the month to which the payment relates.

Individual councillors may opt out of receiving superannuation contribution payments or opt to receive reduced payments. Councillors must do so in writing. Councils must not make superannuation contribution payments for councillors during any period in which they are suspended from their civic office or their right to be paid any fee or other remuneration, or expense, is suspended under the Act.

Councillors are also not entitled to receive a superannuation contribution payment during any period in which they are not entitled to receive their fee under section 254A of the Act because they are absent.

**Risk/Policy/Legislation Considerations:**

As detailed in the report.

**Budget Implications:**

Provision for payment of councillor superannuation at 10.5% is included in the 2022/23 Operational Plan.

**Enclosures (following report)**

1 OLG Circular re Payment of councillor  
superannuation 2 Pages

**Attachments (separate document)**

Nil

|                             |   |
|-----------------------------|---|
| <b>Circular Details</b>     | 22-04/ 15 March 2022/ A811265   |
| <b>Previous Circular</b>    | 21-07 <i>Commencement of Local Government Amendment Act 2021</i>                                    |
| <b>Who should read this</b> | Councillors / General Managers / Council Governance Staff   |
| <b>Contact</b>              | Council Governance Team / 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a> |
| <b>Action required</b>      | Information / Council to Implement  |

### Payment of councillor superannuation

#### What's new or changing

- Following an amendment to the *Local Government Act 1993* (the Act) last year, councils may make payments as a contribution to a superannuation account nominated by their councillors, starting from the financial year commencing on **1 July 2022**.
- The making of superannuation contribution payments for councillors is optional and is at each council's discretion.

#### What this will mean for your council

- To exercise the option of making superannuation contribution payments for their councillors, councils must first resolve at an open meeting to make superannuation contribution payments for the councillors.
- Where a council resolves to make superannuation contribution payments for its councillors, the amount of the payment is to be the amount the council would have been required to contribute under the *Commonwealth Superannuation Guarantee (Administration) Act 1992* as superannuation if the councillors were employees of the council.
- As of 1 July 2022, the superannuation guarantee rate will be 10.5%. The rate will increase by half a percent each year until 1 July 2025 when it reaches 12%.
- The superannuation contribution payment is to be paid at the same intervals as the annual fee is paid to councillors.
- To receive a superannuation contribution payment, each councillor must first nominate a superannuation account for the payment before the end of the month to which the payment relates. The superannuation account nominated by councillors must be an account for superannuation or retirement benefits from a scheme or fund to which the *Commonwealth Superannuation Guarantee (Administration) Act* applies.
- Councils **must not** make a superannuation contribution payment for a councillor if the councillor fails to nominate an eligible superannuation account for the payment before the end of the month to which the payment relates.
- Individual councillors may opt out of receiving superannuation contribution payments or opt to receive reduced payments. Councillors must do so in writing.

Office of Local Government  
 5 O'Keefe Avenue NOWRA NSW 2541  
 Locked Bag 3015 NOWRA NSW 2541  
 T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
 E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) W [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) ABN 20 770 707 468

- Councils must not make superannuation contribution payments for councillors during any period in which they are suspended from their civic office or their right to be paid any fee or other remuneration, or expense, is suspended under the Act.
- Councillors are also not entitled to receive a superannuation contribution payment during any period in which they are not entitled to receive their fee under section 254A of the Act because they are absent.

**Where to go for further information**

- For further information please contact the Council Governance Team on 02 4428 4100 or by email at [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).

**Melanie Hawyes**

**Deputy Secretary, Crown Lands and Local Government**

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**11) CODE OF MEETING PRACTICE****Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance**File No:** GO.PO.1

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**Recommendation:**

That the Code of Meeting Practice be placed on public exhibition for a period of at least 42 days.

**Reason for Report:**

For Council to endorse the Code of Meeting Practice for public exhibition following a review of the model Code of Meeting Practice by the Office of Local Government and more recently by Council at a Councillor workshop.

**Report:**

Within 12 months of the Local Government Election Council is obligated to adopt a Code of Meeting Practice that aligns with the model code as per the sections 360 – 364 of the Local Government Act (1993). It must be publicly exhibited for a period of not less than 42 days and submissions invited prior to the policy adoption process.

Council is required to adopt a code of meeting practice that incorporates the mandatory provisions of the Model Meeting Code prescribed by the Regulation. A council's adopted meeting code must not contain provisions that are inconsistent with the mandatory provisions.

The objective of the Code of Meeting Practice is to provide a model for the convening and conduct of Council and Committee meetings. It establishes policy and guidelines for Council and promotes accountability to the community.

The repeal date for section 237 of the Regulation which exempts councils from the requirement, under clause 5.2 of the previous iteration of the Model Meeting Code, for councillors to be personally present at meetings in order to participate in them was extended to 30 June 2022. As Council has not adopted and exhibited a new meeting code the policy for the mandatory timeframe, that allows councillors to attend meetings by audio-visual link, it will not be permitted to do so until after a new code is adopted. This will mean that meeting attendance by audio-visual link for the July and August meetings will not be permitted.

The policy is enclosed with amendments highlighted for ease of reference.



**Risk/Policy/Legislation Considerations:**

Local Government Act s.361 requires Council to exhibit a draft of the code of meeting practice for at least 28 days and provide members of the community at least 42 days in which to comment on the draft code.

**Budget Implications:**

Costs associated with conduct of meetings are provided for in Council's Operational Plan.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

1 Code of Meeting Practice

49 Pages

**12) ADOPTION OF CODE OF CONDUCT AND PROCEDURES****Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance**File No:** GO.PO.1

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**Recommendation:**

1. That Council adopt the Model Code of Conduct for Councillors, Model Code of Conduct for Council staff and Model Code of Conduct for Council Committee Members, Delegates of Council and Council Advisers and they be included in Council's policy register.
2. That Council Adopt the Procedures for the Administration of the Model Code of Conduct and they be included in Council's policy register.

**Reason for Report:**

For Council to adopt the Model Code of Conduct for Councillors; Model Code of Conduct for Council staff; Model Code of Conduct for Council Committee Members, Delegates of Council and Council Advisers; and Procedures for the Administration of the Model Code of Conduct.

**Report:**

Under the Local Government Act, councils must review their adopted codes of conduct within 12 months of the election and make such adjustments as they consider appropriate. Council must adopt a code of conduct that incorporates the provisions of the Model Code of Conduct prescribed by the Regulation.

A council's adopted code of conduct has no effect to the extent that it is inconsistent with the Model Code of Conduct. However, a council's adopted code of conduct may prescribe requirements that are more onerous than those prescribed in the Model Code of Conduct.

In other words, council strengthen but cannot dilute the provisions of the Model Code of Conduct in their adopted codes of conduct.

For ease of reference Council has specific Codes of Conduct as follows:

- Model Code of Conduct for Councillors;
- Model Code of Conduct for Council staff;
- Model Code of Conduct for Council Committee Members, Delegates of Council and Council Advisers

Council is also required to adopt Procedures for the Administration of the Model Code of Conduct.

All documents are as per model documents prescribed by the Office of Local Government.

A copy of proposed of the documents for adoption are provided as an attachment to this report.

**Risk/Policy/Legislation Considerations:**

Local Government Act s.440 and s.440A requires Council to adopt a Model Code of Conduct and the Procedures for the Administration of the Model Code of Conduct.

**Budget Implications:**

Administration and associated compliance associated with the Code of Conduct is borne within Council's Operational Plan.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

|   |  |          |
|---|--|----------|
| 1 | Code of Conduct for Councillors  | 44 Pages |
| 2 | Code of Conduct for Council Staff  | 39 Pages |
| 3 | Code of Conduct for Council Committee Members, Delegates of Council and Council Advisers | 34 Pages |
| 4 | Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW | 35 Pages |

**13) CHILD PROTECTION POLICY****Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance**File No:** GO.PO.1

---

**Recommendation:**

That the Child Protection Policy be adopted and included in Council's policy register.

**Reason for Report:**

For Council to adopt the Child Protection Policy.

**Report:**

Council has introduced a Child Protection policy following a review of Council's compliance under the Reportable Conduct Scheme established by the Children's Guardian Act.

The overall objective of this Policy is to ensure compliance with child protection legislation, including; mandatory reporting, attraction and engagement and responding to allegations against staff involving children and young people.

The objectives of this Policy aims to ensure:

- Council's commitment to protecting children is clearly spelt out;
- Promotion of health, safety, welfare and wellbeing of children and young people in council activities;
- Council provides a safe environment for children and young people whilst on Council premises and utilising Council services;
- All workers engaged with Council in a child-related role have a valid Working with Children Check clearance number;
- Workers are aware of their obligations in relation to the various child protection legislation and Council's policy;
- Council promptly implements procedures which are confidential and transparent when investigating and responding to allegations of "reportable conduct" as defined under the Children's Guardian Act 2019.

The policy will supplement other Council policies and procedures established to ensure compliance the Children's Guardian Act.

A copy of the draft policy is provided as an attachment to this report.

As the policy is mandatory no public notice is recommended to be given prior to the policy adoption process.

**Risk/Policy/Legislation Considerations:**

Adoption of the policy will assist Council to comply with the Reportable Conduct scheme established by the Children’s Guardian Act.

**Budget Implications:**

Nil

**Enclosures (following report)**

1 Child Protection Policy

8 Pages

**Attachments (separate document)**

Nil



## Child Protection Policy

|                            |                             |
|----------------------------|-----------------------------|
| <b>Policy</b>              | 1G                          |
| <b>Officer Responsible</b> | Director Corporate Services |
| <b>Last Review Date</b>    | XX                          |

**Strategic Policy**

**Policy Objective**

The overall objective of this Policy is to ensure compliance with child protection legislation, including; mandatory reporting, attraction and engagement and responding to allegations against staff involving children and young people.

The objectives of this Policy aims to ensure that:

- Council's commitment to protecting children is clearly spelt out.
- To promote the health, safety, welfare and wellbeing of children and young people in council activities
- Council provides a safe environment for children and young people whilst on Council premises and utilising Council services.
- All workers engaged with Council in a child-related role have a valid Working with Children Check clearance number.
- Workers are aware of their obligations in relation to the various child protection legislation and Council's policy.
- Council promptly implements procedures which are confidential and transparent when investigating and responding to allegations of "reportable conduct" as defined under the Children's Guardian Act 2019.

**Policy Scope**

Child protection is a broad responsibility. It involves more than responding once an allegation has been made. It involves minimising the possibility of reportable conduct occurring in the first place. Council is committed to:

- Developing and reviewing strategies to minimise reportable conduct occurring.
- Staff training on child protection issues.
- Raising community awareness of child protection through brochures, posters or other means of communication.

This policy applies to all workers engaged by Council (in any paid or unpaid capacity). Any reference to 'worker' for the purpose of this policy includes employees, councillors, contractors or sub-contractors, work experience participants, labour hire, volunteers and student placements who are in a child-related role. Child related roles are to be in accordance with legislation and regulatory requirements.

**Policy Statement**

This policy demonstrates Council's commitment to the safety and wellbeing of children and young people. Council is committed to fulfilling its duty of care by endeavouring to ensure that all workers act in the best interests of a child and take all reasonable steps to ensure a child's safety. Council will ensure all workers engaged in a child-related role have a valid Working with Children Check clearance number as per the Child Protection (Working with Children) Act 2012 and Child Protection (Working with Children) Regulation 2013.

**POLICY DEFINITIONS**

|                           |   |
|---------------------------|---|
| Abuse                     | A term used to refer to different types of harm or maltreatment. In this document it refers to types of harm or maltreatment that children and young people experience, including; physical harm, sexual assault, exposure to domestic violence, psychological harm and prenatal risks.   |
| Allegation                | A reportable allegation is an allegation that an employee has engaged in conduct that may be reportable.  |
| Child                     | Any persons under the age of 18 years.  |
| Child-related Work        | Work that involves direct contact (physical contact or Face to Face) by a worker with a child or children and that contact is a usual part of and more than incidental to the work, or work in a stipulated, child-related role.  |
| Conviction                | A reportable conviction means a conviction (including a finding of guilt without the court proceeding to a conviction), in NSW or elsewhere, of an offence involving reportable conduct.  |
| Child-Safe Organisation   | An organisation in which child safety is embedded in planning, policy and practices and where the voices of children and young people are valued and actioned.  |
| DCJ                       | Department of Communities and Justice.  |
| Investigation             | Conduct investigations to determine whether there is a risk of (significant) harm to a child or young person.   |
| Mandatory Reporters       | People who deliver services, wholly or partly, to children as part of their paid or professional work. This is regulated by the Children and Young Persons (Care and Protection) Act 1998.  |
| MRG                       | Mandatory Reporter Guide. The MRG is a decision-making tool to assist Mandatory Reporters to help determine how the suspected risk of significant harm of a child or young person is reported.  |
| Neglect                   | A term used to refer to a pattern characterised when a parent or caregiver cannot regularly provide a child or young person the basic requirements for his or her growth and development such as food, clothing, shelter, medical and dental care, adequate supervision and adequate parenting and care.  |
| Risk of Significant Harm  | Concern/s about a child or young person that are sufficiently serious to warrant a response by a statutory authority irrespective of a family's consent. It is something that is not minor or trivial and that may be reasonably expected to produce a substantial and demonstrably adverse impact on the child or young person's safety, welfare or wellbeing. In Addition, it can result from a single act or omission or an accumulation of these. Risk of significant harm is the NSW threshold to report child protection concerns to DCJ via the Child Protection helpline. |
| Reportable Conduct Scheme | The reportable conduct scheme monitors how organisations (relevant entities) investigate and report on types of conduct made against their employees, volunteers or certain contractors who provide service to children. When the head of a relevant entity becomes aware of a reportable allegation or a reportable conviction, the head of that entity must notify the Children's   |



|              |   |
|--------------|---|
|              | Guardian within seven (7) business days and conduct an investigation into the allegations.  |
| WWCC         | Working with Children Check. The WWCC is a requirement for any non-exempt person who works or volunteers in child-related work in NSW. The check provides either clearance to work with children for five years, or a bar against working with children.                          |
| Worker       | A worker includes employees, councillors, contractors or sub-contractors, work experience participants, labour hire, volunteers and student placements who are in a child-related role. Child related roles are to be in accordance with legislation and regulatory requirements. |
| Young Person | A young person can be defined in a variety of ways depending on the context. For the purpose of this policy a young person is a person who is over the age of 16 years but under the age of 18 years.   |

## 1. Responsibilities

### Head of Entity

Council is considered a relevant entity and reporting body as per the Reportable Conduct Scheme and under the Children's Guardian Act 2019 must have a "head of a relevant entity". For the purpose of this policy Council's Head of Entity is the General Manager. The Head of Entity is required to notify the Children's Guardian of reportable allegations and convictions against employees.

Responsibilities include:

- Ensuring the entity's compliance with legislative obligations under the Reportable Conduct Scheme.
- Ensuring the entity has systems, policies and processes in place to adhere to the Children's Guardian Act 2019.
- Should Council become aware of a reportable allegation or a reportable conviction, the Head of Entity must follow the below steps:
  - Notify the Office of the Children's Guardian within seven business days
  - Conduct an investigation into the allegations.
  - Provide information about the allegation, the progress of the investigation and the finding and action taken to the alleged victim and their parent/carer unless the General Manager considers that it is not in the public interest to do so
  - By 30 calendar days after the Head of Entity becomes aware of the reportable allegation, provide either a finalised entity report or an update (an interim report, reasons the investigation has not been completed and an estimated timeframe for completion)
  - Make a finding of reportable conduct if satisfied, on the balance of probabilities
  - Provide information to the Children's Guardian, which may include information about a reportable allegation, the relevant entity's response to a reportable allegation, and systems for preventing and responding to reportable allegations

- Ensure an appropriate level of confidentiality of information relating to reportable allegations and only disclose information about the allegations in circumstances permitted by the Act or other legislation

## **2. Commitment to child safety and wellbeing**

Council is committed to implementing the NSW Child Safe Standards which are aligned to the National Principles for Child Safe Organisations. Council have put into practice several measures to ensure we are providing a safe environment for children and young people. This includes the processes related to policy adherence, risk, recruitment, communications and council response to issues and complaints.

This policy reflects Council's commitment to the child safe standards identified by the Royal Commission (2017) as outlined below:

- Child safety is embedded in institutional leadership, governance & culture
- Children participate in decisions affecting them and are taken seriously
- Families and communities are informed and involved
- Equity is upheld and diverse needs are considered
- People working with children are suitable and supported
- Processes to respond to complaints of child sexual abuse are child focused.
- Staff are equipped with the knowledge, skills and awareness to keep children safe through continual education and training
- Physical and online environments minimise the opportunity for abuse to occur.
- Implementation of the Child Safe Standards is continuously reviewed and improved.
- Policies and procedures document how the institution is child safe.

## **3. Recruitment & Training**

Council has implemented a risk based approach on all pre-employment screening checks as part of its recruitment and selection process. The risk based approach has the level of risk identified and the requirements for when a Criminal Records Check and Working with Children Check need to be completed. Where a position is identified in child-related work, an employee of Council will be required to have necessary checks undertaken. These checks will be listed within Position Descriptions and within the Job Advertisement. If any concerns are highlighted as part of the employment screening process, Human Resources will consider the information in consultation with the responsible Manager.

Volunteers, work experience students and contractors in designated areas are responsible for maintaining their own Working with Children Checks and providing it as part of their screening processes prior to their applications being accepted by Council. Where Council has outsourced a service, e.g. library or leisure centre, a condition of engagement shall be the certification that required checks have been performed and requisite policies are in place.

Council is committed to ensuring that all workers engaged in child-related work are equipped with the knowledge, skills and awareness to keep children safe and will provide targeted training and support for individuals in those roles. All workers

engaged in child-related work will be required to sign off that they have read, understood and will abide by the child protection policy and code of conduct.

#### 4. Complaints Management

Complaints and allegations concerning the welfare, wellbeing and safety of children against Council workers will be managed according to Council's Complaints Management Policy.

All complaints should be reported immediately, this includes:

- Disclosure of abuse
- Inappropriate behaviour around children
- Suspicion of abuse or harm to a child

All complaints must be reported either verbally or written as per Council's Complaint Policy. Any worker can also make a complaint to the Manager Human Resources.

For complaints related to outsourced services, the complaint shall be referred to the contractor will lead investigations and undertake mandatory obligations. The contractor shall keep Council of progress and ultimate outcome.

#### 5. Reporting Obligations

Where there are concerns that a child or young person is at risk of being neglected or physically, sexually or emotionally abused, staff who are 'mandatory reporters' are required to report this to Department of Communities and Justice (DCJ) by phoning the helpline on 132 111. Mandatory reporters should use the Mandatory Reporters Guide (MRG) (<https://reporter.childstory.nsw.gov.au/s/>) to help decide whether a child is suspected to be at risk of significant harm.

The MRG covers eight key areas to help you understand if a report should be made and they include:

- Physical Abuse
- Neglect – Supervision; Environment; Food; Hygiene; Medical Care; Mental Health Care; Education -Not Enrolled
- Sexual Abuse – Child; Young Person; Problematic Sexual Behaviour Toward Others
- Psychological Harm
- Danger to Self or Others
- Relinquishing Care
- Carer Concern – Substance abuse; Mental Health; Domestic Violence
- Unborn Child

Workers who are not mandatory reporters, as well as members of the community, can also report the suspected risk of significant harm to the DCJ helpline.

As a reporting body Council has obligations to report findings of sexual misconduct and serious physical assault involving children by a child-related worker to the Office of Children's guardian. Under the Child Protection (Working With Children) Act 2012, Council must investigate allegations of such conduct to make an informed finding as to whether or not the conduct occurred.

To determine whether or not the conduct meets the criteria, Council must consider the nature of the conduct itself and the context in which it occurred.

If the investigation results in a finding that sexual misconduct or serious physical assault occurred, Council must report this finding to the Office of the Children's Guardian.

#### **6. Risk Management**

Council will ensure that child safety is a part of the overall risk management approach. A risk assessment will be undertaken in facilities that have child related services and Council events. Steps that must be taken to complete council's Risk Assessment for child related services are:

- 1) An activity will be identified
- 2) Hazards associated with that activity will then be recorded.
- 3) A risk score for the hazards identified from the risk score matrix should be determined and recoded.
- 4) Determine appropriate risk controls as reasonably practical for hazards identified and recorded
- 5) Finally determine the risk score after controls have been implemented for the hazards in which have been identified

#### **7. Documentation and record keeping**

Council's Manager Human Resources will maintain records of Working With Children Checks, acknowledgement of the workers understanding of their child protection and training undertaken. Records will be electronic and be made available if requested for audit and monitoring purposes.

All documentation and/or records of a confidential nature relating to allegations against workers will always be kept private and confidential.

For outsourced services, such mandatory obligations complaint shall be the responsibility of the contractor.

#### **8. Barred Status**

Should the check or continuous monitoring result in a barred status the worker, if currently working in a child-related role, will be removed from that role. Should the worker be an employee of Council then the matter will be referred to the General Manager for determination, which depending on the circumstances may also result in termination of employment. This will be managed in accordance with the Local Government (State) Award.

#### **9. Support Available**

Council provides an Employee Assistance Program (EAP) which is available to workers who have had allegations made against them and workers who have been involved in the investigative process, including those who have been involved in reporting the matter to the Head of Entity. The EAP service is also available to workers and their families who may be experiencing personal difficulties including child abuse and/or allegations. The EAP is a free confidential and independent counselling service.

**Relevant Legislation**

Child Protection (Working with Children) Act 2012 (NSW)  
Child Protection (Working with Children) Regulation 2013 (NSW)  
Local Government (State) Award 2020  
Children's Guardian Act 2019  
Children and Young Persons (Care and Protection) Act 1998  
Crimes Act 1900 – No 40

**Related Policies**

Code of Conduct  
Complaints Management Policy

**END**

|                         |                   |  |
|-------------------------|-------------------|--|
| <b>Adopted:</b>         | <b>xx/xx/2022</b> |  |
| <b>Lasted Reviewed:</b> | <b>xx/xx/2022</b> |  |
|                         |                   |  |
| <b>Next Reviewed:</b>   | <b>19/03/2024</b> |  |

**14) MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD 18 MAY 2022**

**Department:** Corporate Services

**Author:** Director Corporate Services

**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance

**File No:** CM.ME.17

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**Recommendation:**

That Council;

1. Receive the Minutes of the Audit Risk and Improvement Committee meeting held 18 May 2022.
2. Endorse the Audit, Risk and Improvement Committee Charter noting a large scale review to be undertaken on release of the Internal Audit and Risk Framework by the Office of Local Government.
3. Endorse the Internal Audit Charter noting a large scale review to be undertaken on release of the Internal Audit and Risk Framework by the Office of Local Government.

**Reason for Report:**

For Council to endorse the minutes of the Blayney Shire Audit Risk and Improvement committee meeting held 18 May 2022.

**Report:**

The minutes of the Audit, Risk and Improvement Committee held 18 May 2022 are tabled below.

**MINUTES OF THE BLAYNEY SHIRE COUNCIL AUDIT, RISK & IMPROVEMENT COMMITTEE MEETING HELD IN THE CHAMBERS, BLAYNEY SHIRE COUNCIL COMMUNITY CENTRE, ON 18 MAY 2022, COMMENCING AT 9.00AM**

Present: Donna Rygate (Independent - Chair), Ron Gillard (Independent), Cr. David Somerville (Councillor), Cr. Bruce Reynolds (Councillor - Alternate), Ross Earl (Interim General Manager), Anton Franze (Director Corporate Services – Secretariat), Tiffaney Irlam (Chief Financial Officer), Vicki Walker (WHS & Risk Coordinator), Karen Taylor (NSW Audit Office).

**APOLOGIES**

John O'Malley (Intentus - Audit Service Provider for NSW Audit Office).

**DISCLOSURES OF INTEREST**

Nil.

**APPOINTMENT OF AUDIT, RISK AND IMPROVEMENT  
COMMITTEE MEMBER CHAIR**

1 nomination received – Donna Rygate

Nomination accepted.

Donna Rygate appointed Chairperson.

**Recommendation:**

That Donna Rygate be appointed Chairperson the Audit, Risk and Improvement Committee appoint.

**CONFIRMATION OF MINUTES**

**MINUTES OF THE AUDIT, RISK AND IMPROVEMENT  
COMMITTEE MEETING HELD 16 NOVEMBER 2021**

**Recommendation:**

That the Minutes of the Audit Risk and Improvement Committee meeting held 16 November 2021 be received.

David Somervaille / Ron Gillard

**MATTERS ARISING FROM THE MINUTES**

Nil.

**REPORTS**

**REVIEW OF AUDIT, RISK AND IMPROVEMENT COMMITTEE  
CHARTER**

**Recommendation:**

1. That the report on the Review of the Audit, Risk and Improvement Committee Charter be received.
2. That the Review of Audit, Risk and Improvement Committee Charter, as amended, be endorsed and referred to Council for adoption noting a large scale review to be undertaken on release of the Internal Audit and Risk Framework by the OLG.

David Somervaille / Ron Gillard

**REVIEW OF INTERNAL AUDIT CHARTER**

**Recommendation:**

1. That the report on the Review of the Internal Audit Charter be received.
2. That the Internal Audit Charter be endorsed and referred to Council for adoption noting a large scale review to be undertaken on release of the Internal Audit and Risk Framework by the OLG.



Ron Gillard / David Somerville

Karen Taylor (NSW Audit Office) joined meeting 9.20am

**WHS AND RISK REPORT**

**Recommendation:**

1. That the WHS and Risk Coordinator report be received.
2. That the Strategic Risk Register, as amended, be noted.
3. That Council consider the feedback from the committee on improvements to the document.

David Somerville / Ron Gillard

**LEGISLATIVE COMPLIANCE REVIEW OF COUNCIL  
QUARRIES FINAL REPORT**

**Recommendation:**

1. That the Legislative Compliance Review of Quarry Operations Final Report and associated presentation be noted.
2. That recommendations in the final report be updated to the Schedule of Recommendations and furnished to each Audit, Risk and Improvement Committee until resolved.

Ron Gillard / David Somerville

**CFO REPORT 13 NOVEMBER 2021 - 13 MAY 2022**

**Recommendation:**

That the Chief Financial Officer report on Finance activities including draft Long Term Financial Plan be received.

David Somerville / Ron Gillard

**MANAGEMENT LETTER OF FINAL PHASE OF 2020/21  
AUDIT**

**Recommendation:**

That the Management Letter on the Final Phase of the Audit for the year ended 30 June 2021 from the NSW Audit Office be received.

Ron Gillard / David Somerville

**AUDIT ENGAGEMENT PLAN 2021/22 AUDIT**

**Recommendation:**

That the report on the Audit Engagement Plan for the year ended 30 June 2022 from the NSW Audit Office be received.

David Somerville / Ron Gillard

Karen Taylor (NSW Audit Office) left meeting 10.48am.

Cr. David Somerville left meeting 10.50am.

### **STRATEGIC INTERNAL AUDIT PLAN**

#### **Recommendation:**

That the Strategic Internal Audit Plan 2022/23 – 2024/25 be endorsed.

Ron Gillard / Bruce Reynolds

Cr. David Somerville rejoined meeting 10.54am.

### **SCHEDULE OF OUTSTANDING AUDIT RECOMMENDATIONS**

#### **Recommendation:**

That the Schedule of Outstanding Audit Recommendations report be received.

David Somerville / Ron Gillard

### **PRESCRIBED FUNCTIONS ACTIVITY REPORT**

#### **Recommendation:**

That the report on Prescribed Functions activities be received.

Ron Gillard / David Somerville

### **UPDATE ON MAJOR DEVELOPMENTS**

#### **Recommendation:**

That the Update on Major Developments report be received.

David Somerville / Ron Gillard

Meeting closed: 11am

#### **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 Act 1993. 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 2021/22 Operational Plan for this purpose.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**15) ADOPTION OF COMMUNITY FINANCIAL ASSISTANCE POLICY****Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance**File No:** CR.SD.2

---

**Recommendation:**

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

**Reason for Report:**

To seek Council adoption of the Community Financial Assistance Policy.

**Report:**

Council at its meeting held 16 May 2022 approved amendment to the Community Financial Assistance policy, to encompass recommendations of the Community Financial Assistance Program Working Group, and exhibition of the policy for a period of not less than 28 days.

Of the amendments to the policy, the amendment of significance encompassed an amount of \$45,000 to be fixed from the community benefit component of the Iberdrola Flyers Creek wind farm VPA, for a 3 year period.

A copy of the draft policy and advice of Council's resolution / proposed arrangements were furnished to Iberdrola for review and feedback in the form of a submission, if required.

The closing date for submissions was 16 June 2022 and at the close of business no submissions were received. There were however some minor amendments made to the policy and are highlighted in the policy document.

The objectives of the policy are to:

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

A copy of the policy, as amended, are provided as an attachment to this report.

**Risk/Policy/Legislation Considerations:**

There are no issues foreseen by the adoption of this policy.

**Budget Implications:**

Council has an amount of \$100,000 allocated in its 2022/23 Operational Plan for this purpose. A further \$45,000 will be added by supplementary vote / budget review should Council approve this recommendation.

**Enclosures (following report)**

1 Community Financial Assistance Policy 9 Pages

**Attachments (separate document)**

Nil



## Community Financial Assistance Policy

|                            |                             |
|----------------------------|-----------------------------|
| <b>Policy</b>              | 31                          |
| <b>Officer Responsible</b> | Director Corporate Services |
| <b>Last Review Date</b>    | XX/XX/2022                  |

## **Acknowledgement of Country**

Here in Blayney Shire, we gather on Wiradjuri country on which members and elders of the local indigenous community and their forebearers have been custodians for many centuries and on which aboriginal people have performed age old ceremonies of celebration, initiation and renewal, we acknowledge their living culture and their unique role in the region.

Community groups representing first nations' people are encouraged to apply for financial assistance under this policy.

## **Objectives**

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

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

### **1. LEGISLATION**

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

### **2. SOURCE OF FUNDING**

Funding of the financial assistance provided under this policy is sourced from:

- (a) The Cadia Special Rate Variation approved by IPART on 26 June 2012 (**Cadia Moneys**); and
- (b) The Flyers Creek Wind Farm Voluntary Planning Agreement (**Iberdrola Moneys**).

In each case moneys are payable annually to Council, held in appropriate reserves and then provided by way of financial assistance to community organisations under this policy.

### 3. ELIGIBLE RECIPIENTS

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

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

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

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

### 4. CATEGORIES

Financial assistance to community organisations is provided in two categories:

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

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

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

The source of funding for recurrent annual donations category is the Cadia Moneys.

- (b) **One-off financial assistance.** This assistance is provided for projects involving the construction, maintenance or repair of community facilities, the purchase of equipment, or for the organising and conducting of local events and functions or for youth programs that foster leadership or access to



tertiary education. In each case having demonstrated broad community benefit and support. Projects must be in accordance with the Community Strategic Plan and the four year Delivery Program.

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

Applications received after the close of business on the due dates will not be considered unless the Financial Assistance Program Committee in its discretion agrees otherwise. Financial assistance will be made available *following determination at an ordinary meeting by Council and subsequent claim by the applicant.*

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

- (c) **Flagship annual community project.** Each year an amount of up to \$25,000 will be set aside from the Iberdrola Moneys to provide financial assistance for a major project(s) to be undertaken by a community group(s). **Partial matching funding (in cash or kind) is desirable for major project(s).** This will usually entail capital works such as ground works, building construction, building repairs, refurbishment or renovation, and/or major equipment purchases. Funding for such a project is non-recurrent and is subject to the applicant entering into a management agreement for the facility with Blayney Shire Council or the Crown with Council's support.

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

[If a suitable major community project is not identified in any year, the funding will be set aside and be available in a subsequent year, when it will be in addition to any project in that year or pooled with that year's allocation to provide additional assistance for a suitable project]

## 5. AMOUNTS

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

This budget allocation covers all three categories described above and is sourced from both the Cadia Moneys and the Iberdrola Moneys.

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

The source of funding for the one-off financial assistance category is, firstly, the Iberdrola Moneys and then, once exhausted, the Cadia Moneys.

## 6. APPROVAL PROCESS

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

The Financial Assistance Program Committee is chaired by a Councillor nominated by Council and comprises 2 Councillors including the Chairman, the General Manager of Newcrest Mining or their delegate; a representative nominated by Iberdrola; and a minimum of 4 community representatives, including a member from the Flyers Creek area, appointed by Council. The executive officer is Council's Director of Corporate Services.

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

## 7. ASSESSMENT CRITERIA

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

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

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

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

## 8. WHAT IS NOT FUNDED?

One-off financial assistance is not available for:

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

- (e) completed projects.

## **9. GENERAL CONDITIONS/PAYMENT**

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

### **9.1 Recurrent Annual Donations**

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

### **9.2 One-off Financial Assistance and Flagship Annual Community Project**

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

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

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

#### **10. APPLICATION FORM**

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

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

**SCHEDULE 1  
Guidelines for Annual Donations**

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

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

| <b>Type of assistance</b>                           | <b>Amount</b>  |
|---|--|
| Financial Assistance for community facilities       | (a) Up to \$5,000 in funding, with matching funding (in cash or kind) being desirable at all levels, but mandatory between \$3,000 and \$5,000; or<br>(b) up to \$10,000 in exceptional cases for special projects approved by Council |
| Flagship annual community project (see clause 4(c)) | Up to \$25,000   |
| Development Applications                            | The total amount development application costs levied on works to be undertaken on Council-owned facilities.   |

|                       |                   |                         |
|-----------------------|-------------------|-------------------------|
| <b>Adopted:</b>       | <b>15/06/2015</b> | <b>Minute: 1506/010</b> |
| <b>Last Reviewed:</b> | <b>15/06/2015</b> | <b>1506/010</b>         |
|                       | <b>16/05/2016</b> | <b>1605/010</b>         |
|                       | <b>17/12/2018</b> | <b>1812/010</b>         |
|                       | <b>21/12/2020</b> | <b>2012/010</b>         |
|                       |                   |                         |
| <b>Next Review:</b>   | <b>XX/06/2022</b> |                         |

**16) 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 June 2022 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****Mainstreet Plans**

Council has reviewed the submission from Transport for NSW (TfNSW) on the Blayney Mainstreet Masterplan, and undertaken further discussions from this. Place Design, will incorporate these minor amendments prior to submitting the final document to Council for adoption. TfNSW have provided Council with proposed locations for the High Pedestrian Activity Area 40km/h signage. This has been reviewed and some clarifications are currently being sought from TfNSW.

The Millthorpe Village Centre Masterplan was placed on Public Exhibition following the April Council meeting. Submissions closed on 19 May, and these are currently being reviewed. Council has also received input from TfNSW which is yet to be discussed and considered.

**Roads Congress 2022**

The Mayor, Director Infrastructure Services and Manager Assets attended the NSW Roads and Transport Directorate, Roads Congress at NSW Parliament on 6 June 2022.

The Local Roads Congress is held annually at Parliament House and provides opportunities for elected representatives and senior staff to advocate and discuss issues pertaining to the road and transport networks.

An outcome of the Congress is the Congress Communique which is developed and adopted by attendees. Once the document is formally provided to Council a separate report will be provided to Council.

**Major Contracts****KGO Change Rooms**

The completion date of the change rooms has been pushed back to late – June/early July.

Works that have been completed to date include both Northern & Southern change rooms being fully tiled, electricity and plumbing completed, doors fitted and painted, and fit out is almost complete. Painting the internal building hasn't started due to the cold weather. The refurbishment of the old change rooms has been completed, with only minor work to be done. This will be completed next week.

**Gallymont Road Bridge**

The abutments of the bridge have been constructed, scour protection installed and road approaches constructed. The bridge is now ready to receive the precast deck. Delays have been experienced in the manufacture of the precast components due to weather and Covid19 impacts. Following the installation of these the transverse beams will be poured. Once cured the bridge will be able to be opened. Opening is expected at the end of June.

**Leabeater Street Bridge**

Preliminary design for this project has been approved by Council Engineers and work has commenced on the For Construction drawings. Precast concrete components will commence manufacture in June, with establishment occurring in August.

**Lucan Road Bridge**

Detailed design is currently underway. The current project plan shows precast concrete components commencing manufacture in July with establishment occurring in September.

**Boondaroo Road Bridge**

Mobilisation is scheduled for July. For Construction drawings have been issued.

**Major Works****Panuara Road Reconstruction**

The contracted works are complete. There is one defect in Stage 1 which the contractor will repair in warmer months. Additionally, pavement failed just outside the contracted area near Stage 3. Council will look to repair this in the coming months with surplus funds.

**Hobbys Yards Road Repair**

Linemarking works including some renewals between Blayney & Barry are scheduled and completion is subject to weather.

**Stormwater Drainage – Oliver Street to Frog Hollow**

This project is now complete.



**Road Maintenance Works**

Road maintenance works including pothole patching, vegetation management, gravel road maintenance and signage works have been undertaken in the Beneree Road, Forest Reefs area, Hobbys Yards Road, Old Lachlan Road and Vittoria Road.

Gravel Re-sheeting

Some gravel re-sheeting works have taken place at Beneree Road & Wilsons Lane

Heavy Patching

Drainage & roadside vegetation management is currently underway on Long Swamp Road, in preparation for Heavy Patching works next financial year.

Culvert Renewal Program

The Doust Street culvert replacement has commenced and is underway, subject to weather.

**Footpaths**

There has been some preliminary works to extend pipes on Glenorie Road, in preparation for the footpath construction.

**Assets**

Work continues on the revaluation of the Sewer network, with all condition data now updated and staff have now received the final draft valuation from the consultant, following input from staff on the draft.

Staff are working with the consultant to finalise the Active Movement Strategy 2022. This will be presented to a future Councillor Workshop.

**Parks and Recreation**

The Parks and Recreation team are continuing routine maintenance such as, tree trimming, brush cutting, and whipper snipping within the open space and sporting oval network. Mowing has decreased as a result of the colder/wet weather.

Smart Hub Lighting & Access Control

Physical installation and point commissioning of all sites has been completed, with the exception of the King George Oval site due to the outstanding changeroom construction works. CWELC lighting, Dakers Oval amenities, and Redmond Oval lighting and access control sites are online with final programming and software deliverables outstanding.

Once completed and commissioned, this will enable Council to provide, monitor and control, access and lighting at these sites remotely. The development of access levels to facilities and their utilities for user groups and external stakeholders has also commenced, with community engagement yet to commence with this to occur after initial handover of the project from the automation contractor.

Belubula River Walk – Stage 3

The boardwalk works will commence shortly, weather permitting in the last week of June. The gross pollutant trap has been ordered and will take 8 – 10 weeks before delivery. Council is currently obtaining quotations for the foot bridge over to the island.

Neville Multipurpose Court

The basketball hoop sleeve has been concreted into the ground, and the basketball hoop will be installed by the end of June. This will complete all outstanding works.

Council recently joined The Hon Paul Toole MP for a quick site visit to review progress.

**Wastewater**

Recycled Water Treatment Plant

Amped Automation will commission the plant in conjunction with Laser Electrical late June, and then Atom Consulting will validate the plant for operation straight after.

**Fleet and Plant**

Procurement is currently being planned for next financial year. Vehicle inspections and registrations are now complete.

**Risk/Policy/Legislation Considerations:**

Information report only

**Budget Implications:**

Information report only

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**17) RECYCLED WATER POLICY****Department:** Infrastructure Services**Author:** Director Infrastructure Services**CSP Link:** 1. Maintain and Improve Public Infrastructure and Services**File No:** GP.PO.1**Recommendation:**

That Council approve the Recycled Water Policy, as amended, and the Policy Register be updated.

**Reason for Report:**

To seek Council approval for the revised Recycled Water Policy, as amended.

**Report:**

The Recycled Water Quality Policy was adopted by Council in June 2020.

The original policy supported and promoted the responsible use of recycled water and the application of a management approach that consistently meets the National Guidelines on Water Recycling, as well as recycled water user and regulatory requirements.

The revised policy expands upon the original policy to also incorporate additional governance matters, including how assets will be recognised, the pricing of recycled water and split between the Sewer Business and General Fund.

As the policy has now been expanded to consider more than just water quality, the title has been amended to omit the word, quality.

The closing date for public exhibition of the above policy was 21 April 2022, and no submissions were received by Council.

Following discussion with Councils Assets and Finance teams, it was identified that the definition for the Point of Supply should be amended to align with the financial allocation of the pipework assets within Councils asset management system.

Therefore, the Point of Supply will now be to the truck filling point and the master valve at the discharge point into the individual water storage tank at the relevant facility (ie: King George Oval, Napier Oval).

A copy of the policy is provided as an attachment to this report.

**Risk/Policy/Legislation Considerations:**

The policy continues to ensure Council's compliance with Section 60 of the Local Government Act 1993, and the Australian Guidelines for Water Recycling 2006.

**Budget Implications:**

Nil

**Enclosures (following report)**

1 27E Recycled Water Policy

4 Pages

**Attachments (separate document)**

Nil



## Recycled Water Policy

|                            |                                     |
|----------------------------|-------------------------------------|
| <b>Policy</b>              | 27E                                 |
| <b>Officer Responsible</b> | Manager Urban Services and Projects |
| <b>Last Review Date</b>    | 22/06/2020                          |

**Strategic Policy**

**BACKGROUND**

The use of recycled water is a nationally accepted approach to responsible water and environmental management, and forms part of Council's commitment to water conservation.

Council supports the responsible use of recycled water and is committed to developing and implementing preventive risk management systems to ensure the protection of human and environmental health.

Council is the owner and operator of a wastewater utility business (the sewer fund) comprising pipelines, pump stations and a sewer treatment plant.

As a local water utility, Council is required to comply with the NSW government's Best Practice Management of Water and Sewerage Guidelines, issued under section 409(6) of the Local Government Act 1993, incorporating the pricing principles for recycled water contained in the guidelines under the National Water Initiative (principle 7 - Cost Recovery) (the Guidelines), which provides that prices should recover efficient direct costs, including capital costs.

Compliance with the Guidelines enables Council to achieve sustainable water supply and sewerage businesses and comply with the Australian Government's National Competition Policy and National Water Initiative.

Recycled water is used for unrestricted municipal irrigation, as defined in the Australian Guidelines for Water Recycling in the Town of Blayney and for road construction purposes including dust suppression, and hydro-jetting operations; street sweeping and street tree watering. It is also supplied to commercial customers by agreement.

This policy details the requirements for managing Council's recycled water system. This policy only relates to systems that are using recycled water from Council's Sewerage Treatment Plant and that require a Section 60 approval from the NSW Department of Primary Industries.

**DEFINITIONS**

In this policy the following definitions apply:

|                 |  |
|-----------------|--|
| Point of Supply | The truck filling point at the Sewerage Treatment Plant, or the Stop Valve at which the delivery line diverges from the recycled water trunk main. |
| Recycled Water  | water supplied by Council from the RWS, being water from the RWTP.   |

**OWNERSHIP OF RECYCLED WATER ASSETS**

The Sewer Fund is the owner of the following assets used in connection with the Recycled Water Scheme (RWS):

- the Recycled Water Treatment Plant (RWTP),
- the 140 KL holding tank;

- the access road, standpipe and water truck filling facilities;
- the recycled water trunk main up to the Point of Supply.

Pipelines and water infrastructure upstream of the Point of Supply will be owned by the General Fund.

The income generated by the Recycled Water Business is hypothecated for Sewer Fund purposes pursuant to section 409(3) of the Local Government Act 1993.

#### **PRICING OF RECYCLED WATER**

Under the pricing principles set out in the Guidelines, when setting water supply tariffs, Council is required to levy an appropriate cost reflective water usage charge per kL based on the long-run marginal cost of water supply.

The Treated Recycled Water Charge at the Point of Supply will be calculated in accordance with the pricing principles contained in the Guidelines, by Council's Chief Financial Officer, and published in Council's Schedule of Fees and Charges on an annual basis.

#### **POLICY**

Council will implement and maintain recycled water management systems consistent with the Australian Guidelines for Water Recycling to effectively manage the risks to public and environmental health.

To achieve this Council will:-

- a. Ensure that protection of public and environmental health is recognised as being of paramount importance.
- b. Maintain communication and partnerships with all relevant agencies involved in the management of water resources, including NSW Health, the NSW Department of Primary Industries – Water (DPI Water) and the NSW Office of Environment and Heritage.
- c. Engage users of recycled water to ensure that responsibilities are identified and understood.
- d. Operate and maintain recycled water irrigation sites and infrastructure in accordance with the relevant site management plan.
- e. Develop and implement Recycled Water Management Plans that address the key elements of the Australian Guidelines for Water Recycling.
- f. Ensure that Council's sewerage treatment plant operators are appropriately trained and experienced, and that they are conversant with the requirements of relevant recycled water management plans.
- g. Ensure all staff who perform works or duties that involves working with recycled water are adequately trained and have undertaken the Recycled Water Induction.
- h. Induct all contractors undertaking works that involve potential exposure to Recycled Water using the relevant SWMS's under the BSC WHS Management System;
- i. Follow appropriate safety protocols in relation to working with Recycled Water as outlined in Council's Pollution Incident Response Management Plan and Work Health and Safety Policy

- j. Inform users of Council facilities supplied with Recycled Water of its use, and the risks associated with exposure to Recycled Water.
- k. Manage Recycled Water quality at all points along the delivery chain from source (RWTP) to the Point of Supply (recycled water user).
- l. Use a risk-based approach in which potential threats to recycled water quality are identified and controlled.
- m. Establish regular monitoring of control measures and recycled water quality, including at the Point of Supply, and establish effective reporting mechanisms to provide relevant and timely information, and promote confidence in the recycled water supply and its management.
- n. Develop appropriate contingency planning and incident response capability.
- o. Continually improve practices by assessing performance against corporate commitments and stakeholder expectations.
- p. Erect and maintain appropriate signage at all irrigation sites in accordance with AS/NZS 3500.1:2021 Plumbing and Drainage Water services and AS 1319:1994 Safety Signs for the Occupational Environment.

The quality of recycled water shall meet the water quality objectives in the Operational Verification Monitoring Plan.

Council may reduce, interrupt or discontinue supply if: -

- a. the Recycled Water fails to meet quality standards;
- b. any component of Council infrastructure is damaged or breaks down.
- c. maintenance or repairs to any component of Council infrastructure are to be carried out;
- d. an Authority directs that Recycled Water not be supplied; or
- e. the above circumstances are likely to occur if service is not reduced/interrupted/discontinued.

**RELATED LEGISLATION, POLICIES AND GUIDELINES**

This Policy has been developed with reference to a number of key pieces of Legislation and associated Regulations and Guidelines, including but not limited to: -

- Local Government Act 1993
- Local Government (General) Regulation 2005
- Work Health and Safety Act 2011 (NSW)
- Work Health and Safety Regulation 2017 (NSW)
- Australian Guidelines for Water Recycling
- Pollution Incident Response Management Plan
- Work Health and Safety Policy

|                       | <b>Date</b>       | <b>Minute No.</b> |
|-----------------------|-------------------|-------------------|
| <b>Adopted:</b>       | <b>22/06/2020</b> | <b>2006/009</b>   |
| <b>Last Reviewed:</b> |                   |                   |
| <b>Next Review:</b>   |                   |                   |



**18) ROAD CLOSURE - LOWER FARM STREET, BETWEEN CHARLES AND STILLINGFLEET STREETS BLAYNEY**

**Department:** Infrastructure Services

**Author:** Manager Urban Services and Projects

**CSP Link:** 1. Maintain and Improve Public Infrastructure and Services

**File No:** RD.LI.2

---

**Recommendation:**

That Council temporarily regulate traffic on Lower Farm Street, Blayney, between Charles and Stillingfleet Streets, for a period of 12 months in accordance with s122 of the Roads Act 1993.

**Reason for report**

To provide Councillors with an update on the road closure on Lower Farm Street, to commence works on the next stage of the Belubula River Walk Stage 4.

**Report**

Councillors may recall the strategic planning work undertaken a couple of years ago for the future development of the Belubula River Walk project.

Council adopted the Concept Plan (**attached**) at its September 2021 meeting following the Public exhibition period. The overall project being to link Dakers Oval in the North through to Martha Street and Heritage Park in the South, with multiple linkages to local roads, primarily along Lower Farm Lane.

The objective of Stage 4, is to provide a shared path (2.5m) wide from Stillingfleet Street to Charles Street to link up with the Belubula River Walk Stage 3 – Boardwalk.

Cul de sacs will be constructed at the eastern end of Charles and Stillingfleet Streets, with barriers erected at either end of the closed section to prevent traffic entering the area, providing access to pedestrians and for Council maintenance.

**Risk/Policy/Legislation Considerations:**

The Roads Act 1993 (s122) provides the roads authority (Council) the authority to regulate traffic on a public road, for which it is the roads authority.

This must be effected by publishing an order in a local newspaper (Blayney Chronicle).

The order ceases to have effect after 12 months, unless a further order is made. Subject to the project may also then seek to formalise a permanent road closure.

**Budget Implications:**

Council may seek to execute a permanent closure into the future, and have the land classified as Operational Land. This will require additional costs, and is currently unbudgeted.

**Enclosures (following report)**

1 Belubula River Walk Strategic Plan

1 Page

**Attachments (separate document)**

Nil

**BELUBULA RIVER HERITAGE WALK - SCHEMATIC MASTERPLAN**



**place design group.**  
Place Design Group Pty Ltd  
21/22-222 Stirling Street  
Melbourne 3101 VIC Australia  
T +61 3 9290 2800  
F +61 3 9290 9100

Landscape Masterplan Concept  
Belubula River Precinct, Blayney

| N | DATE       | PROJECT NO. | REVISION | REV. NO.  |
|---|------------|-------------|----------|-----------|
|   | 19/02/2021 | 2319/022    | 04       | 14429-101 |

SCALE 1:1500 @ A1

**19) FUNDING DEED - RECREATIONAL FISHING AND CAMPING FACILITIES PROGRAM**

**Department:** Infrastructure Services

**Author:** Manager Urban Services and Projects

**CSP Link:** 1. Maintain and Improve Public Infrastructure and Services

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

---

**Recommendation:**

That Council:-

1. accepts the Department of Primary Industries (GoFishing project) funding offer of \$253,000, for upgrades to facilities at Carcoar Dam, and,
2. endorse the Interim General Manager's execution of the Department of Primary Industries (GoFishing project) Funding Deed.

**Reason for Report:**

To seek Council endorsement of the Department of Primary Industries (DPI), Recreational Fishing and Camping Facilities Program Funding Deed, for upgrades to facilities at Carcoar Dam project, and endorse the Interim General Manager's execution of the Funding Deed.

**Report:**

In November 2021, Council submitted a funding application to the DPI Recreational Fishing program, for upgrades to facilities at Carcoar Dam totalling \$253,000.

In May 2022, Council received formal advice from DPI, that Council was successful in obtaining funding of \$253,000 for the project.

The project will involve the following upgrades – floating jetty (1), shelters with table & chairs (4), electric BBQ's (2), fish cleaning stations (2), and additional bench seating (2). All of these will be erected on concrete slabs. The floating jetting will be installed next to the boat ramp, and provide safety and accessibility improvements for boat users.

The project will be delivered in 22/23 and work is programmed to commence in September 2022.

**Risk/Policy/Legislation Considerations:**

Council has 1 year from execution of the funding deed to complete the project, and must meet agreed milestone reporting, signage requirements and financial acquittal of eligible expenditure.

**Budget Implications:**

The funding will be allocated to the budget in August 2022, when a report is presented to Council to adopt project carry overs and any supplementary votes.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**20) MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD 10 JUNE 2022****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 10 June 2022, be received and noted.
2. That Council endorse the Traffic Guidance Scheme for the Millthorpe Winter Fire Festival Night Market, to be staged on 5 August 2022 on Pym Street Millthorpe as a Class 2 event, subject to the conditions detailed in the Director Infrastructure Services' Report.
3. Procedure for Rural School bus routes and bus stops, matter be deferred to a subsequent meeting.
4. That Council
  - a. approve the informal school bus stop at 7265 Mid-Western Highway, Lyndhurst.
  - b. advise the bus operator to prepare a safe work method for this bus stop and all bus stops on high-speed roads.
5. That Council approve the informal school bus stop at 55 Olive Street, Mandurama.
6. That Council:-
  - a. Install a Give Way (r1-2) sign on Kentucky Road at the intersection with Fairford Road, in accordance with AS1742.2, and,
  - b. Remove the two Hawthorn trees located on the south west corner of the intersection by using the "cut and paint technique".

**MINUTES OF THE BLAYNEY SHIRE COUNCIL TRAFFIC COMMITTEE MEETING HELD IN THE CHAMBERS, BLAYNEY SHIRE COUNCIL COMMUNITY CENTRE, ON 10 JUNE 2022, COMMENCING AT 10:01AM****PRESENT****Members:** Cr John Newstead (Blayney Shire Council - Chair), Reg Rendall (Paul Toole Representative), Wayde Hazelton (TfNSW), Sarah Pusterla (TfNSW), Chris Pethick (NSW Police).**Present:** Grant Baker (Director Infrastructure Services), Nikki Smith (Administration Officer).**APOLOGIES**

Nil.

**CONFIRMATION OF MINUTES****MINUTES OF THE PREVIOUS MEETING BLAYNEY SHIRE  
COUNCIL TRAFFIC COMMITTEE MEETING HELD 8 APRIL  
2022****Recommendation:**

That the Minutes of the Ordinary Council Meeting held on Friday 8 April 2022, be confirmed to be a true and accurate record of that meeting.

(Reg Rendall / Cr John Newstead)

**MATTERS ARISING FROM THE MINUTES**

Nil.

**DECLARATION OF INTEREST**

Nil.

**CORRESPONDENCE**

Nil.

**REPORTS****20220610:01 STREET EVENT - MILLTHORPE WINTER FIRE FESTIVAL -  
AUGUST 2022****Recommendation:**

That Council endorse the Traffic Guidance Scheme for the Millthorpe Winter Fire Festival Night Market, to be staged on 5 August 2022 on Pym Street Millthorpe as a Class 2 event, subject to the conditions detailed in the Director Infrastructure Services' Report.

(Reg Rendall / Chris Pethick)

**20220610:02 PROCEDURE FOR RURAL SCHOOL BUS ROUTES AND  
BUS STOPS****Motion:**

That Council adopt the Procedure for Rural School Bus Routes and Bus Stops, and informs school bus operators of the outcome subject to amendment that Council include reference and associated data relating to pedestrian crossing road sight distances.

(Reg Rendall / Cr John Newstead)

An **AMENDMENT** was moved by Wayde Hazelton and seconded by Reg Rendall:

That this matter be deferred to a subsequent meeting to ensure the addition is included in the Procedure for Rural School Bus Routes and Bus Stops.

**Recommendation:** Procedure for Rural School bus routes and bus stops, matter be deferred to a subsequent meeting.

(Reg Rendall /Cr John Newstead)

20220610:03 **RURAL BUS STOP - MID-WESTERN HIGHWAY**

**Recommendation:**

That Council:-

1. approve the informal school bus stop at 7265 Mid-Western Highway, Lyndhurst.
2. advise the bus operator to prepare a safe work method for this bus stop and all bus stops on high-speed roads.

(Reg Rendall / Chris Pethick)

20220610:04 **RURAL BUS STOP - OLIVE STREET**

**Recommendation:**

1. That Council approve the informal school bus stop at 55 Olive Street, Mandurama.

(Cr John Newstead / Chris Pethick)

20220610:05 **REGULATORY SIGNAGE - KENTUCKY ROAD**

**Recommendation:**

1. That Council:-
  - a. Install a Give Way (r1-2) sign on Kentucky Road at the intersection with Fairford Road, in accordance with AS1742.2, and,
  - b. Remove the two Hawthorn trees located on the south west corner of the intersection by using the “cut and paint technique”.

(Chris Pethick / Cr John Newstead)

**TRAFFIC REGISTER**

20220610:06 **TRAFFIC REGISTER**

Nil.

(Chris Pethick / Reg Rendall)

**GENERAL BUSINESS**

20220610:07 **WARNING SIGNAGE - WALKOM ROAD**

**Actions**

1. That Horse and Rider (W5-243N) signage, be installed on
  - a. Walkom Road at the intersection with Mid-Western Highway, and,
  - b. Kings Plains Road, at the intersection with Walkom Road, and,
  - c. Kings Plains Road at the intersection with Village Road, and,
  - d. Village Road, 190m North of Church Street, Newbridge.in accordance with AS1742.2.

(Chris Pethick / Reg Rendall)



**20220610:08 WARNING SIGNAGE - FOREST REEFS ROAD****Actions**

That a Caution (Curved Symbol) Driveways (W2-206-4Rn) sign, be installed west of the access to 271 Forest Reefs Road, on the eastbound approach.

(Reg Rendall / Chris Pethick)

**20220610:09 SPEEDING CONCERNS - CROUCH STREET (2020211)****Actions**

1. Council to provide traffic data to NSW Police.
2. Council work with TfNSW to review current speed zones in Crouch Street Neville.

(Chris Pethick / Reg Rendall)

**GENERAL BUSINESS - MISCELLANEOUS ITEMS****20220611:10 Actions**

1. That Council request TfNSW assess Mandurama Road for Curve Speed Advisory signs and prepare report back to Traffic Committee.

**20220611:11**

1. That Council install 50 km/h repeater signs at the following locations:-
  - Lawson Street – Eastbound, East of the Marshalls Lane intersection.
  - Lawson Street – Southbound, North of the Marshalls Lane intersection.
  - Marshalls Lane – East and Westbound, West of the Gerty Street intersection.
  - Marshalls Lane – Westbound, East of the Radburn Street intersection.

**20220611:12**

1. That Council install traffic monitoring devices on Gold Street at the 50km/h speed zone, and on Burnt Yards Road near Mandurama Ponds, and provide a report to a future Traffic Committee meeting.
2. That Council request Transport for NSW undertake a review of the 50/100 zone interface on Gold Street Mandurama.

**20220611:13**

That Council install traffic monitoring devices on Errowangbang Road at 1km and 100m South of the Burnt Yards Road Intersection, and provide a report to a future Traffic Committee meeting.

**20220611:14**

That Council undertake a compliance check of the informal school bus stop at the intersection of Vittoria Road and Eves Lane, in accordance with the Guidelines for Rural School Bus Routes and Bus Stops.

**20220610:15 INTERSECTION VICTORIA ROAD AND VITTORIA STREET, MILLTHORPE.**

Cr John Newstead advised that he received a request from a resident in relation to vehicles coming off Vittoria Road into Victoria Street and turning into side streets, vehicles almost rear ending the turning vehicle.

**Actions**

Council to schedule installation of traffic counters at entry to village on Victoria Street, and provide a report to Traffic Committee.

**20220610:16 INTERSECTION FARM LANE AND BURNS STREET (NEWBRIDGE ROAD)**

Cr John Newstead advised that he received a request from a business owner in relation to sight vision coming off Henry Street. There is a van that parks in Burns Street blocking sight vision from Henry Street.

**Actions**

1. Council to reinstate holding lines at the intersection of Burns Street and Henry Street.
2. Council to make arrangements for the marking out of new fog lines to Burns Street.

**INFORMAL MATTERS****CHIFLEY POLICE DISTRICT - SERIOUS/FATAL MVA REPORT - MARCH 2022****20220610:17 Actions**

That the information be noted and Council to provide the accident data to UGL as per the Railway Interface Agreement.

**CHIFLEY POLICE DISTRICT - SERIOUS/FATAL MVA REPORT - APRIL 2022****Actions**

That the information be noted.

**CHIFLEY POLICE DISTRICT - SERIOUS/FATAL MVA REPORT - MAY 2022****Actions**

That the information be noted.

**FUTURE MEETING DATES - 2022**

5 August 2022

30 September 2022

9 December 2022

There being no further business, the meeting concluded at 11:11am.

**COUNCIL ISSUES**

Development of Policy and Guidelines for Advisory Signs.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**21) REPORT OF THE CENTRAL NSW JOINT ORGANISATION BOARD MEETING HELD 26 MAY 2022**

**Department:** Executive Services

**Author:** Councillor Ferguson

**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance

**File No:** GR.LR.3

---

**Recommendation:**

That Council note the report from the Central NSW Joint Organisation Board meeting held 26 May 2022 and provide feedback to the Board regarding post election priorities.

**Reason for Report:**

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

**Report:**

Please find following advice from the Chair of the Central NSW Joint Organisation Board meeting 26 May in Sydney. The Board met in Sydney to allow members to attend to Country Mayors Association Health Forum later in the day.

Speakers to the meeting included DPE representatives Amanda Chadwick, Executive Director Performance Division -Water Group, Jim Bentley, Deputy Secretary & CEO NSW Water Sector and Shagofta Ali, Leader of the Regional Water Strategies.

The meeting considered fourteen reports where the full agenda is available on the website <https://www.centraljo.nsw.gov.au/business-papers-agendas/>

There was significant discussion on the opportunities from the federal election result where further advocacy will be undertaken in June alongside of the National General Assembly in June. Advice is sought from members in this regard where correspondence has been provided separately to this report to Council.

A media release was called for and subsequently issued via Mayors that recognises the role of 'local' in the future of the nation's leadership.

<https://www.centraljo.nsw.gov.au/media-releases/>

**Statement of Budget and Revenue 2022-2023**

The Board approved the 2022/2023 Budget and Statement of Revenue to the Board with a 2.5% increase in fees with the exception of fees for the Central Joint Organisation Water Utilities' Alliance which will have no increase; and an

internally restricted reserve of \$150K to enable outcomes from the Best Practice in Procurement Program.

Of interest is;

- the Chair of GMAC is progressing discussion with Lithgow City Council on their interest in membership options;
- The Board is to receive a report on working more closely with Penrith City including membership options; and
- UMCC Upper Macquarie County Council is to become an associate member.

### **Best Practice in Aggregated Procurement**

The outgoing Board received a report in November 2021 and resolved inter alia to recommend to the incoming Board that it adopt the BPAP Stages 1-6 reports and progress a number of recommendations.

Aggregated procurement has shown over \$5m of savings to members since the JO was proclaimed in May 2018. Please find more detail on cost savings and other value of the JO later in this report.

At the February 2022 meeting, the Board requested a presentation on the BPAP findings which was provided to members via Zoom on 5 May 2022. The presentation can be provided on request. The Board adopted all the recommendations which will now be implemented through the General Managers' Advisory Committee (GMAC).

The Statement of Budget and Revenue makes provision for further investment in this program.

### **Electric Vehicles**

Seven member Councils submitted an EOI to the NSW Government's EV fast charging application. It is understood that some Councils have been contacted by charging network operators. If Councils wish to seek further support from ChargeWorks to assist with responses from operators as a result of the EOI, the JO has agreed to provide each Council up to 2.5 hours of support, which will be funded through the OLG Capacity Building funding earmarked for energy projects.

The round focusing on destination chargers has recently been announced, opening on 23 May and closing on 23 September. The site assessment work undertaken by ChargeWorks in September 2021 identified the following destination charging sites:

| Council  | Site                             | Recommended Equipment Size | Estimated Cost EVSE + Install | Estimated Cost Infrastructure |
|----------|----------------------------------|----------------------------|-------------------------------|-------------------------------|
| Bathurst | Sofala                           | 1 x 25kW DC                | \$30,000                      | \$0                           |
|          | Hill End                         | 1 x 22kW AC                | \$9,000                       | \$0                           |
|          | Rockley                          | 2 x 7kW                    | \$12,000                      | \$0                           |
| Blayney  | Train Station                    | 2 x Lockable Power Point   | \$5,000                       | \$0                           |
|          | Millthorpe                       | 1 x 22kW Dual Port         | \$20,000                      | \$0                           |
| Cabonne  | Eugowra - Grevilia Ave Park      | 1 x 25kW DC                | \$30,000                      | \$0                           |
|          | Canowindra - Age of Fishes - VIC | 1 x 25kW DC                | \$33,000                      | \$0                           |
| Cowra    | Japanese Gardens                 | 2 x 7kW                    | \$12,000                      | \$0                           |
|          | Aquatic Centre                   | 2 x 7kW                    | \$10,000                      | \$0                           |
| Forbes   | Victoria Park                    | 2 x dual port 22kW         | \$24,000                      | \$0                           |
| Lachlan  | Bathurst St - Condobolin         | 1 x dual port 22kW         | \$15,000                      | \$0                           |
|          | VIC - Lake Cargelligo            | 1 x dual port 22kW         | \$15,000                      | \$0                           |
|          | Tottenham Memorial Park          | 1 x 25kW DC                | \$32,000                      | \$0                           |
| Oberon   | Tallys Lane                      | 1 x dual port 22kW         | \$18,000                      | \$0                           |
| Orange   | Civic Centre Carpark             | 6 x 7kW                    | \$30,000                      | \$10,000                      |
|          | Woolworths Carpark               | 2 x dual port 22kW         | \$26,000                      | \$0                           |
| Parkes   | Peak Hill                        | 1 x 25-50kW DC             | \$45,000                      | \$5,000                       |
| Weddin   | Forbes St                        | 1x 25-50kW Dual port DC    | \$45,000                      | \$5,000                       |
|          |                                  |                            | \$411,000.00                  | \$20,000.00                   |

The grant guidelines state that DC charging is not covered, so consideration is being given to those sites in the table above flagged for 25kW DC charging and whether 22kW is a suitable alternative.

Support is being provided to members via the JO and the DPE Sustainable Councils team who have provided further funding to engage Chargeworks to assist Councils in preparing and collating the information required for the grant round.

### Review of the CNSWJO Strategy

CNSWJO must review its strategy each term. Given JO Board meetings are quarterly, 6 Mayors nominated to form a subcommittee to take on the role of development of the strategy. The mandated Statement of Strategic Regional Priority is due in December 2022 and the subcommittee have been meeting regularly. Council will receive correspondence separately on the work undertaken by the subcommittee including seeking feedback on the draft priorities for the region.

The Board adopted the Central NSW Economic and Social Environmental Scan and this is available on the CNSWJO website at <https://www.centraljo.nsw.gov.au/reports-policies/> This document provides advice on the opportunities identified at the State and Federal level for the Central NSW region and is a useful resource for Councils as it brings together a significant number of strategies the impact all members.

Finally, there will be a Summit in region in September where all Councillors will be invited to come together to shape the regional strategy going forward.

### **Transport**

Industry attending a meeting in Forbes, July 2019 identified the need for work to be done to enable small to medium enterprise to access Inland Rail.

Subsequently a successful application by the CNSWJO and RDA Central West for a fully funded business case to be developed for a productivity enhancement project for Inland Rail. This project is being funded by the Department of Infrastructure, Transport, Regional Development and Communications.

The Board adopted the P2\_022 Central West Consolidation Centre Gate 2 Pre-Feasibility Study report requires this project is at Gateway 2 - prefeasibility, we can now progress to Gateway 3.

Please request the summary advice (placemat in body of report) and see a presentation on the following link that was to be given to the Board but was cancelled with limited numbers available.

<https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:a4bc417f-878a-3ccb-bf23-f5186f8576e8>

### **Water**

Please request the full report that provides updates on advocacy by the region across multiple fronts in the strategic water planning and management space, including;

- information on the Options Assessment Process for the Regional Water Strategies,
- 10 yearly independent review by the Natural Resources Commission of the Water Sharing Plans for the Belubula Regulated, Macquarie Bogan Unregulated and Lachlan Unregulated River Water Sources 2012;
- on feedback to Infrastructure Australia on water infrastructure in their Regional Strengths and Infrastructure Gaps report.

With the implementation of a new Regulatory Framework for Local Water Utilities proposed to take effect from 1 July 2022, the Town Water Risk Reduction Program (TWRRP) has sought feedback on a draft Regulatory Framework for LWUs over April. While the sector has been working with the TWRRP for the past 18 months the issuing of the draft framework has drawn together the various moving parts of the program into one document that will be supported with a number of Guidance Notes currently being drafted.

At the same time the region is being asked to provide feedback to the Natural Resources Commission on whether the decade old Water Sharing Plans based on 20-year-old data should be reviewed or just extended. Town water was definitely an afterthought in these plans. It is critical that they are reviewed.

Likewise, the IA Regional Strengths and Infrastructure Gaps report does not adequately represent the region's current or future needs with respect to town water.

Where the State Government has emphasised the importance of the Regional Water Strategies in addressing water needs including for towns, progress is slow. Current advice is that they should be on exhibition in the second half of this calendar year.

### Regional Submissions

Members have forwarded requests for the JO to lodge submissions, where all advice provided is within existing policy. All are available on the CNSWJO website at <https://www.centraljo.nsw.gov.au/submissions/>

The Board has approved and/or endorses submissions for the:

- a. Draft Central West and Orana Regional transport Plan;
- b. IPART proposed changes to the Waste Levy;
- c. DPE on the Draft Regulatory Framework for Local Water Utilities
- d. DPE on the draft Guidance Notes on Using the Integrated Planning and Reporting framework for local water utility strategic planning
- e. RACE for 2030 funding to enable an orderly transition to a renewable energy future; and
- f. Transgrid Consultation re Maintaining Reliable Supply to the Bathurst, Orange and Parkes areas.

### Value to members

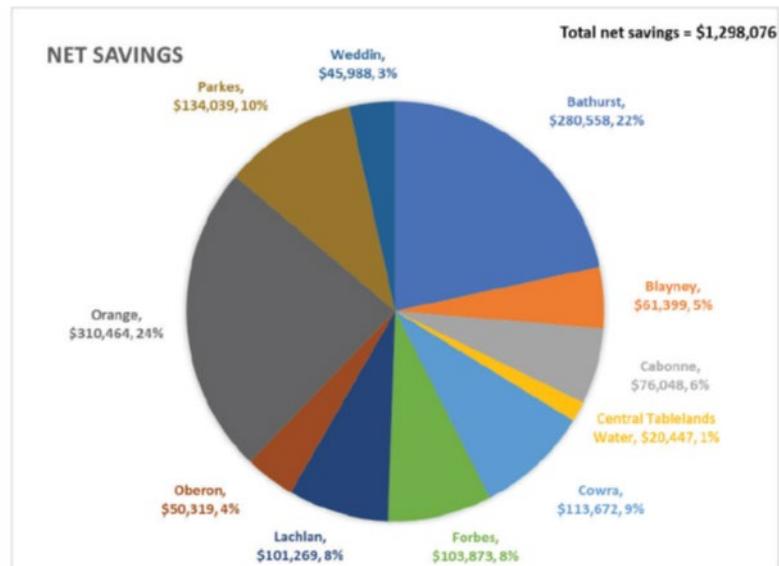
A snapshot of the value to members of the various activities undertaken by the JO for their members in the context of the CNSWJO Strategic Plan follows.

| VALUE FOR MEMBERS 2020/2021                     | FY 2019/2020 | FY 2020/2021 | FYTD 2021/2022 |
|---|--------------|--------------|----------------|
| SUBMISSIONS                                     | 20           | 23           | 16             |
| PLANS, STRATEGIES AND COLLATERAL GRANTS SEEKING | 26           | 12           | 2              |
| GRANT FUNDING RECEIVED                          | 3            | 3            | 0              |
| COMPLIANCE                                      | \$215k       | \$736k       | 0              |
| DATA  | 13           | 9            | 10             |
| MEDIA INCLUDING SOCIAL MEDIA                    | 6            | 3            | 1              |
| COST SAVINGS                                    | 13           | 18           | 22             |
| REPRESENTATION                                  | \$1.87m      | \$2.2m       | \$1.3m         |
| OPPORTUNITIES COUNCILS HAVE BEEN AFFORDED       | 147          | 159          | 206            |
|   | 35           | 102          | 100            |

### Savings

The following chart shows the savings achieved by member councils through aggregated procurement and programming net of JO costs. An explanation of the meaning of each column has been reported previously and is available on request. The chart reflects savings in the 21/22 financial year to date.





**Risk/Policy/Legislation Considerations:**

Nil

**Budget Implications:**

Nil

**Enclosures (following report)**

- 1 Central NSW Joint Organisation Board Meeting Minutes - 26/05/2022 6 Pages

**Attachments (separate document)**

Nil

**Minutes of the CNSWJO Board Meeting 26 May 2022 held in Sydney at Club York.****In Attendance**

|                        |                           |                       |                      |
|------------------------|---------------------------|-----------------------|----------------------|
| <b>Cr R Taylor</b>     | Bathurst Regional Council | <b>Cr M Kellam</b>    | Oberon Council       |
| <b>Cr K Beatty</b>     | Cabonne Council           | <b>Cr J Hamling</b>   | Orange City Council  |
| <b>Cr B West</b>       | Cowra Shire Council       | <b>Cr K Keith OAM</b> | Parkes Shire Council |
| <b>Cr P Miller OAM</b> | Forbes Shire Council      |                       |                      |

|                       |                           |                        |        |
|-----------------------|---------------------------|------------------------|--------|
| <b>Mr D Sherley</b>   | Bathurst Regional Council | <b>Ms R Fagan</b>      | RDACW  |
| <b>Mr B Byrnes</b>    | Cabonne Council           | <b>Mr W Sunderland</b> | RDACW  |
| <b>Mr P Devery</b>    | Cowra Shire Council       | <b>Mr B Reynolds*</b>  | UMCC   |
| <b>Mr S Loane OAM</b> | Forbes Shire Council      | <b>Ms J Bennett</b>    | CNSWJO |
| <b>Mr G Wallace</b>   | Oberon Council            | <b>Ms M Macpherson</b> | CNSWJO |
| <b>Mr D Waddell</b>   | Orange City Council       | <b>Ms A Thomas</b>     | CNSWJO |
| <b>Mr G Rhodes</b>    | Central Tablelands Water  | <b>Ms C Griffin</b>    | CNSWJO |

\*Joined via zoom

Meeting opened at 9.02 am by Chair Cr Kevin Beatty

1. **Welcome from the Chair**
2. **Acknowledgement of Country**
3. **Speakers from the Department of Primary Industries & the Environment**
  - Amanda Chadwick, Executive Director Performance Division -Water Group
  - Jim Bentley, Deputy Secretary & CEO NSW Water Sector
  - Shagofta Ali, Leader of the Regional Water Strategies

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

Cr S Ferguson, Cr J Medcalf, Cr C Bembrick, Cr D Somerville, Mr K Boyd, Mr G Tory, Mr M Kershaw, Mr R Earl.

|   |                                 |
|---|---------------------------------|
| <b>Resolved</b>   | <b>Cr P Miller/Cr J Hamling</b> |
| That the apologies for the Central NSW Joint Organisation Board meeting 26 May 2022 listed above be accepted. |                                 |

5. **Conflicts of Interest**

|   |                                |
|---|--------------------------------|
| <b>Resolved</b>   | <b>Cr M Kellam/ Cr K Keith</b> |
| A conflict of interest was declared for the Economic Environment and Social Assessment. |                                |

6. **Minutes****Confirmation of the Minutes of the Central NSW Joint Organisation meeting 24 February 2022 held in Canowindra**

|   |                                |
|---|--------------------------------|
| <b>Resolved</b>   | <b>Cr P Miller/Cr R Taylor</b> |
| That the Central NSW Joint Organisation Board confirm the Minutes of the meeting 24 February 2022 held in Canowindra. |                                |

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

|  |                               |
|--|-------------------------------|
| <b>Resolved</b>  | <b>Cr K Keith/Cr M Kellam</b> |
| That the Central NSW Joint Organisation Board note the Matters in Progress, making deletions as suggested. |                               |

**8. Reports on Statement of Regional Strategic Priority****Priority One: Inter-Council Co-operation****a. Financial Report**

|   |                               |
|---|-------------------------------|
| <b>Resolved</b>                           | <b>Cr B West/ Cr M Kellam</b> |
| That the Board note the Financial Report. |                               |

**b. Remuneration for the Chair and or other Mayors in their capacity as Board members for the Central NSW JO**

|   |                                 |
|---|---------------------------------|
| <b>Resolved</b>   | <b>Cr M Kellam/Cr J Hamling</b> |
| That the Board note the report on remuneration of the Chair and defer the matter to the next meeting. |                                 |

**c. Statement of Budget and Revenue 2022-2023**

|   |                                |
|---|--------------------------------|
| <b>Resolved</b>   | <b>Cr P Miller/Cr M Kellam</b> |
| That the Board note the Report on the Statement of Budget and Revenue 2022/2023 and   |                                |
| 1. Approve the draft 2022/2023 Budget and Statement of Revenue to the Board including   |                                |
| a. A 2.5% increase in fees with the exception of fees for the Central Joint Organisation Water Utilities' Alliance which will have no increase; |                                |
| b. an internally restricted reserve of \$150K to enable outcomes from the Best Practice in Procurement Program;                                 |                                |
| c. noting that the Chair of GMAC is progressing discussion with Lithgow City Council on their interest in membership options;                   |                                |
| d. receive a report on working more closely with Penrith City including membership options; and   |                                |
| 2. Offer an associate membership to the Upper Macquarie Country Council for \$2000.   |                                |

**d. Review of the Statement of Strategic Regional Priority Subcommittee update**

|  |                              |
|--|------------------------------|
| <b>Resolved</b>  | <b>Cr M Kellam/Cr B West</b> |
| That the Board note the report on progress on developing the Statement of Strategic Regional Priority for this term of the JO; and |                              |
| a. Adopt the Terms of Reference for the Statement of Strategic Regional Priority Subcommittee;                                     |                              |
| b. Adopt the Environmental Scan of Social and Economic Strategies; and   |                              |
| c. Write to members updating them on the process and seeking feedback on priorities.   |                              |

**e. Advocacy to the State and Federal Governments**

|   |                              |
|---|------------------------------|
| <b>Resolved</b>   | <b>Cr P Miller/Cr B West</b> |
| That the Board note the report on Advocacy to the State and Federal Governments and |                              |
| 1. Seek feedback from members regarding messages                                    |                              |

**f. Best Practice in Aggregated Procurement Program**

|  |                               |
|--|-------------------------------|
| <b>Resolved</b>  | <b>Cr K Keith/Cr M Kellam</b> |
| That the Board notes the report on the Best Practice in Aggregated Procurement Program and   |                               |
| 1. Adopt the Stages 1-6 deliverables including the recommendations and   |                               |
| a. consider the extent to which Procurement Model 2 is of value to members;  |                               |
| b. build on the strength of the procurement roles of the JO;   |                               |
| c. adopt a management fee model for income to the JO using a shared cost savings methodology;  |                               |
| d. consider using a shared cost savings methodology for the resourcing required for the JO to support an increased level of procurement as well as supporting other JO programming more broadly noting that councils are reporting they do not want to pay more in fees; |                               |

- e. consider other value-added services including training, sharing expertise, audits and health checks etc., and how these would be funded;
  - f. consider each of the best practice initiatives and decide which should be pursued and in which priority order; and
  - g. send the letter to the Minister for Local Government regarding changes to the Act in relation to procurement undertaken by Joint Organisations as per Stage 1b advice;
2. Nominate the Inter-Council Cooperation Priority Sponsoring General Managers and the Chair of GMAC to oversee the progression of the recommendations;
  3. Internally restrict \$150k from reserves to enable the outcomes of the Best Practice in Aggregated Procurement Program; and
  4. As part of the review of the Statement of Strategic Regional Priorities, consider the recruitment of a Project Officer to support the procurement and contract management function of the JO, as well as other regional programs as needed.

**g. Regional Procurement and Contracts**

|   |                              |
|---|------------------------------|
| <b>Resolved</b>   | <b>Cr M Kellam/Cr B West</b> |
| That the Board notes the report on the Procurement and Contract Management and  |                              |
| <ol style="list-style-type: none"> <li>1. approve a 12-month extension for the following contracts:                             <ul style="list-style-type: none"> <li>a. restocking of first aid kits with St John Ambulance;</li> <li>b. Employee Assistance Program with Converge International;</li> <li>c. traffic control training with Dubbo Traffic Control, Admire Workplace Safety, and Australian Training and Consulting;</li> </ul> </li> <li>2. note a 3-month extension of the ERP contract with 100% Renewables;</li> <li>3. approve a new procurement process for:                             <ul style="list-style-type: none"> <li>a. restocking of first aid kits, with the inclusion of a 5% contract management fee;</li> <li>b. Employee Assistance Program, with the inclusion of a 5% contract management fee; and</li> <li>c. asset revaluations of buildings and operational land, with the inclusion of a 5% contract management fee.</li> </ul> </li> </ol> |                              |

**h. Energy Program**

|  |                                 |
|--|---------------------------------|
| <b>Resolved</b>  | <b>Cr M Kellam/Cr J Hamling</b> |
| That the Board notes the report on the Energy Program and  |                                 |
| <ol style="list-style-type: none"> <li>1. notes the progress on the electricity procurement process;</li> <li>2. notes the update on the Southern Lights project, particularly in relation to Essential Energy's decision to not proceed with smart controls at this time, and seek further information on alternate options from Councils to enable them to optimise the street lights;</li> <li>3. endorse the Transgrid consultation submission in regard to Maintaining Reliable Supply to the Bathurst, Orange and Parkes areas; and</li> <li>4. encourage members to participate in the recently announced grant funding round for EV destination chargers.</li> </ol> |                                 |

**i. Skills Shortages Report**

|  |                             |
|--|-----------------------------|
| <b>Resolved</b>                                  | <b>Cr K Keith/Cr B West</b> |
| That the Board note the Skills Shortages report. |                             |

**Priority Three: Transport and Infrastructure**

**j. Inland Rail Productivity Enhance Program – Adoption of the Ernst & Young Report P2\_022 Central West Consolidation Centre Gate 2 Pre-Feasibility Study**

|                 |                               |
|-----------------|-------------------------------|
| <b>Resolved</b> | <b>Cr K Keith/Cr P Miller</b> |
|-----------------|-------------------------------|

That the Board adopt the P2\_022 Central West Consolidation Centre Gate 2 Pre-Feasibility Study report with the following feedback for inclusion in Gate 3;

1. value to other Councils in the region in the context of value to the producer;
2. more detail on the potential of fertiliser aggregation to and from the region;
3. more business engagement;
4. non-infrastructure enablers like AQUIS located in region; and
5. the potential for induced demand.

**11.00am**

**Cr Kevin Beatty left the meeting to attend the NSW JO Chairs meeting with Ms Meredith Macpherson**

**There was a short recess.**

**11.15am Meeting resumed with Cr Kellam as Chair**

**Priority Four: Regional Water Security**

**k. Water Update**

| <b>Resolved</b>   | <b>Cr R Taylor/Cr B West</b> |
|---|------------------------------|
| That the Board note the Regional Water report and   |                              |
| <ol style="list-style-type: none"> <li>1. endorse the submission made through the Executive to the DPE TWRRP on the Draft Regulatory Framework;</li> <li>2. endorse the submission made through the Executive to the DPE TWRRP on the Draft Guidance Notes on Using the Integrated Planning and Reporting framework for local water utility strategic planning;</li> <li>3. commend that submissions be made through the Executive to the Natural Resources Commission recommending that the Water Sharing Plans for the Macquarie-Bogan and Lachlan Unregulated River Water Sources be reviewed to recognise and better enable water for critical human needs;</li> <li>4. write Letter to Kevin Anderson regarding the water supply 75/25 funding framework and linkages to CSO.</li> </ol> |                              |

**l. Report to the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority**

| <b>Resolved</b>  | <b>Cr P Miller/Cr K Keith</b> |
|--|-------------------------------|
| That the Board note the report to the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority and   |                               |
| <ol style="list-style-type: none"> <li>1. adopt the Terms of Reference for the Central NSW Joint Organisation Audit Risk and Improvement in Councils Working Group;</li> <li>2. endorse the following submissions: <ol style="list-style-type: none"> <li>a. Draft Central West and Orana Regional Transport Plan; and</li> <li>b. IPART proposed changes to the Waste Levy;</li> </ol> </li> <li>3. endorse the \$5k for the renewal of the Regional Activators Alliance Membership for another 12 months;</li> <li>4. follow-up on the advice from the Auditor General about our representation on anomalies in the common Planning assumptions;</li> <li>5. authorise Ms J Bennett as a member Board of Regional Arts NSW;</li> <li>6. follow-up with the Minister for Tourism, Stuart Ayres, regarding signoff to enable the changed Destination Central Network Boundary including Forbes, Parkes and Lachlan;</li> <li>7. advocate to ensure all members of the CNSWJO are included in the Central West Regional Leadership Executive Boundary; and</li> <li>8. invite Mr Garry Barnes to the next meeting.</li> </ol> |                               |

**9. Confidential Reports****a. Legal Advice to inform response to the Town Water Risk Reduction Program Consultation Draft Regulatory Framework for Local Water Utilities**

|  |                                  |
|--|----------------------------------|
| <b>Resolved</b>  | <b>Cr P Miller/ Cr J Hamling</b> |
| That the Board:  |                                  |
| <ol style="list-style-type: none"> <li>1. Move into closed session to consider legal advice;</li> <li>2. Pursuant to section 10A(1)-(3) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) as outlined above; and</li> <li>3. Correspondence and reports relevant to the subject business be withheld from access.</li> </ol> |                                  |

|   |                               |
|---|-------------------------------|
| <b>Resolved</b>   | <b>Cr B West/ Cr R Taylor</b> |
| That the Board note the confidential report on the Response to the Town Water Risk Reduction Program Consultation Draft Regulatory Framework for Local Water Utilities and under the hand of the Chair develops a submission and advocates strongly in response to the Town Water Risk Reduction Program Consultation Draft Regulatory Framework for Local Water Utilities that draws on legal advice from Crennan Legal and supports:  |                               |
| <ol style="list-style-type: none"> <li>1. Funding for town water infrastructure decoupled from strategic planning by Local Water Utilities that recognises that access to quality secure water is a basic human right</li> <li>2. Strategic Planning for LWUs to be removed from the regulatory framework recognising strategy is also regulated in the Integrated Planning and Reporting (IP&amp;R) framework of the <i>Local Government Act 1993</i></li> <li>3. A Section 60 appeal process that provides for independent dispute resolution</li> <li>4. A funding framework that incentivises JOs in a regional approach to LWU strategic planning where value to both the State Government and JO members can be leveraged</li> <li>5. An opportunity for the CNSWJO to pilot using the IP&amp;R framework for local water utility strategic planning through a regional lens with its member Councils</li> <li>6. Assurance from the DPE to the provision of one-source of truth with respect to secure yield data</li> <li>7. Commitment to the need for inter-governmental collaboration on strategic regional water planning and management through a multi-agency committee with Local Government at the table in regional NSW, including a Governance and Implementation Plan for delivery of the long-awaited place-based Regional Water Strategies.</li> </ol> |                               |

**b. Small Market Electricity Sites Contract**

|   |                                 |
|---|---------------------------------|
| <b>Resolved</b>   | <b>Cr J Hamling/ Cr K Keith</b> |
| That the Board note the report on the small market electricity contract and   |                                 |
| <ol style="list-style-type: none"> <li>1. approve the transition to the NSW Government contract for small market electricity sites with Shell Energy and that CNSWJO does not conduct a new procurement process,</li> <li>2. note the legal advice received in relation to the early exit of the current small market electricity contract, and</li> <li>3. members to give consideration to whether they wish to transition to the NSW Government contract when it commences on 1 July 2022 or wait until 1 January 2023.</li> </ol> |                                 |

|                                      |                               |
|--------------------------------------|-------------------------------|
| <b>Resolved</b>                      | <b>Cr K Keith/Cr R Taylor</b> |
| That the Board resumes open session. |                               |

**10. Late Reports – Nil**

**11. Matters raised by Members**

**Parkes: Ms J Bennett to bring a report to the Board on the potential for more activity in screen in Central NSW.**

**12. Speakers to next meeting**

1. Mr Matt Keane - Treasurer, and Minister for Energy
2. Mr James Griffin - Minister for Environment and Heritage
3. Mr Dougall Saunders - Minister for Agriculture, and Minister for Western New South Wales
4. Mr Sam Farraway – Minister for Regional Transport and Roads
5. Ms Wendy Tuckerman – Minister for Local Government
6. Mr Anthony Roberts - Minister for Planning and Minister for Homes
7. Mr Brad Hazzard - Minister for Health
8. Ms Bonnie Taylor - Minister for Regional Health
9. Mr Kevin Anderson - Minister for Lands and Water, and Minister for Hospitality and Racing
10. Mr Paul Toole - Deputy Premier, Minister for Regional New South Wales, and Minister for Police

Seek to have dinner at Parliament House and for the Deputy Premier, ask Deputy Premier Paul Toole, to host.

**13. Next meeting**

**GMAC – 28 July 2022**

**Board – 25 August 2022 – State Parliament**

**Meeting close 11.44pm**

**Page 6 is the last page of the Central NSW Joint Organisation meeting 26 May 2022**

**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) PROPOSED LAND TRANSFERS - GLENORIE ROAD**

*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.*

**23) SUPPLY, DELIVERY AND PLACEMENT OF SPRAYED BITUMINOUS SURFACING**

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

**24) CONTRACT FOR THE CONSTRUCTION OF ERROWANBANG AND GAP ROAD INTERSECTION**

*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.*