



15 December 2015

Dear Councillor,

Your attendance is requested at an Ordinary Council Meeting of the Blayney Shire Council to be held in the Chambers, Blayney Shire Community Centre on Monday, 21 December 2015 at 5.30 pm for consideration of the following business -

- (1) Acknowledgement of Country
- (2) Recording of Meeting Statement
- (3) Apologies for non-attendance
- (4) Disclosures of Interest
- (5) Public Forum
- (6) Mayoral Minute
- (7) Notices of Motion
- (8) Confirmation of Minutes - Ordinary Council Meeting held on 16.11.15 and Extraordinary Council Meeting held on 30.11.15
- (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) Questions from Councillors
- (13) Closed Meeting

Yours faithfully

Rebecca Ryan
General Manager

5.15 PM – CITIZENSHIP CEREMONY – MELANIE BLOOM

Meeting Calendar 2015/2016

December

Time	Date	Meeting	Location
2.30 pm	18 December 2015	UMCC Meeting	Evan Shire Building Kelso
5.30 pm	21 December 2015	Council Meeting	Community Centre

January

Nil

February

Time	Date	Meeting	Location
6.30pm	2 February 2016	Cultural Centre Working Group	Community Centre
5.00pm	11 February 2016	Cemetery Forum	Community Centre
6.00 pm	11 February 2016	Access Committee	Community Centre
6.00 pm	15 February 2016	Council Meeting	Community Centre
4.00 pm	16 February 2016	LEMC	Community Centre
9.00am	17 February 2016	Audit Committee	Community Centre
5.30 pm	18 February 2016	Sports Council	Community Centre
10.00 am	19 February 2016	Traffic Committee	Community Centre

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HELD ON MONDAY 21 DECEMBER 2015

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

That the Minutes of the Ordinary Council Meeting held on 16 November 2015, being minute numbers 1511/001 to 1511/021 be confirmed.

**MINUTES OF THE BLAYNEY SHIRE COUNCIL ORDINARY MEETING
HELD IN THE CHAMBERS, BLAYNEY SHIRE COUNCIL COMMUNITY
CENTRE, ON 16 NOVEMBER 2015, COMMENCING AT 6.13 PM**

Present: Crs S Ferguson (Mayor), A Ewin, D Kingham, S Oates, K Radburn and D Somerville

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

ACKNOWLEDGEMENT OF COUNTRY**A MINUTES SILENCE**

A minutes silence was held to pay tribute and show support for Paris during the horrific events over the weekend.

RECORDING OF MEETING STATEMENT**APOLOGIES****1511/001 RESOLVED:**

That the apology, tendered on behalf of Cr Braddon OAM, be accepted. (Oates/Ewin)

DISCLOSURES OF INTEREST

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

Councillor /Staff	Interest	Item	Pg	Report	Reason
Director of Corporate Services	Non Pecuniary	11	64	Minutes of the Financial Assistance Committee Meeting held 22 October 2015	Committee member on number of committees

PUBLIC FORUM

Jason Vials – Proposed Industrial Park Orange Airport

Rev Andrew Parkinson – Decision of Financial Assistance Committee regarding Millthorpe Markets

Michael Truloff – Redmond Oval Upgrade

CONFIRMATION OF MINUTES

MINUTES OF THE PREVIOUS MEETING

1511/002

RESOLVED:

That the Minutes of the Ordinary Council Meeting held on 19 October 2015, being minute numbers 1510/001 to 1510/016 be confirmed. (Radburn/Kingham)

MATTERS ARISING FROM THE MINUTES

Nil

EXECUTIVE SERVICES REPORTS

BLAYNEY SHIRE CULTURAL CENTRE WORKING GROUP

1511/003

RESOLVED:

That Council;

1. Accepts the following delegates and community representatives as members of the Blayney Cultural Centre Community Working Group
 - Blayney Cottage and VIC - Mr Tom Williams
 - Blayney Family History Group - Mrs Gwenda Standbridge
 - Central West Libraries - Ms Jan Richards
 - Blayney Town Association - Mrs Loretta Kervin
2. Accepts the following nominations to fill the 2 Community representative positions and 1 alternate
 - Ms Penny May
 - Mrs Elizabeth Russ
 - Ms Margaret Paton
3. Amends the Blayney Cultural Centre Community Working Group Terms of Reference to accommodate community representation of membership to include;
 - 2 Community representatives (*with alternate*)
4. Nominates Cr Ewin (and Cr Kingham as an alternate) as the Councillor delegate. (Ewin/Oates)

WORK HEALTH AND SAFETY QUARTERLY REPORT

1511/004

RESOLVED:

That Council receive the Work Health and Safety Report for the quarter period July to September 2015. (Somervaille/Radburn)

CENTRAL NSW BEC COUNCIL DELEGATE

1511/005

RESOLVED:

That Council nominate Council's Community Development and

Tourism Projects Officer as the Blayney Shire Council Delegate to the Central NSW Business Enterprise Centre Board.
(Ferguson/Radburn)

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE

1511/006

RESOLVED:

That Council merge the Economic Development and the Town and Villages Advisory Committee charter and membership for the remaining 11 months of this 2012/2016 term with a view to reviewing the Charter and membership prior to September 2016.
(Radburn/Oates)

FIT FOR THE FUTURE

1511/007

RESOLVED:

1. That having regard to the finding by IPART that Council is "Not Fit" due to a lack of scale and capacity:
 - a. Council is willing to enter into a merger with neighbouring councils, provided all councils are meaningfully involved in planning and implementing the merger, that local representation is fairly provided for and that the future of smaller towns and villages is protected;
 - b. having regard to existing linkages, and consistent with the recommendation of the Independent Local Government Review Panel, the most appropriate region for the Shire to be part of is one covering the existing LGAs of Orange, Cabonne and Blayney;
 - c. it is not in the interests of Blayney Shire residents to be part of a merger with Orange City alone; and
 - d. in these circumstances, Council nominate the preferred merger partners Cabonne Council and Orange City Council as its first and only preference.
 2. That Council urge the government to:
 - a. confirm the availability of the Stronger Communities Fund and Merger Implementation Grant for a 3 council merger, provided the merger is a voluntary one supported by at least 2 of the merger partners;
 - b. raise the level of funding available to cover merger implementation costs to up to \$10 million, the same level as metropolitan councils; and
 - c. raise the level of the Stronger Communities Fund to up to \$15 million, the same level as metropolitan councils.
- (Ferguson/Somervaille)

CARCOAR SCHOOL OF ARTS RESERVE TRUST

1511/008

RESOLVED:

That Council:

1. Note the report.
2. That a further report be brought back to Council in February 2016.

3. That the Mayor and any interested Councillors meet with the Trustee to discuss interim arrangements for the ongoing use of the Carcoar School of Arts. (Ferguson/Radburn)

CORPORATE SERVICES REPORTS

REPORT OF COUNCILS INVESTMENTS AS AT 30 OCTOBER 2015

1511/009 RESOLVED:

1. That the report indicating Council's investment position as at 30 October 2015 be received.
2. That the certification of the Responsible Accounting Officer be received and the report be adopted. (Kingham/Somervaille)

Presentation from John O'Malley from Intenus Chartered Accountants on Council's Financial Statements.

2014/2015 AUDITED FINANCIAL STATEMENTS

1511/010 RESOLVED:

1. That Council adopt the 2014/2015 Financial Statements and accept the Auditor's Report, as submitted by Intenus Chartered Accountants.
2. That the 2014/2015 transfers to and from Council's restricted cash be adopted. (Oates/Somervaille)

QUARTERLY BUDGET REVIEW STATEMENT - SEPTEMBER 2015

1511/011 RESOLVED:

1. That That the Quarterly Budget Review Statement for the quarter ending 30 September 2015 be received.
2. That the supplementary votes of \$173k proposed in the Quarterly Budget Review Statement be adopted resulting in adjustments of \$(1,094)k for Net Continuing Operations and \$1,267k for Capital Expenditure. (Radburn/Ewin)

MINUTES OF THE FINANCIAL ASSISTANCE COMMITTEE MEETING HELD 22 OCTOBER 2015

Director of Corporate Services having declared a non-pecuniary interest remained in the Chambers.

1511/012 RESOLVED:

1. That the minutes of the meeting held 22 October 2015 be received.
2. That Item 7 be deleted for reconsideration in the recurrent financial assistance category.
3. That the recommendations for 2015/16 round 1 of the Community Financial Assistance Program by the Financial Assistance Committee, in the amount of \$7,722 be endorsed.

	Applicant	Grant Approved
1	Blayney Anglican Parish of Blayney	\$857
2	BASIS' Blayney Association for Scripture in Schools	\$193
3	Blayney and District Netball Association	\$377
4	Blayney Can Assist	\$476
5	Blayney Junior Soccer Club	\$350
6	Millthorpe and District Historical Society	\$3,000
8	Neville Presbyterian Church	\$1,000
11	Rotary Club of Blayney	\$969
12	Blayney Little Athletics	\$500
	TOTAL	\$7,722

4. That the claim for rates donation by Lyndhurst Soldiers Memorial Hall, in the amount of \$619.70 be approved.
5. That the application for sporting related financial assistance by Blayney High School for the Senior Boys Team to attend the Australian Schools Volleyball Cup in the amount of \$500 be approved.
6. That the Financial Assistance Committee revisit Item 12. (Somervaille/Oates)

MINUTES OF THE BLAYNEY SHIRE AUDIT COMMITTEE MEETING HELD 22 OCTOBER 2015

1511/013

RESOLVED:

That the minutes of the Blayney Shire Audit Committee meeting held 22 October 2015 be received. (Somervaille/Oates)

INFRASTRUCTURE SERVICES REPORTS

DIRECTOR INFRASTRUCTURE SERVICES MONTHLY REPORT

1511/014

RESOLVED:

That the Director of Infrastructure Services Monthly report for November 2015 be received. (Radburn/Somervaille)

CABONNE AND BLAYNEY SEWER MAIN RELINING PROJECT, CONTRACT NO. 680768

1511/015

RESOLVED:

1. That Council accept the tender from Abergeldie Watertech Pty Ltd for sewer relining of selected Blayney sewer mains.
2. Council authorise the signing and attachment of the Council Seal to the contract deed of agreement between Blayney Shire Council and Abergeldie Watertech Pty Ltd. (Radburn/Oates)

BROWNS CREEK ROAD REHABILITATION

1511/016

RESOLVED:

That Council vote \$319,897 in the 2015/16 Financial Year for works on Browns Creek Road from the increased Roads to Recovery funding. (Oates/Ewin)

**MINUTES OF THE BLAYNEY TRAFFIC COMMITTEE
MEETING HELD ON FRIDAY 23 OCTOBER 2015**

1511/017

RESOLVED:

1. That Council accept the Minutes of the Blayney Traffic Committee Meeting, held on Friday 23 October 2015.
2. That Council provides in principal support to the Millfest to be held Saturday 12 December 2015 and advises Council to seek clarification on the set-up and exercise of the Traffic Control Plan and subject to the following conditions:
 - a. All implementation and Traffic Control works and Plans are to be completed by persons qualified to do so.
 - b. The Event Organiser is to notify all Emergency Services of the event and associated road closures, including Blayney Hospital.
 - c. The Event Organiser is to notify all business proprietors and residents affected by the event at least 7 days prior to the event.
 - d. The Event Organiser will, advertise the temporary road closures, at least seven days prior to the event, in the local media.
3. That Council monitor the parking of vehicles at 10 Osman Street, Blayney and pass concerns onto Local Police.
4. Council liaise with the Golden Memories Museum, Millthorpe on location of disabled car space parking area or consider an amendment/modification of Development Application.
5. That Council is required to submit a Development Application to the Roads and Maritime Services with detailed plans for the proposed entry way into Redmond Oval, Millthorpe and also addressing the requirements for disabled parking spaces.
6. That Council would have concerns with the placement of a mirror at the rail underbridge on Newbridge Road as it may provide a false sense of safety.
7. That Council do a review/inspection of signage along Burnt Yards Road and lodge an application for Traffic Efficiency Program Funding in 2016/17. Appropriate warning signage advising of corner after rise near recent accident location.
8. That Council write to the proponent advising a NO THROUGH ROAD signage will be installed at the end of the sealed road into Marshalls Lane and Council will continue to monitor traffic flow.
9. Council to review/inspect the intersection at

Collins/Belubula Street, Carcoar and consult with users of Collins Street in regards to appropriate signage.
(Radburn/Ewin)

PLANNING AND ENVIRONMENTAL SERVICES REPORTS

NSW ENVIRONMENTAL TRUST - HOME COMPOSTING GRANT

1511/018

RESOLVED:

That Council supports application to the NSW Environmental Trust for a contribution of \$50,000 under Round 3 of the Waste Less, Recycle More Organics Infrastructure Fund to implement a home composting project within the Blayney Shire Local Government Area. (Oates/Somerville)

CLOSED MEETING

1511/019

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:

CONFIDENTIAL MEETING REPORTS

INALA UNITS

This matter is considered to be confidential under Section 10A(2) (b) (c) of the Local Government Act, as it deals with the personal hardship of any resident or ratepayer; AND information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. (Oates/Ewin)

1511/020

RESOLVED:

With the view to changing the purpose of the housing for Inala Units from Retirement to Residential, that Council;

1. approves the proposed transfer of the remaining 2 leases to a Residential Lease under the Residential Tenancies Act.
2. approve the management and control of these remaining two units to Council's Property Management Services Agent, Kennedy Real Estate Blayney and;
3. note that a further report will be provided to Council for consideration regarding the Inala Units matter.
(Kingham/Ewin)

1511/021

RESOLVED:

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

There being no further business, the meeting concluded at 8.21pm.

The Minute Numbers 1511/001 to 1511/021 were confirmed on 21 December 2015 and are a full and accurate record of proceedings of the Ordinary Meeting held on 16 November 2015.

Cr S Ferguson
MAYOR

Mrs R Ryan
GENERAL MANAGER

02) MINUTES OF THE EXTRAORDINARY MEETING

Department: Executive Services

Author: General Manager

CSP Link: 6.3 A well-run Council organisation.

File No: GO.ME.3

Recommendation:

That the Minutes of the Extraordinary Council Meeting held on 30 November 2015, being minute numbers 1511/E001 to 1511/E005 be confirmed.

**MINUTES OF THE BLAYNEY SHIRE COUNCIL EXTRAORDINARY
MEETING HELD IN THE CHAMBERS, BLAYNEY SHIRE COUNCIL
COMMUNITY CENTRE, ON 30 NOVEMBER 2015, COMMENCING AT
6.20PM**

Present: Crs S Ferguson (Mayor), D Kingham, S Oates, K Radburn and
D Somervaille

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

ACKNOWLEDGEMENT OF COUNTRY

RECORDING OF MEETING STATEMENT

APOLOGIES

1511/E001 RESOLVED:
That the apologies, tendered on behalf of Cr Ewin and Cr G
Braddon OAM, be accepted. (Oates/Radburn)

DISCLOSURES OF INTEREST

Nil

CLOSED MEETING

1511/E002 RESOLVED:
That the meeting now be closed to the public in accordance with
Section 10A of the Local Government Act, 1993 for
consideration of the following matters:

TENDER NO. 20/2015 FOR RECONSTRUCTION OF REDMOND OVAL - MILLTHORPE

This matter is considered to be confidential under Section 10A(2) (c) of the Local Government Act, as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

TENDER NO. 24/2015 FOR ALTERATIONS AND ADDITIONS TO BLAYNEY SHIRE COUNCIL OFFICE BUILDING

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. (Oates/Somervaille)

CONFIDENTIAL MEETING REPORTS

TENDER NO. 20/2015 FOR RECONSTRUCTION OF REDMOND OVAL - MILLTHORPE

1511/E003 RESOLVED:

That Council accept the tender from Renworx Pty Ltd for the Reconstruction of Redmond Oval – Millthorpe to the value of \$433,546.45 ex GST subject to variations. (Kingham/Radburn)

TENDER NO. 24/2015 FOR ALTERATIONS AND ADDITIONS TO BLAYNEY SHIRE COUNCIL OFFICE BUILDING

1511/E004 RESOLVED:

That Council accept the tender from Dave Cowan Constructions for the Alterations and Additions to the Blayney Shire Council Office Building to the value of \$188,787 ex GST subject to variations. (Radburn/Oates)

1511/E005 RESOLVED:

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

There being no further business, the meeting concluded at 6.49pm.

The Minute Numbers 1511/E001 to 1511/E005 were confirmed on 21 December 2015 and are a full and accurate record of proceedings of the Extraordinary Meeting held on 30 November 2015.

Cr S Ferguson
MAYOR

Mrs R Ryan
GENERAL MANAGER

03) TEXTURES OF ONE ACQUISITIVE PRIZE REQUEST

Department: Executive Services

Author: General Manager

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

File No: CR.SD.1

Recommendation:

For Council Consideration.

Reason for Report:

An application for Financial Assistance has been referred back to Council for consideration by the Financial Assistance Committee.

Report:

The Textures of One subcommittee of the Blayney Town Association, has requested a donation from Council for \$1,000 as an annual Acquisitive Prize for the 2016 Textures of One Art Exhibition.

Application was made via the Community Financial Assistance Program Round One 2015/16 program for One-Off Financial Assistance. The type of request however does not meet the guidelines for this category and is more suited to being classified as an Annual Donation under 'Community Events or Cultural Activities'.

Under this Annual Donations category, an amount of not exceeding \$2,000 unless approved by Council has been established by Council and adopted in June 2015.

Issues:

This activity meets two of the primary objectives of the Blayney Shire Council's Community Financial Assistance Policy is, being to:

- foster the social, economic and/or environmental wellbeing of the community;
- develop and promote the sporting, cultural and tourism potential of the shire through events and activities that support social inclusion and attracts regional attention.

Recurrent Annual Donations are those contributions 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, a school activity, or the holding of a regular community event or cultural activity.

The concept of an Acquisitive Prize, whilst new to Blayney Shire, is a common and appropriate way that Council may choose to support a locally grown arts and cultural event in the shire. At the same time of providing financial support, an art works is 'purchased' for public ownership and display. Similar programs in other local government areas, have over the years built a significant collection of wonderful art works that the community are very proud to have.

Textures of One is gaining a reputation as been a premier art exhibition of different mediums. The 2015 event was the 3rd annual exhibition with 50 entries received. Whilst being supported financially by a grant from Arts OutWest and a major art works to raffle from the Dean Mobbs Gallery in Bathurst, the offer of a significant prize of \$1,000 is an attraction for more entries. This will in turn raise the quality of the exhibition.

The event is also supported by local and regional business donations which are then raffled.

Should Council accede to this request, there will be a Blayney Shire Council Acquisitive Award of \$1,000 and Artists will be required to nominate if their piece of work is eligible to be judged in this section. The Mayor (or delegated Councillor) will be included on panel with the visiting Art Judge for this section only. This Award will be equal to the overall Champion Award which is a cash prize of \$1,000.

Other awards include a Dean Mobbs Art Gallery \$750 Colourisation Award, a \$100 Keith Walters Encouragement Award, 2 x \$100 Dean Mobbs Art Gallery Voucher Awards and a number of People Choice Awards of \$200 cash.

Budget Implications:

The total budget allocation for Financial Assistance in 2015/16 is \$100,000. The listed and approved Recurrent Annual Donations in the 2015/16 Operational Plan total \$42,256. Round One for 2015/16 for One-Off Financial Assistance has approved an allocation of \$7,722.

Council does support the Textures of One Art Exhibition via an Annual Donation that covers the Community Centre hire fees.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

04) MINUTES OF THE CULTURAL CENTRE WORKING GROUP MEETING

Department: Executive Services

Author: General Manager

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

File No: ED.LI.2

Recommendation:

1. That the minutes of the Cultural Centre Working Group Meeting, held on Tuesday 8 December 2015, be received.
2. That Council accept Ian Tooke as an additional Community Members representative (alternate).

MINUTES OF THE CULTURAL CENTRE WORKING GROUP MEETING
HELD ON TUESDAY 8 DECEMBER 2015
AT THE BLAYNEY SHIRE DEPOT

Meeting commenced at 6.35pm.

PRESENT

Cr Scott Ferguson (Chair), Cr Allan Ewin, Elizabeth Russ, Tom Williams, Betty Williams, Jan Richards, Penny May, Loretta Kervin, Gwenda Stanbridge and Rebecca Ryan (General Manager).

ATTENDING

Cecily Walters, Ian Tooke and Margaret Paton

WELCOME

Mayor Scott Ferguson (Chair)

APOLOGIES

Nil

INTRODUCTIONS

Each representative and community member introduced themselves, the Chair noting that Cr Kingham was an alternate delegate to the Mayor. This meant at least two Councillors would be in attendance and able to Chair the meetings.

DISCLOSURES OF INTEREST

Nil

TERMS OF REFERENCE

Recommended that the Cultural Centre Working Group Terms of Reference be accepted. (Penny May/Elizabeth Russ)

Recommended that Council accept Ian Tooke as an additional Community Member representative (alternate). (Alan Ewin/Loretta Kervin)

DISCUSSION POINTS

- Physical Location
- Current/Potential Use and Primary Use

Library

- Flexibility – space has to be changeable, creative, moveable shelves that recreate spaces, can be shared and co-location is favoured for NSW Library Development Grants
- Wired for technology – WIFI for electronic world
- Best thing can have is a box and there are library space requirements and guidelines (People Places)
- Need to be accessible and in the heart of the community

VIC

- Access; visible; the right spot
- Location of the Cottage is ideal so preference is to extend the Cottage or build a new building
- Everybody could co-exist
- Size too small need better display maps/brochures and room for Craft
- Parking – pushbikes, gophers, vans, cars
- Café/cup of coffee – one stop shop

Family History Group

- Viv Kable Collection
- Photographs/documents – town archive
- Viv Kable Collection is a closed collection could be used as backdrop
- Collection in boxes, need storage space (Compactus) and good display area for items for sale
- Cataloguing role, need something co-located with Library; need to access outside Library and AH and Library staff also need access
- Digitization
- Meeting rooms – accessible by people AH – kitchen, toilet
- Library is the key to this development.

Art Gallery

- Flexible space
- Multipurpose for functions
- Exhibition space / community space and travelling exhibitions
- Art public programs and Community learning space
- Storage for moveable partitions

Four themes;

1. Library
2. Visitor Information Centre
3. Art Gallery / Exhibition Space / Viv Kable Collection
4. Café
5. Meeting space / workspace

Hospitality training at High School.

- Leverage off school; work placement
- Youth views
- Meals on Wheels option?

Everyone tasked to bring back more information, examples of shared spaces and share innovation ideas, photos, plans, URL's so can view on large screen.

When have some concepts then we can organise sketch plans.
Funding options are wide and pre-requisite is plans and approved DA.

MEETING SCHEDULE

Meetings to be held the first Tuesday of each month at 6.30pm (to be reviewed in winter) at the Blayney Shire Community Centre.

2016 Meeting Schedule

Tuesday 2 February

Tuesday 1 March

Tuesday 5 April

Tuesday 3 May

Tuesday 7 June

Tuesday 5 July

Tuesday 2 August

Tuesday 6 September

NEXT MEETING

Tuesday 2 February 2016.

MEETING CLOSE

There being no further business the meeting closed at 8.05pm.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

05) MINUTES OF THE BLAYNEY SHIRE TOWNS AND VILLAGES COMMITTEE MEETING

Department: Executive Services

Author: General Manager

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

File No: GO.ME.1

Recommendation:

That the minutes of the Blayney Shire Towns and Villages Committee Meeting, held on 10 December 2015 be received.

MINUTES OF THE BLAYNEY SHIRE TOWNS AND VILLAGES COMMITTEE MEETING
HELD ON THURSDAY 10 DECEMBER 2015
AT THE BLAYNEY SHIRE DEPOT

Meeting commenced at 6.04pm.

PRESENT

Cr Allan Ewin (Chair), Cr Shane Oates, Rebecca Ryan (General Manager), Elizabeth Russ, Tamara Miller, Judy Belecky, Wayne Moore, Alvaro Marques, Kerry Adams, Richard Bloomfield, Sally Ryan, Bruce Gordon, and Loretta Kevin.

ATTENDING

Melanie Monico (Community Development Tourism Projects Officer)

APOLOGIES

Cr Radburn, Cecily Walters and Lesley Morris.

RECOMMENDED: That the apologies be accepted.

(Elizabeth Russ/Tamara Miller)

DISCLOSURES OF INTEREST

Nil

ADOPTION OF PREVIOUS MINUTES

RECOMMENDED: That the minutes of the previous Blayney Shire Towns and Villages Committee Meeting held on Thursday 24 September 2015 be confirmed as a true and accurate record of that meeting.

(Elizabeth Russ/Tamara Miller)

BUSINESS ARISING

Coote and Boomerang Marches

- Presentations
- Memorial Services
- Very Successful

AGENDA ITEMS

Merger of Economic Development Committee into the Towns and Villages Committee

- Merger of the Economic Development and the Town and Villages Advisory Committee charter and membership for the remaining 11 months of this 2012/2016 term with a view to reviewing the Charter and membership prior to September 2016 agreed to by Council.
- Committee members introduced themselves.

The Value of Social Media for Business – Presentation

- Training Opportunity in New Year - Social Media and Online Presence

Blayney Shire Council 12 days of Christmas results

Tourism Promotions Update

a. Tourism Forum

- New Blayney and Villages brochure launched
- Very successful networking and information day for operators and partner agencies
- Input into new Tourism Destination Management Plan developed, which will be further workshopped in early 2016

b. Partnerships

- Value add of FOOD, Brand Orange, Cabonne/Orange Tourism, Bathurst Business Chamber, Amazing Bathurst, Central NSW Tourism – recent media and promotional opportunities showcasing events and Village activities

c. Blayney to Bathurst Cyclo Sportif 10 April 2016

- Ideas for event pre start to encourage over night stays and main street activity

d. Blayney Big Brekky

- Successful community event, launch of Palliative Care Unit Blayney Rotary fundraiser project

Village Waste Reduction Grant

- This and other community grant opportunities raised, organisations encouraged to take advantage of free subscription to ourcommunity.com.au grants newsletter, Council staff can assist with funding applications and scoping of projects

Fit for the Future Update

- Community engagement has been received very positively with Mayor attending Village Association meetings
- Government is releasing their response to IPART Report and Council submissions on merger preferences prior to Christmas
- Council will communicate with residents as soon as any news is given

Village Enhancement Plan Update

- Signage – Welcome To Village signs (Hobby's Yards, Millthorpe), RV Friendly signage for Lyndhurst, Camping Ground and Dump Point to be installed
- Community Information Boards (Newbridge, Carcoar) in design stage
- Footpath projects in line with Active Movement Strategy being developed
- Banner Poles for Millthorpe
- Railway Parking Project in Millthorpe
- Brochures – reprint of Blayney and Villages brochure being organised, anyone with notes of spelling or other errors to contact Melanie Monico
- Tree Planting continues and will be scheduled again for Winter 2016

Village Community Plans

- New Newbridge commenced with productive workshop held in late November
- Blayney and Lyndhurst to have first community workshop in February 2016
- Millthorpe Village Community Plan to be reviewed and updated with new projects

DELEGATES REPORTS

Neville

- Welcome to Neville established date changed to correct year of 1848
- Mayor addressed the village about FFF
 - Informative
 - Q & A
- Held a very successful show

Millthorpe

- Garden Ramble went very well
- Markets very successful, 12K people
- Museum Golden Memories – Trevor Pascoe Shed
- Redmond Oval project commencing
- Every second Friday at Gerry's Pub – Great music
- Assistance offered to any other Village group for grants and support the connecting of events, activities within the shire
- Village Committee gathering momentum by cooperation and collaboration

Newbridge

- Swap meet in February 2016
- Winter Solstice June 2016
- Railway Bridge – notice from Railways that being replaced to be confirmed
- Trees removed near creek crossing much appreciated
- Changing and reissuing new key for water bore requested for locals only in view that dry times are ahead

Blayney

- Big Brekky October very positive, \$10K announced as first grant from NSW Government
- B Rock – PR very positive and added to atmosphere
- Membership recruitment drive
- Textures of One are sub-committee of BTA
- Pop Up Gallery – upstairs NAB very successful
- Book fair Anglican Church Hall – two weekends April School Holidays.

Kings Plains

- Christmas Party this Saturday night
- Kings Plains RFS Shed being extended

Tallwood/Forest Reefs

- Combined Christmas Party Friday Night
- Quotes to paint inside the Hall funded by a community grant from Cadia and Bush Fire Brigade

Lyndhurst

- Camp ground up and running - RV friendly town
- Recreation Ground upgrade – kitchen, showers complex
- Dishwasher arrived installed at Hall
- More trees planted at Recreation Ground thanks to Council staff

Barry

- Christmas Party last weekend

NSW Farmers

- Seasonal report – heading towards a dry summer after a good winter and spring
- Is there an opportunity to showcase industries at Markets or other forums – Nestle, ANL, Cadia, ICR Engineering etc as they are rarely acknowledged
- LLS – water and environmental projects

Hobbys Yards

- Grant from Cadia to fix the tank and make bigger tank

Regis – Question of What’s Happening?

- An update was provided regarding proposed sale of effluent water from Bathurst Regional Council which is currently on display, community information meetings held in Bathurst a week ago
- General Manager advised report being prepared for Council to make a submission to support proposal as without water project will not proceed

OTHER GENERAL BUSINESS

- Mayor’s Christmas Party for Volunteers and Committee members commencing 7pm 21 December 2015

NEXT MEETING

Next meeting is scheduled for 17 March 2016 commencing at 6.00pm

MEETING CLOSE

There being no further business the meeting closed at 8.00pm

Enclosures (following report)

Nil

Attachments (separate document)

Nil

06) REPORT OF COUNCIL INVESTMENTS AS AT 30 NOVEMBER 2015

Department: Corporate Services

Author: Chief Financial Officer

CSP Link: 6.3 A well-run Council organisation.

File No: FM.IN.1

Recommendation:

1. That the report indicating Council's investment position as at 30 November 2015 be received.
2. That the certification of the Responsible Accounting Officer be received and the report be adopted.

Reason for Report:

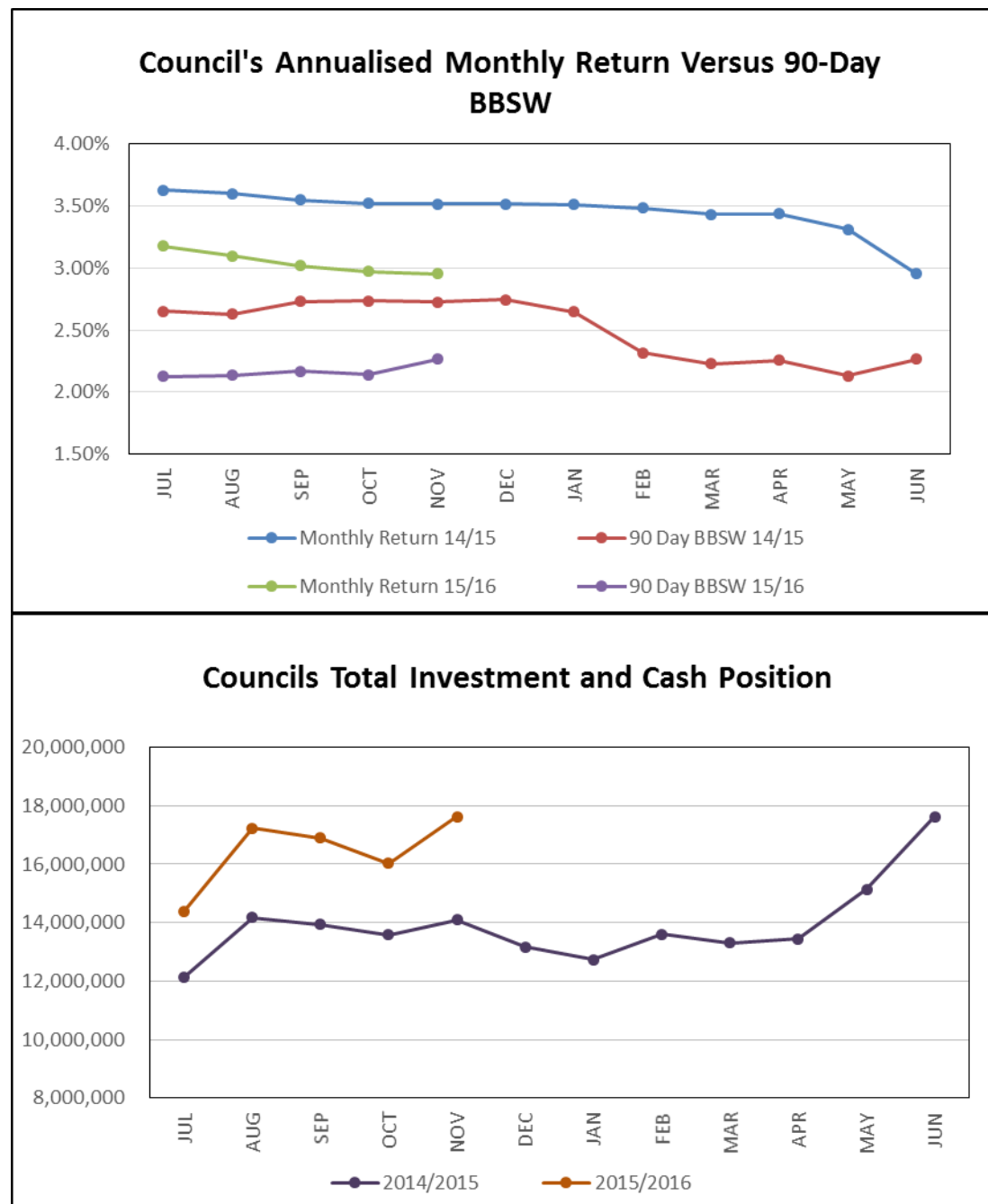
For Council to endorse the Report of Council Investments as at 30 November 2015.

Report:

This report provides details of Council's Investment Portfolio as at 30 November 2015.

Council's total investment and cash position as at 30 November 2015 is \$17,622,296. Investments earned interest of \$39,188 for the month of November 2015.

Council's monthly net return on Term Deposits annualised for November of 2.96% outperformed the 90 day Bank Bill Swap Rate of 2.27%.



REGISTER OF INVESTMENTS AND CASH AS AT 30 NOVEMBER 2015				
Institution	Rating	Maturity	Amount \$	Interest Rate
AMP Bank	A1/A+	6/01/2016	500,000	3.40%
AMP Bank	A1/A+	10/05/2016	500,000	2.75%
AMP Bank	A1/A+	31/05/2016	500,000	2.75%
AMP Bank	A1/A+	26/04/2016	500,000	2.80%
AMP Bank	A1/A+	16/08/2016	500,000	2.90%
Bank of Queensland	A2/A-	6/01/2016	500,000	2.95%
Bank of Queensland	A2/A-	23/02/2016	500,000	2.80%
Bank of Queensland	A2/A-	20/01/2016	500,000	2.95%
Bank of Queensland	A2/A-	2/02/2016	500,000	3.00%
Bank of Queensland	A2/A-	16/02/2016	500,000	2.85%
Bankwest	A1+/AA-	5/04/2016	500,000	2.85%
Bankwest	A1+/AA-	2/12/2015	500,000	2.90%
Bankwest	A1+/AA-	15/03/2016	500,000	2.90%
Bankwest	A1+/AA-	16/02/2016	500,000	2.80%
Bankwest	A1+/AA-	16/02/2016	500,000	2.90%
Bendigo & Adelaide Bank	A2/A-	22/11/2016	500,000	2.80%
Bendigo & Adelaide Bank	A2/A-	14/06/2016	500,000	2.85%
IMB	A2/BBB	1/09/2016	500,000	2.80%
Macquarie Bank	A1/A	30/05/2016	500,000	2.70%
Macquarie Bank	A1/A	9/02/2016	500,000	3.00%
ME Bank	A2/BBB+	1/03/2016	500,000	2.75%
ME Bank	A2/BBB+	16/02/2016	500,000	2.85%
ME Bank	A2/BBB+	22/12/2015	500,000	2.80%
ME Bank	A2/BBB+	8/03/2016	500,000	2.85%
NAB	A1+/AA-	5/04/2016	500,000	2.96%
NAB	A1+/AA-	1/12/2015	500,000	3.60%
NAB	A1+/AA-	25/05/2016	500,000	2.96%
NAB	A1+/AA-	29/03/2016	500,000	3.00%
Westpac	A1+/AA-	15/03/2016	500,000	2.68%
Wide Bay Australia Ltd	A2/BBB	8/03/2016	500,000	3.01%
Wide Bay Australia Ltd	A2/BBB	5/01/2016	500,000	3.50%
Wide Bay Australia Ltd	A2/BBB	17/12/2015	500,000	3.55%
Total Investments			16,000,000	2.94%
Benchmarks:	BBSW 90 Day Index			2.27%
	RBA Cash Rate			2.00%
Commonwealth Bank - At Call Account			152,540	1.90%
Commonwealth Bank Balance - General			1,469,757	1.85%
TOTAL INVESTMENTS & CASH			17,622,296	

* % Interest rates as at 30/11/2015

Summary of Investment Movements - November		
Financial Institution	Invst/(Recall) Amount \$	Commentary
AMP	(512,250.68)	Term Deposit Matured 03/11/2015
AMP	500,000.00	Term Deposit Reinvested 03/11/2015
ME Bank	(505,051.37)	Term Deposit Matured 10/11/2015
ME Bank	500,000.00	Term Deposit Reinvested 10/11/2015
Bendigo & Adelaide Bank	(517,452.05)	Term Deposit Matured 17/11/2015
Bendigo & Adelaide Bank	500,000.00	Term Deposit Reinvested 17/11/2015
Bankwest	(503,390.41)	Term Deposit Matured 17/11/2015
Bankwest	500,000.00	Term Deposit Reinvested 17/11/2015
Bankwest	500,000.00	Term Deposit Invested 18/11/2015

Short Term Credit Rating*	Policy Maximum	Current Holding %	Current Holding \$
A-1+	100%	31%	5,000,000
A-1	80%	22%	3,500,000
A-2	60%	47%	7,500,000
A-3	40%	0%	-
			16,000,000

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

Overall Portfolio Return to Maturity			Actual %
Portfolio % < 1 Year	Min 40%	Max 100%	100%
Portfolio % > 1 Year	Min 0%	Max 60%	0%
Portfolio % > 3 Year	Min 0%	Max 30%	0%
Portfolio % > 5 Year	Min 0%	Max 20%	0%

Individual Institution Limit	Rating	Policy Maximum	Actual Maximum
AMP Bank	A1/A+	3,000,000	2,500,000
Bank of Queensland	A2/A-	3,000,000	2,500,000
Bankwest	A1+/AA-	3,000,000	2,500,000
Bendigo & Adelaide Bank	A2/A-	3,000,000	1,000,000
IMB	A2/BBB	3,000,000	500,000
Macquarie Bank	A1/A	3,000,000	1,000,000
ME Bank	A2/BBB+	3,000,000	2,000,000
NAB	A1+/AA-	3,000,000	2,000,000
Westpac	A1+/AA-	3,000,000	500,000
Wide Bay Australia Ltd	A2/BBB	3,000,000	1,500,000

<u>RESTRICTED CASH, CASH EQUIVALENTS & INVESTMENTS</u>	
	\$ 000's
External Restrictions - Sewer	5,006
External Restrictions - Unexpended Grants*	1,480
External Restrictions - Other*	1,112
	7,598
Internal Cash Restrictions*	6,444
Unrestricted	3,581
	10,025
TOTAL CASH & INVESTMENTS	17,622

* Restrictions represent balance as at 1 July 2015

CERTIFICATION – RESPONSIBLE ACCOUNTING OFFICER

I, David Mead, certify that the investments listed in this report have been made in accordance with Section 625 of the Local Government Act 1993, the Local Government (General) Regulation 2005 and Council Policy.

Issues:

Nil

Budget Implications:

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

Enclosures (following report)

Nil

Attachments (separate document)

Nil

07) ANNUAL REPORT 2014/15

Department: Corporate Services

Author: Director Corporate Services

CSP Link: 6.3 A well-run Council organisation.

File No: GO.RP.1

Recommendation:

That Council receive the report on the 2014/15 Annual Report lodgement.

Reason for Report:

To report to Council the lodgement of the 2014/15 Annual Report within the statutory timeframe.

Report:

Council is required to prepare an Annual Report on its activities annually, lodge it to the Office of Local Government (OLG) and place it on Council's website by the prescribed deadline of 30 November.

The 2014/15 Annual Report was lodged with the OLG and placed on Council's website by the prescribed due date.

A copy of the 2014/15 Annual Report is provided as an attachment to this report.

Issues:

Nil

Budget Implications:

Nil

Enclosures (following report)

Nil

Attachments (separate document)

1 2014/15 Annual Report

186 Pages

08) RESTRICTED AND UNRESTRICTED CASH POLICY

Department: Corporate Services

Author: Director Corporate Services

CSP Link: 6.3 A well-run Council organisation.

File No: FM.PO.3

Recommendation:

That the draft Restricted and Unrestricted Cash Policy be placed on public exhibition for a period of at least 28 days.

Reason for Report:

To establish a Council policy to formalise a framework for the administration of restricted and unrestricted cash.

Report:

Council has developed a policy for Restricted and Unrestricted Cash to formalise a framework for the administration of restricted and unrestricted cash.

The objective of the policy is to framework for the establishment and management of cash restrictions.

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

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

Issues:

There are no issues foreseen by the endorsement of this policy for public exhibition. Following exhibition and receipt of public submissions on the draft policy a report will be tabled for Council for policy adoption.

Budget Implications:

There are no cost to Council associated with endorsement of this draft policy for public exhibition excluding advertisement costs associated with public exhibition.

Enclosures (following report)

1 Restricted and Unrestricted Cash Policy

6 Pages

Attachments (separate document)

Nil

**Blayney Shire Council****Policy Register****Policy No**

Policy Title Restricted and Unrestricted Cash Policy

Officer Responsible Chief Financial Officer

Last Review Date 21/12/2015

Objectives

To provide a framework for the establishment and management of restricted and unrestricted cash.

Policy Statement**Blayney Shire Council****Restricted and unrestricted Cash Policy**

Policy

1. **BACKGROUND**

Council has significant restricted cash set aside for future purposes. They appear in council's balance sheet under "Cash, cash equivalents and investments". The funds are invested in accordance with Council's Investment Policy.

Over the term of the Long Term Financial Plan these restrictions are used to smooth out funding requirements for council's programs outside the scope of normal operational activities. This allows for the equitable spread of the costs burden in establishing and maintaining council's assets and services.

2. **CLASSIFICATION OF RESTRICTED CASH**

Restricted cash are funds set aside by council for a purpose to meet future expenses. They are over and above the expenses provided for in the annual budget which are voted annually as part of the adoption of the Operational Plan.

Restricted Cash falls into three categories based on their use:

(a) External cash restrictions

These are funds received by council where there is a legal obligation to use the funds for the purpose for which they were paid to council. Under section 409(3) of the Local Government Act 1993 they are of three categories:

- (i) money received as a result of levying a special rate or charge for a particular purpose (e.g. proceeds of a special rate variation);
- (ii) money that is required by legislation to be set aside for a specific purpose (e.g. developer contributions); and
- (iii) money received from the government for a specific purpose (e.g. tied grants).

(b) Internal cash restrictions

These are funds set aside by resolution of council for a particular purpose, where there is no legal or legislative requirement governing their use. If the purpose for which the cash restriction was established does not eventuate or council changes its priorities, these funds may be reapplied for a different purpose by resolution of Council.

(c) Unrestricted cash

These are funds which are available to be used to cover unexpected or emergency expenses not provided for in the annual budget and not covered by an available internal restriction. They are also available for:

- (i) bringing forward projects identified in the Long Term Financial Plan;
- (ii) renewing or replacing current council assets; and
- (iii) reducing council's asset backlog.

Any application of funds to be drawn from unrestricted cash for capital projects, where required, would need to comply with the Capital Expenditure Guidelines of the NSW Office of Local Government.

3. ESTABLISHMENT OF CASH RESTRICTIONS

(a) Current Restrictions

The purpose of each internal cash restriction is articulated in Schedule 1.

Audited externally and internally restricted cash balances can be found in the Annual Financial Statements, Note 6(c), included in the Annual Report available on Council's website

<http://www.blayney.nsw.gov.au/your-council/council-publications/annual-reports/annual-reports> .

(b) Future Restrictions

Additional internally restricted cash may be created by resolution of council. The resolution must set out:

- (i) the name and purpose of the cash, which must be specific and relate to the then current Community Strategic Plan and Delivery Plan of council; and
- (ii) the basis of calculating any transfer of funds to internally restricted cash.

4. INTEREST ON RESTRICTED CASH

Interest must be applied to external cash restrictions where required by legislation or otherwise, such as s94 developer charges. Interest is added to the balance in the relevant cash restriction. The rate of interest is equal to the average return on investments for the financial year.

If interest is paid on internally restricted cash, the interest is paid into the general fund.

5. BORROWINGS FROM RESTRICTED CASH

Council may borrow from internally restricted cash, [but not from externally restricted cash without consent from the Minister of Local Government]. Any such borrowing must be authorised by resolution of council and the full impact of the borrowing disclosed. Interest must be paid on any such borrowings.

6. TRANSFERS TO AND FROM RESTRICTED CASH

Funds may only be transferred into or transferred out of a cash restriction, by resolution of Council. The authority for such transfers may be given:

- (a) by specific resolution in the case of a particular project the subject of a council resolution;
- (b) in the Quarterly Budget Review Statement, by virtue of the adoption of that statement by council; or
- (c) by the adoption of the annual financial statements containing a schedule of restricted cash showing transfers in and out

A transfer contained in a Quarterly Budget Review Statement must show the restricted cash item audited opening balance, the amount transferred in or out and the estimated closing balance

7. REPORTING ON RESTRICTED CASH

The level of restricted cash shall be reported on quarterly in the Quarterly Budget Review Statement and annually in the Financial Statements.

Council must assess at least annually the adequacy of each internal cash restriction during the preparation of the Long Term Financial Plan and annual budget.

Schedule 1: Name and Purpose of Cash Restrictions held

NAME OF CASH RESTRICTION	PURPOSE OF RESTRICTION
Plant & Vehicle Replacement	To be able to internally fund replacement of plant and vehicles at the optimal time. Based on internal hire rates and actual operating expenditure, taking into consideration depreciation plus proceeds of sales less asset purchases.
Employee leave entitlement	To fund leave payments in excess of salary provided for in operational plan – e.g. Employment Termination / Retirement with Council. Based on a formula calculated by reference to average age brackets of employees and total Employee Leave Entitlements.
Asset Replacement	To fund expenditure on asset renewals.
Blayney Town Works	To fund improvements to Blayney town. Previous applications include KGO lighting, Carrington Park lighting, Showground construction and Heritage Park.
Cemeteries	Purpose is to spend on restoration of cemeteries.
Election reserve	To set aside funds for council elections every 4 years. Based on an annual transfer of 25% of anticipated election cost.
Environmental Projects	Funds then set aside in 2001/02 for development of an alternative recreation location on the river.
Inala Reserve	To be self-funding with a yearly contribution to Council. Based on annual allocation equal to net income from rentals of Inala units.
I.T. Reserve	To help fund future large I.T. expenditure e.g. new software system or hardware replacement as part of long term I.T. Strategy.
Multipurpose (Centrepont Leisure) Centre	To help fund future large expenditure e.g. building renewals and upgrades.
Property Account	To fund works for real estate development Council's income producing properties plus buying and selling, maintenance and development. Based on net proceeds of sale of industrial and residential land.
Quarry	To have funds available to remediate land following closure of Council quarries after exhaustion of gravel reserves.
Land Fill remediation & Assets	To fund future tip remediation costs and assets as required.
Village Enhancement Program	To fund works in Villages as outlined in Village Enhancement Plan.

End of Policy

Adopted:		
Last Reviewed:		
Next Review:		

09) USE OF PARKS AND PUBLIC OPEN SPACE BY FITNESS INSTRUCTORS AND GROUP TRAINERS POLICY

Department: Corporate Services

Author: Director Corporate Services

CSP Link: 5.2 Fit and healthy community members.

File No: PR.PO.4

Recommendation:

That the draft Use of Parks and Open Space by Fitness Instructors and Group Trainers Policy be placed on public exhibition for a period of at least 28 days.

Reason for Report:

To establish a Council policy for arrangements and administration associated with use of parks and public open space by fitness instructors and group trainers.

Report:

Council has developed a policy for Use of Parks and Public Open Space by Fitness Instructors and Group Trainers to formalise a framework for administration of such requests.

The objective of the policy is to provide a framework for the effective management of the commercial use of Blayney Shire Council's Parks and other Public Open Spaces, for personal and group fitness training activities, and to minimise the disturbance of the general public's use of these facilities.

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

As part of Council's commitment to transparency and openness, public notice is recommended to be given prior to the policy adoption process. It is proposed to extend the public exhibition period into the month of February 2016 to compensate for the holiday period.

Issues:

There are no issues foreseen by the endorsement of this policy for public exhibition. Following exhibition and receipt of public submissions on the draft policy a report will be tabled for Council for policy adoption.

Budget Implications:

There is no cost to Council associated with endorsement of this draft policy for public exhibition excluding advertisement costs.

Enclosures (following report)

- 1 Use of Parks and Open Space by Fitness Instructors
and Group Trainers Policy 7 Pages

Attachments (separate document)

Nil



Blayney Shire Council

Policy Register

Policy No

Policy Title Use of Parks and Public Open Space
by Fitness Instructors and Group
Trainers

Document/File No

Officer Responsible Director Infrastructure Services

Last Review Date 21/12/2015

Objectives

To provide a framework for the effective management of the commercial use of Blayney Shire Council's Parks and other Public Open Spaces, for personal and group fitness training activities, and to minimise the disturbance of the general public's use of these facilities.

Policy Statement

Blayney Shire Council



Use of Parks and Public Open Space by Fitness Instructors and Group Trainers

1. POLICY OBJECTIVE

To provide a framework for the effective management of the commercial use of Blayney Shire Council's Parks and other Public Open Spaces, for personal and group fitness training activities, and to minimise the disturbance of the general public's use of these facilities.

2. DEFINITIONS

Hazard–

Anything with potential to harm health, life or property.

Risk–

The probability that a hazard will cause injury or damage.

Parks & Public Open Spaces–

Those parks, public open space areas, and recreational spaces, as identified in this policy for approved use within the Blayney Shire Local Government Area.

3. BRIEF

Blayney Shire Council recognises the significant contribution the Fitness Industry has made in Australia and has observed the substantial growth over the past two decades. It is therefore, important that Blayney Shire Council acknowledges such growth and meet the demands of private enterprise, council residents and park users.

The management of the use of community land within the Blayney Shire Council Local Government area is regulated by the Local Government Act 1993 and Crown Lands Act 1989, and is subject to Council's plans of management. This policy will address the various issues raised due to the increasing numbers of personal trainers using Parks and Public Open Spaces.

4. PURPOSE

To provide effective management of the use of Blayney Shire Council's Parks and Public Open Spaces, by group fitness instructors and personal trainers.

Council aims to:

- Encourage supervised p[physical activity
- Enhance public health outcomes
- Minimise damage to the local environment
- Minimise impact on Council assets
- Minimise the impact on surrounding residents
- Address public Risk concerns
- Ensure equity of access to all Parks and Public Open Spaces

5. PERMITTED AREAS

Table 1 below provides a list of Parks and Public Open Spaces within which Group Fitness Instructors or Personal Trainers are approved to operate:

Table 1. Parks and Public Open Spaces approved for use by Group Fitness Instructors or Personal Trainers

Locality	Description	Lot	DP
Blayney	Carrington Park	2	1038633
	Heritage Park adventure playground and wetlands	320 701	750380 1023215
	Napier Oval and Hobbys Yards Road open parklands	53	237649
	Dakers Oval	1 2 3 4 5 7001	758121 1023253
	Medway/Mount Errol Street parklands	107 134	253126 253126
	Orange Road open parkland "Frog Hollow"	18 43 1 1	244853 240960 791883 241681
	Carcoar Oval and parklands	7002	1023332
	Belubula River parklands	3 1	758225 1090769
	Capital Park	1	999523
	Lyndhurst Recreation Ground	7302	1148005
Mandurama	Mandurama Memorial Sporting Grounds	1 2 3 4 9 10 11 12 13 14 15 16 5	1088270 1088272 1088273
	Redmond Oval	235	750384
	Neville Memorial Park	1	402145
	Newbridge Recreation Ground	1	154867

The number of permits issued per location will be limited to manage congestion.

6. EXCLUSION ZONES

Organised or commercial group fitness and personal training activities are not permitted within or on the following areas:

- King George Oval
- Carcoar Dam
- Cemeteries
- Car parks
- Public roads

- Footpaths
- Park furniture including picnic tables, shelters, seats and benches
- Playgrounds
- Bushland areas
- Within ten metres of memorials, memorial seats and playground equipment
- Within twenty metres of residential dwellings
- Within twenty metres of all sporting activities
- Sporting fields allocated to sporting clubs during their allocated use

Council may nominate other areas during the life of this policy as it sees fit.

7. APPLICATION TO USE COUNCIL PARKS AND PUBLIC OPEN SPACES

A request to use Council Parks and Public Open Spaces for personal or group fitness training must be made on the prescribed form.

Approvals will be valid for up to one year (with dates clearly specified in the application), authorising each hirer to undertake fitness activities in accordance with this policy.

Applications will be assessed, taking into consideration the following factors:

- Type of activities to be undertaken and the potential impact on other users and neighbouring residents during the times requested
- Whether the number of clients will impact on the area requested
- Whether the activities will contribute to increasing congestion or user conflict in the areas requested
- Whether the proposed site is within an exclusion zone

8. ELIGIBILITY

All applicants must:

- hold a minimum Certificate IV in Fitness (or approved equivalent)
- be registered with Fitness Australia (or similar body).
- hold a current Senior First Aid Certificate
- maintain Public Liability Insurance which nominates Blayney Shire Council as an interested party, to a minimum of \$20 million

Failure to provide one or more copies of the above documents will result in non-approval by Council.

9. PERMISSABLE FITNESS ACTIVITIES

- Boxing and padded training (non-contact)
- Organised aerobic training
- Yoga, Tai Chi, Pilates type activities
- Meditation (or like activities)
- Circuit training
- Walking and running
- Or any other pre-approved fitness activity

10. PROHIBITED FITNESS ACTIVITIES

- Portable training equipment – rowing machine, cross trainer, bench press etc.
- Training with companion animals, on or off leash
- Use of heavy items – tyres etc. being dragged in any form
- Suspension of boxing, kickboxing bags or other training apparatus from trees and/or structures in Parks and Public Open Spaces
- Utilising trees, seating, picnic table, rotundas and other park infrastructure for exercise training.
- Intimidating, violent or aggressive activities such as boot camp style training
- Create any noise from training activities that unreasonably disturbs other users and/or surrounding residents

11. FEES

Fees (Inc GST) are set out in Council's Annual Fees and Charges available on Council's website www.blayney.nsw.gov.au

12. PARKING AVAILABILITY

Group Fitness Instructors, Personal Trainers and attendees are to park in designated parking spaces located in Council space (including on public roads in accordance with the NSW Road Rules).

Permit holders are solely responsible for ensuring that all group session participants park in designated spaces.

Parking on grassed open space is not permitted and is a breach of Section 632(1), 650, 651 of the *Local Government Act 1993* & *NSW Road Rules*.

A breach of such laws may result in fines.

13. ACCESS TO PUBLIC TOILETS

Access to public toilets (where available) may be made available for use by Group Fitness Instructors, Personal Trainers and their clients.

Where public conveniences are locked outside of ordinary Council business hours, a key may be made available by separate application and upon payment of the prescribed key deposit.

Council will clean and maintain public toilets that are ordinarily open for use by the general public, outside the hiring period.

Group Fitness Instructors, Personal Trainers and their clients, must leave the toilet facilities clean and tidy.

14. WET WEATHER

Council utilises a system of visual assessment of turf surfaces during periods of wet weather to assess their usability. An unusable surface is one that has been saturated to a point where any further rainfall will pond water on any portion of its surface making even pedestrian traffic a damaging action.

A point will be reached for each Park and Public Open Space beyond which it may be expected that usage of the facility will result in damage to the turf surface. Upon that point being reached, use of the Park and Open Public Space, will be suspended until such time as it is considered safe to resume use without subsequent use causing damage to the surface.

15. STORAGE

All permitted equipment is not to be stored on site at any Council premises.

16. ANTI-SOCIAL BEHAVIOUR

The permit holder is responsible for the conduct of clients and will ensure that neither they nor others engage in anti-social behaviour. Failure to do so will result either in a written warning or their approval terminated immediately if an unlawful act has been committed.

Should a permit be terminated prior to the end of the approval period, fees will not be refunded either in part or full.

17. REPORTING

Should there be an accident or injury arising through the Hirer's use, the Hirer must inform Council in writing within seven (7) days of the incident.

The Hirer must notify Council immediately upon becoming aware of any broken facilities or dangerous conditions of the Park and Public Open Space.

18. TERMINATION

Council reserves the right to revoke the permit if in its opinion it has determined that the trainer has breached the conditions of the permit or terms set out in this Policy.

19. GENERAL CONDITIONS

- Instructors must be licensed Trainers and be registered with Fitness Australia (or similar body). A copy of the certificate of registration must be provided to Council.
- Instructors must have a current Senior First Aid Certificate and provide Council with a copy.
- Instructors must not at any time interfere with permanent/ and or casual users of the Parks and Public Open Spaces.
- The Licensed Instructor shall indemnify and hold harmless the Council from and against all damages, sums of money, costs, charges, expenses, actions, claims and demands which may be sustained or suffered or recovered or made against Blayney Shire Council by any person for any loss of life or injury or damage any person may sustain due to the negligent act of the Instructor whilst conducting a training session.
- The Instructor shall provide Council with a copy of their public liability cover, nominates Blayney Shire Council as an interested party and should be in the sum of \$20,000,000.
- The Instructor must keep and maintain a logbook of accidents or injuries and forward a copy to Council for their records.
- A flag shall be erected in recognition of the area the training will be taking place.
- The Instructor shall be responsible for all occupational health and safety legislation, regulations and requirements pertaining to the running of their business.
- The Instructor shall not exceed 18 persons per squad when conducting training in a Park and Public Open Spaces.
- An Instructor shall not conduct aggressive and intimidating activities such as boot camp style training. That is any activity that is deemed to be aggressive

or intimidating in nature whether real or perceived by participants or the general public

- No amplified music or amplified audio (voice) equipment is permitted.
- The Instructor must not use picnic tables and street furniture as training aids and not cause excessive wear and tear to turfed areas, natural areas and bushland.
- The Instructor shall not suspend boxing, kickboxing bags or other fitness apparatus from trees and/or structures in the public open space.
- The instructor shall conduct their activities so not to dominate, monopolise and/or obstruct stairways or pathways
- The instructor must ensure that any training group, for which they are responsible, runs in a single file when running in narrow areas or pathways.
- The Instructor is not permitted to display any advertising signage including banners or "A" Frame signs on Council's Parks and Public Open Space.
- A point will be reached for each Park and Public Open Space beyond which it may be expected that usage of the facility will result in damage to the turf surface. Upon that point being reached, use of the field will be suspended until such time as it is considered safe to resume use without subsequent use causing damage to the surface.
- The instructor is responsible for ensuring the area chosen to undertake training is safe for purpose. Council gives no warranties as to the suitability of any particular site for use as a personal training area. Any Hazards requiring repair noted by the instructor should be reported to Council.

End of Policy

Adopted:	<Date>	<Minute>
Lasted Reviewed:		
Next Review:		

10) DISPOSAL OF ASSETS POLICY

Department: Corporate Services

Author: Director Corporate Services

CSP Link: 6.3 A well-run Council organisation.

File No: FM.PO.3

Recommendation:

That the draft Disposal of Assets Policy be placed on public exhibition for a period of at least 28 days.

Reason for Report:

To establish a Council policy for arrangements and administration associated with using community banner poles by event holders.

Report:

Council has developed a policy for Disposal of Assets to formalise a framework for asset disposal.

The objective of the policy is to ensure when Council has determined an asset will be disposed of that there is adequate consideration of the method of disposal.

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

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

Issues:

There are no issues foreseen by the endorsement of this policy for public exhibition. Following exhibition and receipt of public submissions on the draft policy a report will be tabled for Council for policy adoption.

Budget Implications:

There is no cost to Council associated with endorsement of this draft policy for public exhibition excluding advertisement costs. There may be costs however associated with the method of disposal.

Enclosures (following report)

1 Disposal of Assets Policy

6 Pages

Attachments (separate document)

Nil

**Blayney Shire Council****Policy Register****Policy No****Policy Title** Disposal of Assets**Document/File No****Officer Responsible** Director Corporate Services**Last Review Date** 21/12/2015**Objectives**

To ensure when Council has determined an asset will be disposed of that there is adequate consideration of the method of disposal.

Policy Statement**Blayney Shire Council****Disposal of Assets**

1. POLICY:

- a) The “apparent value” of assets shall be determined by the relevant Manager as listed in this policy who has carriage of management of the asset.
- b) “Apparent value” will be determined by the Manager with consideration of the book value, and/ or the replacement value of the asset and/or an assessment of the market value of the asset made by taking into consideration the potential to sell the assets, the perceived value of the asset to a buyer, its life stage and condition, potential for obsolescence and usefulness for future needs.
- c) The Manager should detail the assumptions they use in estimating the asset’s value in preparing their recommendation to dispose of the asset.

2. ASSETS WITH AN APPARENT VALUE OF LESS THAN \$1,000

- a) Assets with an apparent value of less than \$1,000 each will be disposed of using a method that maximises the return to Council;
- b) Assets with an apparent value of less than \$1,000 shall be disposed of by a method determined by the relevant Manager who must document the process of determining the asset disposal methodology and ensure full documentation is placed on Council’s records management system detailing the decision making process and actions taken;
- c) The Manager shall ensure the Chief Financial Officer is aware of the disposal of the asset
- d) The Manager must be aware and have control of the process of disposal of these assets and be aware and conduct the disposal in light of risk assessment considerations and must ensure no conflict of interest issues are present in the means of disposal chosen.

3. ASSETS WITH AN APPARENT VALUE OF MORE THAN \$1,000

- a) Assets disposal will be assessed on a case by case basis for assets with an apparent value of more than \$1,000 by the relevant Manager and the attached memo will be completed to be considered by the General Manager;
- b) Managers will consider the following in their assessment and formulation of recommendations to dispose of an asset provided in the memo: Market forces and impact on return from the sale of the asset should be considered and commented upon;
- c) Community need for the asset and alternative resources which could be considered to be substitutes should be assessed;
- d) The strategic worth of the asset and its long term benefit to the community should be assessed;

- e) The purchase price and maintenance costs incurred over the lifespan of the asset should be assessed to determine, where possible, a return on investment of a particular asset;
- f) That the funds raised from the sale of an asset should be considered as to their use and this must be reflected in the Council's Operational Plan and Delivery Program and include in the recommendation how this will be achieved.

4. METHODS OF DISPOSAL

- a) Assets of significant apparent value (being more than \$150,000) are to be disposed of either by auction or tender;
- b) Real property (land and buildings) disposal methodology will always be determined by Council, via a resolution;
- c) All motor vehicles and plant, except those on novated leases, shall be disposed of via public auction, trade-in or tender processes. Motor vehicles will not be made available to council staff or councillors in private sale arrangements.
- d) For other assets, the Manager who has carriage of the assets will provide to the General Manager a recommended method of disposal which shall be made after assessing the means to maximise the return to Council;
- e) The General Manager will determine the manner of disposal for information technology (IT) assets, office furniture, stores items and scrap materials (including scrap metal) on each occasion disposal is recommended by a Manager;
- f) Where a recommendation for destruction of an asset is made, the Manager will provide the General Manager with the assessment criteria used to determine that the asset has no potential to realise a return for Council and will detail the method of destruction and name of the officer who will be charged with the responsibility of ensuring the asset is destroyed.
- g) If after offering an asset for sale, if no interest in purchasing the asset is shown, the Manager may recommend to the General Manager the asset be dumped and provide the recommended best means for managing the dumping process to ensure environmental management conditions are observed
- h) Dumping or destroying of assets shall be undertaken after consideration of the environmental issues so that any hazardous substances shall be assessed to ensure safe disposal
- i) Assets can only be donated to other organisations if the organisation can:
 - affirm in writing their status as a non-profit organisation;
 - provide written acknowledgement of receipt of the asset;
 - acknowledge Council will not be responsible for any repair or maintenance of the asset;

- acknowledge that all copyright or licensed content has been removed (for example, software on computers);
- take responsibility for the timely removal of the asset and any associated costs that arise from the assets removal;
- acknowledge council's donation to the organisation via a media release that Council approves.

5. PROCEEDS FROM ASSET DISPOSAL

- a) Where not applied to the purchase of replacement vehicles or plant, proceeds of all motor vehicle and plant sales will be restricted for the purpose of Plant Replacement or as approved by Council in approval of such a transfer.
- b) The funds generated from the sale of land and/or buildings will be internally restricted for the purpose of Property Development or as determined by Council in approval of such a transfer.

6. ASSETS CARRIAGE FOR PURPOSES OF DISPOSAL

The following staff are determined to have carriage of assets and are responsible for the assessment and recommendations to dispose of assets:

Motor vehicles and plant items	Director Infrastructure Services
Information technology assets	Manager Information Technology
Real property (land and buildings)	General Manager
Office furniture	Chief Financial Officer
Stores items	Director Infrastructure Services
Scrap metal	Manager Operations

7. DOCUMENTATION OF ASSET DISPOSAL PROCESSES

- a) Documentation detailing decisions made on asset disposal is to be archived in Council's records management system by the relevant Manager;
- b) Receipt of the disposal of materials to a licensed scrap dealer or contracted engineer are to be included in the documentation
- c) The Finance Department is to be informed by the relevant Manager of the disposal of all assets in order that the assets register can be updated and accounting treatments for disposed assets initiated
- d) Where a councillor or member of Council's staff or members of the immediate family of a councillor or member of staff purchase an asset, the General Manager is to authorise countersign the documentation that specifies the price

Memorandum

To: General Manager
 From: [Click here and type name]
 Date: [Click here and type date]
 Subject: Disposal of Assets – Recommended Actions

Asset number(s):	
Asset(s) description:	
Asset type	<input type="checkbox"/> IT asset <input type="checkbox"/> Plant or motor vehicle <input type="checkbox"/> Scrap metal <input type="checkbox"/> Other – specify _____
Reason requesting approval to dispose of asset(s):	<input type="checkbox"/> Technically Obsolete or Inefficient <input type="checkbox"/> Identified as part of asset replacement in Operational Plan <input type="checkbox"/> Unserviceable – Beyond economic repair <input type="checkbox"/> Surplus to current and foreseeable future needs <input type="checkbox"/> Other – specify _____ _____
If failing, cost of repair – attach quotation(s)	
Cost of replacement if required – indicate new vs second hand options assessed – also purchase vs lease options etc. attach quotation(s):	

Recommended method of disposal:	<input type="checkbox"/> Tender – Council resolution will be required and Manager to determine Open or Selective Tendering processes <input type="checkbox"/> Expression of interest <input type="checkbox"/> Public auction <input type="checkbox"/> Destruction - include details of reasons for recommending destruction, method of destruction and officer who will be responsible for the destruction as per policy requirements in an attachment to this memo <input type="checkbox"/> Other – specify _____
General Manager comments - required for assets where the Manager has determined an apparent value >\$1,000	<input type="checkbox"/> Approved <input type="checkbox"/> Rejected Signed: _____ Date: _____
Advice to Finance Department sent – required for all assets regardless of apparent value – attach advice to Finance Department to this memo when archiving	Relevant Manager: _____ Date: _____

NB: A completed memo is to be archived on Council's records management system by the author of this memo along with all quotations and associated documentation relating to the disposal of the asset(s).

End of Policy

Adopted:	<Date>	<Minute>
Lasted Reviewed:		
Next Review:		

11) OUT OF SCHOOL HOURS CARE SERVICES

Department: Corporate Services

Author: Director Corporate Services

CSP Link: 5.1 A diverse and sustainable population in our communities and villages.

File No: CS.SV.3

Recommendation:

1. That Council remain committed to the delivery of Out of School Hours care Services in Blayney Shire by Cabonne Council.
2. That the service be provided on the premise of a user-pay pricing principle.

Reason for Report:

For Council to consider a request from Cabonne Council for a formal view in relation to the Out of School Hours Service delivered in Blayney Shire by Cabonne Council.

Report:

Cabonne Council has provided after school care services in the Blayney Shire since 2008 through a joint initiative established through the WBC Alliance. Out of School Hours (OOSH) care offered is primarily after school for primary school children aged 5-12 years. Services operate in Blayney, at Blayney Public School, and Milthorpe, at the Millthorpe School of Arts Hall.

As part of its commitment, Blayney Shire Council has subsidized each of the services by the amount of \$5,000 per centre for a total budget commitment of \$10,000 per annum.

A report was recently tabled before Cabonne Council requesting a review of the user fee structure for the service following revelations that losses were being sustained. At the meeting of Cabonne Council that adopted the variation to the fees and charges for Out of School Hours care it was also resolved as follows:

That Cabonne Council, request a formal view from Blayney Shire Council in relation to after school services undertaken in the Blayney Shire by Cabonne Council.

Such services in other local government areas are provided by local government, school or private sector providers based on a user-pay pricing principle. The services provided in the Shire are well utilised and ongoing support is recommended.

Issues:

OOSH Services are funded by the Federal and State Governments and user charges. Whilst Council continues to support and facilitate these services, cost shifting is a significant risk.

Budget Implications:

Council has \$10,000 allocated in the 2015/16 Operational Plan for this purpose.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

12) COMMUNITY FINANCIAL ASSISTANCE PROGRAM – BLAYNEY LITTLE ATHLETICS

Department: Corporate Services

Author: Director Corporate Services

CSP Link: 5.1 A diverse and sustainable population in our communities and villages.

File No: CR.SD.2

Recommendation:

That Council approve the request under the Community Financial Assistance Program from Blayney Little Athletics for a further \$500.

Reason for Report:

To report to Council on the review by the Financial Assistance Committee of the application by Blayney Little Athletics under the Community Financial Assistance program.

Report:

Council at its meeting held 16 November 2015 in consideration of the minutes of the Financial Assistance Committee approved an amount of \$500 for Blayney Little Athletics. The original application was for an amount of \$1,000 and there was discussion by some councillors that this did not recognise that Blayney Little Athletics loans its equipment to other community groups such as schools. The application was referred back to the committee for reconsideration of the \$500 not approved.

The Financial Assistance Committee did not convene a meeting however provided responses by email. In essence there was overall support for approval of the request for of an additional \$500 in light of the new information tabled at Council. Responses provided from Committee members of the Financial Assistance Committee expressed that this determination be without precedence with future applications by groups being considered on individual merits and that information be sought from Blayney Little Athletics to confirm that other groups will benefit from the equipment. To this end a request was made to Blayney Little Athletics with a response received confirming loan of equipment to St. Joseph's, Blayney Public and Heritage (small) Schools.

A copy of the email response from Blayney Little Athletics is attached.

Issues:

The recommendation for funding is as recommended by the Financial Assistance Committee and is assessed against the Community Financial Assistance Program guidelines.

Budget Implications:

Council has an amount of \$100,000 allocated in 2015/16 for the Community Financial Assistance program and funds remain available should Council endorse the above recommendation.

Enclosures (following report)

1 Email from Blayney Little Athletics

1 Page

Attachments (separate document)

Nil

From:
Sent: Monday, 7 December 2015 8:49 PM
To: Anton R. Franze
Subject: Blayney Little Athletic's lending of equipment.

Does this message need to be registered in the corporate recordkeeping system ?

To whom it may concern,

From the first year that we have reformed a club. We were approached by the small schools to borrow our high jump equipment to save them carting their own as they are bulky. Each year since the public school and St Joseph's schools have all borrowed equipment from us in order to run their carnivals. Little A's committee is extremely supportive of helping the schools run a successful carnival and will help where ever possible. Our equipment is very expensive and we are continuing to fundraise to improve the facilities at KGO. The schools have all been very pleased with all the new athletics improvements that we have helped. Ie Discus cages and long jump run ups etc all improvements that happen at KGO not only help the little A's club it also helps the school communities. We still need to buy more equipment and councils help to buy these extra items will be extremely helpful to keep our equipment up to date.

Julie Loughlin
Blayney Little Athletic's President

Sent from [Outlook Mobile](#)

This e-mail has been scanned for viruses by MCI's Internet Managed Scanning Services - powered by MessageLabs. For further information visit <http://www.mci.com>

13) REQUEST FOR FINANCIAL ASSISTANCE - BLAYNEY SPORTS AWARDS DINNER

Department: Corporate Services

Author: Director Corporate Services

CSP Link: 2.2 Strong participation in sporting events and competitions.

File No: CR.SD.2

Recommendation:

That the Council provide the Blayney Shire Community Centre as part of its contribution to sponsor the 2015 Blayney Sports Awards Dinner.

Reason for Report:

To report to Council on an application by the organiser of the 2015 Blayney Sports Awards Dinner, Mr. David Kingham, for a waiver of Council charges associated with hire of Blayney Shire Community Centre held 17 October 2015.

Report:

Council at its meeting held 16 November 2015 in consideration of the Financial Assistance Committee minutes requested a report on the application for financial assistance in the amount of \$495 by the organiser of the 2015 Blayney Sports Awards Dinner, Mr. David Kingham that was declined. The application did not meet the criteria of the Community Financial Assistance Program Guidelines as the applicant was not an incorporated entity. The applicant will be encouraged to coordinate future events through an incorporated entity with a view to making application through the Community Financial Assistance Program.

Information was sought from the event organiser seeking more details regarding the event. It was confirmed that the bank account for the event was in the name of the above applicant and surplus proceeds from event activities in the amount of \$165 “*would be applied to staging the 2016 Sports Council Presentation Dinner*”.

The Sports Council in its minutes for the meeting held 21 November 2013, endorsed by Council 9 December 2013 gave in-principle support to the holding of a Sportsman's Dinner, originally proposed for the Blayney Golf Club. This event evolved to the event held in the Blayney Shire Community Centre in November 2015 due to crowd size forecast.

Given the significance of the event, overwhelming community support and the alignment to the Blayney Shire Community Strategic Plan, *Future Direction 2: A Centre for Sports and Culture*, assistance in the form of sponsorship by provision of the facility is recommended.

Issues:

Sponsorship of the event is Section 356 of the Local Government Act allows Council to financially assist a proposed recipient who acts for private gain with at least 28 days' public notice of the Council's proposal to pass the necessary resolution.

Budget Implications:

Council will forego income of \$495 in hire fees should Council support this recommendation.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

14) COMMUNITY FINANCIAL ASSISTANCE PROGRAM - MILLTHORPE PUBLIC SCHOOL P&C

Department: Corporate Services

Author: Director Corporate Services

CSP Link: 5.1 A diverse and sustainable population in our communities and villages.

File No: CR.SD.2

Recommendation:

1. That Council approve the request under the Community Financial Assistance Program from Millthorpe Public School P&C in the amount of \$1,344 for each of the December 2015 and April 2016 Millthorpe Markets; and
2. That the Millthorpe Public School P&C – Millthorpe Markets events, being for waiver of Council services, be included recurrent financial assistance in the schedule of annual donations under the Community Financial Assistance Policy in future Council Operational Plans.

Reason for Report:

To report to Council on the application by Millthorpe Public School P&C in the amount of \$1,344 for waiver of Council charges associated with the December 2015 Millthorpe Markets under the Community Financial Assistance program – Recurrent Financial Assistance category.

Report:

Council at its meeting held 16 November 2015 in consideration of Item 7: Millthorpe Public School P&C in the minutes of the Financial Assistance Committee, resolved the following:

That Item 7 be deleted for reconsideration in the recurrent financial assistance category.

Markets are held twice per annum and Council has for many years supported these events with provision of services and subsequent waiver of charges. When Council prepared the Schedule of Recurrent Financial Assistance in the 2015/16 Operational Plan this event was not included as there was some uncertainty over charges applicable due to proposed changes to administration of temporary food shop inspections.

With arrangements for the provision of services finalised and determined in the amount of \$1,344 (including GST) after finalisation and adoption of the 2015/16 Operational Plan, an application for waiver of charges was lodged under separate cover.

As there are two events held annually an equivalent amount is recommended for approval and inclusion into the Schedule of Annual Donations under the Community Financial Assistance Program in the 2016/17 Operational Plan for the markets for 3 April 2016. While this event will not be held at Redmond Oval the event organisers have confirmed that there will be requests for services from Council for that event.

It is also recommended that provision be made for recurrent financial assistance of future events for inclusion into the Schedule of Annual Donations under the Community Financial Assistance Program in the 2016/17 Operational Plan.

Issues:

Section 356 of the Local Government Act allows Council to financially assist others with at least 28 days' public notice of the council's proposal to pass the necessary resolution. However, this is not required if the financial assistance is part of a program and program details have been advertised in Council's draft operational plan. The application fits within the Community Financial Assistance Program guidelines for recurrent financial assistance and no public notice will be required should Council so determine this way.

Budget Implications:

Council has an amount of \$100,000 allocated in 2015/16 Operational Plan for the Community Financial Assistance program and funds remain available should Council endorse the above recommendation.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

15) 2016/17 RATE PEG ANNOUNCEMENT

Department: Corporate Services

Author: Director Corporate Services

CSP Link: 6.3 A well-run Council organisation.

File No: FM.PO.3

Recommendation:

That Council receive the report on the Rate Peg Announcement for 2016/17.

Reason for Report:

To inform Council on the announcement by the Independent Pricing and Regulatory Tribunal (IPART) for the maximum allowable increase to general income (rates) for 2016/17, noting the maximum allowable increase of 1.8%.

Report:

Council has received advice from IPART that the rate peg for 2016/17 is 1.8%.

In its fact sheet IPART outlines the following factors influencing the outcome:

The main contributors to increasing the level of the index over the year ending September 2015 were:

- *an increase of 2.4% in employee benefits and on-costs, measured by the ABS wage price index for the NSW public sector*
- *an increase of 5.1% in other business services costs (eg, materials and contracts such as other operating leases, contractor and consultancy costs), measured by the ABS producer price index for other administrative services, and*
- *an increase of 3.6% in plant and equipment (machinery), measured by the ABS producer price index for motor vehicle and motor vehicle part manufacturing, Australia.*

Partly offsetting these impacts were decreases in electricity prices of 6.6%, and automotive fuel prices of 11.4%.

Council has used a forecast increase of 2.5% for the 2016/17 year and future years in the Long Term Financial Plan. This equates to a reduction of \$61,009 for 2016/17 with the cumulative effect over the 10 year plan being \$684,000. Council will commence its budget preparation and long term financial plan review in February 2016 and will be required to factor this reduced increase to general income into calculations.

A copy of the IPART Fact Sheet is provided as an attachment to this report.

Issues:

It is foreseen that Council will be required to make adjustments to its financial plan and a review of services and service levels may also be required.

Budget Implications:

The implications upon Council's Long Term Financial Plan are as outlined above.

Enclosures (following report)

1 IPART Fact Sheet

3 Pages

Attachments (separate document)

Nil

Rate peg for NSW councils for 2016-17



4 December 2015



WHAT

This Fact Sheet summarises IPART's decision on the rate peg for NSW councils in 2016-17.

For 2016-17, we have set the rate peg at 1.8% based on the change in the Local Government Cost Index (LGCI) and a consideration of a productivity factor.



WHY

The **LGCI** measures price changes over the past year for goods, materials and labour used by an average council. We consider an adjustment for a **productivity factor** to the LGCI strikes a balance between ensuring that councils can meet the increased costs of delivering services resulting from price changes and making sure that councils share productivity gains with ratepayers.



HOW

We calculated the rate peg for 2016-17 by:

- ▼ taking the increase in the LGCI for the year to September 2015 of 1.78%
- ▼ on this occasion, we have made a zero adjustment for productivity, to reflect that the change in productivity is not material (-0.05%).

This results in a rate peg of 1.78%, which we rounded to 1.8% for 2016-17.



IMPACTS

The rate peg sets the maximum increase in each council's general income for the 2016-17 financial year. The rate peg applies to general income in total, and not to individual ratepayers' rates.

Councils have discretion to determine how to allocate this increase between different ratepayer categories. Individual rates are also affected by other factors, such as land valuations.



WHAT NEXT

Councils must not increase general income by more than the rate peg. Councils requiring additional general revenue may apply to IPART for a special variation.

Councils applying for a special variation must satisfy the criteria listed in the Office of Local Government's Guidelines. The Guidelines require that councils establish a need for a special variation through the Integrated Planning and Reporting (IP&R) Process. This includes undertaking long term financial planning, ensuring community awareness of the need and extent of the proposed increase in rates, and consideration of the impact on ratepayers and the community's capacity and willingness to pay. In addition, councils must meet criteria related to productivity improvements.

IPART's website [includes information on the special variation requirements and recent applications from councils](#).

1 What is the Local Government Cost Index (LGCI) and how do we measure change?

For more detail on the Local Government Cost Index see our Fact Sheet, *Local Government Cost Index Survey 2015* published in October 2015. This is available on our [website](#).

The LGCI is a price index for councils in NSW. It is similar to the Local Government Price Index used in South Australia and similar in principle to the Consumer Price Index (CPI), which is used to measure changes in prices for a typical household.

The LGCI is designed to measure the average change in prices of a fixed 'basket' of goods and services that are purchased by councils, relative to the prices of the same basket in a base period. The index has 26 cost components, such as employee benefits and on-costs, and building materials for roads, bridges and footpaths. The cost components represent the purchases made by an average council to undertake its typical activities. We constructed the index in 2010 based on a survey we undertook of NSW councils' expenditure in 2008-09 and 2009-10. The 2015 cost survey will update the expenditure weightings to ensure the relativities of the cost items within the LGCI remain accurate. The updated LGCI will be used to calculate the 2017-18 rate peg.

We use the change in the LGCI in the year to September 2015 to inform the rate peg for 2016-17. This is the latest available information at the time we set the rate peg. The change in the LGCI in the year to September 2015 was 1.78%.

The main contributors to increasing the level of the index over the year ending September 2015 were:

- ▼ an increase of 2.4% in employee benefits and on-costs, measured by the ABS wage price index for the NSW public sector
- ▼ an increase of 5.1% in other business services costs (eg, materials and contracts such as other operating leases, contractor and consultancy costs), measured by the ABS producer price index for other administrative services, and
- ▼ an increase of 3.6% in plant and equipment (machinery), measured by the ABS producer price index for motor vehicle and motor vehicle part manufacturing, Australia.

Partly offsetting these impacts were decreases in electricity prices of 6.6%, and automotive fuel prices of 11.4%. See Section 3 below for a table showing the price changes in cost items for all components of the LGCI.

2 How did we determine the productivity factor for the 2016-17 rate peg?

The rate peg includes a productivity factor to allow ratepayers to share in council productivity gains. We calculated the productivity factor using the ABS market sector value-added multifactor productivity (MFP) based on quality adjusted hours worked. Based on this methodology, average productivity declined by 0.05% over the past 15 years. Since this change in productivity is not material, we have made a zero adjustment to the LGCI when calculating the rate peg for 2016-17. For more information on the productivity factor see our Fact Sheet – *Productivity for cost indices* published in October 2014. This is available on our [website](#).

3 Local Government Cost Index (LGCI)

The rise in the LGCI for the year ended September 2015

Cost items	Effective weight as at end Sep 2014 (%)	Price change to end-Sep 2015 (% annual average)	Contribution to index change (percentage points)
Operating cost items			
Employee benefits and on-costs	41.8	2.4	1.00
Plant & equipment leasing	0.4	-0.5	0.00
Operating contracts	1.3	4.2	0.05
Legal & accounting services	1.1	2.2	0.02
Office & building cleaning services	0.2	1.3	0.00
Other business services	5.8	5.1	0.30
Insurance	1.9	4.3	0.08
Telecommunications, telephone & internet services	0.5	-4.0	-0.02
Printing publishing & advertising	0.5	1.0	0.01
Motor vehicle parts	0.5	1.4	0.01
Motor vehicle repairs & servicing	0.7	0.4	0.00
Automotive fuel	1.2	-11.4	-0.14
Electricity	3.7	-6.6	-0.25
Gas	0.1	5.1	0.00
Water & Sewerage	0.5	1.8	0.01
Road, footpath, kerbing, bridge & drain building materials	3.1	1.3	0.04
Other building & construction materials	0.8	2.5	0.02
Office supplies	0.3	-4.0	-0.01
Emergency services levies	1.4	1.5	0.02
Other expenses ^a	8.6	1.8	0.16
Capital cost items			
Buildings – non-dwelling	6.1	2.5	0.15
Construction works – road, drains, footpaths, kerbing, bridges	14.0	1.3	0.18
Construction works – other	1.4	1.3	0.02
Plant & equipment – machinery, etc	3.7	3.6	0.13
Plant & equipment – furniture, etc	0.2	2.6	0.01
Information technology & software	0.3	-5.7	-0.01
Total change in LGCI	100		1.78

^a Includes miscellaneous expenses with low weights in the Index, eg, councillor and mayoral fees.

Note: Figures may not add due to rounding. Percentage changes are calculated from unrounded numbers.

16) ROAD SAFETY AWARDS – FREE CUPPA FOR THE DRIVER SCHEME

Department: Infrastructure Services

Author: Director Infrastructure Services

CSP Link: 6.4 A safe community.

File No: TT.PG.2

Recommendation:

That the report on three Road Safety Awards:

1. 'Winner' in the 2015 Local Government Excellence in Road Safety,
2. 'Silver' medal at the 2015 App Design Awards in the 'Health' category for the 'Free Cuppa for the Driver Scheme',
3. 'Finalist' award in the Australasian College of Road Safety 3M Diamond National Road Safety Awards 2015, be received and noted.

Reason for Report:

To provide Council with an update of the success of local road safety initiatives.

Report:

On behalf of Council, Road Safety Officer, Iris Dorsett accepted an award by the Institute of Public Works Engineering Australia (IPWEA), with the awarding of the 'Winner' for the Road Safety project and Local Government Excellence in Road Safety for the 'Free Cuppa for the Driver Scheme' project at the Excellence Awards Dinner in Terrigal on Thursday 15th October 2015.

At the same time in Sydney, the 'Free Cuppa for the Driver' Scheme's free Smartphone Apps were awarded a silver medal at the 2015 App Design Awards in the 'Health' category.

Further to this, the 'Free Cuppa for the Driver Scheme' was named as a finalist in the Australasian College of Road Safety 3M National Diamond National Road Safety Awards 2015. The award ceremony was held at the Gold Coast Convention Centre Queensland in October 2015.

Background

The Free Cuppa for the Driver Scheme is a road safety project targeting driver fatigue. The scheme encourages visiting drivers to stop at participating businesses for a free cup of tea or coffee so as to take a break from driving long distances.

The scheme involves partnerships formed between 14 participating Western Region Councils and local participating businesses.

The free Smartphone Apps (for iPhones and Androids) were a new initiative in phase five and were developed with GPS technology which can tell drivers how close the next participating business is and provided essential information such as opening hours and directions. Blayney Shire Council is again committed to delivering this project in 2016.

The Judges synopsis of the program stated:

1. Clever extension into the digital media (app), growth of participating Councils and businesses, reinforces RMS state program messaging and desired actions. Wide coverage with numerous parties participating. Positive increase in uptake by drivers, good link to RMS road safety message, broad coverage of the rural area, growth of prior project (5th cycle). Transferrable to rural/regional areas, effectively targeted at interest group, good project structure and delivery, incentives built into project for participants.
2. The innovation of applying technology i.e. Smartphone App, the depth of research and analysis and community co-operation and wider audience expanded over a number of years demonstrates high quality delivery in an on-going program.
3. Simple but effective, need established from crash stats, specific for regional areas, good co-operation with a number of councils and many members of the community, large number of participants, good use of surveys and electronic media to assess outcomes, project continues after 5 years, number of participants increasing to 1,721, Council's image improved through media.
4. Enhancement of an existing project, good co-operation with local businesses and neighbouring councils, good measurement of success through app downloads and free cuppas, project unique to the region, established and likely to continue.

Issues:

Nil

Budget Implications:

Nil

Enclosures (following report)

Nil

Attachments (separate document)

Nil

17) ROAD SAFETY AWARDS – RACING ROAD SAFETY TO THE MOUNT

Department: Infrastructure Services

Author: Director Infrastructure Services

CSP Link: 6.4 A safe community.

File No: TT.PG.2

Recommendation:

That the report on two Road Safety Awards:

1. 'Finalist' award in the Australasian College of Road Safety 3M Diamond National Road Safety Awards 2015,
2. 'Highly Commended' award in the 2015 Local Government Excellence in Road Safety category for 'Racing Road Safety to the Mount' be received and noted.

Reason for Report:

To provide Council with an update of the success of local road safety initiatives.

Report:

In September 2015 Council's Tablelands Area Road Safety Officer (RSO) Iris Dorsett received advice that the road safety project 'Racing Road Safety to the Mount' was named as a finalist in the Australasian College of Road Safety 3M National Diamond National Road Safety Awards 2015. The award ceremony was held at the Gold Coast Convention Centre Queensland in October 2015.

Further to this, Ms Dorsett accepted an award by the Institute of Public Works Engineering Australia (IPWEA), with the awarding of a Highly Commended award for the Road Safety project: Local Government Excellence in Road Safety for the 'Racing Road Safety to the Mount' project at the Excellence Awards Dinner in Terrigal on Thursday 15th October 2015.

Background

With an average 200,000 car racing enthusiasts attending the Bathurst V8 Races annually, this event creates an excellent opportunity to provide road safety education to event patrons.

The majority of attendees travel via the road network. Many journey from interstate, exposing themselves to the many road safety implications that present with long distance travel, especially speed and fatigue. In an effort to encourage road safety in the region, Tablelands Area Road Safety and Traffic & Highway Patrol Chifley Command identified a need and an opportunity to use this event to deliver road safety directly to road user group.

In its infancy in 2012, Tablelands Area Road Safety and Traffic & Highway Patrol Chifley Command combined to deliver road safety messages relating to fatigue, speed and alcohol. This was delivered over three days on the Friday, Saturday and Sunday. The successful delivery of this display encouraged stakeholders to expand the project, and introduce additional resources and staffing in the following years.

In 2013 and 2014 a combined effort between Tablelands Area Road Safety, Traffic and Highway Patrol Command NSW Police, Roads and Maritime Services (RMS) and V8 Supercars has delivered a free road safety display that operates at Bathurst V8 Races for the four day period of the race event Thursday to Sunday inclusive.

While the main target group for the display focuses on males aged 18-45 and the educational package was primarily focused on speed, it catered for all road users by providing an excellent opportunity to showcase and deliver road safety education and information on all road safety topics including:

- highlighting the consequences of speeding
- impaired driving – drink and drugs
- driver distraction
- fatigue
- child restraints
- mobile phones
- other topics as may be raised by event patrons

The location of the display was in a high pedestrian activity point in the grounds of the National Motor Racing Museum Bathurst, which is located at the eastern side of a pedestrian footbridge linking the two sides of the Mt Panorama race track. This location provided an immediate impact and opportunity for race attendees to connect and interact directly with police and the local road safety officer and to instantly access literature, resources, and technical information.

A static and electronic display featured a Random Breath Test Unit, Police performance vehicles, Highway Patrol vehicles and vintage vehicles. The RMS crash lab cars were on view while an accompanying video loop relaying road safety advice on the consequences of speed was aired on a large screen. Police provided a limited amount of giveaway show bags containing educational and promotional resources, while Tablelands Area Road Safety Program provided relevant road safety giveaways and educational resources. Many families and patrons took advantage of the hands on interaction and unique photo opportunities that accompanied this display.

The Judges synopsis of the program stated:

1. Good project– growth and application over the years shows dedication and effectiveness.
2. The event target group is relative to overall road user safety awareness.
3. This project builds on existing high profile event, high co-operation between Council, NSW Police, RMS and V8 Race organisers, effective in targeting captured audience, opportunity to expand to other road safety areas, transferable to other LGAs for other similar community events.
4. Good enhancement of an existing project and builds on a high profile event to promote road safety to target audience, good co-operation with Police to deliver project. This event is unique and likely to continue into the future and grow in scale.

Issues:

Nil

Budget Implications:

Nil

Enclosures (following report)

Nil

Attachments (separate document)

Nil

18) PARTICIPATION IN REGIONAL PURCHASE OF FUEL THROUGH CENTROC

Department: Infrastructure Services

Author: Director Infrastructure Services

CSP Link: 1.5 Sustainable water, energy and transport sectors to support future growth.

File No: PS.AQ.4

Recommendation:

That Council participates in a regional fuel contract however recommends that the 0.5% Centroc Contract Management Fee is replaced by an upfront Contract Management Fee that is determined by a transparent and accountable basis.

Reason for Report:

This report seeks Council's resolve to participate in a regional purchase of fuel through Central NSW Councils (Centroc).

Council has participated in Centroc's regional contract for the purchase of fuel for the past 4 years and subject to Council's resolve, Council's inclusion would be for the next contract which will commence 1 July 2016.

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

Report:

Background on the Centroc Compliance and Cost Savings Program

Central NSW Councils (Centroc) represents over 243,000 people covering an area of more than 72,500sq kms comprising Bathurst Regional, Blayney, Boorowa, Cabonne, Cowra, Forbes, Lachlan, Lithgow City, Mid-Western, Oberon, Orange City, Parkes, Upper Lachlan, Weddin and Young Councils and Central Tablelands County Council.

Centroc exists to do two things – advocate on behalf of the region and support member operations through regional co-operation and resource sharing. Please go to the Centroc website for more advice on Centroc activities at www.centroc.com.au

To support member operations, a Compliance and Cost Savings Program was created in 2009 to add better value to members and generate more cost savings to individual councils. The program has been funded in part from the Centroc surplus and comes at no extra cost to members.

The objective of the program is to drive initiatives across the region to reduce Council costs through

- providing a regional approach to compliance with State and Federal legislation thereby reducing costs to member Councils;
- trialling with the intent to implement products and services to reduce costs and
- implementing regional contracts to reduce costs through group purchasing

The program has been in operation since 14 December 2009 and almost \$3,000,000 of savings to the region have been realised through a variety of programs including desktop telephony audit, on site telephony audit at some councils, diesel tax rebate audit, a desktop electricity review and numerous regional contracts.

Background on the Centroc Supply Management Team

The Supply Management Team was established in June 2003. The objectives of this team are:

1. Networking of professional purchasing staff
2. Achieve savings through joint procurement of goods and services
3. Generate income through rebates to Central NSW Councils
4. Facilitate professional development and training of Council purchasing staff
5. Encourage use of the latest technology for communication and purchasing functions

The Supply Management Team has been successful in all of these areas over the past ten years and was a way for councils to save money and time through working together regionally.

In addition to fuel, the team was also involved in regional tenders for road signs, bitumen emulsion and linemarking services.

In 2015, the Supply Management Team changed its focus and became the Best Practice in Stores Management Group.

Background on developing a regional fuel contract

A report to the Centroc General Manager's Advisory Committee in July 2008 highlighted that petrol prices are a significant line item for Councils where the State contract is not regarded as competitive by supply team members and most are not buying from the State contract. This may have legal ramifications as each Councils spend is typically over \$150K even when separating diesel from unleaded as line items.

Feedback from the supply team suggests that staff are vigilant in monitoring petrol prices and that this leads invariably to local purchase. Under State legislation Councils are obliged to both seek best value and go to tender for spends over \$150K.

As the State has a contract for petrol and it is not competitive, the DLG was approached about how Councils can best manage this situation and if it was possible to not have to go to tender as long as councils were purchasing better than prices the state contract has to offer. DLG responded and said that Councils must be purchasing under contract for fuel, due to the amount spent per annum.

The Supply Team has subsequently investigated possibilities for regional fuel purchase through either a regional approach or “zoned” approach to account for different distributors across Centroc.

The Supply Management Team decided to do a regional contract for fuel in 2010 culminating in a two year regional contract in 2011, and then again in 2013. The current contract is now in a period of a 12 month extension, and as we near the completion of the current contract, Centroc seeks to repeat the process.

Centroc members currently procuring fuel under the current contract are as follows:

Council	Participating in Current Regional Contract
Bathurst	Yes
Blayney	Yes
Boorowa	Yes
Cabonne	Yes
Cowra	Yes
Forbes	Yes
Lithgow	Yes
Lachlan	Yes
Oberon	Yes
Orange	Yes
Parkes	Yes
Upper Lachlan	Yes
Weddin	Yes
Wellington	Yes
Young	No

Advice received suggests that some members were using the State Government contract for purchase of fuel for fleet vehicles using fuel cards, and that this contract was ending in late 2015 and wouldn't be renewed. As such, GMAC resolved at their meeting of 29 October 2015 to include fuel cards in this process, along with the supply and delivery of bulk fuel.

Should council agree to participate in a regional contract, Centroc will put out an RFT (Request for Tender) and proceed to a contract. It is anticipated that the contract will be for a duration of two (2) years with an option for a 12 month extension.

A Tender Evaluation Panel will be initiated in the coming months, with staff from participating councils encouraged to be involved. Advice regarding service and pricing under a regional contract will be provided to members.

Benefits of a regional approach include:

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

Council contribution

Centroc manages the procurement process including all costs of advertising and tender assessment and receives a management fee of 0.5% of the value of the spend from the supplier to cover these costs.

The issue of a Centroc management fee based on a % of value spend is currently under review at the request of Blayney Shire Council.

Council should also give consideration to future compliance with the contract.

Issues:

Nil

Budget Implications:

Nil

Enclosures (following report)

Nil

Attachments (separate document)

Nil

19) BRIDGE REPLACEMENT PROGRAM UPDATE

Department: Infrastructure Services

Author: Manager Operations

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

File No: RD.TN.29

Recommendation:

That Council receive and note the update on the progress of the Bridge Replacement Program.

Reason for Report:

To inform Council on the progress of the Bridge Replacement Program.

Report:

Council officers have been progressing the investigative works for the Bridge Replacement Program as reported to Council in the September 2015 meeting, for the following sites:

- Coombing Street, Belubula River Tributary;
- Dowsetts Lane, Coombing Creek;
- Errowanbang Road, Dirt Hole Creek;
- Felltimber Road, Coombing Creek;
- Gallymont Road, Felltimber Creek;
- Hines Lane, Grubbenbun Creek;
- Kinds Lane, Grubbenbun Creek;
- Leabeater Street, Grubbenbun Creek;
- Lucan Road, Limestone Creek;
- Newbridge Road, Evans Plains Creek, and;
- Winterbottoms Lane, Unknown waterway

Detailed site surveys have been completed for all sites, with draft road alignments developed for the following bridges where it is proposed to deviate from the existing alignment:

- Errowanbang Road, Dirt Hole Creek;
- Newbridge Road, Evans Plains Creek, and;
- Kinds Lane, Grubbenbun Creek

This detailed survey information is required for the delivery of the Geotechnical Testing and the Review of Environmental Factors work for inclusion in the bridge tenders.

Council has advertised the Request for Quotation for Review of Environmental Factors and the Request for Tender for Geotechnical Testing, both with a closing date of 21 January 2016.

The timeframe for companies to submit proposals has been extended beyond the legislated minimum 21 days to allow for the Christmas break. A report will be submitted to the February Council meeting for the determination of the Geotechnical Testing tender.

Following the completion of these 2 items, Council will then invite tenders for the replacement of the bridges through a design and construct contract for nine (9) of these bridges, with Council proposing to replace two (2) bridges utilising Council staff being:

- Winterbottoms Lane, and
- Lucan Road

Due to the legislated time requirements for procurement to deliver a large scale of work such as this, it is considered unlikely that a bridge will be completed in the current financial year. Council will be able to appoint a Contractor for these works, with works on the ground expected to commence mid-2016.

In addition to the eleven (11) sites identified above, Council officers are also progressing the installation of 'wet crossings' on:

- Carcoar Road, Cowriga Creek, and;
- Snake Creek Road, Mandurama Ponds.

These wet crossings are in the planning stage, with approval required from Department of Primary Industries (Fisheries) for these installations. Council officers are working with officers from Fisheries to obtain these approvals, with approval expected in late January.

Budget Implications:

Works are budgeted within the current financial year.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

20) PURCHASE OF TIPPING TRUCK

Department: Infrastructure Services

Author: Manager Operations

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

File No: PS.TE.18

Recommendation:

1. That Council accept to replace their current Scania P124G 420 6x4 Tipping Truck with the Quotation provided by Volvo Commercial Vehicles Pty Ltd for the supply of 1 Volvo FMX 6x4 Truck, with factory fitted axle weighing system, M&S Tipping Body and associated equipment for a cost of \$242,240 (exc. GST)
2. That Council approve the disposal of the existing Scania P124G 420 Truck via private auction.

Reason for Report:

To approve the replacement of Plant Number 30 – Scania P124G 420 in Council's fleet in accordance with Council's Plant Replacement Program.

Report:

Executive Summary

As Council hauls a dog trailer with the current tipping truck, productivity improvements could be realised by way of increasing the current truck and trailer Gross Combination Mass (GCM) to 48 Tonnes. Under National Heavy Vehicle Law (NHVL), there are specific requirements around axle spacing, combination length, and required horsepower to permit a truck and dog combination to operate at a GCM of 48 tonnes.

Council officers developed a specification for the replacement of Council's current 6x4 Tipping Truck, a Scania P124G 420, with a new truck that would comply with the requirements under the NHVL for a truck and dog combination. This specification was used in a Request for Quotation through Local Government Procurement (Vendor Panel) for this replacement as budgeted within Council's Long Term Financial Plan.

Local Government Procurement is considered a prescribed supplier for any Tender or Quotation under Section 163 of the *Local Government (General) Regulation 2005*, negating the need to go through an open tendering process as specified within the *Local Government Act 1993*

Submissions Summary

Suppliers were requested to submit prices for the supply of a 6x4 tipping truck to Council's specification through the Vendor Panel portal. On the closing date, Council had received 8 submissions from:

- West Orange Motors (Freightliner)
- West Orange Motors (Hino) (2 Options provided)
- Tracserv Pty Ltd (Tracserv Trucks) (Isuzu)
- Mack Trucks Sydney (Mack)
- Inland Truck Centre Wagga (PACCAR Kenworth)
- Volvo Commercial Vehicles Pty Ltd (Volvo)
- Hartwigs Trucks (Western Star)

The Isuzu and Hino submissions were deemed non-conforming as they did not meet the minimum horsepower requirement which provides efficient use on Council's undulating road network.

Analysis of Quotes

The analysis of the conforming Quotations was undertaken based on assessment of: whole of life cost (including the quoted price); operator evaluation; workshop evaluation; environmental evaluation; product comparison; and warranty, service and backup parts evaluation.

An initial assessment of all the conforming quotations was undertaken, resulting in the Freightliner Coronado 114 and the Volvo FMX being shortlisted for a full assessment.

Council officers then inspected these 2 to determine their mechanical serviceability, suitability for the operators and capacity to perform the tasks required.

The results of the assessments on the best performing 2 quotations are detailed below:

Assessment Criteria	Freightliner Coronado	Volvo FMX
1. Whole of life cost 30% Net tendered price plus maintenance costs	29.26	30.00
2. Operator assessment 20% Input on ergonomics and features of roller related to task	12.00	17.33
3. Mechanical / Workshop Assessment 20% Passive safety, serviceability	12.50	15.00
4. Environmental 15% Engine Emissions	12.86	10.70

5. Warranty, service & Parts availability 15% Standard warranty, after sales service and parts	13.50	15.00
TOTAL	80.10	88.03

The assessment shows that the Volvo FMX provides best value for Council in this instance.

Sale of Existing Plant Item

It is proposed to dispose of the existing tipping truck via auction. An estimate from Pickles Auctions in Dubbo suggests that at auction Council's existing truck to expect to get a similar to greater amount than would be realised via a trade in.

It is anticipated that Council's existing truck would realise \$40-50,000 when sold at auction, meaning an estimated net change over of \$192-212,000

Issues:

Nil

Budget Implications:

The replacement of the Tipping Truck (plant no. 30) is fully budgeted with \$238,239 available for the net change over cost within the 2015/16 financial year.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

21) CULVERT RENEWAL AND MAINTENANCE PROGRAM

Department: Infrastructure Services

Author: Manager Infrastructure

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

File No: RD.MT.1

Recommendation:

That the report on the Culvert Renewal and Maintenance Program, be received.

Reason for Report:

To update Councillors on the culvert renewal and maintenance program.

Report:

Council staff have been undertaking a program of culvert identification, inspection and assessment. To-date, staff have identified and inspected 608 Culverts on 280kms of rural sealed and unsealed roads, or 46% of the rural road network.

Culverts in urban areas form part of the Stormwater network and will be assessed separately.

Culverts are classified as minor culverts (where diameter/width of boxes is 450mm or less) or major culverts, which includes any pipe or box culvert with a diameter/width of between 450mm and less than 6m. Structures with a length along the road of 6m or more are classified as bridges.

Assessments are being carried out on the overall condition of the structure (pipes or 'boxes') and the condition of the inlet and outlet headwall structures (if present). In addition to condition assessments, staff are identifying maintenance issues, such as the percentage of the pipe (or box) that is blocked; scouring around the headwalls; and vegetation clearing that is required.

This report only details overall culvert condition, as the condition of the inlet and outlet headwalls is not a major determinant of the risk of failure. Headwall condition and identified maintenance issues will be addressed through the existing rural drainage maintenance program.

Summary of Condition Assessments:

Culvert Condition	Minor - Diameter/ Width - Less than 450 mm (#)	Major - Diameter/ Width - 450mm to 6m (#)
5 – Very poor – ‘not functional’	16	6
4 – Significant deterioration	17	18
3 – Average condition	117	75
2 – Good condition	212	130
1 – Excellent ‘as new’	10	7
Total	372	236

Condition ratings will be used to identify culvert structures that require renewal works or complete replacement. Engineering staff will undertake assessments of the required works and develop costings for the renewal or replacement of these individual structures based on the level of risk that failure of the structure represents to Council.

Key determinants of the level of risk include:

- Extent of failure (cracking or delaminating of concrete);
- Undermining of structure (where water is scouring under pipes or boxes);
- Size of pipes or boxes; and
- Extent of fill material on top of the pipe or box.

Costing of these works will be determined by:

- Size of the pipe(s) or boxes;
- Amount of fill over the structure; and
- Accessibility (whether the road will need to be closed, or if it can be fixed under traffic control).

A further report will be provided to Council for consideration when the identification, inspection and assessment program is completed. This report will identify any urgent works and costings for those works and any need for Council to make changes to budget allocations for these works.

Issues:

A major culvert on Brady Road is currently being assessed by Council staff who are investigating the appropriate treatment for the repair or replacement of this culvert. It is anticipated that this will be the subject of a further council report accompanied by a recommendation, including costings of the required works.

The 22 culverts that have been condition rated as 5 have been referred to Operations staff for further assessment and determination of appropriate action to ‘make safe’, repair or renew. After these culverts have been assessed by engineering staff, a separate council report will be prepared recommending bringing forward expenditure in the Long Term Financial Plan, if required action cannot be covered under existing budget allocations.

A map of the culverts identified and inspected plus the Condition Assessment Guide has been included in this report and a large hardcopy version of this map will be made available for the Council Meeting.

Budget Implications:

Nil

Enclosures (following report)

- | | | |
|---|------------------------------------|---------|
| 1 | Culverts | 1 Page |
| 2 | Culvert Condition Assessment Guide | 7 Pages |

Attachments (separate document)

Nil




Document Number: Blayney: Culverts


Title: CULVERT – CONDITION ASSESSMENT & DEFECT INSPECTION
GUIDE

Culvert Assessment Criteria

Condition assessment is based on a rating criteria ranging from 1 to 5. Condition 1 being Culvert in 'as new' condition and Condition 5 being very poor condition (non-functional) and in need of replacement. Conditions 2, 3 and 4 represent 25, 50 and 75% of the useful life elapsed.

The following gives an outline of the assessment criteria. It should be noted that isolated major faults occur and can be remedied as a maintenance repair; this should not downgrade the value of the asset overall.

Grade	Condition Rating	Description	photos
1	As new condition	Sound physical condition, Very little Cracking, No loss of service	<div>Pipe in good condition</div> 



2	Good	Acceptable	

condition

physical
condition,
minor
cracking, No
loss of
service

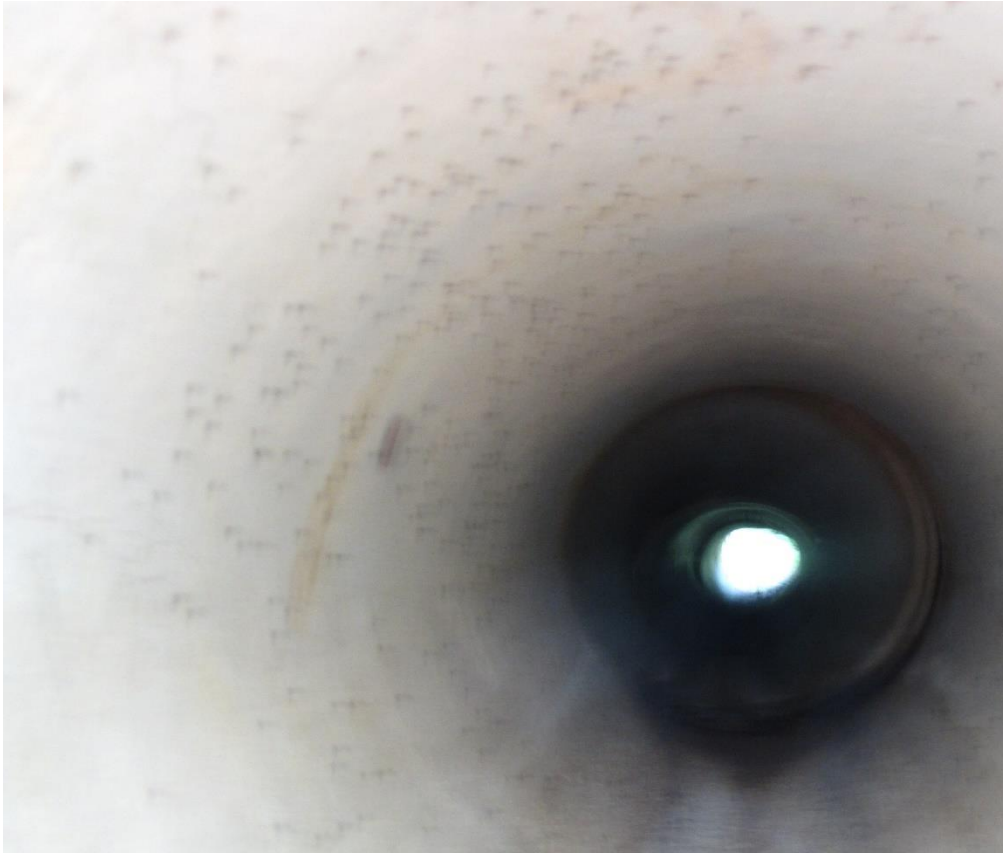
Culverts in good condition



			
3	Average	Functionally sound, but showing some wear with minor failure and diminished efficiency, Minimal loss of service	<div>Pipe slightly cracked at outlet.</div> 


Box culvert slightly displaced.



4	Poor/ Significant deterioration	Poor condition, functionally sound but require high level of maintenance to remain operational, Significant loss of service	
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Water running under the pipe.



5	Very poor/ Not functional	Extremely poor Condition, Failed or failure imminent, high risk of breakdown with serious impact on performance	<div data-bbox="595 174 1560 300">Water running under the pipe.</div> 
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22) DIRECTOR INFRASTRUCTURE SERVICES MONTHLY REPORT

Department: Infrastructure Services

Author: Director Infrastructure Services

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

File No: GO.ME.1

Recommendation:

That the Director of Infrastructure Services Monthly report for December 2015 be received.

Reason for Report:

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

Report:

Topical Issues

Culvert Investigations

An inspection of a major brick lined (4.2m high) culvert on Brady Road, Carcoar has identified failure of a significant stone pitched headwall (5.4m high), radial/lineal cracking of the part brickwork lined arch, scouring, and undermining of the concrete base. The upstream “half” of the culvert is a renovated concrete box.

Council has received advice from a suitably qualified pipeline rehabilitation specialist, and Council officers are currently considering treatment options based upon a full structural remediation of the culvert and associated structures, with a future report to be provided to Council.

Council officers will continue to monitor the situation in the short term.

NSW Government - Fixing Country Roads Funding

Council was previously successful attaining \$2 million dollars to accelerate works on Errowanbang Road in Round One of this program.

Council has been working with Australian Native Landscapes (ANL) and Regional Development Australia (RDA-Central West) to develop an expression of interest under Round Two, for the upgrade and widening of Browns Creek Road from Millthorpe Rd to the Browns Creek Horticultural Products Production Facility.

A potential limiting factor in whether the project will be accepted is the fact that ANL will be increasing the tonnages and heavy vehicle movements on the road regardless of the road being upgraded.

If Council is not successful in receiving funding for this project, it may be possible to apply for 50% funding under Round 5 of the Australian Government's Heavy Vehicle Safety and Productivity Program, which has a closing date of 10 February, 2016. This shall be further investigated early in 2016.

Major Works

Major road construction and notes on current works are as follows:

- Errowanbang Road – Council is undertaking the final works on Errowanbang Road, with a specialised stabilisation crew engaged to undertake chemical strengthening of the final layer of pavement. These works are anticipated to take 5 days, with sealing scheduled for 17 December 2015. Signage has been installed in preparation for opening the road to traffic following completion of the sealing works, with final line marking programmed for January.
- Gravel resheeting works have been undertaken on Four Mile Creek Road and Myers Lane in the past month.
- Maintenance grading works continue across the shire, with Council's crews undertaking works on Kings Plains Road, Village Road, Jones Lane, Neville Trunkey Road, Mallowgrove Road, Dungeon Road, Carcoar Dam Road, and Mount Macquarie Road.
- Shared pathway works - council staff have completed the shared pathway connection to Osman Street. Further work will commence in the New Year to complete works to connect up with the existing path in Adelaide Street, subject to a Risk Assessment being undertaken in conjunction with NSW Roads and Maritime Services. A crossing (vehicle priority crossing point – blisters) is also to be provided across the Mid Western Highway (Martha Street) to connect up with the existing network in Medway Street.

Major Contracts

Redmond Oval Canteen

- Subject to separate report

Redmond Oval Upgrade

- Contracts have been signed.
- Start up meeting to be undertaken Thursday 10 December, to discuss final design requirements.
- Final construction program to be completed and expected early next week. This will help inform community notifications, with information on the oval works and dates that will impact on the community access to the oval and playground.

Active Movement Strategy

- Council and its consultants have now completed the community consultation programme, including attending the Access Committee.
- The consultants are now working through an audit of existing needs and facilities and identify the future needs identified through the consultation process.
- A draft report will be prepared for January 2016.

Land Development

Cook Street (11 Lot subdivision)

- Council has been advised results of the soil classification testing will be provided in January 2016.

Wastewater

Millthorpe - Hydrogen Sulphide (H₂S) dosing system

- Logging has been undertaken simultaneously across the rising main from Millthorpe at each manhole and the STP. Logging was undertaken for a period of 1 week during dosing, followed by a further week without the dosing being turned on.
- Results indicate that further investigations need to be undertaken as H₂S levels seem to increase at manhole 3, to levels that have potential to cause health risks if exposed for extended durations.
- The manufacturer of the dosing system will undertake further calculations and provide information as to the reasons why this is occurring and solutions to resolve this issue.
- Additional information is will be available in late January.

Millthorpe - Rising Main Augmentation

- Final design work is underway to replace the first 100mtrs of pipe downstream of manhole 1.
- Programming of works will then begin to develop a strategy to complete the works, commencing February/March, subject to confirmation on construction availabilities.

Millthorpe Pump Station

Flow meter installation and connection to the SCADA system is complete with a live data feed of flow rates from the pump station, being provided.

Sewer Relining

Commencement of on ground works is due to begin in February, subject to availability of materials.

Trade Waste

- Nestle Purina is currently liaising with Council on a future Trade Waste application.
- Following initial inspections, indications are that concurrence from NSW Department of Primary Industries will be required for this to be approved.

Recreation and Environment

King George Oval

- Fabrication of the range hood has been completed, however the contractor is awaiting delivery of the filters, prior to installation of rangehood and splashbacks.
- The electronic scoreboard has been installed with an electrician to be engaged to complete the electrical connection early in the new year.

Showground Irrigation

Final designs and tender documentation nearing completion with tenders to be released prior to Christmas.

Lyndhurst Recreation Ground

- Finalisation of drainage to redirect roof water from the “club house” and toilet block away from the site has been completed.

Asset Management

Culvert Renewal Program

Subject to separate report

AssetFinda Implementation

- AssetFinda is nearing completion of the migration of roads data to the new system. It is expected that this will complete the implementation process and training for asset staff will be organised for early in the new year.

Infrastructure Services Personnel

Stage 1 of the departmental re-structure, has been completed with all roles filled.

- The Ganger (Signs) commenced 1 December.
- The Construction Carpenter will commence after the Christmas shutdown.
- The position of Relief Operator (Works/Sewer) has been engaged.

Work will now commence on Stage 2 – including identifying suitable trainee Works Operators with Skillset and a Graduate Engineer.

Issues:

Nil

Budget Implications:

Nil

Enclosures (following report)

Nil

Attachments (separate document)

Nil

23) BATHURST REGIONAL COUNCIL PROPOSED SALE OF TREATED EFFLUENT TO REGIS RESOURCES

Department: Planning and Environmental Services

Author: Director Planning and Environmental Services

CSP Link: 1.2 A thriving mining industry that supports and works well with the community.

File No: EM.PL.2

Recommendation:

That Council make a submission to Bathurst Regional Council;

1. supportive of Regis Resources Ltd in development of an open cut gold mine, the McPhillamys Gold Mine at Kings Plains, Blayney subject to the appropriate Environmental Impact Assessment being undertaken through the required approval processes.
2. supportive of the sale of treated effluent from Bathurst Regional Council to Regis Resources Ltd to ensure a guaranteed water supply which will allow the company to undertake detailed feasibility modelling and environmental studies on the potential Gold Mine.

Reason for Report:

For Council to resolve it's in principle support of the proposed McPhillamys Gold Mine at Kings Plains, 8km north east of Blayney and support for the sale of treated effluent to the mining company to enable it to progress to undertake detailed feasibility modelling and environmental studies.

Report:

Council received written correspondence through CENTROC from Bathurst Regional Council on 19 November 2015 advising Bathurst Regional Council has been approached by LFB Resources, a subsidiary of Regis Resources Ltd to supply between 8 to 10 megalitres of treated effluent per day for use at a potential open cut mine at Kings Plains Blayney.

The proposed project does not have Development Consent at this point in time, the project would be a State Significant Development. A guaranteed water supply is critical for Regis Resources to proceed to invest in undertaking a detailed feasibility modelling for the proposed project and then detailed environmental studies.

Bathurst Regional Council is seeking community input by 5pm, Monday, 21 December 2015. Bathurst Regional Council have been advised of tonight's Council Meeting and that Blayney Shire Councils submission will be lodged on 22 December 2015.

Regis Resources have been very open and transparent with Council and the Blayney Shire community for some time of a potential Gold Mine, at Kings Plains, 8km north east of Blayney.

Councils Director of Planning and Environmental Services and Manager Water and Wastewater attended a community information session on Wednesday, 2 December 2015 at Bathurst RSL which was attended by approximately 30 persons. Issues raised at the session are for Bathurst Regional Council to consider surrounding the sale of the effluent.

Documentation publicised as part of the community consultation includes;

- Environmental Impact Assessment (EIA) of the diversion of treated effluent, prepared by SKM for Bathurst Regional Council dated May 2014,
- A peer review of the SKM EIA undertaken by GHD dated September 2014.
- NSW Public Works Report, Bathurst Sewerage Treatment Plant Reuse Study dated June 2015

These documents have not been included in this report due to the large size of the documents. All documentation can be found on Bathurst Regional Councils website: <https://www.bathurst.nsw.gov.au/2014-11-27-01-34-01.html>

Enclosed after this report is the Bathurst Regional Council letter to Centroc and Q and A factsheet on frequently asked questions.

Proposed content of Blayney Shire Council submission:

Council refers to the written correspondence through Centroc from Bathurst Regional Council on 19 November 2015.

Blayney Shire Council and the wider community have been aware of a potential gold mine at Kings Plains for some time. Regis Resources have established a very open and transparent communication link with Council and the Blayney Shire community over a number of years regarding the potential development.

Council is fully supportive of the potential McPhillamy's Gold Mine at Kings Plains Blayney and the sale of Treated Effluent from Bathurst Regional Council to LFB Resources. This is confirmed by resolution of Council at its Ordinary Meeting of 21 December 2015 of which a copy of which is enclosed.

A guaranteed and secure water supply is essential to any gold mining operation being able to be undertaken. The proposal by Regis Resources seeking to adaptively re-use treated effluent as its secure source of water is considered both environmentally sustainable and environmentally responsible. The proposal is strongly supported by Blayney Shire Council.

The potential Gold Mine should it eventuate will provide significant economic benefit to the entire Central Western region, particularly considering the regions recent job loss announcements including; Cadia Gold mine at Blayney transition from development to operational (300 job losses), Electrolux in Orange is closing (500 jobs), Simplot in Bathurst (100 jobs), Downer engineering in Bathurst (100 jobs) and Centennial Coal Angus Place closure (268 jobs).

Council also considers the additional opportunities that the pipeline could create outside of the gold mine for the region as unprecedented, in particular the pipeline has the potential to transform the agricultural sector of the region through the ability to supply a guaranteed secure water source.

If this pipeline is installed it may create other opportunities for the region such as a potential connection to redirect water from coal mines in Lithgow, west into the Central West for agriculture and industry rather than this water flowing east into Sydney's Drinking Water Catchment. Blayney Shire Council believes this measure is central to transforming agriculture within the region and will be looking to drive investigation of this opportunity through CENTROC in 2016.

Issues:

Nil

Budget Implications:

Nil

Enclosures (following report)

- | | | |
|---|---|---------|
| 1 | Letter from Bathurst Regional Council | 2 Pages |
| 2 | Bathurst Regional Council Q and A Factsheet | 4 Pages |

Attachments (separate document)

Nil



Civic Centre
158 Russell Street
Private Mail Bag 17
Bathurst NSW 2795

Telephone 02 6333 6111
Facsimile 02 6331 7211
council@bathurst.nsw.gov.au
www.bathurstregion.com.au

19 November 2015

Ms Jenny Bennett
Chief Executive Officer
CENTROC
PO Box 333
FORBES NSW 2871

Dear Ms Bennett

Proposed Sale of Treated Effluent

Bathurst Regional Council has been approached by LFB Resources, a wholly owned subsidiary of Regis Resources Ltd to supply treated effluent for use at their proposed open cut gold mine, the McPhillamys Gold Mine, at Kings Plains, near Blayney.

Regis Resources has requested a ten year contract with a ten year option from the commencement of the operational phase of their mine site, for the supply of treated effluent. Generally the water required for the mine is around 8 to 10 megalitres per day, which matches the annual average daily output from the Waste Water Treatment Plant. Regis at this stage do not have approval for the McPhillamy Gold Mine and would be required to enter into further regulatory processes if Council agrees to the sale of the treated effluent for use at the mine.

Council, at its meeting on Wednesday 18 November, resolved to seek community feedback on the request from Regis Resources to purchase the treated effluent. This feedback will help inform Council's final decision on the sale of treated effluent to Regis. It is anticipated that a report will go to Council in February 2016 to consider the sale of treated effluent to Regis.

A number of reports and studies have been completed to help inform Council's position, to date, and are available on Council's website www.bathurst.nsw.gov.au for review. These include an impact assessment of the diversion of treatment effluent by SKM, a peer review of the SKM report by GHD and a report by Public Works NSW. A frequently asked questions document has also been prepared providing an overview of the effluent diversion project. Regis has also provided a high-level summary of the proposed McPhillamy's Gold Project.

Council will now hold two community information sessions on:

1. 12 noon – 2.00 pm, Wednesday, 2 December 2015,
Heritage Room, Bathurst RSL Club, Rankin Street, Bathurst
2. 5.00 pm – 7.00 pm, Thursday, 3 December 2015,
Panorama Room, Panthers Leagues Club, Piper Street, Bathurst

Reference: DS:SW: 37.00410 & 21.00137
Enquiries: Mr David Sherley 02 6333 6201
DS_151119_Regis Community Consultation.doc

BATHURST REGION... FULL OF LIFE

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Page 2

CENTROC

19 November 2015

These sessions will be independently facilitated.

If you would like to attend one of the sessions you can complete a registration form online at www.bathurst.nsw.gov.au or call Bathurst Regional Council on 6333 6111.

You can also provide an online submission on Council's website or provide comments in writing on the proposal.

Submissions should be addressed to:

The General Manager
Bathurst Regional Council
Private Mail Bag 17
Bathurst NSW 2795

Or emailed to feedback@bathurst.nsw.gov.au

Written and online submissions close at 5.00 pm on Monday, 21 December 2015.

Any submission you make on this proposal may be included without alteration (including names and addresses) in reports that are made available to the public, in Council business papers, on Council's website and also made available to the applicant for comment during consideration of this proposal.

Yours faithfully



D J Sherley
GENERAL MANAGER

Reference: DS:SW: 37.00410 & 21.00137
Enquiries: Mr David Sherley 02 6333 6201
DS_151119_Regis Community Consultation.doc

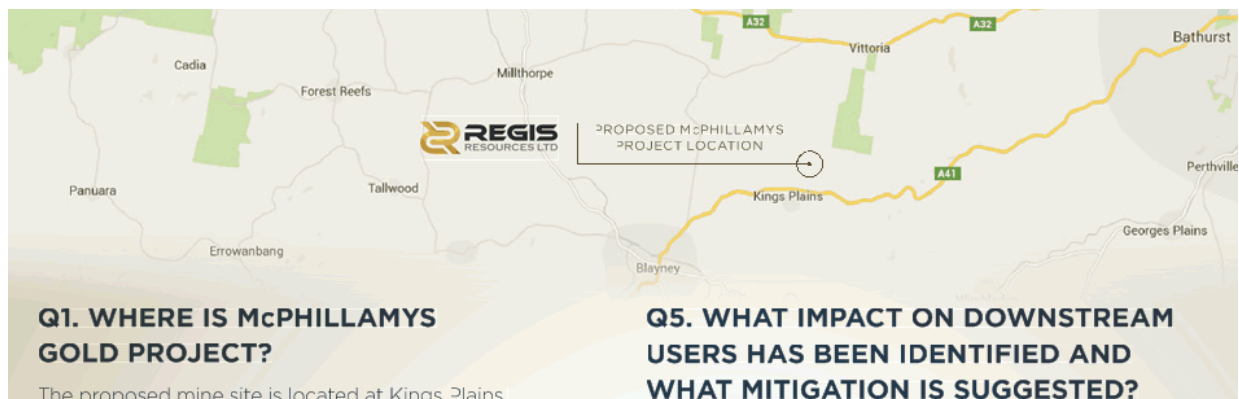
BATHURST REGIONAL COUNCIL 

NOVEMBER 2015

Q & A

FOR TREATED EFFLUENT DIVERSION PROPOSAL

Bathurst Regional Council has been approached to provide its treated wastewater to LFB Resources, a wholly owned subsidiary of Regis Resources Ltd. Regis is proposing to develop the McPhillamys Gold Project. McPhillamys will require a reliable, environmentally sustainable, industrial quality water supply. This document provides some answers to anticipated questions via an impartial and factual representation of risks and opportunities regarding the proposal.



Q1. WHERE IS McPHILLAMYS GOLD PROJECT?

The proposed mine site is located at Kings Plains, approximately 8km north east of Blayney, 27 km south west of Bathurst and is in the Blayney Council LGA.

Q2. WHAT IS THE TREATED EFFLUENT REGIS IS PROPOSING TO BUY?

Sewage wastewater (from households and industry) and rain runoff is processed by Bathurst Regional Council's wastewater treatment plant and discharged to the Macquarie River under licence requirements from the Environmental Protection Authority. The treated effluent does not meet drinking standards, but is of an equivalent quality to the water flowing down the Macquarie River.

The proposed mine requires around 9 megalitres (9 million litres) of water a day, an amount close to the treated effluent currently discharged. Regis is seeking an agreement with Council to purchase this treated water.

Q3. IS IT LEGAL FOR COUNCIL TO DIVERT TO THE GOLD MINE WATER CURRENTLY APPROVED TO BE RETURNED TO THE NATURAL ENVIRONMENT OF THE MACQUARIE RIVER?

Yes. Under current Environmental Protection Authority licensing and DPI Water legal frameworks there is no legal impediment to Council diverting wastewater to McPhillamys. Council has entitlement to the water under the Water Sharing Plan for the Macquarie Bogan Unregulated and Alluvial Water Sources. Council research has found 22 water authorities including councils which sell water for various uses across NSW. If Council determines it wants to sell the water, Regis would be required subsequently to gain NSW Government approvals for the proposed recycled water management system including the approval of the Minister for Primary Industries.

Q4. HOW WILL THE WATER BE DIVERTED?

Regis will be responsible for the design, construction, operation and maintenance of a proposed treated effluent diversion pipeline from the Wastewater Treatment Works to the mine site. To gain approval from the NSW Department of Planning and Environment will require a detailed Environmental Impact Statement to include authority from affected landholders on an agreed route and easements. The pipeline would be buried for almost all of its length so it would be, for the most part, not visible. It would have indicators at ground level similar to those used for other water and gas pipelines. Once approved, construction would take 12 months to 18 months to complete.

Q5. WHAT IMPACT ON DOWNSTREAM USERS HAS BEEN IDENTIFIED AND WHAT MITIGATION IS SUGGESTED?

There will be impacts on downstream users predominantly during the peak of summer where existing river flows are already low. The impact of diverting the treated effluent during those times can be mitigated by allowing the diversion only during periods where there is enough water in the river to meet the needs of other water users. For winter and most of spring and autumn, the impacts will be significantly less, if any.

Q6. HAS AN ENVIRONMENTAL IMPACT ASSESSMENT (EIA) BEEN UNDERTAKEN TO DETERMINE THE RISKS ON THE MACQUARIE RIVER ENVIRONMENT AND DOWNSTREAM WATER USERS, INCLUDING IRRIGATORS?

Following a standard protocol Bathurst Regional Council quotation selection process, Sinclair Knight Merz (SKM, now Jacobs), an internationally recognised expert consultant, was commissioned to assess the environmental, economic and social impacts of the proposal, in a report to Council in 2014. Regis reimbursed Council for those costs. Council also subsequently commissioned and paid consultants GHD Australia Pty Ltd to undertake a technical (peer) review of SKM's report to assess the validity of the recommendations and the methodology which led to them.

Q7. WHAT WERE THE RECOMMENDATIONS OF THE EIA?

- Allow the diversion of treated wastewater with 'cease to transfer' (CTT) rules to protect downstream users
- undertake annual 'rapid appraisal of riparian condition' (RARC) assessments to monitor change in conditions when effluent discharges are diverted, in order to understand the magnitude and extent of potential impacts on riparian vegetation
- establish a monitoring plan to determine the response (if any) of the aquatic environment to the diversion of treated wastewater
- undertake a targeted frog survey for the endangered Booroolong Frog within the ecological zone of influence
- undertake future consultation with water users in the Macquarie River downstream of Bathurst and above Burrendong Dam on the potential to modify the proposed rules to increase the amount of water made available to the mine, if the proposal is approved.

Q8. WHAT WERE THE KEY FINDINGS OF THE PEER REVIEW?

The review states:

'Based on the level of detail in the IA report, the proposed flow diversion appears a reasonable proposition. It is however noted that further consideration of the development of any flow diversion rules and consideration of the appropriate level of assessment to determine the significance of impacts during low flows should be undertaken to support the proposal.'

Q9. WOULD THE DIVERSION OF TREATED WASTEWATER AFFECT THE ENVIRONMENT OF THE RIVER AND DOWNSTREAM WATER USERS, INCLUDING IRRIGATORS?

In extended dry periods (17% of the time), when the discharge makes up a high proportion (greater than 50%) of the river's base flow, the diversion has a higher potential to impact on downstream users and the environment. Due to the current degraded condition of the Macquarie River immediately downstream of Bathurst, SKM determined there would not be significant impacts to water quality and aquatic and riverside environments. The EIA recommended 'cease to transfer' conditions to ensure that when the river flow near to Bathurst was below a prescribed level, the treated wastewater would be diverted back to the river to provide for downstream users.

Q10. WHAT CONSIDERATIONS DOES THE TECHNICAL REVIEW SUGGEST?

If the project proceeds to Environmental Impact Statement, considerations include:

- undertaking further analysis of dry flow conditions and their potential for second order impacts upon downstream riparian and aquatic ecology and socio-economic impacts to downstream irrigators
- analysing specific data on the number of irrigators, use of the irrigated land and the high level of economic dependence of some of the potential users to further assess socio-economic risks.

Q11. WHAT REGIONAL SOCIO-ECONOMIC BENEFITS WOULD RESULT FROM THE SALE OF TREATED WASTEWATER TO McPHILLAMYS?

Benefits would include:

- Income from the ongoing sale of the treated wastewater to be spent on community projects
- McPhillamys as proposed would provide an estimated \$80 million per annum of expenditure in the region during the ten years of operation
- McPhillamys as proposed would provide around 150 direct jobs and around 500 indirect jobs
- McPhillamys would be a residential based operation, not a fly in, fly out (FIFO) operation, so local people would be suitable for the majority of available jobs.

In the operational phase, approximately 60% to 70% of the required personnel could be trained without the need for previous mining experience.

- a reduction of licence fees currently paid by Council to discharge treated wastewater back to the Macquarie River.

Q12. WHAT IF THERE IS A LEAK IN THE TREATED WASTEWATER PIPELINE?

The pipeline construction would ensure any risk of a leak in the treated wastewater pipeline was minimal. If a leak did occur, then the quality of the treated wastewater, although not to drinking standards, would conform to conditions of the EIS to prevent any negative impact on livestock or the landscape. The development of a risk management plan dealing with potential pipeline leaks would form part of the approval process.

Q13. WHEN COULD McPHILLAMYS OPERATE IF BATHURST REGIONAL COUNCIL APPROVED THE SALE OF THE TREATED WASTEWATER

Regis would still need to complete a Definitive Feasibility Study (DFS) and an Environmental Impact Statement (EIS) for McPhillamys, which would normally take around 12 months prior to applying for approval from the NSW Department of Planning and Environment. If the technical and commercial aspects of the studies are satisfactory for the project to proceed, then the Department would coordinate the approval process on behalf of multiple governmental agencies that review the safety, environmental, community impact, mining, processing, infrastructure, transport and any other aspects pertaining to the project.

The EIS review is normally completed in six to nine months. The various government departments may place conditions on the project which, if endorsed by the Minister, would need to be adhered to. If the project were approved, there would be a nominal construction time frame of around 12 to 18 months, so operations could potentially start in around 2½ to 4 years time if the sale of treated wastewater were approved.

Q14. WOULD THE TREATED WASTEWATER BE RELEASED BACK INTO THE ENVIRONMENT AFTER IT IS USED AT McPHILLAMYS?

No. Approximately 60% of the treated wastewater used in the process would be recycled using modern technologies with the remainder contained in a tailings storage facility.

Q15. HOW CAN I HAVE MY SAY ON THIS PROPOSAL?

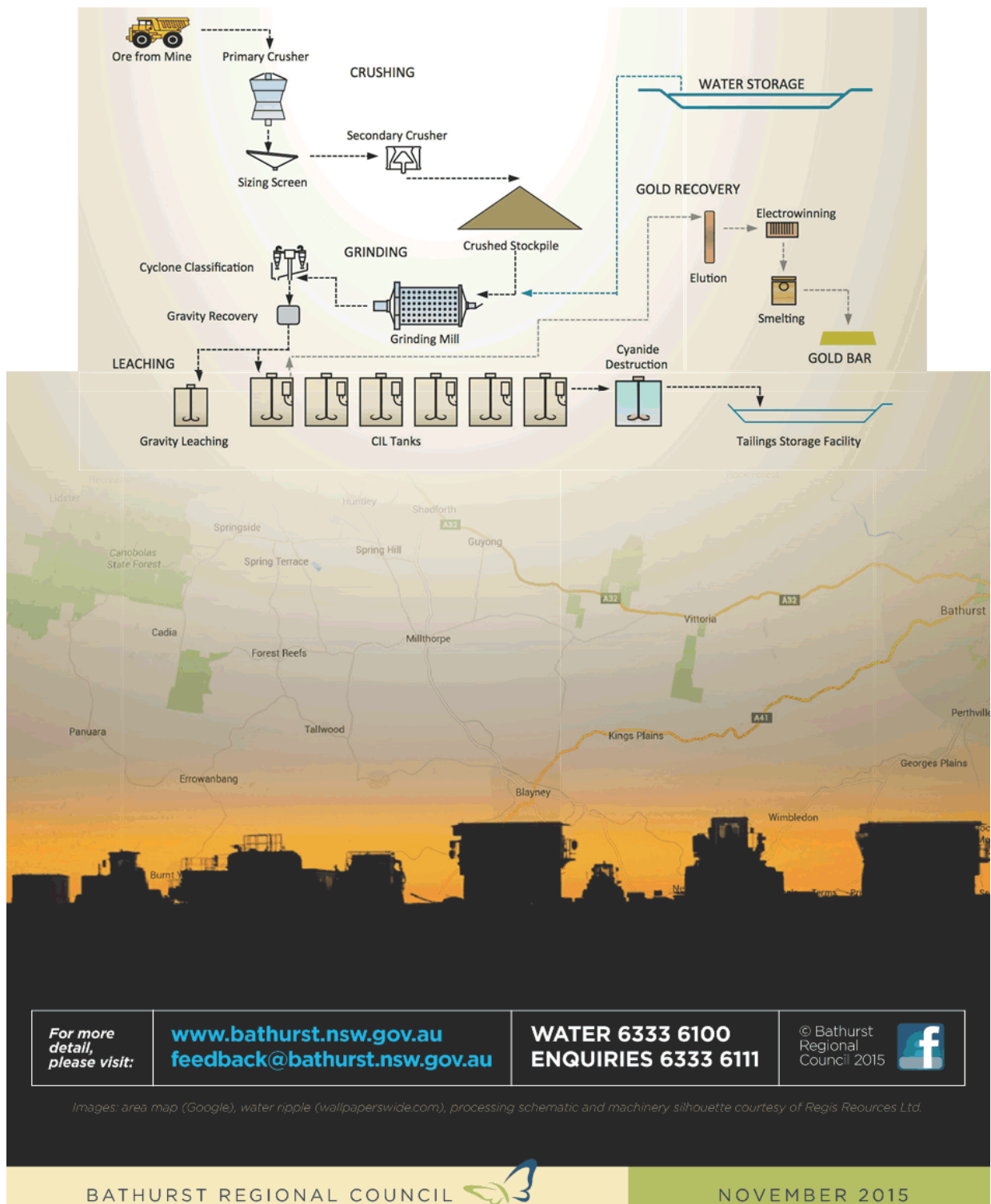
Council will run community consultation and information around the treated effluent diversion proposal in late November or early December 2015. Visit www.bathurst.nsw.gov.au for more information. Bathurst Regional Council encourages you to email feedback@bathurst.nsw.gov.au to respond to this proposal.

Although a definitive feasibility study to develop operations has not been completed, the proposed McPhillamys gold mine would be a conventional open cut mine with a 4-5 million tonnes per annum carbon in leach gold processing plant. Regis advises these types of gold mining operation and processing plant have been successfully and safely operating in Australia for around 40 years. A schematic of the processing plant is shown here.

The proposed operational phase for McPhillamys is currently 10 years.

This mine life could increase if additional gold bearing material was found and was economic to mine.

Find more information at www.regisresources.com.au and www.australianminesatlas.gov.au.



24) MINUTES OF THE BLAYNEY SHIRE ACCESS ADVISORY COMMITTEE MEETING HELD ON THURSDAY 12 NOVEMBER 2015

Department: Planning and Environmental Services

Author: Director Planning and Environmental Services

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

File No: GO.ME.1

Recommendation:

That Minutes of the Blayney Shire Access Advisory Committee Meeting, held on 12 November 2015, be received.

MINUTES OF THE BLAYNEY SHIRE ACCESS ADVISORY COMMITTEE MEETING HELD ON THURSDAY 12 NOVEMBER 2015 AT THE BLAYNEY SHIRE COMMUNITY CENTRE

Meeting commenced at 5.45pm.

PRESENT

Members: Councillor Shane Oates, Jenny McMahon, Sharon Kearney, Iris Dorsett and Mark Dicker (Director Planning and Environmental Services)

Guests: Michael Carter, Steve Martin and Geoff Paton

APOLOGIES

Members: Tom Williams

Guests: Marlena Hayhow

CONFIRMATION OF PREVIOUS MINUTES

The minutes of the previous meeting held on 13 August 2015 were confirmed to be a true and accurate record of that meeting (Iris Dorsett/Shane Oates).

DISCLOSURES OF INTEREST

Nil.

ACTIVE MOVEMENT STRATEGY PRESENTATION

Mr Michael Carter (consultant planner), Mr Steve Martin (GHD) and Mr Geoff Paton (Blayney Shire Council) presented to the committee about the Active Movement Strategy. Council is currently undertaking community consultation seeking input into the strategy.

The committee was asked for their input on specific issues and in particular linkages within the Blayney township.

BUSINESS ARISING FROM PREVIOUS MEETING

Liberty Swing

Project will be aimed to be undertaken early in 2016 probably around March. It is hoped the official opening will incorporate a “Councillor in wheel chairs” day.

Adelaide Street

DPES advised he had spoken to the owner of Hill & Croft CRT who was not keen to extend the accessible carpark in front of their shop.

It was discussed that the Blayney MasterPlan and the Active Movement Strategy have identified a link between Adelaide Street and the IGA should be established. It was then discussed that this link should then cross Adelaide Street (not a crossing) and accessible car parking adjacent would create an ideal central accessible compliant link to the entire northern end of Adelaide Street business precinct.

Presbyterian Church

DPES advised he was yet to write to the Presbyterian Church regarding the gradient of the steel ramp into the facility.

GENERAL BUSINESS

IGA refurbishments

It was asked that it appeared the IGA had undertaken upgrading works to the toilet facilities, yet not incorporated an accessible facility?

DPES advised he was aware of an approved DA for the premise, but was not sure if it included upgrading to the toilet facilities. There may be no requirement for accessible facilities if only modernising existing facilities.

A further query was raised about the layback on the side entrance to IGA. DPES advised he would look into the matter.

Tactile Indicators on the Adelaide and Ogilvy Street intersection

It was raised about the requirements to install tactile indicators on intersections, such as the new work Council had undertaken at the intersection of Adelaide and Ogilvy Street. Mark Dicker advised Infrastructure Services had advised the requirement to install tactile indicators had been removed. DPES advised Councils Director of Infrastructure Services and Councils Risk Officer were assessing and considering the situation.

Disability Awareness Training.

DPES advised training for some staff members was being arranged in Disability Awareness Training and wondered if any committee members would be interested in attending? All present indicated they would be keen to attend. DPES advised once the training was confirmed he confirm with the General Manager it was ok to invite all Access Committee members.

International Day with a Disability

Being 3 December 2015 discussion was had about promoting the day and that significant events were being held in both Orange and Bathurst.

FUTURE AGENDA ITEMS

Wheelchair Day

NEXT MEETING

The next meeting of the Access Advisory Committee will be held on Thursday 11 February 2015 commencing at 5.45pm.

MEETING CLOSE

The meeting closed at 7:27pm.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

**25) MINUTES OF THE BLAYNEY SHIRE CEMETERY FORUM MEETING
HELD ON THURSDAY 12 NOVEMBER 2015**

Department: Planning and Environmental Services

Author: Director Planning and Environmental Services

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

File No: GO.ME.1

Recommendation:

That Minutes of the Blayney Shire Cemetery Forum Meeting, held on 12 November 2015, be received.

**MINUTES OF THE BLAYNEY SHIRE CEMETERY FORUM MEETING
HELD ON THURSDAY 12 NOVEMBER 2015
BLAYNEY SHIRE COMMUNITY CENTRE**

Meeting commenced at 5.00pm.

PRESENT

Councillor Kevin Radburn, Kevin Radburn (senior), Vicki Pulling, Helen Dent, Graham Mendham and Mark Dicker (Director Planning and Environmental Services)

APOLOGIES

Councillor Geoff Braddon, Candice Braddon

CONFIRMATION OF MINUTES

The minutes of the previous meeting held on 13 August 2015 were confirmed to be a true and accurate record of that meeting. (Graham Mendham/Helen Dent).

DECLARATIONS OF INTEREST

Nil.

BUSINESS ARISING

Drone Mapping Project

DPES advised the aerial imagery component of this project has been completed. A copy of the imagery for each cemetery was provided to the committee to view.

It was explained the next stage was to take the georeferenced layer prepared by the surveying firm, convert it to a layer in Council's mapping program Intramaps and then cross reference the data against bookings and ground truth the mapping against each cemetery.

DPES advised it was hoped to engage the Blayney Historical Society to ground truth of the data this financial year.

Brochure

DPES advised that he had spoken with Councils Community Development and Tourism Projects Officer who has advised if the committee can provide the content for the brochure Council can then arrange for it to be formatted in a similar style to the new village tourism brochures.

It was discussed about the need for a simple printout with costs of internment options and a map of cemeteries within the shire.

It was agreed to meet an hour before the next meeting to discuss the content to be included in the brochure.

Cemeteries MasterPlan

It was discussed that following on from the cemeteries tour, Council is seeking input into what works are required at each cemetery.

DPES advised a fencing audit had already been undertaken of the required works to ensure that the cemeteries were of a rabbit proof standard. Blayney is the highest priority and will be undertaken in the 2015/16 financial year. The remaining works will be scheduled on a priority list over the next few years.

Ongoing vermin control is noted as a requirement and as is general maintenance.

Seating at Lyndhurst was requested to be included.

It was asked if the bins at Blayney Cemetery were to be upgraded to 240L bins as part of the Blayney Shire bin surround upgrade? DPES advised he would have to confirm with Infrastructure Services.

Lyndhurst

DPES advised he did not think the works within the road reserve outside the cemetery had been undertaken due as resources were currently committed in other areas of the shire.

DPES advised he was not sure where the signage matter requesting “80kmph ahead” on the western side of the hill towards Cowra.

GENERAL BUSINESS

Nil

NEXT MEETING

The next meeting of the Cemetery Forum will be held on Thursday 11 February 2016 commencing at 5.00pm, however brochure discussion to take place at 4pm.

MEETING CLOSE

The meeting closed at 5.43pm.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

26) **WBC ALLIANCE EXECUTIVE OFFICER REPORT**

Department: Executive Services

Author: General Manager

CSP Link: 6.2 Meaningful communication between the Shires communities and Council.

File No: CM.ME.3

Recommendation:

That the report from the WBC Alliance Executive Officer to December 2015 be received.

Reason for Report:

Attached is a report from the Wellington, Blayney and Cabonne (WBC) Alliance Executive Officer, that notes the activities and actions of the WBC Alliance for the previous month.

Enclosures (following report)

1	WBC Alliance Executive Officer Report	2 Pages
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Attachments (separate document)

2	WBC Annual Report	20 Pages
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**WBC EXECUTIVE MANAGER'S REPORT –December 2015 Council meeting****Risk Management**

I am currently working with Blayney and CTW to implement their risk registers and train staff in the use of the corporate system.

Asset Management:

I am working with Blayney and Cabonne assisting in the implementation and roll out of new Asset Management software.

Wellington exits the Alliance:

Wellington Council had given notice in June of their intention to withdraw formal membership of the WBC Alliance effective 31 December 2015. At the recent Board meeting the Mayors of Cabonne and Blayney and the Chairman of Central Tablelands Water agreed to spread the costs that would have been covered by Wellington for the period 1/1/16 to 30/6/16 equally. This is a special arrangement for this period only.

Depending on the outcome of the announcements by State Government on the reform process the Alliance Boards will need to consider the future arrangements, model and funding for the Alliance from 2016.

Alliance Board meeting

The WBC Board meeting and AGM was held on 2nd December. The Chair and Secretariat roles have transferred to Blayney. The contribution of Wellington Council as a member for the last 12 years was acknowledged as they will exit the Alliance at the end of December.

There was general discussion around the reform process and imminent announcements.

WBC Executive Manager report to Councils December 2015

Presentation of the 2014/15 Alliance Annual report:

Despite the focus of the member councils being on the reform process over the last 12 months the Alliance has had another very successful year with over **\$620 000 in savings** and efficiencies achieved for the member Councils. This takes the accumulated total for 12 years to **over \$6.3million**. A great outcome and further evidence of the value of working collaboratively with other Councils. The final report is attached for your information. Well done to all the staff that have worked on Alliance projects and initiatives – it is only through the staff that we can achieve such great outcomes.

A copy will be sent to the Minister for Local Government as is normal practice as well as the Deputy Premier Troy Grant

End of the Year:

As this is my last report for 2015 I would like to wish Councillors and Staff a happy and safe Christmas. There is no doubt that 2016 will be a year of change for the Alliance and my role. However I look forward to continuing to work hard in my role as Executive Manager to support your Councils. I will be attending your December Council meetings to formally present the Annual report, and to say farewell to Wellington Council.

WBC Executive Manager report to Councils December 2015

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.

27) TENDER NO. 26/2015 FOR CONSTRUCTION OF CANTEEN AT REDMOND OVAL, MILLTHORPE

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.