



Blayney Shire Council

Policy Register

Policy No 3G

Policy Title	Procurement of Goods & Services Policy
Officer Responsible	Manager Financial Services
Last Review Date	9/12/2013

Objectives

The purpose of the Procurement of Goods and Services Policy is to document Council's procurement principles and set out the standard by which Council will conduct its procurement activities.

Policy Statement

Blayney Shire Council



Procurement of Goods & Services Policy

Policy

Scope

This Procurement of Goods and Services Policy applies to all procurement processes and activities undertaken by Council, including purchasing, ordering, tendering, contracting and disposals. It applies to all types of goods and services but does not apply to real property acquisitions and other non-procurement expenditure, such as sponsorships, donations and employment contracts.

The Procurement of Goods and Services Policy applies to anyone who undertakes or is involved in procurement activities. This includes Councillors, staff and delegates.

Compliance

The Procurement of Goods and Services Policy, conditions of tender and conditions of contract must be strictly observed at all times. Procurement activities will be periodically audited.

Procurement Procedures and Supporting Documents

The Corporate Services Directorate will develop and maintain procedures, templates, tools and guidelines necessary to give practical effect to the Procurement of Goods and Services Policy.

Fundamental Procurement Principles

All procurement activities will be conducted in accordance with seven fundamental principles.

1. Ethical behaviour, Integrity, Probity and Fair Dealings

Council values the highest ethical and professional standards in its business dealings. Council will ensure the verifiable integrity of its procurement activities through transparent processes. Council will respect the rights of tenderers and contractors, including confidentiality and the expectation to be treated fairly at all stages of the procurement process.

Council must not engage in any practices that aim to give a potential tenderer, service provider or business an advantage over others, nor engage in any form of collusive practice. A Councillor or Council employee with an actual or perceived conflict of interest must address that interest without delay in accordance with Council's Code of Conduct.

The procurement of services should be conducted in a way that imposes as far as practicable the same level of accountability and responsibility on the service provider as would exist if the Council carried out the services itself. In pursuit of ethical behaviour, staff will, for example:

- Disclose to the General Manager any possible conflict of interest; where a potential conflict relates to the General Manager, it will be disclosed to the Council in accordance with the Local Government Act 1993
- Deal with all suppliers in an honest, fair and equitable manner

- Respect all in-confidence information received and not use it for personal gain, or to prejudice fair and open competition
- Not accept money, goods, loans, credits, purchasing incentives, services or prejudiced discounts
- Not use Council's name or purchasing power to make purchases other than for Council use during the procurement of services. In this regard, Staff will ensure that their close associates also do not receive an advantage in relation to a Council procurement.

A tenderer will be immediately excluded from a procurement process where:

- A conflict arises or
- There is inappropriate lobbying of the Council or
- There is a behaviour that might reasonably be regarded as seeking to solicit favourable treatment for the procurement process including by the offering of gifts or benefits.

2. Value for Money

Council seeks to achieve value for money in all its procurement activities. Council will select goods, services and suppliers that represent the best overall value for Council; not necessarily the lowest priced conforming offer.

Value for the community is the core principle underpinning Council's procurement system. This will involve a comparative analysis of all relevant costs and benefits of each proposal throughout the whole procurement cycle. Value for money is not restricted to price alone. When assessing value for money, consideration shall also be given to:

- The advancement of Council and Local Government priorities
- The non-cost factors such as fitness for purpose, quality, service and support, and sustainability considerations
- The cost related factors including whole-of-life costs and transaction costs associated with acquisition, use, holding, maintenance and disposal.

3. Open and Effective Competition

Council recognises the commercial and economic benefits of open and effective competition. Council will encourage healthy competition in the markets from which it purchases.

4. Cooperation

Council will approach its procurement dealings in good faith and in a spirit of cooperation. Where appropriate, Council will work proactively with tenderers, contractors and third parties (such as other Councils or peak industry bodies) to improve overall outcomes for the community.

5. Ethically and Environmentally Responsible

Council is committed to minimising the impact of its activities on the environment. Council will support the use of environmentally sustainable products, materials, processes and services.

Council will, when evaluating quotations or tenders, take into consideration the anticipated impact on the environment and show such consideration in their evaluation documentation. This may be achieved by procuring goods and services that will minimise their impact on the environment, including goods constructed from recycled or re-used products.

6. Risk Management

Council will implement systems within its procurement process to identify and manage risks, including, but not limited to Health and Safety risks, fraud prevention and legal compliance.

7. Support for Local Industry

Council recognises the importance of employment growth in the Shire. Council will structure its procurement activities to encourage the development of local employment opportunities

POLICY DIRECTIVES

Council shall undertake its procurement of goods and services activities in accordance with the following directives.

Statutory Requirements

The Local Government (General) Regulation 2005 is particularly relevant to the tendering process; however, various Acts and Regulations apply to Council's diverse range of procurement activities. The Procurement of Goods and Services Policy is intended to supplement these instruments. Any inconsistency that may arise between the Procurement of Goods and Services Policy and a relevant Act or Regulation, shall be resolved in favour of the Act or Regulation.

Officers shall maintain a working knowledge of the Acts and Regulations applying to the procurement activities they undertake.

Conduct of Officers

Officers shall conduct themselves with the utmost integrity and professionalism when undertaking procurement activities. Care shall be taken to ensure the proper management of conflicts of interest and other issues that may affect the integrity of procurement activities. Council's Code of Conduct shall be strictly observed at all times.

Delegations

Officers shall not make procurement decisions outside of their delegated authority. Procurement decisions shall not be divided or restricted, nor any other process engaged in, for the purpose of circumventing delegation limits.

General Application of Delegation Limits to Procurement

Most procurement decisions are subject to delegation limits. Such procurement decisions must be made by an officer with a delegation limit sufficient to cover the value of the procurement exercise. A decision with a value in excess of the General Manager's delegation limit must be made by Council resolution.

Delegation limits apply to procurement decisions that create a financial commitment or a commitment to provide ongoing business opportunities. This includes the approval of requisitions, one-off purchases, one-off contracts, discretionary contract variations, the exercising of contract options and orders against existing period contracts. It also includes the approval of period contracts including standing offer arrangements and pre-qualified supplier panels.

Determining the 'Delegations Value' of the Procurement

The relevant value, for delegations purposes, is simply the face value of the purchase or contract (inclusive of GST).

Delegations and Contract Variations

Variations fall into two categories, discretionary and non-discretionary. Discretionary variations involve a decision to increase the scope of a contract (for example, by adding extra requirements or product lines) and consequently increase the level of financial commitment. Discretionary variations must be approved by an officer (or Council) with a delegation limit sufficient to cover the value of the variation.

In some instances a contract price can alter due to the application of pre-agreed terms (for example, a price adjustment formula, a measured quantity clause, a latent condition clause or an expense reimbursement clause). Such alterations are often referred to as variations; however they are non-discretionary in nature. Although they may require some professional skill to calculate or verify, they do not involve a 'decision' to increase the scope of the contract. Nevertheless, to provide for sound administrative governance such non-discretionary variations shall also be subject to delegation limits up to \$150,000 in value. Non-discretionary variations over \$150,000 in value do not need to be approved by Council but must be approved by the General Manager.

For general reporting and accounting purposes non-discretionary variations shall be recorded and tracked in the same way as other variations.

Budget Constraints

All procurement is subject to approved budgets. Procurement of Goods and Services Policy thresholds and delegation limits operate in addition to (not in place of) any budget constraints.

Number of Firms to be invited

Council shall invite sufficient offers to provide a reasonable degree of competition for the level of expenditure involved, without creating undue administrative cost for Council or the invitees.

Intention to Proceed

Council shall generally not invite offers without a firm intention to proceed with the procurement. Where it is necessary to invite offers on a contingency basis this shall be clearly communicated to participants. Where it is necessary to invite the submission of indicative pricing for estimating or planning purposes this shall be clearly communicated to participants. Where Council intends to consider an existing common-use procurement arrangement along with invited tenders this shall be

clearly communicated to participants (see also Common-Use Government Procurement Arrangements).

Public Invitations to Tender

All public invitation processes shall be managed in accordance with the relevant elements of the Local Government (General) Regulation 2005, regardless of whether or not the Regulation applies to the contract.

Offers

All offers made in response to a public invitation or for a contract greater than \$150,000 in value must be received via a formal tender box process, regardless of whether or not the Local Government (General) Regulation 2005 applies.

Late Offers

Late offers received via a formal tender box process shall be handled in accordance with the relevant elements of the Local Government (General) Regulation 2005, regardless of whether or not the Regulation applies to the contract.

Late offers for minor procurement exercises (i.e. not closing via the tender box) may be considered if the approving officer is of the opinion that the circumstances of the offer do not compromise the integrity of the process.

General Communications

Wherever practical, communications with suppliers, contractors and tenderers shall be in writing (electronic or hard-copy). Where this is not practical file notes or formal minutes shall be recorded in an appropriate Council system.

Unsuccessful Offers

Council shall generally provide feedback to unsuccessful offerers if requested. Where the contract value exceeds \$150,000 at least two Council officers shall participate in the feedback session. Written records shall be made and recorded in an appropriate system.

Successful Offers

Successful offers shall be notified by the issue of a Council Purchase Order. Other correspondence may also be issued however a supply will not be binding without the issue of a Council Purchase Order.

References

Officers shall not provide written references to suppliers or contractors. Officers may provide verbal references to appropriately identified persons, on issues relating to specific contract performance. File notes shall be made.

Common-Use Government Procurement Arrangements

Where Council does not have its own procurement arrangement for a particular good or service, common-use arrangements (such as WBC, Centroc, Local Government group arrangements, NSW Government arrangements and Commonwealth Government arrangements) may be used. Where a common-use arrangement exists, tenders from other contractors may be sourced, however the invitation

documents must state that a common-use Government procurement arrangement exists for this item and will be considered as part of Council's tender process.

Emergency Situations

In some circumstances an urgent purchase may be required to meet Council's obligations in regard to safety, asset protection, environmental protection or critical service provision. If such a situation arises **and** there is insufficient time to comply with Procurement of Goods and Services Policy or delegations limits then the most senior officer available may approve an emergency procurement exercise.

An emergency procurement exercise should comply, to the maximum extent possible, with the policies and procedures that would normally apply.

All emergency procurement exercises (and the circumstances leading to them) shall be documented and reported to the relevant Director.

Reporting to Council

Contracts in excess of \$150,000 in value shall be reported to Council.

Integrity, Dignity and Respect

- Council treats all persons with courtesy and respect.
- Council officials will demonstrate fair and consistent decision-making, ensuring probity at all times.

Appendix 1: Exemptions from Purchase Orders

Council shall develop a list of exemptions from purchase order generation as part of its operational procedures to allow seamless administrative operations. This list may change from time to time based on Council's operational requirements.

End of Policy

Adopted:	20/09/1999	664
Last Reviewed:	14/05/2007	07/094
	12/11/2012	1211/014
	09/12/2013	
Next Review:	14/11/2016	

D13/25012
F439

7 November 2013

Mr Glenn Wilcox
General Manager
Blayney Shire Council
PO Box 62
BLAYNEY NSW 2799

Dear Glenn

CENTRAL WEST WRITERS' CENTRE FUNDING 2014

At the Central West Libraries Committee Meeting held in Forbes on Friday 25 October 2013 Member Councils were advised notification had been received from Arts NSW that the Central West Writers' Centre had not received funding for 2014. This builds on the outcome of the 2013 funding round where the CWWC had only received \$10,000 of the requested \$30,000 funding.

All delegates present agreed that Member Councils be strongly urged to write to their Local Member as without this funding the Centre will no longer operate. The Local member is to be asked to lobby Arts NSW to review their funding decision and to provide financial support to the Central West Writers' Centre.

It was also agreed that the Manager Central West Libraries would supply relevant information to each Member Council for inclusion in these letters. The following background may provide some further information for inclusion in your letter to the Local Member.

The Central West Writers' Centre has provided a rich and effective service in our region and has amply demonstrated the ability of the current management structure to develop literature-based programs relevant to our community.

Your support in raising this issue with your Local Member is appreciated and it is hoped that this representation will result in Arts NSW reconsidering their decision not to fund the CWWC in 2014.

Yours sincerely



Rosalind Dorsman
ACTING MANAGER CENTRAL WEST LIBRARIES

**BLAYNEY SHIRE
COUNCIL**

11 NOV 2013

Doc. No.

Verified:

**Disp.
GA39:**

Sent.

CentralWestLibraries

Civic Square Byng Street
PO Box 35 Orange NSW 2800

Phone: (+61 2) 6393 8120

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Email: library@orange.nsw.gov.au

BLAYNEY
CABONNE
COWRA
FORBES
ORANGE

Website: www.cwl.nsw.gov.au

BACKGROUND - CENTRAL WEST WRITERS' CENTRE

- The Central West Writers' Centre (CWWC) was established in 1996 after considerable community lobbying. The area served by the Writers' Centre mirrored the Arts OutWest footprint. Funding from Arts NSW allowed for a paid coordinator (19 hour p w) and the development and administration of programs. The Centre was located in Orange City Library and received in-kind support from Orange City Council (OCC).

The Centre was an incorporated body managed by a Community Committee which included representation from Central West Libraries (CWL).

- By February 2006 the CWWC was in danger of dissolution. The number of active committee members was extremely low and most of these exhibited signs of 'burn out'. To address this CWL proposed a new structure to deliver reading and writing activities to Central West NSW. With the approval of Arts NSW, the CWWC became part of CWL. A full time coordinator was appointed with the salary being a combination of Arts NSW (20%), CWL (20%) and OCC (10% Mary Elizabeth Byrnes Trust). The traditional Arts OutWest footprint continued to be served though due to the funding mix with greater emphasis on CWL's 5 member councils.
- In 2009 a review of Writers' Centres across NSW was conducted and the CWWC model was held up as an exemplar of best practice. There was some discussion within the industry at the time that the incorporation model for writers' centres could potentially expose them to an uncertain financial future.
- In the past 2-3 years the funding model changed from one where a pool of funds was available specifically for the states Writers Centres to one where Writers' Centres competed with other art forms (excluding libraries).
- In the 2014 grants from Arts NSW, CWWC was the only Writers' Centre not to receive funding with all others being funded to some degree. This means that the wider Central West Region is the only area in NSW without State Government support for the targeted promotion of reading, writing and literature in local communities.
- On October 30 Arts NSW finally agreed to our request for feedback first asked for on 22 October. A teleconference was held on 31 October where feedback was provided. They advised that while our application had met all the criteria it was not competitive enough to gain funding in the current economic environment.

Of concern was the feedback that one of the areas that had marked us down was around our structure. The Funding Committee had questioned the CWL Committee's ability to make decisions around cultural services. No amount of explanation around local government's structure and employment of experts seemed to be able to dissuade them of this.

However, in the 2014 funding program from Arts NSW, Local Government Councils were the recipients of forty-seven grants which mainly supported galleries and art or cultural centres. It appears to be inconsistent that Local Government has credibility for these cultural services but not for the delivery of programs by CWWC.

Members of the Blayney community may attend any of the programs and events offered by CWWC. Each year some of these activities are specifically targeted towards local participation and are designed to appeal to a range of age groups and interests. Since 2011 these have included signature events such as:

- *"Words from the Dust"* – a memoir writing workshop for older adults, which incorporated publishing their stories online; this workshop was highly regarded and received awards and accolades for its design and implementation.
- A visit by *"Angelina Ballerina,"* a popular picture book and media children's character which enriched the early reading experience for young Blayney residents.
- The facilitation and leadership of book discussion groups each month.
- Mentoring of library staff to prepare information for approved media sources (newspaper column, community radio interviews).

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Civic Square Byng Street
PO Box 35 Orange NSW 2800

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- The facilitation and leadership of book discussion groups each month.
- Mentoring of library staff to prepare information for approved media sources (newspaper column, community radio interviews).

BLAYNEY SHIRE COUNCIL

FINANCIAL ASSISTANCE GRANTS - ROUND 1 FY14

No	Applicant	Project	total cost	other funding	grant sought	grant approved	Comments and feedback
1	Blayney Little Athletics Inc	Supply and install second discuss cage at King George Oval	3,150	1,400	1,750	1,750	Very active club with broad community support. Sits squarely with Council's vision as centre for sport and fostering strong and active communities. Focus on youth and family engagement. Other funding is 'in kind'. NB Treat discuss cage request as separate from balance requested (see 1A)
1A	Blayney Little Athletics Inc	Purchase club PA system and computer (\$1,750) and 10 extra hurdles (\$1,150)	2,850	1,600	1,250	1,250	Additional grant sought bringing total to \$3,000. Other funding is cash collected from fundraising. Approval subject to substantiation of what is to be expended and submission of quotes.
2	Carcoar P. A. & H. Society	Carcoar Show 2014	554	-	554	554	Waiver of fees for mowing showground prior to Carcoar Show and providing extra rubbish bins. Waiver is consistent with past practice.
3	Carcoar P. A. & H. Society	Purchase of shade sails over spectator seating for shearing and yard dog events (\$2,500); a gazebo to shade spectators at ring events (\$1,600); and safety matting to protect electrical cords (\$500)	9,935	5,335	4,600	3,000	A well attended broadly supported community event with an active committee. Longstanding show (136th year). Other funding is labour and materials provided by committee (incl \$1,035 of concrete). However, grant sought exceeds maximum of \$3,000 without qualifying as a "special project"
4	Mandurama Public Hall Reserve Trust	Purchase and installation of 6 heritage lights for the Mandurama Hall	6,387	3,387	3,000	3,000	This completes the heritage restoration of the hall. It is the final recommendation of Council's heritage advisor, David Scobie. The hall is a well preserved historic building. It is well used and the care of an active committee. It is used for the Progress Association annual ball (130 people), school presentations, trivia nights, weddings and celebrations, local fundraising functions and business events.
5	Carcoar Village Association	Australia Day Fair - Insurance Contribution	2,188	750	-	-	Already approved as part of s.356 donations and contributions policy
6	Carcoar Village Association	Australia Day Fair - publicity, entertainment and prizes	2,818	3,802	250	250	The Australia Day fair attracts large numbers of visitors to the Shire thereby bringing broad community benefits. Funds will go towards reprint of Carcoar brochure and the carcoar.org website. Amount sought is modest once insurance contribution is included.
7	St. Josephs Primary School	Grandparents Day	114	114	114	114	Joint initiative of St Josephs Primary and Blayney High School. A celebration of senior citizens in the community. Fee waiver is consistent with policy
8	Blayney Arts & Crafts Council	Insurance contribution	561	561	-	-	Already approved as part of s.356 donations and contributions policy
9	Blayney Arts & Crafts Council Inc	Contribution to reprint of "Discover Blayney Shire" brochure	2,180	-	2,180	2,180	Brochure is an important promotional tourist publication. Aimed at encouraging visitation and growing wealth of the Shire. No other funding contributions identified. A great initiative of volunteer workers at the Visitor Information Centre
10	Newbridge Progress Association	Newbridge Village Information Board	6,000	3,000	3,000	-	Intended to inform locals of upcoming events (e.g. Progress Association meetings, swap meets), to give RFS information, bus timetable, and a village map. Also suggests will encourage visitors to stop. Should such signage be consistent across the Shire? Approval is subject to submission of further information including design, location, who is to use, purpose and costings / quotation.
11	Blayney High School;	Presentation Night	50	50	50	50	Consistent with policy and past practice
12	Inner Wheel of Blayney and Rotary Club of Blayney	Inner Wheel and Rotary District Changeover dinners	9,815	8,875	940	940	Both Rotary and Inner Wheel are active local service organisations with a long history of supporting community projects. District Changeovers are held in different locations across district regions. Event will attract significant visitation to the Shire. This grant sought is the combined shortfall on the holding of their two changeover dinners
13	Neville Public Hall Reserve Trust	Repair of floor in Supper Room, requiring restumping before floor boards are replaced	3,000	-	3,000	3,000	The Neville Hall is the hub of the village. It is used for school concerts, ANZAC day lunch, a weekly karate group, monthly craft group and other one-off functions. The hole in the floor is interferes with access to kitchen, ladies toilet and a fire exit. Approval subject to submission of quotation and details of contribution by committee.

BLAYNEY SHIRE COUNCIL

FINANCIAL ASSISTANCE GRANTS - ROUND 1 FY14

No	Applicant	Project	total cost	other funding	grant sought	grant approved	Comments and feedback
14	Blayney Bowling Club	Hosting of Blayney Invitational Triples tournament on 16 & 17 November	7,830	5,670	2,160	-	Tournament brings some 100 visiting bowlers to the Shire for 2 to 3 days. Shortfall in costing is \$2,160 (application actually sought \$3,000). Funding declined as applicant is a commercial operator and funding (sponsorship) of sporting activities does not fit squarely with guidelines.
15	Blayney Community Baptist Church	Carols in Carrington	2,284	530	1,000	1,000	Popular annual community event in Carrington Park, with participation by all Churches, schools and Rotary. Shortfall presumably made up from existing funds. Contribution previously provided by Council, may include cost of hire of Community Centre as bad weather contingency.
16	Millthorpe Village Committee	Munch & Meander in Millthorpe	1,936	636	1,300	-	This event is part of the Orange "Banjo Paterson Festival" in February 2014. It will attract visitors to Millthorpe for the day with poetry in the pub (Gerry's at the Commercial) and local food and wine at the railway Station. In assessment of the application the predominant beneficiaries are two (2) commercial businesses and while a good event it does not fit within funding guidelines.
17	Textures of One Inc	Texture of One Art Project	8,600	5,000	3,600	660	A recently formed association promoting an inaugural art exhibition in the Community Centre over 3 days in March 2014. Previously applied for a grant and refused as no matching contributions. Invitations sent to community groups to participate (schools, Rotary, Can-Assist, Men's Shed). subsidy of hire of the Community Centre recommended.
18	Blayney Rotary Club	Rotary Charity Spring Ball	15,790	25,000	440	440	A very successful event held on 26 October 2013 to raise money for a new community bus. Contribution sought is limited to a waiver of hire fees for the Community Centre.
19	CWA Millthorpe Branch	Access Ramp and Door Modification to CWA rooms in Millthorpe	5,280	1,000	5,000	3,000	The CWA rooms are used by the Blayney Health nurse twice a month, for tai-chi classes and other functions. The door needs to be widened to allow for wheelchair access (and for asbestos removal). Access ramp required for wheelchairs and prams, community groups. Funding sought exceeds limit for such projects.
20	Brand Orange Ltd	Cycle Orange - A guide to Cycling Trails in Orange, Blayney and Cabonne	14,000	12,000	2,000	2,000	Funding sought for a cycling guide. Consistent with Council's other promotion of regional cycling (e.g. B2B cyclo sportif). Applicant is not based in the Shire but benefits flow partly to the Shire. Grant should be conditional on Orange (\$10K) and Cabonne (\$2K) Council grants being made, on approval of brochure showing adequate features and routes within the Shire and an acknowledgement of the contribution
21	Carcoar Village Association	Australia Day Fair - fee waiver	5,006	3,801	1,215	1,215	see #6 above. This request is for a fee waiver for the provision of bins and barriers.
22	Can- Assist, Blayney branch	Bush dance and regional Can-Assist meeting	1,295	2,500	495	495	Can-Assist has been established in Blayney for 5 years. An active charity supported by the community raising money to assist country people and their families affected by cancer. Contribution sought is waiver of fees for Community Centre for a bush dance and for a regional meeting
23	Neville Showground Trust Committee	Waiver of Mower Fees	700	-	700	1,086	Neville Show is an important community event. Contribution sought is waiver of mower fees for showground. Similar to #2 re Carcoar show
			112,323	83,536	39,909	25,984	



Circular Details	13-50 / 20 November 2013 / A350886
Previous Circular	N/A
Who should read this	Councillors, General Manager and Divisional Managers
Contact	Innovation Team (02) 4428 4100
Action required	For feedback

Building a New Local Government Performance Measurement Framework

What's new or changing?

- The Division of Local Government, with local government sector representatives, has commenced work on a new Local Government Performance Measurement Framework and would like feedback on a Discussion Paper. A supporting survey will also be issued to General Managers for completion.

What this will mean for your council

- The closing date for submissions is **Friday 24 January 2014**. Councils are asked to:
 - read the discussion paper and provide comment on the proposed principles, objectives, draft Framework and approach to developing core sets of performance measures across four key areas. Feedback is invited from councils and the community on the key questions throughout the discussion paper; and
 - ensure General Managers complete a short online survey to inform this work, including consideration about whether there should be a move to a state-wide community satisfaction survey. An email is being sent to all General Managers with the link to the online survey, the login and password.

Key points

- The new Framework aims to move away from compliance reporting to focus on a small set of core, comparable indicators that will help councils drive continuous improvement and communities understand their council's performance.
- This follows calls from both councils and the NSW Government for a better, more consistent approach to measuring council performance through Destination 2036. This need has also been recognised independently by the NSW Auditor General and the Independent Local Government Review Panel.
- The performance measurement framework will be built in close collaboration with the sector. Local Government NSW, Local Government Managers Australia (NSW) and a number of councils are participating on a steering committee for this project as well as working groups to develop the performance measures.

Where to go for further information

Further information about the new Local Government Performance Measurement Framework, the discussion paper and survey can be found on the Division's website at: www.dlg.nsw.gov.au > About Local Government in NSW > Local Government Performance Measurement.

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DEVELOPMENT APPROVALS – NOVEMBER 2013

Below is a list of Development approvals determined during the month of November 2013 for your information.

DA No.	Applicant	Construction	Address	Determination Date/Method	Value of Works	Type: DA/CC, Mod, s68, s96 etc.
DA2013/0102	I Fardell	Erection of a Security Fence & Storage of Core Samples	32 Charles Street, Blayney	Council Delegation 30 October 2013	3300	DA/CC
DA2013/0103	K & R Mulligan	Erection of a Shed	10 Lane Street, Blayney	Council Delegation 15 November 2013	14,500	DA/CC
DA2013/0094	AJ & SD Aggett	Additions & Alterations to an Existing Dwelling	25 Unwin Street, Milithorpe	Council Delegation 11 November 2013	49,999	DA/CC
DA2013/0101	Hansen Yucken Pty	Additions to General Industry	1 Jarman Crescent, Blayney	Council Delegation 19 November 2013	4,200,000	DA
DA2013/0104	Hi-Tech Home Improvements	Erection of a Carport	47 Plumb Street, Blayney	Council Delegation 8 November 2013	9,350	DA/CC
DA2013/0047	NBN Co	Installation of a Telecommunications Facility	24 Elliott Street, Milithorpe	Council 19 November Approved 2013	170,000	DA
DA2013/0097	Milithorpe & District Historical Society	Alterations & Additions to Existing Museum	37 Park Street, Milithorpe	Council Delegation 27 November 2013	150,000	DA
DA2007/41/1	T & J Fenlon	Modification to Relocate Building Envelope	511 Caloola Road, Newbridge	Council Delegation 27 November 2013	N/A	Modification

DA's Approved in November 2013:

DA's Lodged in November 2013: 15

Total Value of Works approved in November 2013: \$ 4,447,149

DA's Approved in November 2012: 13

DA's Lodged in November 2012: 14

Total Value of Works approved in November 2012: \$ 793,039



WBC Alliance Report for Council meeting December 2013

(Prepared by the Executive Manager, WBC Alliance)

ALLIANCE CELEBRATES 10 YEARS

This year marks the 10 year anniversary of the WBC Alliance. As part of our celebrations this years annual Staff and councillor forum was held on the 14th November in Molong. 52 staff and councillors were able to attend. We were very fortunate to have speakers from Parkes, City of Sydney, Port Stephens councils who shared their experience and expertise around IPR, Special Rate Variation and Business Excellence. Additionally Stephen Blackadder who was on the Review Panel for the Local Government Act was able to update – as best he could – the status of the reform process. Both the papers from the Independent Review Panel and the Acts Review Taskforce have been handed to the Minister and the outcomes of this are currently cabinet in confidence.

We also heard from John Neish, ex GM Parramatta council and now consulting on alternative models of delivery. We finished off the day with a session provided by TAFE on Change management. Feedback on the day has been very positive.

As this was our 10th Anniversary we invited back past councillors and General Managers. John Farr, ex Mayor of Cabonne and Graeme Fleming, ex GM Cabonne gave short speeches and Scott Ferguson, current Mayor Blayney and Chairman of the WBC Board presented each of the Mayors with a commemorative certificate. Other guests included Peter Veenstra David Hyde Bob Dowling (all ex Cabonne), and Jenny Bennett from Centroc. Anne Jones from Wellington was acknowledged also as one of the original Mayors of the WBC Board.

We also announced the winner of the **Alliance Challenge** which is an initiative to reward project teams (with a small prize) for their commitment and effort to achieve outcomes for the Alliance. This year we had two nominations:

The winner was the Road Reseal Tender which was a joint tender for road emulsion which generated \$420k saving over 2 years due to the combined purchase power and the savings of conducting only one tender, not three. The staff involved in this project were:

Nick Skelly	Operations Manager, Blayney
Nick Havyatt	Operations Manager, Wellington
Jason Theakstone	Design Manager, Cabonne
Bob Cohen	Operations Manager, Cabonne

The other project awarded Highly Commended was the Development Control Plan project which resulted in the development of generic DCP's that was able to then be modified to the individual councils needs. The team members on that project were:

Name	Council
Erin Strong (Project Team)	Wellington Shire
Darren Honnery	Wellington Shire
Heather Nicholls	Cabonne Shire
Andrew Napier	WBC Alliance
Leon Rodwell	Blayney Shire
Patsy Moppett	Blayney Shire
Claire Johnstone	Blayney Shire



(lto r) David Somervaille, Deputy Chair, CTW, Ian Gosper, Mayor Cabonne, John Farr, ex Mayor and retired Councillor, Cabonne, Rod Buhr, Mayor Wellington and Scott Griffiths, Mayor Blayney



Winners of the Alliance Challenge – (lto r) Bob Cohen, Cabonne, Nick Havyatt, Wellington, Nathan Skelly, Blayney and Cllr Scott Ferguson. (missing – Jason Theakstone, Cabonne)

A **BIG THANKS** to Robyn Little (Cabonne) and Raelene Mulligan (CTW) for helping plan and coordinate the forum.



SHARED SERVICES PROJECT:

As another agenda item on the December meetings there is a report to update Councils on the shared services project and I will be attending the meeting with to provide a more detailed presentation. (with the exception of Wellington). This project is progressing well and we continue to work hard to position the Alliance and member councils in a positive position to respond to whatever the final recommendations are from the State Government about reform. The General Managers Blayney, CTW and Cabonne and I were fortunate to have a meeting with Ross Woodward CEO DLG on 27th November to discuss the project and to continue to keep the Alliance initiative relevant.

End of year:

AS this is my last report for 2013 I would like to take this opportunity to thank the member councils for their ongoing support and commitment to the Alliance and in my role. Its been a challenging year – rather unsettling for all councils with the reform agenda firmly in place. I hope that the New Year will bring some direction from State Government so we can move forward with the Alliance work.

I will be away for the first two weeks of January. I wish you and your families a safe and happy holiday time.

RECOMMENDATION

THAT the information be noted.