



19 February 2025

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 Tuesday, 25 February 2025 at 6.00pm for consideration of the following business -

- (1) Livestreaming Video and Audio Check
- (2) Acknowledgement of Country
- (3) Recording of Meeting Statement
- (4) Statement of Ethical Obligations
- (5) Apologies for non-attendance
- (6) Disclosures of Interest
- (7) Public Forum
- (8) Confirmation of Minutes
  - (a) Ordinary Council Meeting held on 17.12.24
  - (b) Extraordinary Council Meeting held on 18.12.24
- (9) Matters arising from Minutes
- (10) Mayoral Minute
- (11) Reports of Staff
  - (a) Executive Services
  - (b) Corporate Services
  - (c) Infrastructure Services
  - (d) Planning and Environmental Services
- (12) Delegates Reports
- (13) Closed Meeting

Mark Dicker  
**General Manager**

## **Meeting Calendar 2025**

### **February**

<b><u>Time</u></b>	<b><u>Date</u></b>	<b><u>Meeting</u></b>	<b><u>Location</u></b>
10.00am	19 February 2025	Central Tablelands Water Meeting	Blayney
2.00pm	21 February 2025	Central Tablelands Weed Authority Meeting	Bathurst
6.00pm	25 February 2025	Council Meeting	Community Centre
8.30am	26 February 2025	Orange360 Board Meeting	Orange
10.00am	27 February 2025	Central NSW Joint Organisation Meeting	Oberon

### **March**

<b><u>Time</u></b>	<b><u>Date</u></b>	<b><u>Meeting</u></b>	<b><u>Location</u></b>
6.00pm	24 March 2025	McPhillamys CCC Meeting	Community Centre
6.00pm	25 March 2025	Council Meeting	Community Centre
8.30am	28 March 2025	Country Mayors	Sydney

### **April**

<b><u>Time</u></b>	<b><u>Date</u></b>	<b><u>Meeting</u></b>	<b><u>Location</u></b>
10.00am	8 April 2025	Traffic Committee Meeting	Community Centre
10.00am	16 April 2025	Central Tablelands Water Meeting	Grenfell
6.00pm	22 April 2025	Council Meeting	Community Centre
8.30am	23 April 2025	Orange 360 Board Meeting	Orange

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## **LIVE STREAMING OF COUNCIL MEETINGS**

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

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

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

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

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

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

## **STATEMENT OF ETHICAL OBLIGATIONS**

Councillors are reminded of their oath or affirmation of office made under section 233A of the Local Government Act and their obligations under the Council's Code of Conduct to disclose and appropriately manage conflicts of interest.

**01) COUNCILLOR OATH OF AFFIRMATION OF OFFICE**

**Department:** Executive Services

**Author:** General Manager

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

**File No:** GO.ME.8

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**Recommendation:**

That the Councillor Stephen Johnston be invited to take the Oath or Affirmation of Office which will be recorded into the Council Meeting Minutes.

**Reason for Report:**

Following declaration of the Countback Election on 11 February 2025, newly elected Councillor Johnston will be asked to take an Oath or Affirmation of Office and this will be minuted for the public record.

**Report:**

Under the Local Government Act (1993) all newly elected Councillors are required to take an Oath or Affirmation of Office. The prescribed words of the oath or affirmation must be taken by each Councillor at or before the first meeting of Council after being elected.

Councillor Johnston will be invited to take the oath or affirmation, and this will be recorded in the minutes of the Council Meeting.

**Oath**

I (**Councillor Name**) swear that I will undertake the duties of the office of Councillor in the best interests of the people of Blayney Shire and the Blayney Shire Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the [Local Government Act 1993](#) or any other Act to the best of my ability and judgment.

**Affirmation**

I (**Councillor Name**) solemnly and sincerely declare and affirm that I will undertake the duties of the office of Councillor in the best interests of the people of Blayney Shire and the Blayney Shire Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the [Local Government Act 1993](#) or any other Act to the best of my ability and judgment.

**Risk/Policy/Legislation Considerations:**

As per s233A of the Local Government Act (1993), if a Councillor is unable to attend the first Council meeting, they may take the oath or affirmation of office at another location in the presence of the General Manager before an Australian legal practitioner or a Justice of the Peace (noting a council staff member should also be present). Note, Council must publicly record the taking of the oath or affirmation outside the Council meeting.

A Councillor who fails, without a reasonable excuse, to take the oath of office or make an affirmation of office in accordance with this section is not entitled to attend a meeting as a Councillor (other than the first meeting of the Council after being elected) until the Councillor has taken the oath or made the affirmation.

Any absence of a Councillor from an ordinary meeting of Council that the Councillor is not entitled to attend because of not taking the oath or making the affirmation is taken to be an absence without prior leave.

**Budget Implications:**

Nil

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**02) MINUTES OF THE PREVIOUS COUNCIL MEETING HELD 17 DECEMBER 2024**

**Department:** Executive Services

**Author:** General Manager

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

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

**Recommendation:**

That the Minutes of the Ordinary Council Meeting held on 17 December 2024, being minute numbers 2412/001 to 2412/024 be confirmed.

**MINUTES OF THE BLAYNEY SHIRE COUNCIL ORDINARY MEETING HELD IN THE CHAMBERS, BLAYNEY SHIRE COUNCIL COMMUNITY CENTRE, ON 17 DECEMBER 2024, COMMENCING AT 6.00PM**

**Present:** Crs B Reynolds (Mayor), R Scott (Deputy Mayor), I Dorsett, C Gosewisch, K Hutchings, J Newstead and M Pryse Jones

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

**RECORDING OF MEETING STATEMENT**

**ACKNOWLEDGEMENT OF COUNTRY**

**DISCLOSURES OF INTEREST**

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

<b>Councillor /Staff</b>	<b>Interest</b>	<b>Item</b>	<b>Pg</b>	<b>Report</b>	<b>Reason</b>
Rebecca Scott	Non-Pecuniary (Significant)	5	39	Tourism Development Program Applications (application no. 1)	Member of the Blayney A and P Association
Mark Dicker	Non-Pecuniary (Significant)	5	39	Tourism Development Program Applications (application no. 2)	Wife is on the organising committee of the FOOD Week Inc – Falling for Blayney Event
Rebecca Scott	Non-Pecuniary (Less Than Significant)	13	97	Millthorpe CBD – Proposed Scope for Construction	Family member has provided electrical work on the Grand Western Lodge.  Less than significant as work was previously completed and unaware of any ongoing work.

Michelle Pryse Jones	Non-Pecuniary (Significant)	4	37	Skillset Member Representative	Current Director of Skillset Ltd
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### MAYORAL MINUTE

#### **MILLTHORPE JUNIOR SOCCER CLUB AWARD**

##### **2412/001 RESOLVED:**

That Council acknowledge the significant achievement of the Millthorpe Junior Soccer Club being awarded the Regional Club of the Year Australia award and to acknowledge the hard work of President David Butler and committee members for achieving this outcome.

(Reynolds)

**CARRIED**

#### **END OF YEAR EVENTS**

##### **2412/002 RESOLVED:**

That Council acknowledge the significant achievement of a number of individuals, organisations and groups throughout the Blayney Shire groups for conducting several events to bring the community together and support local businesses.

(Reynolds)

**CARRIED**

### CONFIRMATION OF MINUTES

#### **MINUTES OF THE PREVIOUS COUNCIL MEETING 26 NOVEMBER 2024**

##### **2412/003 RESOLVED:**

That the Minutes of the Ordinary Council Meeting held on 26 November 2024, being minute numbers 2411/001 to 2411/013 be confirmed.

(Scott/Hutchings)

**CARRIED**

#### **MATTERS ARISING FROM THE MINUTES**

Nil

### EXECUTIVE SERVICES REPORTS

#### **MCPHILLAMYS GOLD PROJECT - PROPOSED WATER SUPPLY PIPELINE AND ELECTRICAL INFRASTRUCTURE**

##### **2412/004 RESOLVED:**

That Council:

1. Note the correspondence from Regis Resources dated 5 December 2024.
2. Write to the NSW Minister for Planning and Public Spaces confirming the construction of a regional water supply pipeline and power infrastructure for the McPhillamys Gold Project is considered to provide a wider public benefit.

(Newstead/Dorsett)  
**CARRIED**

**ELECTRIC VEHICLE DESTINATION CHARGING GRANTS**

**2412/005 RESOLVED:**

That Council endorse submission of an Expression of Interest to host an electric vehicle charging station in the Blayney Shire Community Centre carpark.

(Scott/Gosewisch)  
**CARRIED**

Cr Pryse Jones, having declared an interest, left the Chambers.

**SKILLSET MEMBER REPRESENTATIVE**

**2412/006 RESOLVED:**

That Council appoint the General Manager as the Blayney Shire Council Skillset Member Representative.

(Scott/Gosewisch)  
**CARRIED**

Cr Pryse Jones returned to the Chambers.

**TOURISM DEVELOPMENT PROGRAM APPLICATIONS**

**2412/007 RESOLVED:**

1. That Council consider this matter in seriatim.

(Gosewisch/Dorsett)  
**CARRIED**

Cr Scott, having declared an interest, left the Chambers.

**TOURISM DEVELOPMENT PROGRAM APPLICATIONS**

**2412/008 RESOLVED:**

2. That Council approve \$1,000 of funding to the Blayney A&P Association for the Blayney Show event.

(Gosewisch/Hutchings)  
**CARRIED**

Cr Scott returned to the Chambers.

General Manager, Mark Dicker, having declared an interest, left the Chambers.

**TOURISM DEVELOPMENT PROGRAM APPLICATIONS**

**2412/009 RESOLVED:**

3. That Council approve \$2,000 of funding to FOOD Week Inc. for the Falling for Blayney event.

(Gosewisch/Dorsett)  
**CARRIED**

General Manager, Mark Dicker, returned to the Chambers.

**TOURISM DEVELOPMENT PROGRAM APPLICATIONS**

**2412/010 RESOLVED:**

4. That Council approve \$2,000 of funding to Newbridge Progress Association for the Newbridge Winter Solstice event.

(Newstead/Gosewisch)

**CARRIED**

**TOURISM DEVELOPMENT PROGRAM APPLICATIONS**

**2412/011 RESOLVED:**

5. That Council approve \$2,000 on funding to Newbridge Progress Association for the Spring into Art marketing project from 2025/26 financial year.

(Reynolds/Newstead)

**CARRIED**

**TOURISM DEVELOPMENT PROGRAM APPLICATIONS**

**RECOMMENDATION:**

6. That Council approve/deny \$2,000 of funding to Sidetrack Arts Inc. for the Summer Workshop Series events.

Recommendation lapsed for want of a mover.

**BLAYNEY SHIRE COMMUNITY ENGAGEMENT STRATEGY**

**2412/012 RESOLVED:**

That Council endorse the attached Blayney Shire Council Community Engagement Strategy.

(Pryse Jones/Dorsett)

**CARRIED**

**CORPORATE SERVICES REPORTS**

**REPORT OF COUNCIL INVESTMENTS AS AT 30 NOVEMBER 2024**

**2412/013 RESOLVED:**

That Council;

1. Note the report indicating Council's investment position as at 30 November 2024.
2. Note the certification of the Responsible Accounting Officer.

(Gosewisch/Newstead)

**CARRIED**

**LEASE OF INDUSTRIAL LAND FOR AGISTMENT PURPOSES**

**2412/014 RESOLVED:**

That Council lease industrial land Paddock 8: Marshalls Lane (Part lot 26 DP 1288588) for the period ending 28 February 2025 to S. Monaghan and L. Monaghan at \$2,400 p.a. on a pro-rata basis.

(Scott/Newstead)

**CARRIED**

**NOMINATIONS FOR FINANCIAL ASSISTANCE PROGRAM COMMITTEE****2412/015****RESOLVED:**

That Council appoint the following 4 community representatives to the Blayney Shire Financial Assistance Program Committee:

- Miles Hedge
- David Kingham
- Tamara Miller
- Jordan Butler

(Reynolds/Pryse Jones)

**CARRIED**

**NOMINATIONS FOR DISABILITY INCLUSION WORKING GROUP****2412/016****RESOLVED:**

That Council;

1. Appoint the following 2 community representatives to the Disability Inclusion Working Group for the duration of the Council term:
  - Jenny McMahon
  - Lyndall Harrison
2. Seek nominations for the 3 remaining vacant community representative positions to the Disability Inclusion Working Group.

(Newstead/Hutchings)

**CARRIED**

**PROPOSED LEASE OF ROAD - GRAHAM LANE, MILLTHORPE****2412/017****RESOLVED:**

That Council:

1. Endorse the proposal to lease part of Graham Lane, and
2. Exhibit the proposal on public exhibition for a minimum 28 days, and seek input from adjoining owners, in accordance with the Roads Act 1993.
3. Be provided a further report upon closing of the public exhibition period for consideration of submissions and determination of lease proposal.

(Gosewisch/Dorsett)

**CARRIED**



## **INFRASTRUCTURE SERVICES REPORTS**

### **INFRASTRUCTURE SERVICES MONTHLY REPORT**

**2412/018**

#### **RESOLVED:**

That Council:

1. Note the Infrastructure Services Monthly Report for December 2024.
2. Approve the supplementary vote of \$20,000 in the 2024/2025 Operational Plan to undertake compliance activities on Council's bores from the Village Enhancement Program internal cash allocation.
3. Approve the supplementary vote of \$22,812 in the 2024/2025 Operational Plan for maintenance activities at Council's Sewerage Treatment Plant, funded from Sewer Fund.
4. Approve the supplementary vote of \$33,659 in the 2024/2025 Operational Plan for undertaking emergency repair works of the reticulation sewer network funded from Sewer Fund.
5. Approve the supplementary vote of \$17,478 for the Plumb Street / Palmer Street Blayney footpath project from the Developer Contributions - General external cash restriction.

(Gosewisch/Newstead)

**CARRIED**

### **MILLTHORPE CBD - PROPOSED SCOPE FOR CONSTRUCTION 2024/25**

**2412/019**

#### **RESOLVED:**

That Council:

1. Endorse the proposed items S1-S8 for construction in 2024/25 as outlined in this report and approve a supplementary vote of \$194,256 from Developer Contributions for delivery of this project.
2. Endorse the extension of scope to include items P1-P3 as outlined in this report and approve a supplementary vote of \$143,900 Developer Contributions for these items.

(Newstead/Gosewisch)

**CARRIED**

### **PROPOSED (PART) ROAD CLOSURE - GRAHAM LANE, MILLTHORPE**

**2412/020**

#### **RESOLVED:**

That Council:

1. Take into consideration submissions received during the notification period.
2. Approve the closure of part of Graham Lane, Millthorpe that adjoins Lots 46-48 in DP1125 in accordance with s.38 Roads Act 1993.
3. Approve the sale of this land for the amount of \$21,000.00 plus GST, plus all costs associated with the road closure.
4. Give public notice for a period of 28 days of Council's intention to classify the land as Operational Land.

5. Delegate to the Mayor and General Manager authority to execute signature and fixing of the Council Seal to facilitate the road closure and land transfer.

(Newstead/Gosewisch)  
**CARRIED**

**PROPOSED (PART) ROAD CLOSURE - NEWBRIDGE ROAD**

**2412/021**

**RESOLVED:**

That Council:

1. Take into consideration submissions received during the notification period.
2. Approve the closure of part of Newbridge Road, being Lot 4 DP1238468.
3. Delegate to the Mayor and General Manager authority to execute signature and fixing of the Council Seal to facilitate the road closure and land transfer.

(Gosewisch/Newstead)  
**CARRIED**

**MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD 6 DECEMBER 2024**

**2412/022**

**RESOLVED:**

That Council;

1. Receive and note the minutes of the Blayney Traffic Committee Meeting, held Wednesday 6 December 2024.
2. Endorse the Blayney Shire Council Traffic Committee Meeting dates for 2025.
3. Endorse the Guidance Scheme for the 2025 annual Blayney Show, to be staged on 22 March 2025 on Blayney Showground, Marshalls Lane, as a Class 3 event, subject to the conditions detailed in the Director Infrastructure Services' Report.
4. Endorse installation of GIVE WAY (R1-2) signs as per AS1742.2 on Lowe St, Blayney at the intersection with Marshalls Lane as well as the southern end of the northern part of Marshalls Lane.

(Newstead/Hutchings)  
**CARRIED**

**PLANNING AND ENVIRONMENTAL SERVICES REPORTS**

**DEVELOPMENT ASSESSMENT REPORT**

**2412/023**

**RESOLVED:**

That the Development Assessment Report be received and noted.

(Scott/Hutchings)  
**CARRIED**

## DELEGATES REPORTS

### **DELEGATE REPORT - MCPHILLAMYS GOLD PROJECT COMMUNITY CONSULTATIVE COMMITTEE**

**2412/024**

#### **RESOLVED:**

That Council note the Delegate Report on the McPhillamys Gold Project Community Consultative Committee meeting held 25 November 2024.

(Reynolds/Pryse Jones)

**CARRIED**

There being no further business, the meeting concluded at 6.52pm.

The Minute Numbers 2412/001 to 2412/024 were confirmed on 25 February 2025 and are a full and accurate record of proceedings of the Ordinary Meeting held on 17 December 2024.

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Cr B Reynolds

**CHAIR**

**03) MINUTES OF THE PREVIOUS EXTRAORDINARY COUNCIL MEETING HELD 18 DECEMBER 2024**

**Department:** Executive Services

**Author:** General Manager

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

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

**Recommendation:**

That the Minutes of the Extraordinary Council Meeting held on 18 December 2024, being minute numbers 2412/E001 to 2412/E007 be confirmed.

**MINUTES OF THE BLAYNEY SHIRE COUNCIL EXTRAORDINARY MEETING  
HELD IN THE CHAMBERS, BLAYNEY SHIRE COUNCIL COMMUNITY CENTRE, ON 18 DECEMBER 2024, COMMENCING AT 10.00AM**

**Present:** Crs B Reynolds (Mayor), I Dorsett, C Gosewisch, J Newstead and M Pryse Jones

General Manager (Mr M Dicker), Director Corporate Services (Mr A Franze), Director Infrastructure Services (Mr J Hogan), Director Planning & Environmental Services (Mr A Muir) and Executive Assistant to the General Manager (Mrs L Ferson)

**RECORDING OF MEETING STATEMENT**

**ACKNOWLEDGEMENT OF COUNTRY**

**APOLOGIES**

**2412/E001 RESOLVED:**

That the apology, tendered on behalf of Cr Hutchings, be accepted.

(Dorsett/Newstead)

**CARRIED**

Cr Scott has advised of possible late attendance due to Court commitments. (Note Cr Scott was absent from the meeting).

**DISCLOSURES OF INTEREST**

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

Councillor /Staff	Interest	Item	Pg	Report	Reason
Rebecca Scott	Non-Pecuniary (Significant)	1	5	DA 55/2023 – Hotel or Motel Accommodation, Signage and Change of Use – 62 Osman Street, Blayney	Cr Scott resides across the road from the proposed development.  Cr Scott also notes that one of the stakeholders in the development is also the major sponsor of the Blayney Football Club of which Cr Scott is Treasurer.
Rebecca Scott	Non-Pecuniary (Significant)	2	13	BIC-17086 – Building Information Certificate Application for Modular Buildings and Building Alterations – 62 Osman Street, Blayney	Cr Scott resides across the road from the proposed development.  Cr Scott also notes that one of the stakeholders in the development is also the major sponsor of the Blayney Football Club of which Cr Scott is Treasurer.

**PUBLIC FORUM**

David Walker – Item 1 - DA 55/2023 – Hotel or Motel Accommodation, Signage and Change of Use – 62 Osman Street, Blayney

**PLANNING AND ENVIRONMENTAL SERVICES REPORTS****DA 55/2023 - HOTEL OR MOTEL ACCOMMODATION, SIGNAGE AND CHANGE OF USE - 62 OSMAN STREET BLAYNEY****2412/E002 RESOLVED:**

That Council grant consent to Development Application 55/2023 subject to the recommended conditions outlined in the attached Section 4.15 assessment report.

(Newstead/Dorsett)

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

**FOR****AGAINST**

Councillor Reynolds  
Councillor Newstead  
Councillor Pryse Jones  
Councillor Gosewisch  
Councillor Dorsett

**Total (5)**

**Total (0)**

**CARRIED**

**BIC-17086 - BUILDING INFORMATION CERTIFICATE  
APPLICATION FOR MODULAR BUILDINGS AND BUILDING  
ALTERATIONS - 62 OSMAN STREET, BLAYNEY**

2412/E003

**RESOLVED:**

That Council, subject to being satisfied development consent can be issued to DA55/2023, issue a Building Information Certificate (BIC-17086) for the existing modular buildings (including footings and services) and for the building alterations undertaken on the ground floor of the existing former clubhouse building located at 62 Osman Street, Blayney.

(Gosewisch/Dorsett)

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

**FOR****AGAINST**

Councillor Reynolds  
Councillor Newstead  
Councillor Pryse Jones  
Councillor Gosewisch  
Councillor Dorsett

**Total (5)****Total (0)****CARRIED**

**DA2024/80 - ERECTION OF AN OUTBUILDING (CARPORT) -  
LOT 2 SECTION 11 DP 758767, 48 CROUCH STREET,  
NEVILLE**

2412/E004

**RESOLVED:**

That Council:

1. Support the variation to the Blayney Development Control Plan 2018, Part C Residential Development C3.3 Garages, Carports, Outbuildings & Sheds in Urban Areas; and
2. Grant consent to Development Application 2024/80 for the Erection of an Outbuilding (Carport) on Lot 2 Section 11 DP 758767, 48 Crouch Street, Neville subject to the draft conditions attached.

(Newstead/Gosewisch)

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

**FOR****AGAINST**

Councillor Reynolds  
Councillor Newstead  
Councillor Pryse Jones  
Councillor Gosewisch  
Councillor Dorsett

**Total (5)****Total (0)****CARRIED**

**DA116/2023 - ANIMAL BOARDING AND TRAINING  
ESTABLISHMENT - 239 CARBINE ROAD, FOREST REEFS**

**2412/E005 RESOLVED:**

That Council consent to Development Application 116/2023 for an animal boarding and training establishment at Lot 10 DP 1039236, 239 Carbine Road, Forest Reefs, subject to the recommended conditions of consent.

(Pryse Jones/Dorsett)

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

**FOR**

**AGAINST**

Councillor Reynolds  
Councillor Newstead  
Councillor Pryse Jones  
Councillor Gosewisch  
Councillor Dorsett

**Total (5)**

**Total (0)**

**CARRIED**

**DA131/2007/1 - MODIFICATION APPLICATION TO AMEND  
ACCESS POINTS TO PROPOSED LOTS 10 AND 11 OF  
APPROVED SUBDIVISION - 160 FOREST REEFS ROAD,  
MILLTHORPE**

**2412/E006 RESOLVED:**

That Council consent to a modification to Development Application 131/2007/1 to amend the access location to Lot 10 and 11 to Forest Reefs Road at Lot 6 DP 165683, 160 Forest Reefs Road, Millthorpe, subject to the recommended conditions of consent.

(Newstead/Dorsett)

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

**FOR**

**AGAINST**

Councillor Reynolds  
Councillor Newstead  
Councillor Pryse Jones  
Councillor Gosewisch  
Councillor Dorsett

**Total (5)**

**Total (0)**

**CARRIED**

**DA2024/74 - ERECTION OF A SINGLE STOREY DETACHED DWELLING - LOT 8 DP 1090786, 41 CALOOLA STREET, NEWBRIDGE**

**2412/E007**

**RESOLVED:**

That Council:

1. Support the variation to the Blayney Development Control Plan 2018, C4.1 Building Setbacks in rural zones requiring dwellings to have a minimum setback of 50m from the side boundaries; and
2. Consent to Development Application 2024/74 for the Erection of a Single Storey Detached Dwelling on Lot 8 DP1090786, 41 Caloola Street, Newbridge subject to the recommended conditions of consent.

(Newstead/Gosewisch)

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

**FOR**

**AGAINST**

Councillor Reynolds  
Councillor Newstead  
Councillor Pryse Jones  
Councillor Gosewisch  
Councillor Dorsett

**Total (5)**

**Total (0)**

**CARRIED**

There being no further business, the meeting concluded at 10.22am.

The Minute Numbers 2412/E001 to 2412/E007 were confirmed on 25 February 2025 and are a full and accurate record of proceedings of the Extraordinary Meeting held on 18 December 2024.

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Cr B Reynolds  
**CHAIR**



**04) AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION - NATIONAL GENERAL ASSEMBLY 2025 MOTIONS**

**Author:** Councillor Bruce Reynolds

**File No:** GO.CF.1

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**Recommendation:**

That Council submit the following two motions to the Australian Local Government Association National General Assembly 2025:

1. That the process for assessing and considering applications under section 10 of the Aboriginal and Torres Straits Islander Heritage Protection Act 1984 is reviewed and updated, including;
  - How to consult with all Aboriginal groups and gain a full and balanced understanding of the cultural significance of the application area,
  - How to take into consideration the beliefs of all sections of the aboriginal community when making a determination,
  - Determination of the ramifications of a reduction in job opportunities for Aboriginal people if a project falls under a section 10 declaration,
  - Involving and consulting with local government for the section 10 process,
  - How to examine what impacts a determination will have on a local governments in the declared area and their community assets before a determination is made,
  - Review of the financial ramifications on local government if a determination is made,
  - Providing a compensation fund for impacted communities and local governments if a declaration is made,
  - Development of a method to take the National interest into account before a section 10 is declared.
2. That the Australian Government provide regional councils that host mining and renewable energy projects with a proportion of company taxation payments as compensation to offset the cost and impact to community infrastructure from such projects.

**Reason for Report:**

For Council to endorse two proposed motions to be submitted to the Australian Local Government Association National General Assembly (NGA) 2025.

The NGA 2025 Conference is scheduled to be held in Canberra from 24-27 June.

Motions are required to be submitted before 31 March 2025.

**Background Proposed Motion 1:**

On 13 August 2024, the Minister for the Environment and Water, Hon Tayna Plibersek made a declaration (Declaration) under s10 of the *Aboriginal and Torres Strait Islander Heritage Protection Act 1984* (Cth) (ATSIHP Act).

The Declaration protects and preserves a significant Aboriginal area located at Kings Plains (near Blayney, NSW) from injury or desecration (Protected Area) and was specifically in relation to the proposed McPhillamys Gold Project.

The process to consider and assess this section 10 application, was lengthy (in excess of 4 years), was not considered open and transparent, and did not include involvement of all stakeholders. An example of this is Council not being engaged in relation to Dungeon Road, which is an asset it owns and is now directly impacted by the Declaration.

The process in relation to assessing and considering under s10 of the *Aboriginal and Torres Strait Islander Heritage Protection Act 1984* (Cth) (ATSIHP Act) requires review and updating.

The provision of compensation also needs to be considered where communities and local governments are impacted by such a declaration.

**Background Proposed Motion 2:**

It is councils and communities like Blayney Shire Council who host both mining and renewable energy projects which are bearing 100% of the impact from these large projects, for the wider Australian benefit (including the immense taxation amounts being collected from these developments (company, payroll etc)).

Community infrastructure, in particular transport infrastructure, is being heavily impacted from mining and energy projects. These impacts in turn require expensive maintenance and upgrade works, the cost of which is being directly borne by councils and their communities, who are not causing the impact to the assets. This is not fair, unjust and needs to be rectified.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**05) CENTRAL TABLELANDS WEEDS AUTHORITY****Department:** Executive Services**Author:** General Manager**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance**File No:** GO.ME.1

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**Recommendation:**

That Council:

1. Note the nomination(s) for position of Delegate to Central Tablelands Weeds Authority; and
2. If more than one nomination is received an election be held and determined by preferential ballot in accordance with the Regulations.

**Reason for Report:**

To provide notice that the election of a Council Delegate on Central Tablelands Weeds Authority is required by Blayney Shire Council following the resignation of Cr Pryse Jones from Blayney Shire Council. Nominations will be received by the General Manager.

**Report:**

Central Tablelands Weeds Authority (CTWA) is the trading name adopted by Upper Macquarie County Council, a control authority for biosecurity weed threats (formerly known as noxious weeds) in the areas of Bathurst Regional Council, Blayney Shire Council, Lithgow City Council and Oberon Council.

The Council covers a region of approximately 13,500 square kilometres servicing a very diverse area that includes productive agricultural lands, forests and large areas of national park.

The governing body is responsible for managing the affairs of the County Council and this includes 2 Councillors from each of the 4 local government areas Bathurst Regional, Lithgow City, Oberon and Blayney Shire.

Councillors who serve as Delegates on County Councils are required to undertake the same responsibilities as for the Council they represent and the particular County Council Policies.

Delegates receive councillor remuneration and reimbursement of costs as established by the NSW Local Government Remuneration Tribunal; and determined in the County Council Payment of expenses and provision of facilities Policy.

Meetings are held every second month, generally on a Friday at the CTWA offices in Kelso.

Unless specifically excluded a County Council are bound by the same provisions of NSW Local Government legislation, reporting and compliance requirements as per a General Purpose Council.

**Risk/Policy/Legislation Considerations:**

The Local Government Act (1993) details who comprise the governing body of a County Council (Chapter 12, Part 5, s390 clause 3).

It is those Councillors from a constituent Council who are eligible to be elected as members of the governing body of the County Council, in accordance with the Regulations.

Part 11, Division 12 of the Local Government (General) Regulation (2021) refers to Schedule 9 (part 2) to conduct the election of members of County Councils by the respective constituent Council.

In summary the key points from Schedule 9 include:

- The General Manager is the returning officer
- Nominations must be in writing delivered to the returning officer and is not valid unless the nominee has indicated consent to the nomination
- The names of the nominees will be announced at the Council meeting
- If the number of candidates nominated is not more than the number to be elected, those candidates are to be declared elected
- If there are more candidates than the number to be elected, an election is to be held, determined by preferential ballot, conducted in the presence of Council
- The votes are counted in accordance with Schedule 4 of the Regulation

Schedule 4 (clause 3-6) of the Regulation, prescribes the counting of an election for only one candidate:

- The candidate elected is the one who first receives an absolute majority of first preferences
- If no candidate receives an absolute majority, the candidate with the lowest number of first preferences is eliminated and their second preference is counted as a first preference vote for that candidate
- The process of elimination continues if necessary until a candidate receives an absolute majority

Therefore, in accordance with Schedule 4 of the Regulation, if there are more than two (2) nominations, the election of the two (2) Blayney Shire Council members of Central Tablelands Weeds Authority will be conducted separately, one member at a time.

Councillors have been provided with a blank nomination form for completion.

**Budget Implications:**

Nil

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**06) CADIA VALLEY OPERATIONS COMMUNITY CONSULTATIVE COMMITTEE**

**Department:** Executive Services

**Author:** General Manager

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

**File No:** GR.LR.1

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**Recommendation:**

That Council appoint Councillor X as Blayney Shire Council representative to the Cadia Valley Operations Community Consultative Committee.

**Reason for Report:**

For Council to nominate a representative from Blayney Shire Council to sit on the Cadia Valley Operations Community Consultative Committee, following the resignation of Cr Pryse Jones from Blayney Shire Council.

The Director of Planning and Environmental Services was appointed as the alternate representative at the October 2024 Council Meeting.

**Report:**

The Community Consultative Committee (CCC) has an advisory and consultative role and is not a decision making or regulatory body.

The purpose of the committee is to provide a forum for discussion between Cadia and representatives from the community, stakeholder groups and local government.

More specifically, the CCC objectives include;

- establishing good relationships between proponents of State significant projects, the local community, stakeholder groups and Councils
- facilitating communication and keeping the community informed
- providing a forum for feedback to the proponent on community concerns, complaints or community initiatives

Whilst community representatives are appointed via a selection process overseen by the Independent Chair, the proponent and local Council will appoint their representatives directly.

**Risk/Policy/Legislation Considerations:**

The CCC must be established in accordance with the NSW Department of Planning (DPE) CCC Guidelines for State Significant Projects, attached under separate cover to this report for Council information. These guidelines are also available on DPE website <https://www.planning.nsw.gov.au/-/media/Files/DPE/Guidelines/community-consultative-committee-guidelines-state-significant-projects-2016-10.ashx>

Council's representative may be a Councillor, a member of staff or a community person, nominated by Council.

**Budget Implications:**

Minimal as Councillor travel expenses in undertaking their duties, roles and responsibilities, including representing Council, are addressed in Council's Payment of Expenses and Provisions of facilities to Mayors and Councillors Policy.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**07) FLYERS CREEK COMMUNITY CONSULTATIVE COMMITTEE****Department:** Executive Services**Author:** General Manager**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance**File No:** GR.LR.1

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**Recommendation:**

That Council appoint Councillor X as Blayney Shire Council representative to the Flyers Creek Community Consultative Committee.

**Reason for Report:**

For Council to nominate a representative from Blayney Shire Council to sit on the Flyers Creek Community Consultative Committee, following the resignation of Cr Pryse Jones from Blayney Shire Council.

The Director of Planning and Environmental Services was appointed as the alternate representative at the October 2024 Council Meeting.

**Report:**

The Community Consultative Committee (CCC) has an advisory and consultative role and is not a decision making or regulatory body.

The purpose of the committee is to provide a forum for discussion between Iberdrola and representatives from the community, stakeholder groups and local government.

More specifically, the CCC objectives include;

- establishing good relationships between proponents of State significant projects, the local community, stakeholder groups and Councils
- facilitating communication and keeping the community informed
- providing a forum for feedback to the proponent on community concerns, complaints or community initiatives

Whilst community representatives are appointed via a selection process overseen by the Independent Chair, the proponent and local Council will appoint their representatives directly.

**Risk/Policy/Legislation Considerations:**

The CCC must be established in accordance with the NSW Department of Planning (DPE) CCC Guidelines for State Significant Projects, attached under separate cover to this report for Council information. These guidelines are also available on DPE website <https://www.planning.nsw.gov.au/-/media/Files/DPE/Guidelines/community-consultative-committee-guidelines-state-significant-projects-2016-10.ashx>



Council's representative may be a Councillor, a member of staff or a community person, nominated by Council.

**Budget Implications:**

Minimal as Councillor travel expenses in undertaking their duties, roles and responsibilities, including representing Council, are addressed in Council's Payment of Expenses and Provisions of facilities to Mayors and Councillors Policy.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**08) ORANGE360 BOARD DELEGATE**

**Department:** Executive Services

**Author:** General Manager

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

**File No:** CR.RP.4

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**Recommendation:**

That Council appoint Councillor X as the nominated Council representative and as the Director to the Board of TDO Limited trading as Orange360.

**Reason for Report:**

To nominate the Blayney Shire delegate and alternate as Director of the Board of TDO Limited (Orange360), following the resignation of Cr Pryse Jones from Blayney Shire Council.

Cr Gosewisch is the appointed alternate Council representative to the Board of TDO Limited trading as Orange360 at the October 2024 Council meeting.

**Report:**

At the Extraordinary Council Meeting held on 11 June 2024, Council approved the execution of the 2 year funding agreement between Council and TDO Limited trading as Orange360 (**Resolution No 2406/E001**).

Council is now required to appoint a member to the Orange360 Board of Directors.

The new agreement executed in June 2024 is \$71,650 each year (indexed by CPI annually).

The primary role of Orange360, as our Regional Tourism Organisation, is to drive the value of our visitor economy by increasing visitor numbers and the level of activity they enjoy during their stay.

**Risk/Policy/Legislation Considerations:**

The TDO Ltd Constitution sets out the composition of the Board and includes 1 Director from each Council being: Blayney, Cabonne and Orange City.

The position of a Director on the Board of TDO Limited remains so long as each Council continues to provide funding to the Company.

Each Appointed Director may by notice in writing appoint (and may remove) an Alternate Director to attend, be counted in a quorum and to vote at all meetings of the Board at which the Director is not personally present. For a Director who is a Council representative this is by resolution of Council.

**Budget Implications:**

Councillor travel expenses in undertaking their duties, roles and responsibilities, include representing Council, are addressed in Council's Payment of Expenses and Provisions of facilities to Mayors and Councillors Policy.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**09) BLAYNEY SHIRE AUDIT, RISK AND IMPROVEMENT COMMITTEE**

**Department:** Executive Services

**Author:** General Manager

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

**File No:** GO.CO.5

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**Recommendation:**

That Council appoint Councillor X to the Blayney Shire Audit, Risk and Improvement Committee as a non-voting member.

**Reason for Report:**

For Council to consider the appointment of one Councillor as a non-voting member to the Blayney Shire Audit, Risk and Improvement Committee, following the resignation of Cr Pryse Jones from Blayney Shire Council.

**Report:**

The objective of the Blayney Shire Audit, Risk and Improvement Committee is to provide independent assurance and assistance to the Blayney Shire Council on risk management, control, governance, and external accountability responsibilities.

The Local Government Act has mandated the requirement for councils to have an Audit, Risk and Improvement Committee (ARIC).

The Local Government Regulation prescribes the framework and the following requirements in relation to the membership of council audit, risk and improvement committees:

- Council must by resolution appoint an audit, risk and improvement committee comprising independent external members as chairperson and at least two or more other persons as voting members of the committee (section 216C). (Council at the June 2024 and July 2024 Council meetings formalised appointments of a chairperson and 2 independent members.)
- Council also has the option of appointing one non-voting councillor member to their committee who meets the eligibility criteria for councillor members of committees set out in the Guidelines for Risk Management and Internal Audit for Local Government in NSW. The mayor cannot be appointed as a councillor member of a council's audit, risk and improvement committee.

No alternate is recommended as section 216C(2) of the Local Government (General) states “*One councillor, who must not be the mayor, of the council may also be appointed to the Audit, Risk and Improvement Committee for a council.*” It is noted and highlighted to Council, that any Councillor is able to attend ARIC by application and invitation from the Chair.

#### Eligibility criteria for councillor members

To be appointed as a non-voting audit, risk and improvement committee member a councillor should demonstrate the following:

- an ability to read and understand financial statements and a capacity to understand the ethical requirements of government (including potential conflicts of interest)
- a good understanding of one or more of the following: risk management, performance management, human resources management, internal and external auditing, financial reporting, accounting, management control frameworks, internal financial controls, governance (including planning, reporting and oversight), or business operations
- a capacity to form independent judgements and willingness to constructively challenge/question management practices and information
- a professional, ethical approach to the exercise of their duties and the capacity to devote the necessary time and effort to the responsibilities of a councillor member of an audit, risk and improvement committee, and
- preparedness to undertake any training on the operation of audit, risk and improvement committees recommended by the chairperson based on their assessment of the skills, knowledge and experience of the councillor member.

The initial term of a councillor member of an audit, risk and improvement committee is four years, coinciding with the term of the council.

The councillor member can be reappointed for another term (i.e. four-years), if re-elected at the council's next ordinary election, but the total period of continuous membership on the committee cannot exceed eight years (two council terms).

The councillor member's term ends at the end of the council term.

The Director Corporate Services provides all administrative support to this committee. The General Manager attends meetings however is a non-voting member.

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

The *Local Government Act 1993 (s.428A)*, Division 6A the *Local Government (General) Regulation 2021* and the *Risk Management and Internal Audit for local government in NSW Guidelines* require each council in NSW to have an audit, risk and improvement committee, a robust risk management framework, and an effective internal audit function.

**Budget Implications:**

Councillor travel expenses in undertaking their duties, roles and responsibilities include representing Council are addressed in Council's Payment of Expenses and Provisions of facilities to Mayors and Councillors Policy.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**10) BLAYNEY SHOWGROUND USER GROUP****Department:** Executive Services**Author:** General Manager**CSP Link:** 4. Enhance facilities and networks that support Health and Wellbeing of the Community, Sport, Heritage and Cultural interests**File No:** GO.ME.1

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**Recommendation:**

That Council appoint Councillor X to the Blayney Showground User Group.

**Reason for Report:**

To appoint a Blayney Shire Council representation to the committee following the resignation of Cr Pryse Jones from Blayney Shire Council.

Councillor Gosewisch is the appointed Chair of the Blayney Showground User Group.

**Report:**

As per **resolution 2407/016** from the October 2024 meeting:

*‘That Council;*

- 1. Proceed to create a Blayney Showground User Group Committee,*
- 2. Develop a charter for the Showground User Group’*

**Risk/Policy/Legislation Considerations:**

Council may establish a Committee of Council to exercise its functions on Council's behalf as per section 355(b) of the NSW Local Government Act (1993) and Local Government Regulations (2021) detail the provisions and operations pertaining to the establishment of Council Committees.

**Budget Implications:**

Councillor travel expenses in undertaking their duties, roles and responsibilities include representing Council are addressed in Council's Payment of Expenses and Provisions of facilities to Mayors and Councillors Policy.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**11) QUARTERLY OUTSTANDING RESOLUTION REPORT**

**Department:** Executive Services

**Author:** General Manager

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

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

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**Recommendation:**

That Council:

1. Note the Outstanding Resolution Report to January 2025.
2. Endorse removal of resolution 2111/007 from this monitoring report.
3. Endorse removal of resolution 2212/017 from this monitoring report.

**Reason for Report:**

The General Manager is responsible for ensuring that Council's policies, decisions and priorities are implemented in a timely and efficient manner, consistent with the goals and objectives of Council.

After a Council meeting, each resolution is allocated to the responsible officer to action in accordance with the intent of the Council decision.

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

**Report:**

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

There are 13 resolutions in the report. An update is provided in the comments section from the relevant responsible officer.

It should be noted that;

- Road related land matters, are captured and transferred to a land register, and
- Traffic Committee matters are captured and transferred to a traffic register.

There are currently;

- 20 resolutions outstanding on the land register (which is available on the Councillor portal); and
- 18 resolutions outstanding on the traffic register (which is available on the Councillor portal).



Date of Meeting	Res. No	Resolution	Owner	Comments
15-Nov-21	2111/007	<p><b>Blayney Medium Scale Solar Array Project</b> RESOLVED That Council;</p> <ol style="list-style-type: none"> <li>1. Endorse the Blayney Medium Scale Solar Array project Business Case and refer to the new Council for consideration following receipt of a Peer Review of the Business Case, finalisation of the Capital Expenditure Review and assessment of financial implications.</li> <li>2. Approve the General Manager progressing discussion with another Council(s) for a potential joint arrangement for the project.</li> <li>3. Approve a supplementary vote of \$40k from the Property Account, to engage a consultant to prepare documentation required for the Development Application and fees associated with lodgement of the Development Application.</li> </ol>	GM	<p>Council declined an offer for the purchase of 31 Gerty Street at the 21 May 2024 meeting.</p> <p>Council is awaiting to see if an improved offer will be made for consideration.</p> <p>Council has recently met with businesses potentially interested in purchasing industrial land, including this site.</p> <p>No further progress. Suggest removal of this resolution, noting a report will be brought back to Council if there is any progress and/or decision required from Council.</p> <p>To be removed.</p>

Date of Meeting	Res. No	Resolution	Owner	Comments
19-Dec-22	2212/017	<p><b>Planning Proposal to Amend Blayney Local Environmental Plan 2012 – RU2 Rural Landscape to R2 Low Density Residential – 34 Charles Street, Blayney</b></p> <p>RESOLVED</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Submit the Planning Proposal to the Minister for Planning in accordance with Section 3.34(1) of the Environmental Planning and Assessment Act 1979, requesting a Gateway Determination, pursuant to Section 3.34(2) of the Environmental Planning and Assessment Act 1979.</li> <li>2. Request delegation to finalise and make the draft Local Environmental Plan, pursuant to Section 3.36 of the Environmental Planning and Assessment Act 1979.</li> <li>3. Prepare and exhibit an amendment to the Blayney Shire Development Control Plan 2018 to include development controls relating to the subject property in accordance with the Environmental Planning and Assessment Act 1979.</li> <li>4. Require, prior to submitting the Planning Proposal for Gateway Determination, that the landowner be advised and agree to paying all reasonable costs involved for Council to amend the Blayney Shire Development Control Plan 2018.</li> </ol>	DPES	<p>NSW Department of Planning and Environment advised the application is in consistent with section 91 Ministerial Direction 4.1 – Flooding and as such a Gateway Determination was never issued.</p> <p>The applicant needs to submit updated documentation for flooding (the applicant chose to wait for Council to complete the Blayney Township Local Flood Study review and update prior to submitting their own updated flooding documentation.</p> <p>New report to be provided to Council once the applicant submits updated flooding documentation.</p> <p>To be removed.</p>

Date of Meeting	Res. No	Resolution	Owner	Comments
16-Apr-24	2404/007	<p><b>Minutes of the Financial Assistance Committee Meeting held 2 April 2024</b></p> <p>RESOLVED</p> <p>That Council;</p> <p>2. Engage with event organisers to investigate the possibility of changing the route for ANZAC Day marches to minimise traffic management costs borne under the Community Financial Assistance Program.</p> <p>3. Review the Community Financial Assistance Policy (3I) in relation to its application to financial assistance for:</p> <p>a. the purchase of sporting equipment by Sporting Clubs;</p> <p>b. costs associated with the holding of community events, over and above assistance provided through the waiver of Council fees (as distinct from funding available under the Tourism Development Program);</p> <p>c. renovations and repairs to heritage buildings within the Shire (as distinct from funding available under the Local Heritage Assistance Fund).</p>	DCS	<p>In progress.</p> <p>GM and DIS met with RSL on 13 February 2025. RSL have advised of support to retain existing marching routes.</p> <p>Finalisation of Community Financial Assistance Program will take place before round 1 in 2025/26.</p> <p>Initial discussions held had at July and August 2024 Councillor Workshops.</p> <p>Initial meeting of sub-committee held December 2024.</p>

Date of Meeting	Res. No	Resolution	Owner	Comments
27-Aug-24	2408/010	<b>Minutes of the Audit, Risk and Improvement Committee Meeting held 21 August 2024</b> <b>RESOLVED</b> That Council; 4. Undertake a review of procurement in 2024/25 as its next audit on the internal audit program. 5. Prepare an Action Plan for the recommendations contained in the Review of the Richards Lane Culvert project and report the plan back to the Committee. 6. Update the committee on the completion of urgent tasks arising from the Review of the Richards Lane Culvert project and progression of remaining tasks.	DCS	RFQ for Review of Procurement issued. Assessment of quotations early February with project delivery February / March 2025.  Action plan & update to ARIC scheduled to be undertaken for ARIC meeting on 14 November 2024.  Completed and to be removed.
22-Oct-24	2410/016	<b>Blayney Showground User Group</b> <b>RESOLVED</b> That Council: 1. Proceed to create a Blayney Showground User Group Committee. 2. Develop a charter for the Showground User Group. 3. Appoint Councillor Gosewisch as Chair of the Blayney Showground User Group. 4. Appoint Councillor Pryse Jones to the Blayney Showground User Group (and as alternate Chair).	GM	Charter to be developed and then EOI seeking committee nominations to be undertaken.
22-Oct-24	2210/018	<b>Blayney Shire Australia Day Committee</b> <b>RESOLVED</b> That Council: 2. Review the structure of the Australia Day Committee following the 2025 Australia Day event.	GM	Review yet to commence.

Date of Meeting	Res. No	Resolution	Owner	Comments
22-Oct-24	2210/020	<b>Disability Inclusion Working Group</b> RESOLVED That Council: 3. Proceed to undertake a public Expression of Interest process seeking nominations for community members interested in being appointed by Council to the committee.	GM	Further EOI undertaken (report to this meeting).  Completed and to be removed.

Date of Meeting	Res. No	Resolution	Owner	Comments
26-Nov-24	2411/005	<p><b>Cadia Valley Operations - Modification 15 and Panuara Road, Panuara</b></p> <p>RESOLVED</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Note that if modification (Mod-15) to Project Approval (PA 06-0295) for Cadia Valley Operations is approved by NSW Department of Planning, Housing and Infrastructure, parts of Panuara Road, Panuara will need to be closed for the modified development to proceed.</li> <li>2. Note that in order for the relevant parts of Panuara Road to be closed, Cadia Valley Operations will be required to make a formal application to Council as the Roads Authority under the Roads Act 1993 to close any part of Panuara Road which will be considered by Council in its capacity as roads authority and in accordance with the Roads Act 1993.</li> <li>3. Note that if part of Panuara Road, Panuara is closed with the consent of Council as the roads authority, that Council supports in principle the transfer of the land comprising the closed portion of the road to Cadia for the purpose of the modified development, provided Council does not bear any negative financial impact as a result of any closure and transfer of part of Panuara Road.</li> <li>4. Delegate Authority to the Mayor and General Manager to negotiate the terms of any agreement for the transfer of a closed portion of Panuara Road, Panuara to the proponent.</li> </ol>		<p>Mod 15 was approved on 31 January 2025.</p> <p>Condition 13A. stated <i>'The applicant must execute a planning agreement with Blayney Shire Council prior too commencing construction of the Panuara Road realignment as detailed in Modification 15'</i></p> <p>Completed and to be removed.</p>

Date of Meeting	Res. No	Resolution	Owner	Comments
26-Nov-24	2411/012	<b>Drainage - Hawke Street, Blayney</b> RESOLVED That Council: 3. Review and update the Active Movement Strategy Works Program 2024/25 to 2033/34 to reflect the reassessed priorities.	MO	To be undertaken.
17-Dec-24	2412/005	<b>Electric Vehicle Destination Charging Grants</b> RESOLVED That Council endorse submission of an Expression of Interest to host an electric vehicle charging station in the Blayney Shire Community Centre carpark.	GM	EOI lodged on 19 December 2024.  Completed and to be removed.
17-Dec-24	2412/020	<b>Proposed (Part) Road Closure - Graham Lane, Millthorpe</b> RESOLVED That Council: 1. Take into consideration submissions received during the notification period. 2. Approve the closure of part of Graham Lane, Millthorpe that adjoins Lots 46-48 in DP1125 in accordance with s.38 Roads Act 1993. 3. Approve the sale of this land for the amount of \$21,000.00 plus GST, plus all costs associated with the road closure. 4. Give public notice for a period of 28 days of Council's intention to classify the land as Operational Land. 5. Delegate to the Mayor and General Manager authority to execute signature and fixing of the Council Seal to facilitate the road closure and land transfer.	DIS	Moved to Land Register.  To be removed.

Date of Meeting	Res. No	Resolution	Owner	Comments
17-Dec-24	2412/021	<b>Proposed (Part) Road Closure - Newbridge Road</b> <b>RESOLVED</b> That Council: 1. Take into consideration submissions received during the notification period. 2. Approve the closure of part of Newbridge Road, being Lot 4 DP1238468. 3. Delegate to the Mayor and General Manager authority to execute signature and fixing of the Council Seal to facilitate the road closure and land transfer.	DIS	Moved to Land Register.  To be removed.
17-Dec-24	2412/022	<b>Minutes of the Traffic Committee Meeting held 6 December 2024</b> <b>RESOLVED</b> 4. Endorse installation of GIVE WAY (R1-2) signs as per AS1742.2 on Lowe St, Blayney at the intersection with Marshalls Lane as well as the southern end of the northern part of Marshalls Lane.	DIS	Completed and to be removed.

**Risk/Policy/Legislation Considerations:**

Nil

**Budget Implications:**

Nil

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil



**12) UNITED NATIONS REGIONAL YOUTH SUMMIT****Department:** Executive Services**Author:** General Manager**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance**File No:** RC.PL.1

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**Recommendation:**

That Council:

1. Note the report on the 2025 United Nations Regional Youth Summit in Bathurst
2. Provide travel support to facilitate up to four senior students attending.

**Reason for Report:**

To update Council on the United Nations (UN) Regional Youth Summit to be held in Bathurst on 26 March 2025.

**Report:**

This report seeks support from Council to sponsor local school students to attend a United Nations (UN) Youth Summit in Bathurst 26 March 2025. Promotion of this event is also recommended through the media release below.

UN Youth Australia is a youth-led organisation that brings young people, community and global leaders together to equip the next generation of young leaders with the skills and inspiration to create meaningful change. All activities are designed to prepare students to be informed, responsible, and engaged participants in their local and global communities.

They run a broad range of peer-to-peer interactive education programs that give young people a deep understanding of the social and political issues the world faces today. From Model United Nations debates, Workshops, and our Interactive Problem-Solving simulations, our programs foster ideas and innovation to support young people in solving global problems. For more information please go to [About Us – UN Youth Australia](#)

Charles Sturt University have agreed to host a Regional Youth Summit Wednesday 26 March 2025 in Bathurst and the Central NSW Joint Organisation (CNSWJO) has committed \$5K to support catering and other costs.

It would be proposed to directly liaise with Blayney High School, seeking to facilitate attendance by the school leadership team to the event.

**Risk/Policy/Legislation Considerations:**

Nil

**Budget Implications:**

Minimal, preferably a school vehicle would be used (Council may have to make a small reimbursement) or a Council vehicle will be utilised to transport any students to Bathurst.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

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

That Council:

1. Approve \$1,000 of funding to the Blayney A&P Association for the Blayney Show event.
2. Approve \$2,000 of funding to the Lyndhurst Soldiers Memorial Hall and Village Committee for the Lyndhurst Country Community Fair.

**Reason for Report:**

For Council to consider the applications seeking Council financial support under the 2024/25 Tourism Development Program.

**Report:**

Council received the following applications under the 2024/25 Tourism Development Program:

**1. Blayney A&P Association - Blayney Show: \$1,000 (Event Marketing)**

The Blayney Show is held annually in autumn with over 3,000 people in attendance. The Blayney A&P Association is seeking additional funding to assist with the advertising and promotion of the event. Additional funding would be utilised to offset the costs of printed media (newspapers – Village Voice), radio (2BS) and printed schedules. The total marketing allocation is about \$6,000.

The 2025 Show has lost one of its main sponsors, Regis Resources which has had a financial impact on the income for the Show. In 2024/25 the event has already been approved for \$1,000 for amusements rides and previously has received \$2,000 in 2023/24 for amusement rides, \$1,000 in for marketing in 2022/23 and 2021/22. The Community Financial Assistance Program (CFAP) in 2024/25 provides \$627 for meeting venue hire and \$570 for waste services.

**2. Lyndhurst Soldiers Memorial Hall & Village Committee – Lyndhurst Country Community Fair \$2,000 (Event)**

The Lyndhurst Country Community Fair is now in its 3<sup>rd</sup> year and is to be held in March at the Lyndhurst Recreation Ground. The event comprises of a series of market stalls, car show, entertainment including rides, dog high jump, a stage show with the local dance school.

The event brings in approximately 500 people to Lyndhurst. The local economic impacts are primarily through retail or food stalls at the event. From Blayney Shire, there are four retail/food stalls confirmed to attend and three entertainment related activities. The event is promoted using Facebook, posters around the Shire, Radio (2BS, 107.5FM Orange) and the Village Voice.

Funding is sought to offset some of the costs of entertainment such as the jumping castle and games for children. Entertainment costs are estimated to be about \$2,700. Without additional funding, the entertainment budget will need to be decreased.

In 2024, the event has received sponsorship from Regis and an anonymous donation (\$2,000), income has also been received from fundraising activities and stall holder fees. With sponsorship not secured for 2025, the event is at risk of not breaking even. Any funds raised as part of the event go towards the Hall / Village Committee. The event has historically been free entry.

The Community Financial Assistance Program (CFAP) 2023/24 provided approximately \$514 for the ground licence fee. An application is proposed to be submitted for 2024/25.

**Risk/Policy/Legislation Considerations:**

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

As this program was included in the 2024/25 Operational Plan, does not exceed more than 5 percent of Council's income and is open to all persons within Council's area; 28 days public notice of Council's resolution is not required.

Event funding applications need to meet the following criteria of the Tourism Development Program:

- Demonstrate sound organisational planning, that has a clear event plan, event structure, operational processes, insurance and risk management.
- Event held on Council land must be conducted in accordance with Council's Events Management Policy.
- Event must be in Blayney Shire Council Local Government Area.
- Event planning must recognise peak tourism periods for the Orange Region and how the event fits into the annual event calendar.
- Deliver quality event marketing.
- Appeal to target markets as outlined in the Orange Region Destination Management Plan.
- Likely to promote visitation and expenditure in the region and increase overnight visitation.
- Have the capacity to be an ongoing event or is a significant one-off event resulting in increased brand awareness for the region.

- Ensure the event is listed on the Australian Tourism Data Warehouse (ATDW) and Blayney Shire Council websites.

The applications generally align with the above criteria of the funding program; however key criteria has been addressed below:

Event	Rating	Comments
Blayney Show	Medium	<i>Likely to promote visitation and expenditure in the region and increase overnight visitation:</i> It is acknowledged that the show is a large event for our town however promotion is limited to surrounding towns therefore the economic benefits are limited.
Lyndhurst Country Community Fair	Medium	<p><i>Likely to promote visitation and expenditure in the region and increase overnight visitation:</i> It is acknowledged that the event attracts a number of people to Lyndhurst however the economic benefits are limited based on the expenditure opportunities.</p> <p><i>Have the capacity to be an ongoing event:</i> The capacity for the event ongoing is limited with the entry being free, this doesn't set the event up for long term success and should be considered for future events (given the 2025 event has already been advertised as free.) Whilst the event is limited in its capacity to be a valuable economic event to the region, it is a strong community event for the small village.</p>

Council also needs to be considerate that all applicants are from not-for-profit groups run by volunteer committees for events in Blayney Shire. It is important for Council to strike a balance in providing support to community groups who are willing to dedicate their time to coordinate events which provide value to the local economy and our community.

#### **Budget Implications:**

The sum of these applications is \$3,000. Council has a total of \$3,000 remaining in this program for 2024/25.

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

Nil

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

Nil

**14) DUNGEON ROAD - OPTIONS AND IMPLICATIONS OF  
DECLARATION UNDER SECTION 10 OF ABORIGINAL AND  
TORRES STRAIT ISLANDER HERITAGE PROTECTION ACT 1984**

**Department:** Executive Services

**Author:** General Manager

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

**File No:** RD.MT.112

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**Late and separate individual report to be provided.**

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**15) REPORT OF COUNCIL INVESTMENTS AS AT 31 DECEMBER 2024**

**Department:** Corporate Services

**Author:** Chief Financial Officer

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

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

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**Recommendation:**

That Council;

1. Note the report indicating Council's investment position as at 31 December 2024.
2. Note the certification of the Responsible Accounting Officer.

**Reason for Report:**

For Council to endorse the Report of Council Investments as at 31 December 2024.

**Report:**

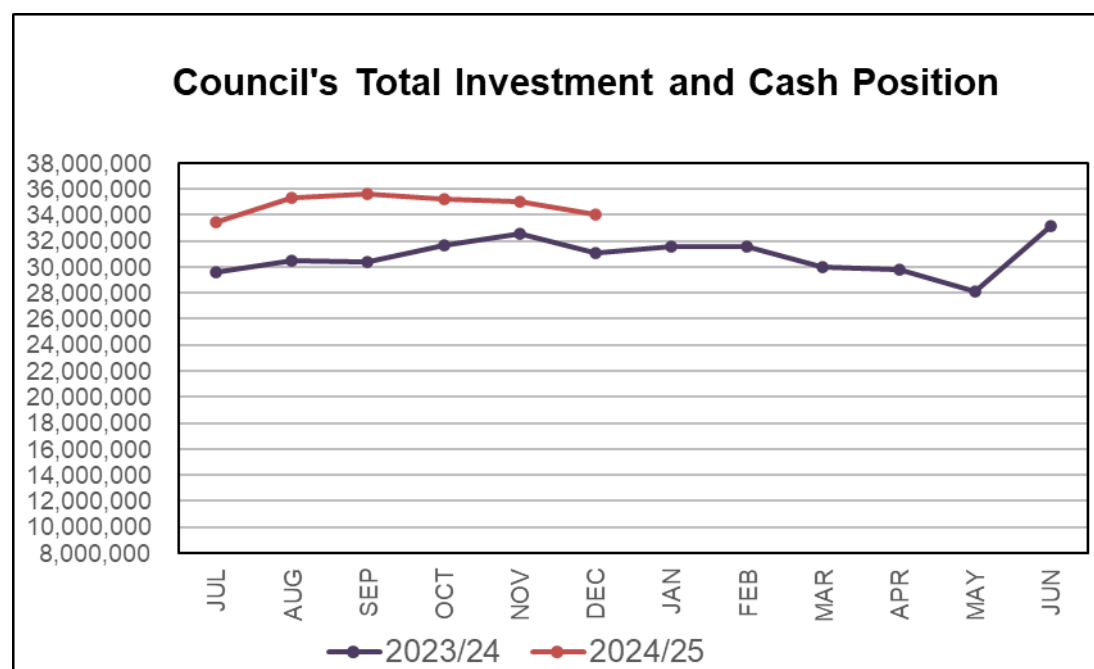
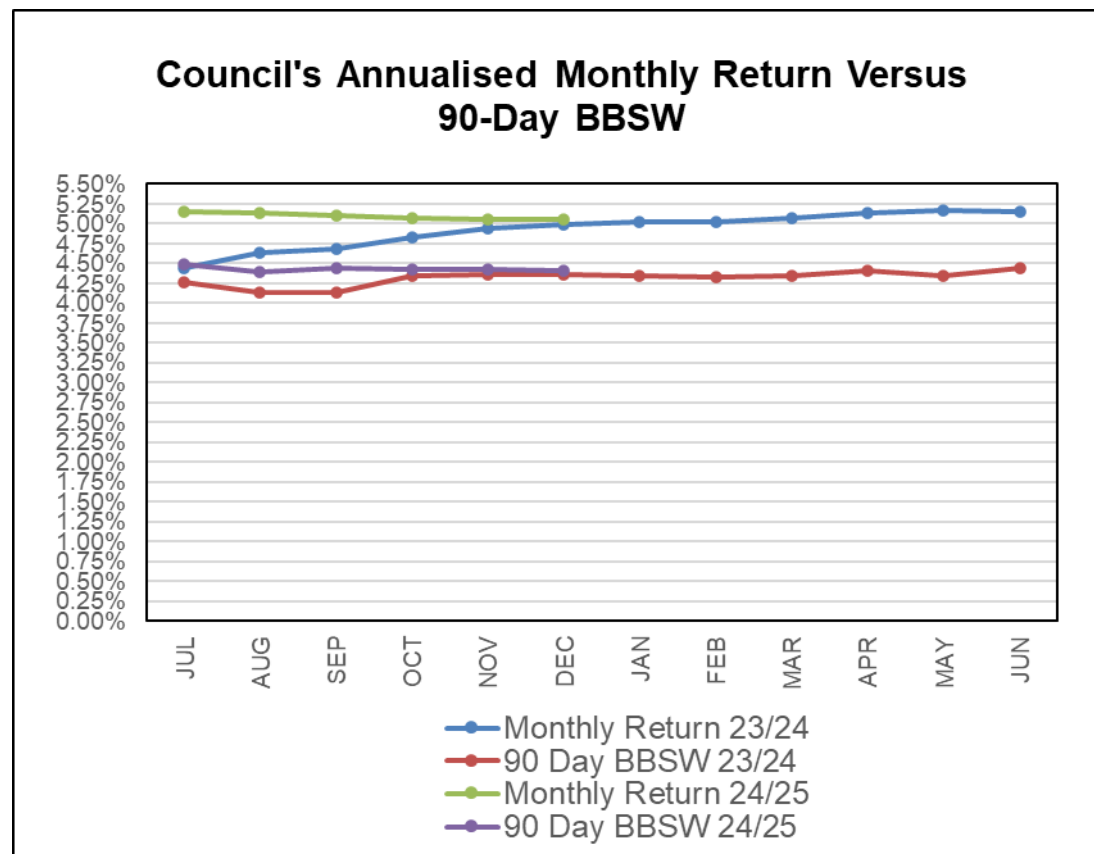
This report provides details of Council's Investment Portfolio as at 31 December 2024.

Council's total investment and cash position as at 31 December 2024 is \$33,990,755.

Interest on cash and investments accrued for the month of December was \$146,701. YTD interest accrued on cash and investments is \$846,403.

Council's monthly net return on Term Deposits annualised for December was 5.05% which outperformed the 90-day Bank Bill Swap Rate of 4.42%.

There were no significant cash inflows from grant funding during the month.





<b>Register Of Investments and Cash as at 31 December 2024</b>					
<b>Institution</b>	<b>Method</b>	<b>Rating</b>	<b>Maturity</b>	<b>Amount \$</b>	<b>Interest Rate</b>
CBA	Direct	A1+/AA-	07/01/2025	500,000	4.960%
IMB Bank Ltd	Direct	A2/BBB+	14/01/2025	500,000	5.050%
CBA	Direct	A1+/AA-	14/01/2025	500,000	4.830%
B & A Bank	Curve	A2/BBB+	21/01/2025	500,000	5.000%
Westpac	Direct	A1+/AA-	28/01/2025	500,000	4.990%
NAB	Direct	A1+/AA-	28/01/2025	500,000	5.150%
NAB	Direct	A1+/AA-	04/02/2025	500,000	5.140%
CBA	Direct	A1+/AA-	04/02/2025	500,000	4.810%
NAB	Direct	A1+/AA-	11/02/2025	500,000	5.050%
Westpac	Direct	A1+/AA-	11/02/2025	500,000	5.000%
CBA	Direct	A1+/AA-	18/02/2025	500,000	4.940%
Westpac	Direct	A1+/AA-	18/02/2025	500,000	5.000%
NAB	Direct	A1+/AA-	25/02/2025	500,000	5.050%
Westpac	Direct	A1+/AA-	25/02/2025	500,000	5.000%
Westpac	Direct	A1+/AA-	04/03/2025	500,000	4.880%
Reliance Bank	Direct	Unrated	04/03/2025	500,000	5.050%
ING Bank	IAM	A1/A	11/03/2025	500,000	5.140%
Westpac	Direct	A1+/AA-	11/03/2025	500,000	4.970%
NAB	Direct	A1+/AA-	18/03/2025	500,000	5.150%
Westpac	Direct	A1+/AA-	18/03/2025	500,000	4.970%
Bank of Queensland	Curve	A2/BBB+	25/03/2025	500,000	4.850%
Westpac	Direct	A1+/AA-	25/03/2025	500,000	5.080%
IMB Bank Ltd	Direct	A2/BBB+	01/04/2025	500,000	4.900%
Westpac	Direct	A1+/AA-	01/04/2025	500,000	5.040%
Westpac	Direct	A1+/AA-	08/04/2025	500,000	5.220%
CBA	Direct	A1+/AA-	15/04/2025	500,000	4.840%
Westpac	Direct	A1+/AA-	15/04/2025	500,000	5.100%
CBA	Direct	A1+/AA-	22/04/2025	500,000	4.850%
Westpac	Direct	A1+/AA-	22/04/2025	500,000	5.170%
MyState Bank Ltd	Curve	A2/BBB+	29/04/2025	500,000	4.950%
Westpac	Direct	A1+/AA-	29/04/2025	500,000	5.320%
NAB	Direct	A1+/AA-	06/05/2025	500,000	5.000%
NAB	Direct	A1+/AA-	06/05/2025	500,000	5.300%
NAB	Direct	A1+/AA-	13/05/2025	500,000	5.300%
NAB	Direct	A1+/AA-	20/05/2025	500,000	5.300%
Bank of Queensland	Curve	A2/BBB+	27/05/2025	500,000	4.900%
NAB	Direct	A1+/AA-	27/05/2025	500,000	5.300%
NAB	Direct	A1+/AA-	03/06/2025	500,000	5.300%
ING Bank	IAM	A1/A	10/06/2025	500,000	4.900%
Auswide Bank Ltd	IAM	A2/BBB+	10/06/2025	500,000	5.300%
NAB	Direct	A1+/AA-	17/06/2025	500,000	5.310%
NAB	Direct	A1+/AA-	24/06/2025	500,000	5.310%
CBA	Direct	A1+/AA-	01/07/2025	500,000	4.660%
CBA	Direct	A1+/AA-	07/01/2025	500,000	4.960%
IMB Bank Ltd	Direct	A2/BBB+	14/01/2025	500,000	5.050%
CBA	Direct	A1+/AA-	14/01/2025	500,000	4.830%
B & A Bank	Curve	A2/BBB+	21/01/2025	500,000	5.000%

<b>Register Of Investments and Cash as at 31 December 2024</b>					
<b>Institution</b>	<b>Method</b>	<b>Rating</b>	<b>Maturity</b>	<b>Amount \$</b>	<b>Interest Rate</b>
NAB	Direct	A1+/AA-	08/07/2025	500,000	5.000%
ING Bank	Curve	A1/A	15/07/2025	500,000	5.290%
ING Bank	Curve	A1/A	22/07/2025	500,000	5.220%
Westpac	Direct	A1+/AA-	29/07/2025	500,000	5.270%
CBA	Direct	A1+/AA-	05/08/2025	500,000	4.710%
CBA	Direct	A1+/AA-	12/08/2025	500,000	4.770%
B&A Bank	IAM	A2/BBB+	19/08/2025	500,000	5.000%
CBA	Direct	A1+/AA-	26/08/2025	500,000	4.750%
Defence Bank Ltd	Curve	A2/BBB	02/09/2025	500,000	5.100%
ING Bank	Curve	A1/A	09/09/2025	500,000	4.900%
Reliance Bank	Direct	Unrated	16/09/2025	500,000	5.100%
NAB	Direct	A1+/AA-	23/09/2025	500,000	5.050%
NAB	Direct	A1+/AA-	30/09/2025	500,000	5.050%
Westpac	Direct	A1+/AA-	07/10/2025	500,000	5.010%
<b>Total Investments</b>				<b>30,500,000</b>	<b>5.047%</b>
Commonwealth Bank - At Call Account <sup>(1)</sup>				2,068,124	4.250%
Commonwealth Bank Balance - General <sup>(1)</sup>				1,265,433	4.200%
Reliance Bank <sup>(1)</sup>				157,198	0.000%
<b>Total Cash and Investments</b>				<b>33,990,755</b>	
Benchmarks:		BBSW 90 Day Index <sup>(1)</sup>			4.416%
		RBA Cash Rate <sup>(1)</sup>			4.350%

1. % Interest rates as at end of reporting period.

<b>Summary of Investment (Cash) Movements - December 2024</b>		
<b>Financial Institution</b>	<b>Amount \$</b>	<b>Commentary</b>
Defence Bank Ltd	(525,919)	Term deposit matured 03/12/2024
Defence Bank Ltd	500,000	Term deposit reinvested 03/12/2024
NAB	(518,854)	Term deposit matured 10/12/2024
NAB	500,000	Term deposit reinvested 10/12/2024
NAB	(523,474)	Term deposit matured 10/12/2024
NAB	500,000	Term deposit reinvested 10/12/2024
Auswide Bank	500,000	New term deposit 11/12/2024
MyState Bank	500,000	New term deposit 11/12/2024
ING Bank	(526,078)	Term deposit matured 17/12/2024
ING Bank	500,000	Term deposit reinvested 17/12/2024

Long Term Credit Rating (or Moody's, Fitch, S&P or Equivalent)	Policy Maximum %	Current Holding %	Current Holding \$
TCorp IM Funds	100%	0%	-
AAA – AA Category	100%	69%	21,000,000
A- Category	40%	10%	3,000,000
BBB+ Category	25%	16%	5,000,000
BBB Category	5%	2%	500,000
BBB- Category and below: Local <sup>(1)</sup> ADI's	10%	3%	1,000,000
BBB+ / BBB / BBB- & below categories combined	25%	21%	
1. ADI's located within the Local Government Area			<b>30,500,000</b>

Individual Institution Limit	Rating	Policy Maximum \$	Current Holding \$
Auswide Bank	A2/BBB+	1,000,000	1,000,000
Bank of Queensland	A2/BBB+	1,000,000	1,000,000
Bendigo & Adelaide Bank	A2/BBB+	1,000,000	1,000,000
CBA	A1+/AA-	8,000,000	5,000,000
Defence Bank Ltd	A2/BBB	500,000	500,000
IMB Bank Ltd	A2/BBB+	1,000,000	1,000,000
ING Bank	A1/A	3,000,000	3,000,000
MyState Bank Ltd	A2/BBB+	1,000,000	1,000,000
NAB	A1+/AA-	8,000,000	8,000,000
Reliance Bank	Unrated	1,000,000	1,000,000
Westpac	A1+/AA-	8,000,000	8,000,000
<b>Total Investments</b>			<b>30,500,000</b>

Summary of Restricted, Allocated and Unrestricted Cash & Investments			
	Actual 30/06/2024 \$ 000's	Actual 31/12/2024 \$ 000's	Forecast <sup>(1)</sup> 30/06/2025 \$ 000's
External Cash Restrictions	18,340	16,708	10,602
Internal Cash Allocations	10,608	8,088	6,361
<b>Total Restricted, Allocated Cash &amp; Investments</b>	<b>28,948</b>	<b>24,796</b>	<b>16,963</b>
Unrestricted Cash	4,094	9,195	5,914
<b>Total Restricted, Allocated and Unrestricted Cash &amp; Investments</b>	<b>33,042</b>	<b>33,991</b>	<b>22,877</b>

<sup>(1)</sup> Balances forecasted are informed by the Long-Term Financial Plan and based on the best available information at time of preparation.

**CERTIFICATION – RESPONSIBLE ACCOUNTING OFFICER**

I, Tiffaney Irlam, certify that the investments listed in this report have been made in accordance with s.625 of the Local Government Act (1993), the Local Government (General) Regulation (2021) and Council Policy.

**Risk/Policy/Legislation Considerations:**

The Responsible Accounting Officer must table a written report to Council on money invested pursuant to s.625 of the Local Government Act (1993). Investments made are in accord with the framework established within Council's Investment Policy.

**Budget Implications:**

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

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**16) REPORT OF COUNCIL INVESTMENTS AS AT 31 JANUARY 2025****Department:** Corporate Services**Author:** Chief Financial Officer**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance**File No:** FM.AU.1

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**Recommendation:**

That Council;

1. Note the report indicating Council's investment position as at 31 January 2025.
2. Note the certification of the Responsible Accounting Officer.

**Reason for Report:**

For Council to endorse the Report of Council Investments as at 31 January 2025.

**Report:**

This report provides details of Council's Investment Portfolio as at 31 January 2025.

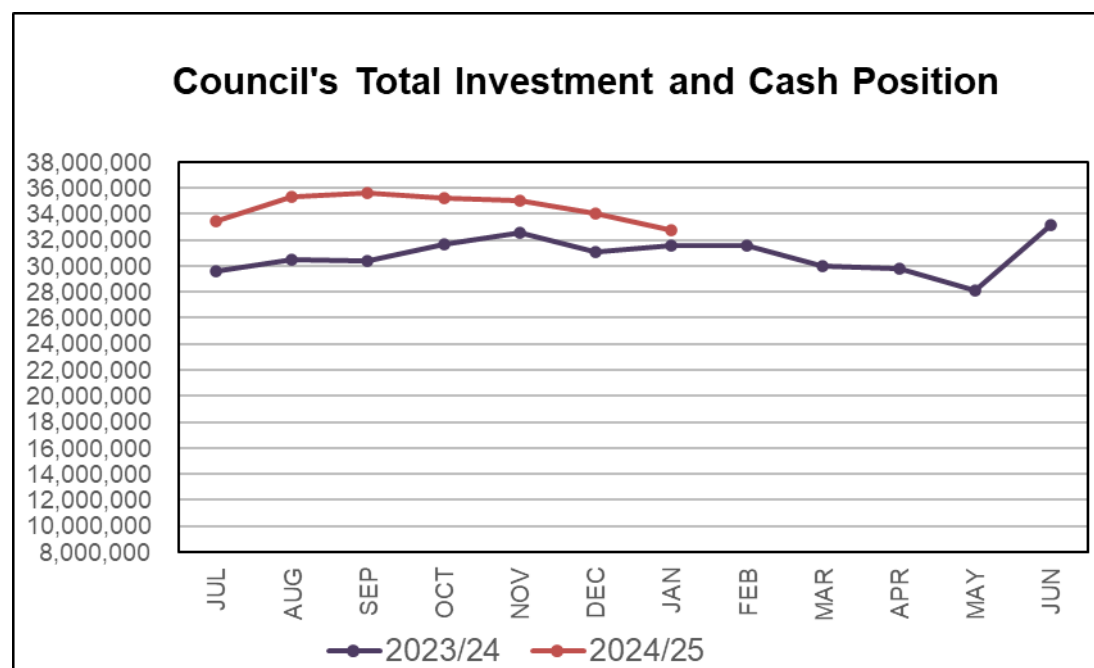
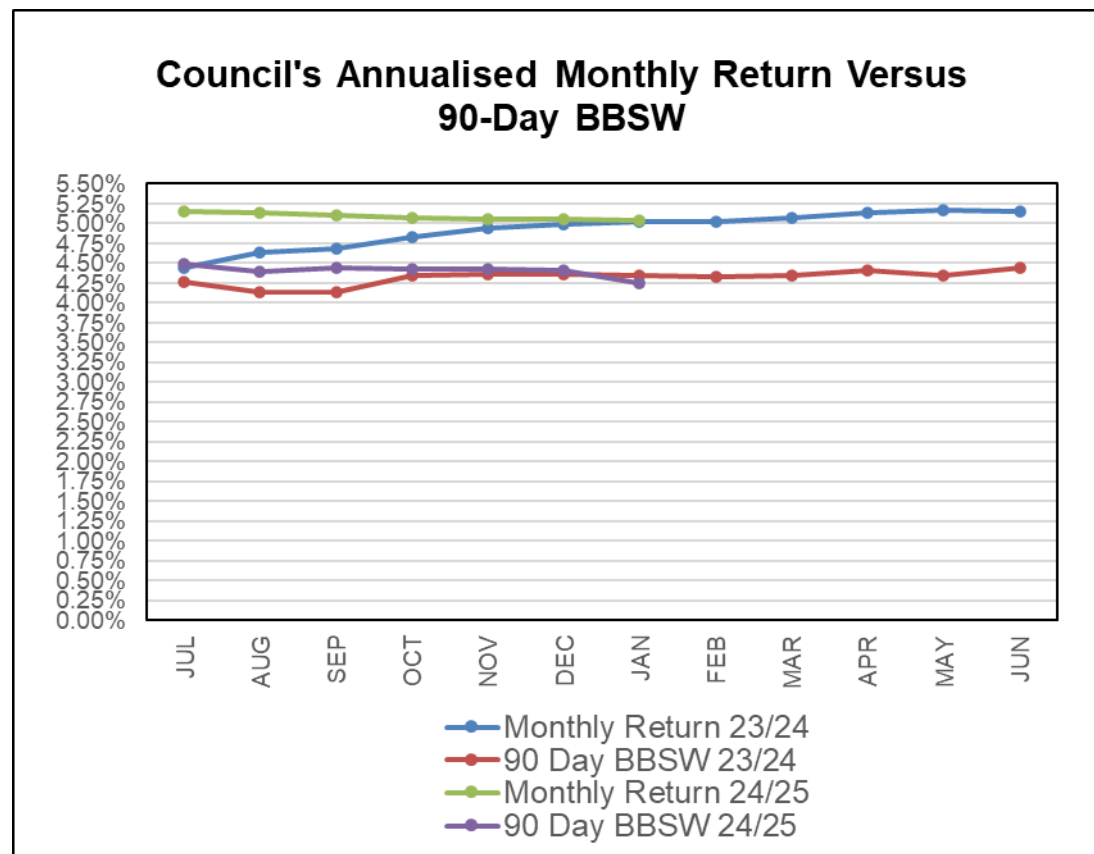
Council's total investment and cash position as at 31 January 2025 is \$32,754,426.

Interest on cash and investments accrued for the month of December was \$145,889. YTD interest accrued on cash and investments is \$992,292.

Council's monthly net return on Term Deposits annualised for December was 5.03% which outperformed the 90-day Bank Bill Swap Rate of 4.25%.

Significant cash inflows from grant funded programs for the month of January included:

<b>Funding Program</b>	<b>\$</b>
Transport for NSW Block Grant	203,000



<b>Register Of Investments and Cash as at 31 January 2025</b>					
<b>Institution</b>	<b>Method</b>	<b>Rating</b>	<b>Maturity</b>	<b>Amount \$</b>	<b>Interest Rate</b>
NAB	Direct	A1+/AA-	04/02/2025	500,000	5.140%
CBA	Direct	A1+/AA-	04/02/2025	500,000	4.810%
NAB	Direct	A1+/AA-	11/02/2025	500,000	5.050%
Westpac	Direct	A1+/AA-	11/02/2025	500,000	5.000%
CBA	Direct	A1+/AA-	18/02/2025	500,000	4.940%
Westpac	Direct	A1+/AA-	18/02/2025	500,000	5.000%
NAB	Direct	A1+/AA-	25/02/2025	500,000	5.050%
Westpac	Direct	A1+/AA-	25/02/2025	500,000	5.000%
Westpac	Direct	A1+/AA-	04/03/2025	500,000	4.880%
Reliance Bank	Direct	Unrated	04/03/2025	500,000	5.050%
ING Bank	IAM	A1/A	11/03/2025	500,000	5.140%
Westpac	Direct	A1+/AA-	11/03/2025	500,000	4.970%
NAB	Direct	A1+/AA-	18/03/2025	500,000	5.150%
Westpac	Direct	A1+/AA-	18/03/2025	500,000	4.970%
Bank of Queensland	Curve	A2/BBB+	25/03/2025	500,000	4.850%
Westpac	Direct	A1+/AA-	25/03/2025	500,000	5.080%
IMB Bank Ltd	Direct	A2/BBB+	01/04/2025	500,000	4.900%
Westpac	Direct	A1+/AA-	01/04/2025	500,000	5.040%
Westpac	Direct	A1+/AA-	08/04/2025	500,000	5.220%
CBA	Direct	A1+/AA-	15/04/2025	500,000	4.840%
Westpac	Direct	A1+/AA-	15/04/2025	500,000	5.100%
CBA	Direct	A1+/AA-	22/04/2025	500,000	4.850%
Westpac	Direct	A1+/AA-	22/04/2025	500,000	5.170%
MyState Bank Ltd	Curve	A2/BBB+	29/04/2025	500,000	4.950%
Westpac	Direct	A1+/AA-	29/04/2025	500,000	5.320%
NAB	Direct	A1+/AA-	06/05/2025	500,000	5.000%
NAB	Direct	A1+/AA-	06/05/2025	500,000	5.300%
NAB	Direct	A1+/AA-	13/05/2025	500,000	5.300%
CBA	Direct	A1+/AA-	20/05/2025	500,000	4.810%
NAB	Direct	A1+/AA-	20/05/2025	500,000	5.300%
Bank of Queensland	Curve	A2/BBB+	27/05/2025	500,000	4.900%
NAB	Direct	A1+/AA-	27/05/2025	500,000	5.300%
NAB	Direct	A1+/AA-	03/06/2025	500,000	5.300%
ING Bank	IAM	A1/A	10/06/2025	500,000	4.900%
Auswide Bank Ltd	IAM	A2/BBB+	10/06/2025	500,000	5.300%
NAB	Direct	A1+/AA-	17/06/2025	500,000	5.310%
Westpac	Direct	A1+/AA-	24/06/2025	500,000	4.840%
NAB	Direct	A1+/AA-	24/06/2025	500,000	5.310%
CBA	Direct	A1+/AA-	01/07/2025	500,000	4.800%
CBA	Direct	A1+/AA-	01/07/2025	500,000	4.660%
NAB	Direct	A1+/AA-	08/07/2025	500,000	5.000%
IMB Bank Ltd	Direct	A2/BBB+	15/07/2025	500,000	4.850%
ING Bank	Curve	A1/A	15/07/2025	500,000	5.290%
B& A Bank	Curve	A2/BBB+	22/07/2025	500,000	4.950%
ING Bank	Curve	A1/A	22/07/2025	500,000	5.220%
Westpac	Direct	A1+/AA-	29/07/2025	500,000	5.270%
CBA	Direct	A1+/AA-	05/08/2025	500,000	4.710%

<b>Register Of Investments and Cash as at 31 January 2025</b>					
<b>Institution</b>	<b>Method</b>	<b>Rating</b>	<b>Maturity</b>	<b>Amount \$</b>	<b>Interest Rate</b>
CBA	Direct	A1+/AA-	12/08/2025	500,000	4.770%
B & A Bank	IAM	A2/BBB+	19/08/2025	500,000	5.000%
CBA	Direct	A1+/AA-	26/08/2025	500,000	4.750%
Defence Bank Ltd	Curve	A2/BBB	02/09/2025	500,000	5.100%
ING Bank	Curve	A1/A	09/09/2025	500,000	4.900%
Reliance Bank	Direct	Unrated	16/09/2025	500,000	5.100%
NAB	Direct	A1+/AA-	23/09/2025	500,000	5.050%
NAB	Direct	A1+/AA-	30/09/2025	500,000	5.050%
Westpac	Direct	A1+/AA-	07/10/2025	500,000	5.010%
ING Bank	Curve	A1/A	21/10/2025	500,000	4.970%
Westpac	Direct	A1+/AA-	11/11/2025	500,000	5.150%
MyState Bank Ltd	Curve	A2/BBB+	02/12/2025	500,000	5.100%
Auswide Bank Ltd	IAM	A2/BBB+	09/12/2025	500,000	5.110%
NAB	Direct	A1+/AA-	27/01/2026	500,000	4.900%
<b>Total Investments</b>				<b>30,500,000</b>	<b>5.034%</b>
Commonwealth Bank - At Call Account <sup>(1)</sup>				1,075,589	4.250%
Commonwealth Bank Balance - General <sup>(1)</sup>				994,334	4.200%
Reliance Bank <sup>(1)</sup>				184,503	0.000%
<b>Total Cash and Investments</b>				<b>32,754,426</b>	
Benchmarks:		BBSW 90 Day Index <sup>(1)</sup>			4.250%
		RBA Cash Rate <sup>(1)</sup>			4.350%

1. % Interest rates as at end of reporting period.

<b>Summary of Investment (Cash) Movements - January 2025</b>		
<b>Financial Institution</b>	<b>Amount \$</b>	<b>Commentary</b>
CBA	(512,230)	Term deposit matured 07/01/2025
CBA	500,000	Term deposit reinvested 07/01/2025
CBA	(519,452)	Term deposit matured 14/01/2025
CBA	500,000	Term deposit reinvested 14/01/2025
IMB Bank Ltd	(512,590)	Term deposit matured 14/01/2025
IMB Bank Ltd	500,000	Term deposit reinvested 14/01/2025
B & A Bank	(520,068)	Term deposit matured 21/01/2025
B & A Bank	500,000	Term deposit reinvested 21/01/2025
NAB	(525,679)	Term deposit matured 28/01/2025
NAB	500,000	Term deposit reinvested 28/01/2025
Westpac	(510,048)	Term deposit matured 28/01/2025
Westpac	500,000	Term deposit reinvested 28/01/2025



Long Term Credit Rating (or Moody's, Fitch, S&P or Equivalent)	Policy Maximum %	Current Holding %	Current Holding \$
TCorp IM Funds	100%	0%	-
AAA – AA Category	100%	69%	21,000,000
A- Category	40%	10%	3,000,000
BBB+ Category	25%	16%	5,000,000
BBB Category	5%	2%	500,000
BBB- Category and below: Local <sup>(1)</sup> ADI's	10%	3%	1,000,000
BBB+ / BBB / BBB- & below categories combined	25%	21%	
1. ADI's located within the Local Government Area			<b>30,500,000</b>

Individual Institution Limit	Rating	Policy Maximum \$	Current Holding \$
Auswide Bank	A2/BBB+	1,000,000	1,000,000
Bank of Queensland	A2/BBB+	1,000,000	1,000,000
Bendigo & Adelaide Bank	A2/BBB+	1,000,000	1,000,000
CBA	A1+/AA-	8,000,000	5,000,000
Defence Bank Ltd	A2/BBB	500,000	500,000
IMB Bank Ltd	A2/BBB+	1,000,000	1,000,000
ING Bank	A1/A	3,000,000	3,000,000
MyState Bank Ltd	A2/BBB+	1,000,000	1,000,000
NAB	A1+/AA-	8,000,000	8,000,000
Reliance Bank	Unrated	1,000,000	1,000,000
Westpac	A1+/AA-	8,000,000	8,000,000
<b>Total Investments</b>			<b>30,500,000</b>

Summary of Restricted, Allocated and Unrestricted Cash & Investments			
	Actual 30/06/2024 \$ 000's	Actual 31/01/2025 \$ 000's	Forecast <sup>(1)</sup> 30/06/2025 \$ 000's
External Cash Restrictions	18,340	16,706	10,602
Internal Cash Allocations	10,608	7,727	6,361
<b>Total Restricted, Allocated Cash &amp; Investments</b>	<b>28,948</b>	<b>24,433</b>	<b>16,963</b>
Unrestricted Cash	4,094	8,321	5,914
<b>Total Restricted, Allocated and Unrestricted Cash &amp; Investments</b>	<b>33,042</b>	<b>32,754</b>	<b>22,877</b>

<sup>(1)</sup> Balances forecasted are informed by the Long-Term Financial Plan and based on the best available information at time of preparation.

**CERTIFICATION – RESPONSIBLE ACCOUNTING OFFICER**

I, Tiffaney Irlam, certify that the investments listed in this report have been made in accordance with s.625 of the Local Government Act (1993), the Local Government (General) Regulation (2021) and Council Policy.

**Risk/Policy/Legislation Considerations:**

The Responsible Accounting Officer must table a written report to Council on money invested pursuant to s.625 of the Local Government Act (1993). Investments made are in accord with the framework established within Council's Investment Policy.

**Budget Implications:**

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

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**17) NOMINATIONS FOR DISABILITY INCLUSION WORKING GROUP**

**Department:** Corporate Services

**Author:** Director Corporate Services

**CSP Link:** 4. Enhance facilities and networks that support Health and Wellbeing of the Community, Sport, Heritage and Cultural interests

**File No:** CM.ME.3

---

**Recommendation:**

That Council appoint the following 3 community representatives to the Disability Inclusion Working Group for the duration of the Council term:

- Allison Farr
- Sue Lane
- Kate Lockwood

**Reason for Report:**

For Council to review and accept the community representative nominations received for the Disability Inclusion Working Group and determine appointments for the new Council term.

**Report:**

At the October 2024 meeting Council resolved to seek community representative nominations for the Disability Inclusion Working Group.

Interested persons were invited through promotion via the local media, Council's website and social media. Invitations were also issued to past committee members and other committee contacts including Village Committees and Progress Associations. At the December 2024 meeting, Council approved the 2 nominations received and resolved to invite further nominations for the remaining 3 vacancies.

Following promotion of nominations during January 2025, 3 further nominations were received:

- Allison Farr
- Sue Lane
- Kate Lockwood

The Disability Inclusion Working Group is comprised of 1 Councillor (Cr. Scott); 1 alternate (Cr. Hutchings) and a minimum of 5 community representative positions.

The quorum of the committee is dependent upon composition of the committee (half the committee number, then rounded up).

The Disability Inclusion Working Group is tasked with monitoring and developing strategies to maintain Council's commitment to improving access for all community members to a range of services implementing the Disability Inclusion Action Plan. The Plan sets out Council's actions to support inclusion of people with disability.

Endorsement of this report will result in the full allocation of community representatives to the Working Group.

**Risk/Policy/Legislation Considerations:**

Council has established this working group to exercise its functions on Council's behalf as per section 355(b) of the NSW Local Government Act (1993). The committee has been given a delegated authority to act, which is limited and does not have a budget. It is advisory in nature and as minutes are reported to Council the recommendations of each meeting are, so far as adopted by Council, resolutions of Council.

Committees of Council adhere to the same Meeting Code of Practice, Code of Conduct and all Council Policies and a Committee may regulate its own procedure in regard to voting.

Council has discretion in the number and appointment of members and if so choose, by resolution may vary the number of community representatives. At any time, Council may invite additional community representatives and approve another person(s) to any of the committees, particularly if current nominations are less than what Council had anticipated.

Upon endorsement, nominees will act as Community Representatives for the duration of the Council term unless the Working Group is dissolved earlier.

**Budget Implications:**

Working Group meetings are predominantly held in Council facilities after hours in most cases, and a member of the senior staff team provides the secretariat and administration support at no additional overtime cost to the organisation.

Councillor travel expenses in undertaking their duties, roles and responsibilities include representing Council are addressed in Council's Payment of Expenses and Provisions of facilities to Mayors and Councillors Policy.

Community representatives are volunteers and contribute without any reimbursement of travel or other meeting expenses. For very minimal expense committees of Council are an important and valuable community engagement opportunity.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**18) QUARTERLY BUDGET REVIEW STATEMENT - DECEMBER 2024****Department:** Corporate Services**Author:** Chief Financial Officer**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance**File No:** FM.BU.1

---

**Recommendation:**

1. That the Quarterly Budget Review Statement for the quarter ending 31 December 2024 be received.
2. That the supplementary votes of \$171k nett proposed in the Quarterly Budget Review Statement be adopted, resulting in a decrease to capital expenditure of (\$118k), an increase to operating expenditure of \$707k and an increase in income of \$760k.

**Reason for Report:**

For Council to endorse the Quarterly Budget Review Statement (QBRs) for the quarter ending 31 December 2024.

**Report:**

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

A set of minimum requirements have been set for reporting the financial position of Council, to facilitate explanations and major variations and recommend changes to the budget for Council approval. The report as tabled satisfies this minimum disclosure.

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

- A statement by the Responsible Accounting Officer on Council's financial position at the end of the year based on the information in the QBRs;
- Summary of Operational, Capital, Net and Restricted cash positions (**QBRs: Part 1**)
- Income and Expenses (Operational) Budget Review Statement in the following formats:
  - by income and expense type by fund including capital grants and contributions (**QBRs: Part 2**)

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

The attached report provides a detailed review of Council's 2024/25 Budget Review covering the December 2024 quarter.

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

The attached QBRs report includes a certification by the Responsible Accounting Officer that outlines that the projected financial position as at 30 June 2025 is satisfactory having regard to the projected estimates of income, expenditure and targeted levels of restricted and unrestricted cash.

Action undertaken to date to address Council's ongoing financial sustainability is detailed on page 3 of the attached QBRs. Whilst Council is in receipt of the Special Variation in 2024/25 – 2026/27, Council's financial sustainability is dependent on materialisation of the assumptions made in the Long Term Financial Plan. To this end Council will be working on its Resourcing Strategy for the new Council term that will encompass review of the Long Term Financial Plan.

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

Clause 203 of the Local Government (General) Regulation 2021 requires that the Responsible Accounting Officer of a council prepare and submit to Council a budget review statement. The format as presented reports on an income and expense type, in a similar format to that included in the annual financial reports, as well as by Council activity and helps to inform Council on the anticipated Income Statement operating result for the financial year. Other information is also disclosed including budgeted capital income and expenditure, restricted cash movements and key performance indicators.

**Budget Implications:**

Overall, the net variation in Continuing Operations for the quarter of \$53k will increase the projected Net Operating Result before Capital Items to (\$1.95m) forecast deficit. For General Fund, net variations of \$91k will increase the projected Net Operating Result before Capital Items to (\$2.05m) deficit. For Sewer Fund, net variations of \$86k will increase the projected Net Operating Result before Capital Items to \$99k surplus.

Operational income variations of \$760k include the following significant variations:

- Decrease in capital grants of (\$124k) following notification of unsuccessful funding application for Blayney Rotary Lookout project and finalisation of the Blayney Rural Fire Station and Carcoar Dam facilities upgrade project.
- Increase of \$635k on interest on investment revenue forecasts due to increased cash holdings as a result of grant funding paid in advance.
- Increase in net profit on sale of plant and equipment of \$242k due to the delayed sale of a major fleet item replaced in 2023/24 financial year.

Operational expenditure variations of \$707k include the following significant variations:

- Additional \$10k for compliance reporting and works directed by the EPA at the Blayney Waste Facility in addition to September QBRS variation of \$100k following a quotation process.
- Recognition of increased depreciation expense of \$643k following assessment of the fair value and subsequent indexation of the infrastructure asset classes during finalisation of the 2023/24 financial statements.
- Stormwater design and investigation of \$50k for the Blayney industrial estate funded via the NSW Flood Recovery Grant.

Other minor budget variations to operational income and expenditure are detailed on page 11 of the attached QBRS.

Capital expenditure variations of (\$118k) include the following significant variations:

- Revision of the plant replacement program to defer purchase of two tractors and bring forward replacement of three mowers that will have a nett variation of \$58k offset by forecast unscheduled maintenance costs anticipated if the existing mowers were retained.
- Varied program of works relating to the NSW Flood Recovery Grant:
  - Newbridge Rd Culvert \$100k
  - Coombing St Crossing (150k)
- Reduction of (\$80k) for the Blayney Rotary Lookout project due to unsuccessful funding.

Other budget variations to capital expenditure are detailed on page 19 of the attached QBRS.



**Enclosures (following report)**

Nil

**Attachments (separate document)**

1      December Quarterly Budget Review Statement      27 Pages

**19) LEASE OF GRAHAM LANE, MILLTHORPE****Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance**File No:** GO.PO.1

---

**Recommendation:**

That Council grant a 5 year lease to Mr. K and Mrs. A. Jones for part of Graham Lane, from the end of the constructed section of the lane to the eastern most boundary of Lot 40 DP 11125, in the amount of \$320 per annum indexed annually.

**Reason for Report:**

To obtain Council approval for the lease of part of the unformed section of Graham Lane, Millthorpe.

**Report:**

Councillors received a report to the December 2024 meeting to consider the proposed renewal of lease of part of the unformed section of Graham Lane, Millthorpe.

A public notice was published on the Blayney Shire Council website with a closing date for submissions of 11 February 2025.

Adjoining owners to the unused part of the road, were also notified in writing, affording an opportunity to provide a written submission.

A map is enclosed for Council information. At the time of report preparation no submissions had been received.

The lease is a renewal of an approved lease, from September 2018, for the lease of land at Graham Lane to Mr. K and Mrs. A. Jones expiring 13 December 2024.

The subject land is an unformed road being approximately 1.18ha of Graham Lane from the end of the existing constructed section for approximately 575m in an easterly direction.

The purpose of the lease, indicated by the lessee, is a desire to occupy the subject section to undertake vermin control and weed spraying of the reserve.

A lease term of 5 years is proposed at an amount of \$320p.a. indexed annually.

There is no evidence to show the road is otherwise being used by the public, and it is therefore recommended that the lease be approved for a 5 year term.

**Risk/Policy/Legislation Considerations:**

In relation to short term lease of unused public roads, the Roads Act 1993 s.153 permits lease of land comprising a public road where not used by the public. Council is required to give public notice including neighbour notification (s.154) and consider submissions before granting lease approval (s.155). Should a lease be granted public notice of outcome must be published (s.156). A lease period must not exceed 5 years (s.157).

**Budget Implications:**

There is a minor financial implication to Council for the administration of the lease, which will be offset by the proposed lease fee, with Consumer Price Index adjustments allowed for on an annual basis within the lease.

**Enclosures (following report)**

1 Lease agreement - Graham Lane

5 Pages

**Attachments (separate document)**

Nil

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**LEASE AGREEMENT**

---

DATE:

XX XXXXXX XXXX

BETWEEN

The Blayney Shire Council (hereinafter called “the Lessor”) of the one part

AND

Mr. K.L. and Mrs. A.D. Jones (hereinafter called “the Lessee”) of the other part

FOR

The lease of Graham Lane, Millthorpe (hereinafter called “the subject land”) approximately 580.5m long, and an area of approximately 1.18 hectares, bounded by Lot 2 DP 614384; Lots 39 and 40 DP11125; identified in the map provided at Annexure A.

CONDITIONS OF LEASE

The Lessee agrees to the following conditions:

1. The Lessor requires that the subject land be fenced to a stock proof standard, and a swing gate installed to allow access for vehicles up to 4 metres wide to be erected on Graham Lane at the western most boundary of Lot 39 DP11125. When installing or replacing fences the Lessee should consult with adjoining landowners prior to erection.
2. The Lessee must regularly inspect the stock proof fencing that encloses the stock on the land to satisfy themselves that the fencing is stock proof. The Lessee must be aware that they hold absolute legal liability for any damage or loss to any party caused by the escape of grazing animals from the subject land. Council cannot accept liability for damage or loss to any party caused by animals escaping the subject land due to a failure of the Lessee to inspect and maintain stock proof fencing.
3. The subject land cannot become a fire hazard. Should the subject land, in the Lessor’s opinion become a fire hazard, the Lessor shall arrange for the subject land to be slashed at the expense of the Lessee.
4. The Lessee will during the continuance of this Lease use all proper means for keeping down and exterminating upon the land all rabbits and other vermin and noxious animals and insects and all noxious weeds and plants and comply with all laws and regulations now or hereafter in force with relation to the keeping down or extermination of same.

5. The lessee is approved under Section 138 of the Roads Act 1993 to undertake maintenance of the subject land.
6. The Lessor limits the use of the subject land to animal grazing, other activities shall not be conducted without the written consent of Council. Under no circumstances are hazardous or toxic substances allowed on the subject land.
7. The Lessee will not cut down, fall, injure or destroy any growing or living timber standing or being upon the land. No removal of dead timber for firewood is permitted.
8. The Lessor requires the Lessee to hold a current Public Liability Insurance Cover policy to the value of \$20,000,000.00, which notes the Lessor as an interested party. The lessee shall furnish a copy of insurance cover to Council every year following renewal.
9. The Lessee shall indemnify and keep indemnified the Council against all actions, suits, claims, debts, obligations and other liabilities during the continuation of the Lease and further.
10. The Lessee shall maintain all other insurances as may be required by the Workers' Compensation Act or any other Act or Acts of Parliament in regard to the conduct of activities of the lessee on the demise premises. Copy of such is to be forwarded to the Council.
11. The Lessee shall not assign, sub-let or otherwise deal with the demised premises without the consent of Council.
12. The Lessor shall conduct an inspection annually to ensure the Lessee is adhering to all conditions of this lease. Failure by the Lessee to meet any of the conditions of this shall result in the immediate termination of the lease, with the provision of one (1) week to allow the Lessee to transport the Lessee's stock and/or equipment from the subject land. Should the Lessee not remove all articles from the subject land within the week, all articles shall be impounded by the Lessor, with the release of such articles being at the appropriate rate specified in Council's Fees & Charges for the current financial year.
13. Council shall forward its Tax Invoice annually for payment of the lease during the first month following lease renewal date. This account is to be paid in full within Council's trading terms.
14. An annual lease fee per Schedule 1 shall be payable by the Lessee on the anniversary of the date of commencement of this lease, with the first payment to be made on commencement. On the anniversary of the date of commencement of this lease, the reviewed lease fee shall be subject to an increase every year based on the All Australian Weighted Consumer Price Index applicable for the preceding quarter.
15. The payment of the annual Council Rates and Charges shall remain the responsibility of the Lessor.

16. This lease may be voluntarily terminated by either party providing four (4) weeks notice in writing to the other party, and shall be sufficiently served if left at the last known address of the Lessee.
17. Lease payments made in advance will be refunded on a pro-rata basis. The lessee will have the right to remove any internal fencing the lessee has erected.
18. Prior to the lease commencement Council shall undertake an inspection to determine the condition of the subject land. The lessee shall ensure that at the end of the lease the condition of the subject land shall not be below that prior to the lease.
19. That the lease be renegotiated upon change of ownership of Lot 39 and/or Lot 40 DP 11125.
20. The lease term is as detailed in Schedule 1 unless terminated during the term.
21. If, for any reason, conditions of this lease agreement are breached, the lease shall be terminated.

#### SCHEDULE 1

Item	Column 1	Column 2
1	Lessor	Blayney Shire Council
2	Lessee	Lessee name
3	Agreed Lease Amount	\$320 p.a.
4		Graham Lane, Millthorpe. Approximately 580.5m long, and an area of approximately 1.18 hectares, bounded by Lot 2 DP 614384; Lots 39 and 40 DP11125
5	Due Date	14 December 2024 and each anniversary of this date in each year of the Term of Agreement and any holding over period.
6	Annual Rental Adjustment	12 months from commencement and annually there after
7	Address for Payment of Rent	91 Adelaide Street, BLAYNEY NSW 2799
8	Licensee's address for Service of Notices and contact details	
9	Public Risk Insurance amount	<b>\$20 Million</b>
10	Permitted Use	Grazing
11	Commencement Date	14 December 2024
12	Expiry Date	13 December 2029
13	Term of Agreement	5 Years

The terms and conditions of this lease are accepted and understood.

SIGNED

\_\_\_\_\_

Lessee

\_\_\_\_\_

Witness

\_\_\_\_\_

Name (print)

\_\_\_\_\_

Name (print)

\_\_\_\_\_

Date

\_\_\_\_\_

Date

SIGNED on behalf of Blayney Shire Council

\_\_\_\_\_

General Manager

\_\_\_\_\_

Witness

\_\_\_\_\_

Name (print)

\_\_\_\_\_

Name (print)

\_\_\_\_\_

Date

\_\_\_\_\_

Date

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## Lease Graham Lane K and A Jones



**20) ENDORSEMENT OF CROWN LANDS PLAN OF MANAGEMENT****Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 4. Enhance facilities and networks that support Health and Wellbeing of the Community, Sport, Heritage and Cultural interests**File No:** GO.PO.1

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**Recommendation:**

That Council;

1. Endorse the draft Plan of Management for Community Land (Crown Reserves) – Open Space, Parks, Sportsgrounds and Community Facilities and place it on public exhibition for at least 42 days for which submissions may be made.
2. Receive a report following exhibition of the plan, where necessary amendments will be made to the document, for final adoption.

**Reason for Report:**

For Council to endorse the Plan of Management for Community Land (Crown Reserves) and place it on public exhibition for at least 42 days.

**Report:**

With the introduction of the Crown Land Management Act 2016 (CLM Act), Council was appointed Crown Land Manager for many Crown reserves. The CLM Act requires Council to manage the Crown Reserves as public lands in accordance with the Local Government Act. Council was required to:

- Classify the land as operational or community land;
- Assign categories to the community land; and
- Develop and adopt Plans of Management (PoM) for Crown Reserves classified as community land. Council has opted to develop a single document, Plan of Management for Community Land (Crown Reserves).

This project responds to the CLM Act and regulations, which came into effect on 1 July 2018. The CLM Act requires all councils in NSW to act as 'Crown land manager' and manage appointed Crown land reserves as 'Community land' under the Local Government Act 1993 (LG Act).

Council has classified these reserves as 'community land' and categorised according to its current and intended use. Categories are described in the LG Act – sportsground, park, general community use, or natural area (with sub-category of bushland, escarpment, watercourse or wetland).

The Plan of Management must address the essential requirements of the LG Act. It describes the use of the site, permits or prohibits activities and manages use including utilising leases, licences or other estates. It also describes how the sites are currently managed according to each appropriate category.

The PoM is not proposing changes to Crown Reserves in the Blayney LGA. It is intended to formalise existing use arrangements and assist seamless administration and operation going forward.

In 2018 Council was appointed Crown land manager for 14 Crown reserves, as 'Community' land. In addition, there are 8 Crown land reserves classified as 'Operational' land (mainly council office, SES / bush fire brigade buildings and waste sites). It should be noted that unlike Council-owned operational land, Council cannot sell operational Crown land. There are also 3 Crown Land Reserves managed by Council that were 'devolved' to Council, where Plans of Management are not required, however are included in the plan.

It is proposed that draft Plan of Management for Community Land (Crown Reserves) is placed on Public Exhibition. The exhibition period will provide opportunity for community comment. Any changes made during the period of during the public exhibition period will be then sent to the Minister for ministerial approval prior to Council adoption.

Upon adoption Council will have a current comprehensive and coordinated plan for Council controlled Crown community land that will meet current legislative requirements and will be publicly available on Council's website.

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

Section 38 of the LG Act sets out that:

- a council must give public notice of a draft PoM for a period of not less than 28 days
- the public notice must also specify a period of not less than 42 days after the date on which the draft plan is placed on public exhibition during which submissions may be made to the council
- the council must, in accordance with its notice, publicly exhibit the draft plan together with any other matter that it considers appropriate or necessary to better enable the draft plan and its implications to be understood. All documents referred to in a PoM should be displayed at the same time as the draft PoM.

Endorsement and subsequent adoption of the Plan of Management will assist Council to comply with the legal obligations of the Crown Land Management Act 2016.

It will also assist with administration of this land in the future. Council is currently restricted on issuing leases and licences on Crown reserves to a timeframe of 12 months or less. Finalisation of this matter will empower Council to issue leases and licences for lengthier terms where required.

**Budget Implications:**

Council received funding of \$40,753 in 2018 from the Office of Local Government to assist with compilation of documents to comply with the CLM Act. Council expended these funds with engagement of a Project Officer to substantially complete necessary work. The balance of project, requiring engagement, review and approval by other agencies and Crown Lands NSW, was undertaken utilising existing resources under respective approved Operational Plans.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

- |          |  |           |
|----------|--|-----------|
| <b>1</b> | Plan of Management for Community Land (Crown Reserves) | 105 Pages |
|----------|--|-----------|

**21) MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD 14 FEBRUARY 2025**

**Department:** Corporate Services

**Author:** Director Corporate Services

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

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

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**Recommendation:**

That Council;

1. Receive the Minutes of the Audit, Risk and Improvement Committee meeting held 14 February 2025.
2. Note the resignation from Ron Gillard effective from the February 2025 meeting and that he be thanked for his service as Independent Member of the Audit, Risk and Improvement Committee.
3. Appoint the previously shortlisted applicant from the 2024 EOI for Appointment as an Independent Member, Stephen Coates, as an Independent Member of the Blayney Shire Council Audit, Risk and Improvement Committee for a term from 22/05/2025 to 21/05/2029.
4. Note the Committee's concerns on Council's Risk Appetite Summary, regarding its acceptance of any level of risk for WHS and Corporate Governance; and
5. Note that a further report on Council's Risk Appetite Summary will be brought back to the next meeting of the Audit, Risk and Improvement Committee.

**Reason for Report:**

For Council to endorse the minutes of the Blayney Shire Audit, Risk and Improvement committee meeting held 14 February 2025.

**Report:**

The Audit, Risk and Improvement Committee held its meeting 14 February 2025.

Of significance to Council from this meeting were:

- The resignation of Independent Member, Ron Gillard from the Audit, Risk and Improvement Committee and recommendation of Stephen Coates, a previously short-listed candidate from the 2024 EOI for Appointment as an Independent Member. The recommended term is from 22/05/2025 to 21/05/2029.
- The committee's concerns on Council's Risk Appetite Summary regarding its acceptance of any level of risk for WHS and Corporate Governance. A further report has been requested for the next meeting.

The full business paper from the Blayney Shire Audit, Risk and Improvement committee is available to Councillors for reference on the Councillor Portal. The minutes of the meeting held are tabled below:

**MINUTES OF THE BLAYNEY SHIRE COUNCIL AUDIT, RISK &  
IMPROVEMENT COMMITTEE MEETING  
HELD IN THE CHAMBERS, BLAYNEY SHIRE COUNCIL COMMUNITY  
CENTRE, ON 14 FEBRUARY 2025, COMMENCING AT 10:01 AM**

Present: Donna Rygate (Independent - Chair), Ron Gillard (Independent), Liz Jeremy (Independent), Mark Dicker (General Manager), Cr. Bruce Reynolds (Mayor), Anton Franze (Director Corporate Services – Secretariat), Tiffaney Irlam (Chief Financial Officer), Vicki Walker (WHS & Risk Coordinator), Jacob Hogan (Director Infrastructure Services).

**ACKNOWLEDGEMENT OF COUNTRY**

**APOLOGIES**

**RECOMMENDATION:**

That the apology, tendered on behalf of Katy Henry (Intentus - Audit Service Provider for NSW Audit Office), be accepted.

**DISCLOSURES OF INTEREST**

The Director Corporate Services reported the following standing Disclosures of Interest:

<b>Committee Member/Staff</b>	<b>Interest</b>	<b>Item</b>	<b>Pg</b>	<b>Report</b>	<b>Reason</b>
D. Rygate		-	-	-	Chair of Cabonne Shire Council, Upper Macquarie County Council and Central Tablelands Water ARIC Committees (Standing disclosure).
D. Rygate		-	-	-	Member of Western Regional Planning Panel (Standing disclosure).
D. Rygate		-	-	-	Member of Energy Co Board (Standing disclosure).
D. Rygate		-	-	-	Chair of Central Tablelands Local Land Services (LLS) and member of Statewide Board (Standing disclosure).
D. Rygate		-	-	-	Chair of Audit Committee, Service NSW (Standing disclosure).
R. Gillard		-	-	-	Member of Upper Macquarie County Council and Central Tablelands Water ARIC Committees (Standing disclosure).
R. Gillard					Appointment as DCS at Weddin Shire Council.

## **CONFIRMATION OF MINUTES**

### **MINUTES OF THE PREVIOUS MEETING HELD 14 NOVEMBER 2024**

#### **Recommendation:**

That the Minutes of the Audit, Risk and Improvement Committee Meeting held 14 November 2024 be received.

### **MATTERS ARISING FROM THE MINUTES**

Nil.

## **REPORTS**

### **INDEPENDENT MEMBER VACANCY AND RECRUITMENT**

#### **Recommendation:**

That the Audit, Risk and Improvement Committee;

1. Receive the resignation from Ron Gillard effective from the February 2025 meeting and that he be thanked for his service.
2. Recommend to Council that the previously shortlisted applicant from the 2024 EOI for Appointment as an Independent Member, Stephen Coates, be appointed as an Independent Member of the Blayney Shire Council Audit, Risk and Improvement Committee for a term from 22/05/2025 to 21/05/2029.

### **WHS AND RISK REPORT**

#### **Recommendation:**

1. That the WHS and Risk Coordinator's report be received.
2. That the Committee's concerns on Council's Risk Appetite Summary be noted, regarding its acceptance of any level of risk for WHS and Corporate Governance; and
3. That a further report on Council's Risk Appetite Summary be brought back to the next meeting.

### **FINANCE ACTIVITIES REPORT: DECEMBER 2024 - FEBRUARY 2025**

#### **Recommendation:**

That the Finance Activities report for period December 2024 – February 2025 be received.

Jacob Hogan joined meeting at 10.54am

**MANAGEMENT LETTER ON FINAL PHASE OF 2023/24  
EXTERNAL AUDIT****Recommendation:**

That the Audit, Risk and Improvement Committee;

1. Receive the Management Letter on the Final Phase of the Audit for the year ended 30 June 2024 from the NSW Audit Office; and
2. Note the one new matter requiring the attention of management.

**ANNUAL AND STRATEGIC WORKPLAN UPDATE****Recommendation:**

That the Audit, Risk and Improvement Committee;

1. Note the Annual and Strategic Work Plan report; and
2. Be provided a report and draft Annual and Strategic Work Plan for endorsement at the next meeting.

**REVIEW OF PROCUREMENT****Recommendation:**

That the update on the Review of Procurement be noted.

**SCHEDULE OF OUTSTANDING AUDIT RECOMMENDATIONS****Recommendation:**

That the Schedule of Outstanding Audit Recommendations report be received.

**PRESCRIBED FUNCTIONS ACTIVITY REPORT****Recommendation:**

That the report on Prescribed Functions outlining activities in Risk Management, Financial Management, Legislative Compliance, External Audit, Governance, Service reviews / improvements and Fraud and corruption prevention be received.

**UPDATE ON MAJOR DEVELOPMENTS****Recommendation:**

That the Update on Major Developments report be received.

There being no further business, the meeting concluded at 11.34am

**Risk/Policy/Legislation Considerations:**

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

The objective of the Committee is to provide independent assurance and assistance to Council with respect to the following key areas as per Section 428A of the Local Government Act 1993. Such areas include compliance; risk management; fraud control; internal control; financial management;

governance; service reviews; other matters prescribed by the regulations, and execution of Council functions.

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

**Budget Implications:**

Costs associated with holding of Committee meetings, sitting fees for independent members and associated service reviews / audits are provided for in Council's 2024/25 Operational Plan for this purpose.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil



**22) COMPLIANCE AND REPORTING ACTIVITIES****Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance**File No:** IM.CO.3**Recommendation:**

That the report on Compliance and Reporting Activities for the six month period to 31 December 2024 be received.

**Reason for Report:**

For Council to be updated on compliance and reporting activities for the six month period to 31 December 2024.

**Report:**

The Office of Local Government (OLG) issues all councils with a calendar of compliance and reporting activities annually. These activities are statutory obligations required under various pieces of legislation.

This report outlines compliance and reporting activities undertaken for the six month period to 31 December 2024:

Activity	Legislation	Due Date	Completion Date
Delivery Program progress report to Council	L.G. Act s.404(5)	6 monthly	22/10/2024
Review of Agency Information guide at intervals of not more than 12 months	GIPA Act s.21	Annually	23/07/2024
Risk management framework and internal audit function established	G/L (L.G Act s.23)	01/07/2024	01/07/2024
Proposed loan borrowings return lodgement to TCorp	OLG Guideline	07/07/2024	01/07/2024
Last day for resolution for making rates	L.G. Act s.533	01/08/2024	25/06/2024
Public Interest Disclosure (PID) (six monthly) report to NSW Ombudsman	PID Act s.6CA	30/07/2024	29/07/2024
Rates levied by service of rates & charges notice	L.G. Act s.562	01/08/2024	12/07/2024
Table completed Pecuniary Interest Returns for Councillors and Designated Persons at Council meeting after due date	MCC cl.4.21 & 4.25	Council meeting after 30/09/2024	22/10/2024
ARIC to have met within quarter	L.G. Reg 216J	30/09/2024	21/08/2024

<b>Activity</b>	<b>Legislation</b>	<b>Due Date</b>	<b>Completion Date</b>
Lodgement of Public Interest Disclosures Annual Report with Minister and NSW Ombudsman	Public Interest Disclosures Act s.31	30/10/2024	29/07/2024
Lodgement of Government Information (Public Access) Act Annual Report with Minister and Information Commissioner	Government Information (Public Access) Act s.125 & Regulation cl. 7	30/10/2024	24/09/2024
Issue 2nd Rates Instalment notices	L.G. Act s.562	31/10/2024	15/10/2024
Audited Financial Statement to be lodged with OLG	L.G. Act s.417(5)	31/10/2024	4/10/2024
Financial Data Return to be lodged with OLG	L.G. Act s.417(5)	31/10/2024	31/10/2024
Submission of Quarterly Budget Review Statement to Council (1st Quarter)	L.G. Reg. cl.203(1)	30/11/2024	26/11/2024
Notify Minister (via OLG) that Annual Report posted on website.	L.G. Act s.428	30/11/2024	23/10/2024
State of the Shire Report presented and endorsed at second meeting of new council	IPR G/L EE 1.11	30/11/2024	22/10/2024
Presentation of Audited Financial Reports to public	L.G. Act s.418(2)	5/12/2024	22/10/2024
Model Code of Conduct Statistics reported to Council	MCC 11.1	30/12/2024	26/11/2024
ARIC to have met within quarter	L.G. Reg 216J	31/12/2024	14/11/2024

**Risk/Policy/Legislation Considerations:**

Nil

**Budget Implications:**

Nil

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**23) DISCLOSURES OF INTERESTS BY COUNCILLORS RETURNS**

**Department:** Corporate Services

**Author:** Director Corporate Services

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

**File No:** PE.DI.1

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**Recommendation:**

That the Disclosures of Interests by Councillors Returns, as tabled, be received.

**Reason for Report:**

For Council to fulfil its “*Disclosure of Interests in Written Returns*” obligations to maintain a register and tabling of returns under Part 4 of the Model Code of Conduct for Local Councils in NSW and Council's adopted Code of Conduct for Councillors.

**Report:**

In accordance with clause 4.13 all returns disclosing interests of Councillors elected, as at the election declaration date of 1 October 2024, must be tabled at the first meeting of Council following the last day for lodgement of the returns. This date was 31 December 2024.

Returning Councillors are not required to lodge a return where they made and lodged a return in the preceding 3 months. Returns of Councillors from the previous term were tabled at the Council meeting held 22 October 2024 and are within the 3 month lodgement timeframe.

Councillors are also required to submit returns where they are aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed.

Accordingly, a copy of the returns are tabled at this meeting for the newly elected Councillors at 1 October 2024 and Councillors whose circumstances have changed and warranted a further disclosure.

**Risk/Policy/Legislation Considerations:**

The Model Code of Conduct for Local Councils in NSW requires:

- Disclosure of Interests in Written Returns to be submitted within 3 months of election by Councillors;
- Disclosure of Interests in Written Returns to be submitted within 3 months of 30 June;
- Disclosure of Interests in Written Returns to be submitted by the councillor becoming aware of an interest they are required to disclose that has not been previously disclosed in a return lodged;

- The general manager to keep a register of returns required to be made and lodged with the general manager; and
- That they be lodged at the next meeting after the prescribed due date for lodgement and be placed on Council's website.

**Budget Implications:**

Nil

**Enclosures (following report)**

1 Disclosures by Councillors Returns

13 Pages

**Attachments (separate document)**

Nil

MODEL CODE OF CONDUCT FOR LOCAL COUNCILS IN NSW – PART 4  
(Prescribed under Local Government Regulation 2005)

OFFICE USE ONLY	
Received...	9 12 24
General Manager	

**DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS  
RETURN**

**DIRECTIONS:**

- The pecuniary interests and other matters to be disclosed in this return are prescribed by Part 4 of the Code of Conduct.
- If this return is the first return required to be submitted by you after attaining the position of councillor or designated person, do not complete Parts C, D and H of the return. All other Parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.  
If this return is not the first return required to be submitted by you after attaining that position, all Parts of the return should be completed with appropriate information for the relevant return period since the last return, that is, the period from the return date of the last return to 30 June in this year or the period from the end of the last return period to 30 June in this year (whichever is appropriate).
- The particulars required to complete this form are to be written in block letters or typed.
- If any space is insufficient in this form for all the particulars required to complete it, an appendix is to be attached for that purpose which is properly identified and signed by you.
- If there are no pecuniary interests or other matters of the kind required to be disclosed under a particular main heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.
- "\*\*" means delete whichever is inapplicable.
- Schedule 2 of the Code of Conduct provides explanation of information to be furnished.

**Important Information**

This information is being collected for the purpose of compliance with the Code of Conduct. You must not lodge a return that you know or ought reasonably to know is false or misleading in a material particular. Complaints made about contraventions of these requirements may be referred to the Local Government Pecuniary Interest Tribunal.

The information collected on this form will be kept by the general manager at the council chambers in a register of returns. Everyone is entitled to inspect the register of returns free of charge. You may correct or update the information contained in the register of returns by submitting a fresh return at any time.

**DISCLOSURES OF PECUNIARY INTERESTS AND OTHER MATTERS  
BY**

BRUCE [REDACTED] REYNOLDS

(full name of councillor or designated person)

\*AS AT 9-12-2024 (return date)

\*IN RESPECT OF THE PERIOD FROM 1-7-2023 TO 9-12-2024 (return period)

Submitted 9-12-2023

(date)

(councillor's or designated person's signature)

**A. REAL PROPERTY**

Address of each parcel of real property in which I had an interest *at the return date / * at any time during the return period	Nature of interest
[REDACTED]	OWNERSHIP WITH WIFE

**B. SOURCES OF INCOME**

1. \*Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June: / \*Sources of income I received from an occupation at any time during the return period:

Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
CASUAL ACADEMIC	CHARLES STURT UNIVERSITY - BOOROOMA ST WAGGA WAGGA NSW 2678	NIL
UPPER MACQUARIE COUNTY COUNCILLOR	UPPER MACQUARIE COUNTY COUNCIL 7 LEE STREET, KELSO NSW 2795 CONCLUDED 13TH SEPTEMBER 2024	NIL
BLAYNEY COUNCILLOR	BLAYNEY SHIRE COUNCIL 91 ADELAIDE STREET BLAYNEY NSW 2799	NIL

2. \*Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June: / \*Sources of income I received from a trust during the return period:

Name and address of settlor	Name and address of trustee

3. \*Sources of income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June: \*Sources of other income I received at any time during the return period:  
(Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

INTEREST FROM ST GEORGE BANK	
------------------------------	--

DIVIDEND DISTRIBUTION FROM BA REYNOLDS PTY LTD			
FARM INCOME FROM AGRICULTURE BUSINESS			
<b>C. GIFTS</b>			
Description of each gift I received at any time during the return period	Name and address of donor		
Nil			
<b>D. CONTRIBUTIONS TO TRAVEL</b>			
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertake	Name of States, Territories of the Commonwealth and overseas countries in which travel undertaken	
UPPER MACQUARIE COUNTY COUNCIL	VARIOUS	NSW – TO ATTEND COUNCIL MEETINGS IN BATHURST	
BLAYNEY SHIRE COUNCIL	VARIOUS	NSW - ATTEND COUNCIL ACTIVITIES	
NSW FARMERS ASSOCIATION	VARIOUS	NSW- TO ATTEND MEETINGS	
NSW NATIONAL PARKS AND WILDLIFE SERVICE WEST REGIONAL ADVISORY COMMITTEE	VARIOUS	NSW – TO ATTEND MEETINGS	
<b>E. INTERESTS AND POSITIONS IN CORPORATIONS</b>			
Name and address of each corporation in which I had an interest or held a position *at the return date/ *at any time during the return period	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
BA REYNOLDS PTY LTD	SHAREHOLDER	DIRECTOR	INVESTMENT BUSINESS
<b>F. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS</b>			
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) *at the return date / *at any time during the return period	Description of position		
NSW FARMERS ASSOCIATION	EXECUTIVE COUNCILLOR CONCLUDED 31-3-2024		
NSW FARMERS ASSOCIATION	AGRICULTURE SCIENCE COMMITTEE – DEPUTY CHAIR CONCLUDED 31-3-2024		
NSW FARMERS ASSOCIATION	BUSINESS, ECONOMICS AND TRADE COMMITTEE -DEPUTY CHAIR CONCLUDED 31-3-2024		
NSW FARMERS ASSOCIATION BLAYNEY BRANCH	TREASURER CONCLUDED 31-3-2024		
NSW VALUER GENERAL ADVISORY GROUP	MEMBER CONCLUDED 31-3-2024		
NSW NATIONAL PARKS AND WILDLIFE SERVICE WEST REGIONAL ADVISORY COMMITTEE	ADVISORY COMMITTEE MEMBER		
CALARE FEDERAL ELECTORAL COUNCIL NATIONAL PARTY	TRUSTEE		
BATHURST STATE ELECTORAL COUNCIL NATIONAL PARTY	DEPUTY CHAIR		
McPHILLAMYS GOLD COMMUNITY CONSULTIVE COMMITTEE	ALTERNATE MEMBER/MEMBER		
TRANSPORT FOR NSW STAKEHOLDER WORKING GROUP	MEMBER CONCLUDED 31-3-2024		
CANOBOLAS ZONE NSW RURAL FIRE SERVICE BUSHFIRE MANAGEMENT COMMITTEE	CHAIR		
CANOBOLAS ZONE NSW RURAL FIRE SERVICE BUSHFIRE LIAISON COMMITTEE	MEMBER - ALTERNATE CHAIR		
<b>G. DEBTS</b>			

Name and address of each person to whom I was liable to pay any debt *at the return date / *at any time during the return period
NIL
<b>H. DISPOSITIONS OF PROPERTY</b>
1. Particulars of each disposition of real property by me at any time during the return period as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NIL
2. Particulars of each disposition of property to a person by any other person under arrangements made by me, being dispositions made at any time during the return period, as a result of which I obtained, either wholly or in part, the use and benefit of the property.
NIL
<b>I. DISCRETIONARY DISCLOSURES</b>

MODEL CODE OF CONDUCT FOR LOCAL COUNCILS IN NSW – PART 4  
(Prescribed under Local Government Regulation 2005)

**DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS  
RETURN**

**OFFICE USE ONLY**

Received

5/11/24

General Manager

**DIRECTIONS:**

1. The pecuniary interests and other matters to be disclosed in this return are prescribed by Part 4 of the Code of Conduct.
2. If this return is the first return required to be submitted by you after attaining the position of councillor or designated person, do not complete Parts C, D and H of the return. All other Parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.  
If this return is not the first return required to be submitted by you after attaining that position, all Parts of the return should be completed with appropriate information for the relevant return period since the last return, that is, the period from the return date of the last return to 30 June in this year or the period from the end of the last return period to 30 June in this year (whichever is appropriate).
3. The particulars required to complete this form are to be written in block letters or typed.
4. If any space is insufficient in this form for all the particulars required to complete it, an appendix is to be attached for that purpose which is properly identified and signed by you.
5. If there are no pecuniary interests or other matters of the kind required to be disclosed under a particular main heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.
6. "—" means delete whichever is inapplicable.
7. Schedule 2 of the Code of Conduct provides explanation of information to be furnished.

**Important Information**

This information is being collected for the purpose of compliance with the Code of Conduct. You must not lodge a return that you know or ought reasonably to know is false or misleading in a material particular. Complaints made about contraventions of these requirements may be referred to the Local Government Pecuniary Interest Tribunal.

The information collected on this form will be kept by the general manager at the council chambers in a register of returns. Everyone is entitled to inspect the register of returns free of charge. You may correct or update the information contained in the register of returns by submitting a fresh return at any time.

**DISCLOSURES OF PECUNIARY INTERESTS AND OTHER MATTERS BY**

IRIS [REDACTED] DORSET

(full name of councillor or designated person)

1/ October / 2024 (return date)

\*IN RESPECT OF THE PERIOD FROM

TO

(return period)

31/ October / 2024  
(date)

[REDACTED]  
(designated person's signature)

**A. REAL PROPERTY**

Street address of each parcel of real property in which I had an interest \*at the return date / \* at any time during the return period

Nature of interest

OWNER / OCCUPIER

**B. SOURCES OF INCOME**

1. \*Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June: / \*Sources of income I received from an occupation at any time during the return period:

Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Councillor	Blayney Shire Council	—
Board member	Central Tablelands Wood Authority	—

2. \*Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June: / \*Sources of income I received from a trust during the return period:

Name and address of settlor	Name and address of trustee
NIL	

3. \*Sources of income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June: \*Sources of other income I received at any time during the return period:  
(Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

Carelink - [REDACTED]	Pension



C. GIFTS			
Description of each gift I received at any time during the return period		Name and address of donor	

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel undertaken

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position *at the return date / *at any time during the return period	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
CENTRAL TABLELANDS		Board member	Weed control
LEEDS AUTHORITY			

F. WERE YOU A PROPERTY DEVELOPER OR A CLOSE ASSOCIATE OF A PROPERTY DEVELOPER ON THE RETURN DATE?
<del>YES</del> (NO)

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) *at the return date / *at any time during the return period	Description of position
NIL	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt *at the return date / *at any time during the return period

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me at any time during the return period as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NIL
2. Particulars of each disposition of property to a person by any other person under arrangements made by me, being dispositions made at any time during the return period, as a result of which I obtained, either wholly or in part, the use and benefit of the property.
NIL

J. DISCRETIONARY DISCLOSURES
NIL

**MODEL CODE OF CONDUCT FOR LOCAL COUNCILS IN NSW – PART 4**  
(Prescribed under Local Government Regulation 2005)

**DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS  
RETURN**

<b>OFFICE USE ONLY</b>	
Received	31/12/2024
[Signature] General Manager	

**DIRECTIONS:**

- The pecuniary interests and other matters to be disclosed in this return are prescribed by Part 4 of the Code of Conduct.
- If this return is the first return required to be submitted by you after attaining the position of councillor or designated person, do not complete Parts C, D and H of the return. All other Parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.  
If this return is not the first return required to be submitted by you after attaining that position, all Parts of the return should be completed with appropriate information for the relevant return period since the last return, that is, the period from the return date of the last return to 30 June in this year or the period from the end of the last return period to 30 June in this year (whichever is appropriate).
- The particulars required to complete this form are to be written in block letters or typed.
- If any space is insufficient in this form for all the particulars required to complete it, an appendix is to be attached for that purpose which is properly identified and signed by you.

- If there are no pecuniary interests or other matters of the kind required to be disclosed under a particular main heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.
- "\*\*" means delete whichever is inapplicable.
- Schedule 2 of the Code of Conduct provides explanation of information to be furnished.

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The information collected on this form will be kept by the general manager at the council chambers in a register of returns. Everyone is entitled to inspect the register of returns free of charge. You may correct or update the information contained in the register of returns by submitting a fresh return at any time.

**DISCLOSURES OF PECUNIARY INTERESTS AND OTHER MATTERS BY**

CRATIE GOSEWICK  
(full name of councillor or designated person)

01/10/2024 (return date)

\*IN RESPECT OF THE PERIOD FROM

TO (return period)

02/12/2024  
(date)

(councillor's or designated person's signature)

**A. REAL PROPERTY**

Street address of each parcel of real property in which I had an interest \*at the return date / \* at any time during the return period

Nature of interest

Mortgage

**B. SOURCES OF INCOME**

1. \*Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June: / \*Sources of income I received from an occupation at any time during the return period:

Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
<u>St. Storm</u>	<u>Newmont - Cadiz Rd Park</u>	
<u>Councillor</u>	<u>Blayney Shire Council</u>	
<u>Councillor</u>	<u>Central Tablelands Water</u>	

2. \*Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June: / \*Sources of income I received from a trust during the return period:

Name and address of settlor	Name and address of trustee

3. \*Sources of income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June: \*Sources of other income I received at any time during the return period:  
(Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)


C. GIFTS			
Description of each gift I received at any time during the return period	Name and address of donor		

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertake	Name of States, Territories of the Commonwealth and overseas countries in which travel undertaken

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position *at the return date / *at any time during the return period	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)

F. WERE YOU A PROPERTY DEVELOPER OR A CLOSE ASSOCIATE OF A PROPERTY DEVELOPER ON THE RETURN DATE?
Yes / No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) *at the return date / *at any time during the return period	Description of position

H. DEBTS
Name and address of each person to whom I was liable to pay any debt *at the return date / *at any time during the return period

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me at any time during the return period as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
2. Particulars of each disposition of property to a person by any other person under arrangements made by me, being dispositions made at any time during the return period, as a result of which I obtained, either wholly or in part, the use and benefit of the property.

J. DISCRETIONARY DISCLOSURES

MODEL CODE OF CONDUCT FOR LOCAL COUNCILS IN NSW – PART 4  
(Prescribed under Local Government Regulation 2005)

**DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS  
RETURN**

OFFICE USE ONLY

Received 10/2/25

General Manager

**DIRECTIONS:**

1. The pecuniary interests and other matters to be disclosed in this return are prescribed by Part 4 of the Code of Conduct.
2. If this return is the first return required to be submitted by you after attaining the position of councillor or designated person, do not complete Parts C, D and H of the return. All other Parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.  
If this return is not the first return required to be submitted by you after attaining that position, all Parts of the return should be completed with appropriate information for the relevant return period since the last return, that is, the period from the return date of the last return to 30 June in this year or the period from the end of the last return period to 30 June in this year (whichever is appropriate).
3. The particulars required to complete this form are to be written in block letters or typed.
4. If any space is insufficient in this form for all the particulars required to complete it, an appendix is to be attached for that purpose which is properly identified and signed by you.
5. If there are no pecuniary interests or other matters of the kind required to be disclosed under a particular main heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.
6. "\*" means delete whichever is inapplicable.
7. Schedule 2 of the Code of Conduct provides explanation of information to be furnished.

**Important Information**

This information is being collected for the purpose of compliance with the Code of Conduct. You must not lodge a return that you know or ought reasonably to know is false or misleading in a material particular. Complaints made about contraventions of these requirements may be referred to the Local Government Pecuniary Interest Tribunal.

The information collected on this form will be kept by the general manager at the council chambers in a register of returns. Everyone is entitled to inspect the register of returns free of charge. You may correct or update the information contained in the register of returns by submitting a fresh return at any time.

**DISCLOSURES OF PECUNIARY INTERESTS AND OTHER MATTERS BY**

31/12/2024 (return date)

Karl Hutchings

(full name of councillor or designated person)

\*IN RESPECT OF THE PERIOD FROM

01/10/2024

TO

31/12/2024

(return period)

31/12/2024

(date)

(designated person's signature)

**A. REAL PROPERTY**

Street address of each parcel of real property in which I had an interest *at the return date / * at any time during the return period	Nature of interest

**B. SOURCES OF INCOME**

1. \*Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June: / \*Sources of income I received from an occupation at any time during the return period:

Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Police Officer	New South Wales Police Force	

2. \*Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June: / \*Sources of income I received from a trust during the return period:

Name and address of settlor	Name and address of trustee

3. \*Sources of income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June: \*Sources of other income I received at any time during the return period:  
(Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

Rental Income	
Rental Income	



C. GIFTS			
Description of each gift I received at any time during the return period		Name and address of donor	

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertake	Name of States, Territories of the Commonwealth and overseas countries in which travel undertaken

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position *at the return date/ *at any time during the return period	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)

F. WERE YOU A PROPERTY DEVELOPER OR A CLOSE ASSOCIATE OF A PROPERTY DEVELOPER ON THE RETURN DATE?
— Yes / No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) *at the return date / *at any time during the return period	Description of position


H. DEBTS
Name and address of each person to whom I was liable to pay any debt *at the return date / *at any time during the return period
Police Bank

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me at any time during the return period as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
2. Particulars of each disposition of property to a person by any other person under arrangements made by me, being dispositions made at any time during the return period, as a result of which I obtained, either wholly or in part, the use and benefit of the property.

J. DISCRETIONARY DISCLOSURES

MODEL CODE OF CONDUCT FOR LOCAL COUNCILS IN NSW – PART 4  
(Prescribed under Local Government Regulation 2005)

**DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS  
RETURN**

<b>OFFICE USE ONLY</b>	
Received...	9.12.24
	
General Manager	

**DIRECTIONS:**

- The pecuniary interests and other matters to be disclosed in this return are prescribed by Part 4 of the Code of Conduct.
- If this return is the first return required to be submitted by you after attaining the position of councillor or designated person, do not complete Parts C, D and H of the return. All other Parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.  
If this return is not the first return required to be submitted by you after attaining that position, all Parts of the return should be completed with appropriate information for the relevant return period since the last return, that is, the period from the return date of the last return to 30 June in this year or the period from the end of the last return period to 30 June in this year (whichever is appropriate).
- The particulars required to complete this form are to be written in block letters or typed.
- If any space is insufficient in this form for all the particulars required to complete it, an appendix is to be attached for that purpose which is properly identified and signed by you.
- If there are no pecuniary interests or other matters of the kind required to be disclosed under a particular main heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.
- "\*\*" means delete whichever is inapplicable.
- Schedule 2 of the Code of Conduct provides explanation of information to be furnished.

**Important Information**

This information is being collected for the purpose of compliance with the Code of Conduct. You must not lodge a return that you know or ought reasonably to know is false or misleading in a material particular. Complaints made about contraventions of these requirements may be referred to the Local Government Pecuniary Interest Tribunal.

The information collected on this form will be kept by the general manager at the council chambers in a register of returns. Everyone is entitled to inspect the register of returns free of charge. You may correct or update the information contained in the register of returns by submitting a fresh return at any time.

**DISCLOSURES OF PECUNIARY INTERESTS AND OTHER MATTERS BY**

**John Newstead**

(full name of councillor or designated person)

09/12/24

(return date)

\*IN RESPECT OF THE PERIOD FROM

TO

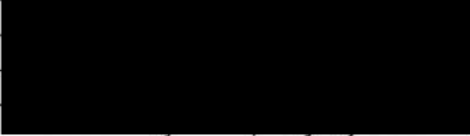
(return period)

09/12/24

(date)

(councillor's or designated person's signature)

**A. REAL PROPERTY**

Street address of each parcel of real property in which I had an interest *at the return date / * at any time during the return period	Nature of interest
	Owner
	Owner
	Owner
	Owner

**B. SOURCES OF INCOME**

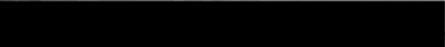

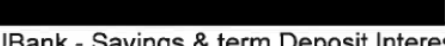

1. \*Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June: / \*Sources of income I received from an occupation at any time during the return period:

Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Bus Operator	Apple City Tours	N/A
	672 Burrendong Way, Orange 2800	

2. \*Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June: / \*Sources of income I received from a trust during the return period:

Name and address of settlor	Name and address of trustee
Nil	Nil

3. \*Sources of income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June: \*Sources of other income I received at any time during the return period:  
(Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

Rent - 	Rent - 
Rent - 	Rent - 
NAB & UBank - Savings & term Deposit Interest	Great Southern Bank - Term Deposit Interest
Commonwealth Bank - Share Dividends	Medibank - Share Dividends
IAG - Share Dividends	Telstra - Share Dividends
Blayney Shire Council - Councillor Fees	Central Tablelands Water - Councillor Fees

<b>C. GIFTS</b>			
Description of each gift I received at any time during the return period		Name and address of donor	
Nil		N/A	

<b>D. CONTRIBUTIONS TO TRAVEL</b>		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertake	Name of States, Territories of the Commonwealth and overseas countries in which travel undertaken
N/A	N/A	N/A

<b>E. INTERESTS AND POSITIONS IN CORPORATIONS</b>			
Name and address of each corporation in which I had an interest or held a position *at the return date/ *at any time during the return period	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
N/A	N/A	N/A	N/A

<b>F. WERE YOU A PROPERTY DEVELOPER OR A CLOSE ASSOCIATE OF A PROPERTY DEVELOPER ON THE RETURN DATE?</b>
Yes / No

<b>G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS</b>	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) *at the return date / *at any time during the return period	Description of position
N/A	N/A

<b>H. DEBTS</b>
Name and address of each person to whom I was liable to pay any debt *at the return date / *at any time during the return period
N/A

<b>I. DISPOSITIONS OF PROPERTY</b>
1. Particulars of each disposition of real property by me at any time during the return period as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
N/A
2. Particulars of each disposition of property to a person by any other person under arrangements made by me, being dispositions made at any time during the return period, as a result of which I obtained, either wholly or in part, the use and benefit of the property.
N/A

<b>J. DISCRETIONARY DISCLOSURES</b>
N/A



**MODEL CODE OF CONDUCT FOR LOCAL COUNCILS IN NSW – PART 4**  
(Prescribed under Local Government Regulation 2005)

**DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS  
RETURN**

OFFICE USE ONLY

Received 17/12/24

General Manager

**DIRECTIONS:**

1. The pecuniary interests and other matters to be disclosed in this return are prescribed by Part 4 of the Code of Conduct.
2. If this return is the first return required to be submitted by you after attaining the position of councillor or designated person, do not complete Parts C, D and H of the return. All other Parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.  
If this return is not the first return required to be submitted by you after attaining that position, all Parts of the return should be completed with appropriate information for the relevant return period since the last return, that is, the period from the return date of the last return to 30 June in this year or the period from the end of the last return period to 30 June in this year (whichever is appropriate).
3. The particulars required to complete this form are to be written in block letters or typed.
4. If any space is insufficient in this form for all the particulars required to complete it, an appendix is to be attached for that purpose which is properly identified and signed by you.
5. If there are no pecuniary interests or other matters of the kind required to be disclosed under a particular main heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.
6. "\*" means delete whichever is inapplicable.
7. Schedule 2 of the Code of Conduct provides explanation of information to be furnished.

**Important Information**

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**DISCLOSURES OF PECUNIARY INTERESTS AND OTHER MATTERS BY****01/10/2024**

(return date)

**Rebecca Scott**

(full name of councillor or designated person)

\*IN RESPECT OF THE PERIOD FROM

TO

(return period)

**17/12/2024**

(date)

(councillor's or designated person's signature)

**A. REAL PROPERTY**

Street address of each parcel of real property in which I had an interest \*at the return date / \* at any time during the return period

Nature of interest

Tenant

**B. SOURCES OF INCOME**

1. \*Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June: / \*Sources of income I received from an occupation at any time during the return period:

Description of occupation

Name and address of employer or description of office held (if applicable)

Name under which partnership conducted (if applicable)

Solicitor

Self Employed, Principal Solicitor

2. \*Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June: / \*Sources of income I received from a trust during the return period:

Name and address of settlor

Name and address of trustee

NIL

3. \*Sources of income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June: \*Sources of other income I received at any time during the return period:  
(Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

General bank interest on Bank accounts

Westpac Bank

Councillor Fees

Blayney Shire Council



C. GIFTS	
Description of each gift I received at any time during the return period	Name and address of donor
Nil	

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertake	Name of States, Territories of the Commonwealth and overseas countries in which travel undertaken
Nil		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position *at the return date/ *at any time during the return period	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)

F. WERE YOU A PROPERTY DEVELOPER OR A CLOSE ASSOCIATE OF A PROPERTY DEVELOPER ON THE RETURN DATE?
Yes / No No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) *at the return date / *at any time during the return period	Description of position
Law Society of New South Wales	Member

H. DEBTS
Name and address of each person to whom I was liable to pay any debt *at the return date / *at any time during the return period

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me at any time during the return period as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
Nil
2. Particulars of each disposition of property to a person by any other person under arrangements made by me, being dispositions made at any time during the return period, as a result of which I obtained, either wholly or in part, the use and benefit of the property
Nil

J. DISCRETIONARY DISCLOSURES
I am the Treasurer and a life member of the Blayney Senior Football Club (Soccer)
I am a member of Blayney Canassist, I am the Treasurer of the Blayney Town Association
I am a member of the Blayney A and P Association

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

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**Recommendation:**

That Council;

1. Adopt the Model Code of Conduct for Councillors,
2. Adopt the Model Code of Conduct for Council staff, and
3. Adopt the Model Code of Conduct for Council Committee Members, Delegates of Council and Council Advisers
4. Adopt the Procedures for the Administration of the Model Code of Conduct
5. Note the above will be included in Council's policy register.

**Reason for Report:**

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

**Report:**

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

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

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

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

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

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

Under Part 3 of the Procedures for the Administration of the Model Code of Conduct, Council must establish a panel of conduct reviewers for a term of up to four years. The Central West Joint Organisation conducted an EOI for Regional Panel of Code of Conduct Reviewers (No. CS1\_2024) and it is intended to utilise this panel when required. The panel appointment does not require a resolution of Council however details are provided information.

The Regional Panel of Conduct reviewers is in place until 30 June 2028 and comprises:

- A Human Agency Pty Ltd
- Centium
- Hunter Councils Legal Services Limited
- Mediate Today Pty Ltd
- Pendlebury Workplace Law
- Redenbach Group Pty Ltd
- Sinc Solutions Pty Ltd

All policy documents are as per model documents prescribed by the Office of Local Government. A copy of proposed of the documents for adoption are provided as an attachment to this report.

**Risk/Policy/Legislation Considerations:**

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

**Budget Implications:**

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

**Enclosures (following report)**

Nil

**Attachments (separate document)**

1	Code of Conduct for Councillors	43 Pages
2	Code of Conduct for Council Staff	39 Pages
3	Code of Conduct for Council Committee Members, Delegates of Council and Council Advisers	34 Pages
4	Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW	35 Pages

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

That Council;

1. Place the Payment of Expenses and the Provision of Facilities to the Mayor and Councillors Policy on public exhibition, giving public notice of Council's intention to adopt the policy, for a period of at least 28 days.
2. Receive a report following exhibition of the plan, where submissions and necessary amendments made to the document will be considered, for final adoption.

**Reason for Report:**

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

**Report:**

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

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

Council's Payment of Expenses and the Provision of Facilities to the Mayor and Councillors policy as proposed has a number of amendments including administrative arrangements. The amendments of significance are summarised in the table below:

Clause	Title	Amendment
3.1	Conferences and Seminars	Councillors shall be entitled to attend 1 conference or seminar per annum as authorised by the Mayor or General Manager.
5.2.1	Technology equipment – Mobile devices	Delete reference to provision of a \$50 iTunes card to each Councillor each term.

Clause	Title	Amendment
5.2.2	Data and Telecommunications Allowance	Amendment of clause to include eligibility for telecommunications in addition to data. Allowance is proposed at fixed amount of \$50 per month, from amount determined annually (currently \$78 per month), for 50% reimbursement of service plan charges.
5.3	Apparel	<p>Reduce provision of apparel to 1 scarf or tie and 1 corporate polo shirt or dress.</p> <p>Add provision of an allowance for apparel with a Council logo, from Council's approved clothing supplier, up to an amount of \$600 per Council term. Within this allowance reimbursement of costs of clothing, including logo embroidery, purchased by Councillors may also be sought subject to the prior agreement of the General Manager.</p>
5.5	Return of Facilities	Include reference to Councillor purchase of equipment previously allocated, at the discretion of the General Manager, for an agreed fair market price determined through a transparent market tested process pursuant to Council's Disposal of Assets Policy.

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

The policy is attached and with amendments highlighted and underlined.

**Risk/Policy/Legislation Considerations:**

Pursuant to s.252 Local Government Act 1993 Council must give public notice of their intention to adopt the policy allow a period of public exhibition for 28 days for submissions and prior to adoption consider any submissions made within the time allowed and make any appropriate changes to the draft policy or amendment.

**Budget Implications:**

Expenses and facilities provided for in policy are provided for in Council's Operational Plan. Proposed amendments to the policy are forecast to result in an increase to expenditure of approximately \$8,000 per annum.

**Enclosures (following report)**

- |   |   |          |
|---|---|----------|
| 1 | Payment of Expenses and the Provision of Facilities<br>to the Mayor and Councillors | 17 Pages |
|---|---|----------|

**Attachments (separate document)**

Nil



**Payment of Expenses and the  
provision of Facilities to the Mayor and  
Councillors Policy**

<b>Policy</b>	1A
<b>Officer Responsible</b>	Director Corporate Services
<b>Last Review Date</b>	XX/XX/XX

**Strategic Policy**



## 1. OBJECTIVE OF POLICY

Section 252 (1) of the Local Government Act 1993 requires Council to adopt a policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the mayor, the deputy mayor and other councillors (including Administrators) in relation to discharging the functions of civic office.

The purpose of this policy is to ensure that councillors receive adequate and reasonable expenses and facilities to enable them to carry out their civic duties and that there is accountability and transparency in the payment of expenses incurred, or to be incurred by Councillors (including Administrators). The overriding principle to be addressed in the development of this policy is that the provisions of the policy meet the expectations of the local community.

This policy does not deal with matters associated with the setting and payment of annual fees to the Mayor and Councillors, which are determined by the Local Government Remuneration Tribunal.

Any reference hereon in this policy to Councillors will encompass Administrators.

## 2. STATUS OF THE POLICY

This policy has been prepared in accordance with the “Guidelines for the Payment of Expenses and the Provision of Facilities for Mayors and Councillors in NSW” as issued by the Office of Local Government, Department of Premier and Cabinet dated 7 October 2009 (Circular 09-36).

## 3. PAYMENT OF EXPENSES

### 3.1. CONFERENCES AND SEMINARS

Requests for attending conferences shall be in writing outlining the benefits for Council. A written report shall be furnished to Council from the Councillor or staff accompanying the Councillor on the aspects of the conference relevant to council business and / or the community. No written report shall be required for the Local Government NSW Annual Conference.

Council will meet the following expenses for Councillors attending conferences and seminars which have been authorised by ~~Council~~ resolutionGeneral Manager or by the Mayor under delegated authority. Councillors shall be entitled to attend 1 conference or seminar per annum.



**3.1.1. Registration Fees**

- i) Payment of registration fees for attendance at conference / seminar sessions.
- ii) Payment of official conference / seminar lunches and dinners, and associated tours where they are relevant to the business and interests of Council, if not covered by the registration cost.

**3.1.2. Accommodation**

Payment of accommodation costs on the following basis:

- i) Accommodation selected by the Council or General Manager on the basis of cost and convenience of location to the conference. A Councillor may choose accommodation at a different location but which is the same cost or less.
- ii) The number of accommodation days provided under this policy shall be limited to:
  - a. Registration day;
  - b. Each day on which official sessions of the conference / seminar are held, as well as the night preceding the conference / seminar where travelling schedules reasonably require such accommodation; and
  - c. Each day on which a Councillor is required to be accommodated en route to and from the conference / seminar.
- iii) Any additional accommodation costs incurred as a result of the attendance of partners and/or children shall be borne by the Councillor.

**3.1.3. Car Parking Fees**

Council shall meet the cost of the following car parking fees.

- i) Hotel / Motel parking – additional car parking fees not included in accommodation costs.
- ii) Airport parking – costs incurred in the parking of a Councillor's private vehicle at an airport for the duration of a conference / seminar, subject to the vehicle being parked in the most economical airport car park.

Reimbursement for parking expenses shall be made upon the production of appropriate receipts and tax invoices, and the completion of the required claim form. Claim for such expenses shall be made within two (2) months of the date of return from the conference / seminar.

The driver is personally liable for all traffic infringements and parking fines incurred while travelling in private or Council vehicles. Claims for reimbursement or payment of expenses shall be refused.

## TRAINING AND PROFESSIONAL DEVELOPMENT

Council shall meet the expenses for Councillors attending training and professional development which have been authorised by Council resolution or by the Mayor under delegated authority, where the training or educational course is directly related to Councillors civic functions and responsibilities.

The specific expense items met by Council are the same as those applicable to “Conferences and Seminars”, as listed at clause 3.1.

### 3.2. REIMBURSEMENT AND RECONCILIATION OF EXPENSES

Councillors seeking reimbursement of costs and expenses, incurred in accordance with the requirements of this Policy, shall only be approved upon the production of appropriate receipts and tax invoices, and the completion of the required claim form.

Claims for reimbursement of costs and expenses shall be made within two (2) months of the costs and/or expenses being incurred, unless otherwise specified within this policy. Such claims are encouraged to be submitted monthly to enable budget monitoring and timely reimbursement.

To assist proper attribution of costs and finalisation of financial year end, claims for reimbursement shall lodged by no later than 10 July in each financial year.

### 3.3. CLAIM FORM

Provided as an attachment (Attachment A) to this Policy, is the prescribed Claim Form which shall be completed by any Councillor seeking reimbursement of their costs and expenses. A copy of the form may also be accessed from the Councillor Portal under Guides and Forms.

It is the responsibility of the Councillor to ensure that the Claim Form is submitted accurately and complete, and within the prescribed timeframe as required by this Policy.

Incomplete claim forms may result in costs and expenses not being reimbursed.

### 3.4. PAYMENTS IN ADVANCE

Councillors may request payment in advance in anticipation of expenses to be incurred in attending conferences, seminars and training away from home. Councillors may also request an advance payment for the cost of any other service or facility covered by this Policy. However, Councillors shall fully reconcile all expenses against the cost of the advance within fourteen (14) days of their return.

Note: No general allowance type payment shall be made under any circumstances.

### **3.5. PAYMENT OF EXPENSES FOR SPOUSES, PARTNERS AND ACCOMPANYING PERSONS**

Where the business of Council includes an invitation to a Councillor's spouse, partner or accompanying person, Council shall meet all reasonable costs associated with the spouse, partner or accompanying person attending that function.

In circumstances where an invitation is not extended to a Councillor's spouse, partner or accompanying person, that spouse, partner or accompanying person may accompany the Councillor on the business of Council, at the expense of the Councillor.

Attendance at the Local Government NSW Annual Conference shall be regarded as business of the Council and, as permitted by the Office of Local Government Guidelines, registration and official conference dinner costs be met by Council.

An accompanying person is a person who has a close personal relationship with the councillor and/or provides carer support to the councillor.

### **3.6. INCIDENTAL EXPENSES**

Claims for reimbursement of reasonable out-of-pocket or incidental expenses incurred by a Councillor whilst attending conferences, seminars or training courses shall only be approved upon presentation of receipts and the completion of the prescribed claim form. Payments of general expense allowances shall not be permitted under this policy.

Incidental expenses will be paid in accordance with the annual Taxation Determination issued by the Australian Taxation Office titled: *Income tax: what are the reasonable travel and overtime meal allowance expense amounts for the xxxx-xx income year?* Amounts claimed shall not exceed amounts specified in the Taxation Determination.

### **3.7. INSURANCE**

Council shall effect an appropriate level of insurance for Councillors in the following areas:

- i) Public Liability – for matters arising out of a Councillor's performance of their civic duties and/or exercise of their Council functions.
- ii) Professional Indemnity – for matters arising out of a Councillor's performance of their civic duties and/or exercise of their Council functions.
- iii) Personal Accident – coverage of Councillor and/or spouse while on Council business.
- iv) Defamation – excluding Councillor to Councillor, Councillor to Staff and Staff to Councillor.
- v) Travel – for approved travel on Council business.

Council shall meet any excess applicable under a policy for:

- Councillor and Officers – in relation to a Councillor performing their civic duties or Council functions;
- Other Insurances – in specific instances when considered necessary by the General Manager (e.g. travel insurance).

### 3.8. LEGAL EXPENSES

Council may indemnify or reimburse the reasonable legal expenses of:-

- i) A Councillor defending an action arising from the performance in good faith of a function under the Local Government Act 1993 (refer Section 731), provided that the outcome of the legal proceedings is favourable to the Councillor.
- ii) A Councillor defending an action in defamation, provided that the outcome of the legal proceedings is favourable to the Councillor.
- iii) A Councillor involved in the event of:
  - An inquiry, investigation or hearing into a Councillor's conduct by any of the following:
    - o Independent Commission Against Corruption
    - o Office of the NSW Ombudsman
    - o Office of Local Government, ~~Department of Premier and Cabinet~~
    - o NSW Police Force
    - o Director of Public Prosecutions
    - o Local Government Pecuniary Interest Tribunal
    - o Council's Conduct Review Committee / Reviewer

This is provided that the subject of the inquiry, investigation or hearing arises from the performance in good faith of a councillor's functions under the Local Government Act 1993 and the matter before the investigative or review body has proceeded past any initial assessment phase to a formal investigation or review. In the case of a conduct complaint made against a councillor, legal costs shall only be made available where a matter has been referred by the General Manager to the conduct reviewer/conduct review committee to make formal enquiries into that matter in accordance with the procedures in the Code of Conduct. In the case of a pecuniary interest or misbehaviour matter legal costs shall only be made available where a formal investigation has been commenced by the Office of Local Government.

In addition, legal costs shall only be provided where the investigative or review body makes a finding that is not substantially unfavourable to the councillor. This may include circumstances in which a matter does not proceed to a finding. In relation to a councillor's conduct, a finding by an investigative or review body that an inadvertent minor technical breach had occurred may not necessarily be considered a substantially unfavourable outcome.

Council shall not meet the legal costs of legal proceedings initiated by a Councillor under any circumstance.

Council shall not meet the legal costs of a councillor seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation.

Legal costs shall not be met for legal proceedings that do not involve a councillor performing their role as a councillor.

Council may lawfully obtain insurance cover against the risk of having to meet the reasonable legal costs of a councillor, or to reimburse those costs, provided that the costs or reimbursements are ones that it is authorised to meet.

Council may reimburse such Councillor, after the conclusion of the inquiry, investigation, hearing or proceeding, for all legal expenses properly and reasonably incurred, given the nature of the inquiry, investigation, hearing or proceeding, on a solicitor / client basis. Such determination shall be by resolution of Council.

### **3.9. CARER'S PROVISIONS**

#### **3.9.1. Carer's Expenses**

Councillors who are the principal carer of a child or other elderly, disabled and/or sick immediate family member shall be entitled to reimbursement of carer's expenses up to a maximum of \$1,000 per annum for attendance at Council and Committee meetings and other official civic functions noted below, plus reasonable travel from their principal place of residence. Child care expenses may be claimed for children up to and including the age of 16 years. Reimbursement of carer's expenses shall be made after submission of receipts and tax invoices and completion of the prescribed claim form. Claims for such expenses shall be made within one (1) month of the expense being incurred. Official civic functions may include:

- Attendance at Ordinary and Extraordinary meetings of Council.
- Attendance at Council Committee meetings of which the Councillor is a member.
- Attendance at Ordinary, Committee and Sub-Committee meetings of an organisation where the Councillor has, by Council resolution, been duly elected as a Council delegate.
- Attendance at inspections, within or outside the area as authorised by Council resolution or by the Mayor under delegated authority.
- Attendance at official Council functions as authorised as Council business by a resolution of Council.
- Attendance at conferences or seminars approved by Council resolution or by the Mayor under delegated authority.
- Attendance at training or professional development approved by Council resolution or by the Mayor under delegated authority.
- Attendance at functions to which the Mayor has been invited, which are attended at the request of the Mayor.

Councillors shall provide suitable evidence to the General Manager that reimbursement is applicable, such as advice from a medical practitioner in the event of caring for an adult person.

### **3.9.2. Expenses and Facilities for Councillors with Disabilities**

In addition to the provisions of 3.10.1, for any councillor with a disability, Council may resolve to provide reasonable additional facilities and expenses, in order to allow that Councillor to perform their civic duties.

## **4. CONSIDERATION OF SPECIFIC EXPENSES FOR MAYORS AND COUNCILLORS**

### **4.1. GENERAL TRAVEL ARRANGEMENTS**

All travel by Councillors shall be undertaken by utilising the most direct route and the most practicable and economical mode of transport subject to any personal medical considerations.

Note: The driver is personally responsible for all traffic infringements and parking fines incurred while travelling in private or council vehicles on Council business.

### **4.2. LOCAL TRAVEL ARRANGEMENTS AND EXPENSES**

For the purposes of this Policy, Local Travel will include travel conducted within the following Local Government Areas:-

- Blayney
- Cowra
- Bathurst
- Orange
- Cabonne
- Dubbo

For the purposes of this Policy, where Council Delegates attend meetings of the Lachlan Regional Transport Committee Inc, Local Travel will include travel conducted within, and transiting to, the Local Government Areas of the members to this Committee.

Travelling expenses within these Local Government Areas shall be paid to Councillors upon submission of the completed claim form for:

- Attendance at Council or Committee meetings;
- Undertaking approved business of the Council.

Councillors are encouraged to pool vehicles where practicable.



#### **4.3. NON-LOCAL AND OTHER TRAVEL ARRANGEMENTS AND EXPENSES**

Payment of travelling expenses for all other travel outside of the “local area” as defined above shall be submitted to Council for consideration, and shall only be paid if approved.

All non-local and other travel should be advised to the General Manager in advance for coordination of accommodation and travel arrangements (if required). Such advice shall be on a travel authority and submitted in time for approval by Council as attached to this policy. For risk minimisation Councillors are to pool vehicles where practicable. All travel by vehicle shall be by the following priority:

- a. Council vehicle (if available)
- b. Councillor vehicle
- c. Hire vehicle

Claims for expenses incurred shall be submitted on the approved claim form as attached to this Policy, and each claim shall clearly state the purpose of the travel. Such claims shall be in whole numbers and are encouraged to be submitted monthly to enable budget monitoring and timely reimbursement.

To assist proper attribution of costs and finalisation of financial year end, claims for reimbursement shall lodged by no later than 10 July in each financial year.

#### **4.4. TRAVELLING EXPENSES PER KILOMETRE RATE**

Approved claims for payment of travelling expenses shall be fixed at the rate per kilometre for vehicles per the cents per kilometre method as determined by the Australian Taxation Office.

#### **4.5. OTHER EXPENSES**

Councillor claims for payment of “Other Expenses” not specifically covered by this Policy shall be presented in a report to Council for consideration and shall only be paid if approved.

### **5. PROVISION OF FACILITIES**

#### **5.1. GENERAL PRINCIPLES**

The provision of facilities, equipment and services to the Mayor and Councillors shall be used by the Mayor and Councillors only for the purposes of fulfilling their civic duties and functions. However, Council acknowledges that infrequent and incidental private use of the facilities and equipment may occur.

Council facilities, equipment and services shall not be used to produce and disseminate election material, personalised pamphlets or newsletters (and the like) or material for any other political purpose.

## 5.2. TECHNOLOGY EQUIPMENT

### 5.2.1. Mobile Devices

At the expense of Council, each Councillor shall be provided with Technology equipment, the provision of a mobile device (i.e tablet or laptop). Such equipment will be provided with required applications for Councillors to undertake their duties. Any additional applications at Council expense must be made in writing with substantiation of need.

~~Councillors shall be provided a \$50 iTunes card on commencement of each Council term for purchase, update or replacement of applications. Any amounts beyond this will be subject to claim.~~

Council will not be responsible for purchase, update or replacement of applications not purchased through Council in the event of equipment failure.

### 5.2.2. Data and Telecommunications Allowance

~~Tablet Any~~ devices provided to Councillors shall include a data plan, ~~allowance of 1 gigabyte per month.~~ Councillors shall be eligible to claim a data and communications allowance of up to \$50 per month for 50% reimbursement of data-service plan charges associated with telephone and home internet and telephone up to a maximum value determined by Council annually. The allowance shall not cover costs associated with purchase of equipment e.g. phone or ancillary services including entertainment.

## 5.3. APPAREL

At the expense of Council, each Councillor shall be provided with the following apparel each term:

- ~~Two One~~ (21) ties or scarfves;
- ~~Two One~~ (1) corporate polo shirts or dress shirts ~~or a combination thereof;~~
- ~~Corporate blazer;~~ and
- Protective clothing as deemed required by the General Manager.

Councillors shall be entitled to select apparel with a Council logo, from Council's approved clothing supplier up to an amount of \$600 per Council term. Preference is for clothing to be purchased through Council's approved clothing supplier however Councillors may seek approval of the General Manager for reimbursement of the cost for purchase of clothing with council logo embroidery, up to the approved amount, on the basis that clothing purchased is suitable and consistent i.e. style and colour.



Any apparel purchased under this section shall carry the Council logo.

#### **5.4. OTHER FACILITIES**

Councillors are to receive the benefit of:

- Provision and use of business cards and name badges;
- Postage of official correspondence - all mail is to be directed through the Council's own mailing systems;
- Meals/refreshments at Council, Committee, Sub-Committee Meetings and Working Parties, or at any other time deemed appropriate by the Mayor or General Manager whilst on Council business;

#### **5.5. RETURN OF FACILITIES**

Councillors shall return any equipment or other facilities to Council after the completion of their term of office, extended leave of absence or at the cessation of their civic duties.

Where a separate SIM card / telephone had been established, this line shall be disconnected at Council's expense. However, should the Councillor wish to retain the use of this line, then at Council's expense, the line shall be transferred into the name of the Councillor.

Councillors will also have the option of purchasing the equipment previously allocated, at the discretion of the General Manager, at for an agreed fair market price determined through a transparent market tested process or written down price value pursuant to Council's Disposal of Assets Policy.

### **6. PROVISION OF ADDITIONAL EQUIPMENT AND FACILITIES FOR MAYORS**

#### **6.1. SECRETARIAL SUPPORT**

Secretarial support facilities are available to the mayor during normal office hours, through the General Manager.

#### **6.2. CREDIT CARD**

- i) The Mayor will be provided with a Corporate Credit Card to facilitate payment of incidental expenses such as attendance at functions, accommodation, parking and entertainment in conjunction with discharging the functions of the Mayoral Office.
- ii) The credit card will have a limit of \$2,000 personally issued to the Mayor. The application form is to be signed by the Mayor.
- iii) The credit card is to be used for Council-related business expenditure only.
- iv) The credit card must not be used for obtaining cash advances.

- v) Upon completion of the Mayoral term, the credit card is to be returned to the General Manager on or prior to the date the term ceases.
- vi) Ongoing use of the credit card by the Mayor will be in accordance with and subject to any other policy relating to the use of such credit facilities adopted by Council from time to time.

**ATTACHMENT A – CLAIM FORMS****COUNCILLOR'S EXPENSES CLAIM FORM**

Council has adopted a Policy for payment of expenses and provision of facilities to the Mayor, Deputy Mayor and Councillors in relation to discharging the functions of civic office.

**Name of Councillor:** \_\_\_\_\_

<b><u>Date</u></b>	<b><u>Expense</u></b>	<b><u>Meeting / Committee / Other</u></b>	<b><u>Amount \$</u></b>
<b><u>Total:</u></b>			

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

Claims for expenses incurred shall be submitted on the approved claim form and each claim shall clearly state the purpose of the travel. Such claims are encouraged to be submitted monthly to enable budget monitoring and timely reimbursement.

To assist proper attribution of costs and finalisation of financial year end, claims for reimbursement shall lodged by no later than 10 July in the financial year incurred.

**Office Use Only**

**PAYMENT**

**TOTAL: \$**

**Payment authorised:** \_\_\_\_\_

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

**COUNCILLOR'S TRAVEL CLAIM FORM (KM ALLOWANCE)**

Council has adopted a Policy for payment of expenses and provision of facilities to the Mayor, Deputy Mayor and Councillors in relation to discharging the functions of civic office.

**Name of Councillor:** \_\_\_\_\_

<b>Date</b>	<b>Council Meeting/Committee/Other</b>	<b>Kilometres</b>
	<b>TOTAL:</b>	

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Claims for shall be submitted on the approved claim form and each claim shall clearly state the purpose of the travel. Such claims are encouraged to be submitted monthly to enable budget monitoring and timely reimbursement.

To assist proper attribution of costs and finalisation of financial year end, claims for reimbursement shall lodged by no later than 10 July in the financial year incurred.

<b>Office Use Only</b>	<b>PAYMENT</b>
TRAVEL (Kilometres) _____ @ \$ _____	_____

**Payment authorised:** \_\_\_\_\_

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

**ATTACHMENT B – TRAVEL AUTHORITY****BLAYNEY SHIRE COUNCIL  
COUNCILLOR TRAVEL AUTHORITY  
FOR NON-LOCAL AND OTHER TRAVEL**

Pursuant to the Payment of Expenses and the Provision of Facilities to the Mayor and Councillors Policy the following application is submitted:

Name of Councillor: \_\_\_\_\_

Purpose of Travel: \_\_\_\_\_

Date(s): \_\_\_\_\_ Time from / to: \_\_\_\_\_

Location: \_\_\_\_\_

Venue: \_\_\_\_\_

**Mode of Transport: (please circle)**

Air

Council Vehicle

Councillor Vehicle

Hire Vehicle

**Accommodation (if required):**

Single Room: \_\_\_\_\_ Double Room: \_\_\_\_\_ Other: \_\_\_\_\_

Motel preference: \_\_\_\_\_

Please provide other relevant details (e.g. special requirements):

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

(Authority should be lodged with sufficient time for Council report for approval to be submitted.)

**Office Use Only**

Council meeting date: \_\_\_\_\_ Minute No.: \_\_\_\_\_

Transport: \_\_\_\_\_ Order No.: \_\_\_\_\_

Motel: \_\_\_\_\_ Order No.: \_\_\_\_\_

## BLAYNEY SHIRE COUNCIL COUNCILLOR DATA ALLOWANCE CLAIM FORM

Council has adopted a Policy for payment of expenses and provision of facilities to the Mayor, Deputy Mayor and Councillors in relation to reimbursement of internet (data) charges associated with home internet and telephone.

A new data allowance claim is required to be lodged each Council term or where an internet (data) plan or provider is changed.

**Name of Councillor:** \_\_\_\_\_

<b>Date</b>	<b>Data provider</b>	<b>Internet Plan value per month \$</b>	<b>Claim per month \$</b>

Maximum claimable is amount determined and approved by Council annually.

Please attach copy of invoice to substantiate plan value.

Please note: A new claim must be submitted where the plan value changes.

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Office Use Only

**TOTAL CLAIM**

**TOTAL**

**\$**

=====

**Payment authorised:** \_\_\_\_\_

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

	Date	Minute No.
<b>First Adopted:</b>	<b>20/9/1999</b>	<b>592</b>
<b>Last Reviewed:</b>	<b>13/08/2001</b>	<b>388</b>
	<b>12/02/2007</b>	<b>7</b>
	<b>14/05/2007</b>	<b>07/094</b>
	<b>12/05/2008</b>	<b>08/105</b>
	<b>29/09/2008</b>	<b>08/231</b>
	<b>08/02/2010</b>	<b>1002/010</b>
	<b>09/05/2011</b>	<b>1105/007</b>
	<b>12/09/2011</b>	<b>1109/022</b>
	<b>10/12/2012</b>	<b>1212/005</b>
	<b>09/09/2013</b>	<b>1309/009</b>
	<b>16/09/2014</b>	<b>1409/010</b>
	<b>14/09/2015</b>	<b>1509/006</b>
	<b>19/09/2016</b>	<b>1609/009</b>
	<b>16/04/2018</b>	<b>1804/009</b>
	<b>15/08/2022</b>	<b>2208/009</b>
<b>Next Review:</b>	<b>18/02/2025</b>	

**26) COMMUNITY INITIATED INFRASTRUCTURE POLICY****Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance**File No:** GO.PO.1

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**Recommendation:**

That Council;

1. Endorse the Community Initiated Infrastructure Policy and it be placed on public exhibition for a period of not less than 28 days.
2. Adopt the Community Initiated Infrastructure Policy and it be updated to Council's Policy Register, should no submissions be received.

**Reason for Report:**

For Council to review and endorse Community Initiated Infrastructure Policy.

**Report:**

Council has undertaken a review of the Community Initiated Infrastructure Policy as part of its program following election of a new Council. This policy aims;

- To set out conditions and a process for community groups who may identify and propose a project to develop and maintain infrastructure projects on Council owned or controlled land. It details Council's involvement in such projects which may be initiated, funded, delivered and maintained by a community group.
- To establish a policy to assist organisations and/or community groups to build/renew their facilities located on Council owned or controlled land and who are not registered to pay GST. Effectively this assists sporting and community groups in funding asset renewals or new assets by allowing the GST to be claimed resulting in greater funding being available for the project.

The policy will assist community groups with processes required for community infrastructure requests, particularly large infrastructure that may have significant risk or financial implications (capital and operational) on the Council. Following adoption of the policy it is proposed that Council assist community groups with requests under this policy to navigate requirements.

It is proposed that the policy be endorsed for public exhibition for a period of not less than 28 days

**Risk/Policy/Legislation Considerations:**

Adoption of the policy will assist Council to establish a framework for assisting community groups with requests for community infrastructure.



**Budget Implications:**

Nil

**Enclosures (following report)**

1 Community Initiated Infrastructure Policy

5 Pages

**Attachments (separate document)**

Nil



Community **Initiated** Infrastructure  
Projects Policy

Policy	3H
Officer Responsible	Director Corporate Services
Last Review Date	<a href="#">19/09/2022 XX/XX/XXXX</a>

Strategic Policy

## 1. Introduction

Council recognises that many communities are continually striving to improve the amenity and appearance of their township / village and associated infrastructure outside the planning cycle and works delivered by Council. Council acknowledges the value of community based organisations and the work they undertake to strengthen local communities. This policy has been developed to assist and support those community organisations seeking to develop new infrastructure or to renew existing assets on Council owned or controlled land.

It would be helpful for community and sporting groups if Council introduced a policy for dealing with the application of funds received by organisations and community groups towards the construction of new asset or renewal of community assets on Council owned or controlled land. The policy will not cover routine maintenance of assets and amenities that are the responsibility of the community or sporting group.

In view of the administrative time and costs involved only eligible Procurement associated with eligible projects with a total cost exceeding \$2,000 GST exclusive will be considered under the policy. This policy will permit the burden of the goods and services tax (GST) to be carried and claimed by Council if strict conditions are met.

Council will give preference to projects that are in accord with the priorities established under the Integrated Planning and Reporting Process.

~~This policy will cease to operate if there are changes to the GST that prevent Council from carrying out the steps required under the policy.~~

## 2. Purpose

This policy aims;

- ~~To set out conditions and a process for community groups who may identify and propose a project to develop and maintain infrastructure projects on Council owned or controlled land. It details Council's involvement in such projects which may be initiated, fully funded, delivered and maintained by a community group.~~
- ~~To establish a policy to assist organisations and/or community groups to build/renew their facilities located on Council owned or controlled land and who are not registered to pay GST. Effectively this assists sporting and community groups in funding asset renewals or new assets by allowing the GST to be claimed resulting in greater funding being available for the project.~~

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## 3. Policy

### Scope of Project

All project proposals will need to be formally submitted to Council for consideration and adoption. The project will need to demonstrate a

community benefit for current and future generations. ~~The proposal must also contain:~~

A community group can effectively work with the Council to initiate and implement infrastructure projects that meet community needs using the following steps:

- a. **Community Engagement:** Undertake community engagement to gauge interest and gather input on the proposed project. Engage stakeholders in the planning process, including local government, community organizations, and residents. Show evidence of broad community backing for the project i.e. letters of support etc.
  - b. **Plan details:** Prepare a detailed project proposal that outlines objectives, benefits, scope and timeline of project.
  - c. **Project costs:** Detail project budget and ensure that sufficient contingency is allowed should final project costs exceed budget.
  - d. **Funding sources:** Explore funding options, such as grants, donations, or partnerships. Include a budget breakdown of funding in the proposal. Also, outline where funds will be sourced in the event that project costs exceed project budget.
  - e. **Life Costs:** Outline ongoing operational costs of asset e.g. utilities, maintenance, depreciation etc. and how these will be funded.
  - f. **Demonstration of need:** Include supporting data or research that justifies the need for the infrastructure.
  - g. **Council Engagement:** Schedule meetings with council representatives to present the project and seek their support. Be prepared to address questions and concerns raised.
  - h. **Planning (regulatory) approvals:** Understand and comply with local regulations, zoning laws, and permit requirements. Submit necessary applications for any required permits. Ensure compliance with accessibility standards.
  - i. **Land Tenure:** Ascertain land tenure for location of proposed project i.e. freehold land; leasehold land or crown land.
  - j. **Owner consent:** Seek a letter of consent from the landowner.
  - k. **Implementation Plan:** Outline how the project will be implemented, including roles, responsibilities, and proposed timelines. Note: Works for projects on Council land, requiring use of contractors or volunteers, that will become assets of Council need oversight by Council to ensure compliance with all relevant legislation, standards and procurement policies.
  - l. **Authorisation:** Include ~~Contact contact~~ details of all an organisation's Project Manager with authorisation details from the organisation to act on the organisation's behalf.
- ~~A budget and a timeline for the completion of the project.~~
  - ~~Sources of funds expected to be used for the project together with the related break up of those funds.~~

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To be eligible under the policy, Council needs to be satisfied that applicant organisation ~~must have~~<sup>has</sup> the financial capacity to repay the costs that will be incurred by Council on its behalf under this policy. Council reserves the right to request payment in advance for goods and or services from the applicant organisation which seeks treatment under this policy.

#### **Assessment and Approval**

Applications will be assessed by Council against the following key criteria:

- Demonstrated Community Need and Benefits;
- Project Scope and Design;
- Financial and Resource Implications;
- Strategic Alignment;
- Applicant capability and capacity; and
- Overall project budget, risk and complexity.

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#### **Purchase Orders**

- All purchase orders are to be made out in advance of supply (no confirmation orders permitted) and approved by Council.
- All purchases are to be made with persons or organisations with a registered ABN.
- Applicants are required to comply with Council's Procurement of Goods and Services Policy.

#### **Invoices**

All invoices to be made out in the name of Blayney Shire Council. Council payments will be made within 30 days following approval for payment from the organisation's Project Manager.

Council will generally invoice the applicant organisation for the amount due (capital contribution) under the policy at the end of the project. Council reserves the right to make progress claims upon the applicant organisation if the project size warrants that procedure. This will be discussed at the time the application is lodged with Council.

#### **Ownership and Maintenance Responsibilities**

Any community infrastructure constructed under this Policy will remain the property of Blayney Shire Council, irrespective of contributions made by other parties, including community, sport or recreation groups. Contributions provided by a group will not confer ownership over the funded asset, nor private exclusive use of the facility or preclude the Council from reallocating users from the facility.

#### **4. Responsibility**

Responsibility of project delivery will be allocated by the General Manager depending on nature of project.

Council's Finance section has the responsibility of processing the claims of organisations and community groups under this policy. This includes ensuring purchase orders are raised ordering, establishment of job numbers,

processing and payment of invoices and collection of monies due under the policy.

#### 5. Related Documentation

Local Government (General) Regulation [2005/2021](#)  
 A New Tax System (Goods and Services Tax) Act (1999)  
 Blayney Shire Council Procurement of Goods and Services Policy  
[Community Strategic Plan](#)  
[Delivery Program and Operational Plan](#)  
[Asset Management Strategy and Plans](#)

End of Policy

<b>Adopted:</b>	<b>Date: 08/12/2014</b>	<b>Minute: 1412/007</b>
<b>Last Reviewed:</b>	<b>Date: 08/12/2014</b>	<b>1412/007</b>
	<b>19/03/2018</b>	<b>1803/014</b>
	<b>19/09/2022</b>	<b>2209/010</b>
<b>Next Reviewed:</b>	<b>Date: <a href="#">29/02/2028</a></b>	

**27) LEASE OF INDUSTRIAL LAND FOR AGISTMENT PURPOSES****Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance**File No:** PM.TN.61**Recommendation:**

That Council lease industrial land for a period of 3 years with a 1 year option commencing 1 March 2025 to the parties listed for the amount per annum (indexed) as follows:

<b>Lot</b>	<b>Title particulars</b>	<b>Name</b>	<b>Amount</b>
1	Part Lot 1, DP 1072760	C.Spears	\$ 400
3	Lot 202, DP 1196179	G.Bird	\$ 300
4	Part Lot 2, DP 881885	N.Collins	\$ 400
5	Part Lot 2, DP 881885	N.Collins	\$ 400
6	Part Lot 2, DP 881885	Harrison Racing Team Pty Ltd	\$1,100
7	Part Lot 2, DP 881885	Harrison Racing Team Pty Ltd	\$1,100
8	Part Lot 2, DP 881885	S and L Monaghan	\$2,400
9	Part Lot 1, DP 134341	Harrison Racing Team Pty Ltd	\$2,100
10	Lot 3, DP 1103517	A.Palmer	\$2,100
11	Part Lot 1, DP 134341	S.Travers	\$2,600
12	Lot 222, DP 1175708	N.Collins	\$1,300

**Reason for Report:**

For Council to consider expressions of interest received for Lease of Industrial Land for Agistment Purposes.

**Report:**

Council recently advertised Expressions of Interest for Lease of Industrial Land for Agistment Purposes (EOI 14/2024) closing 5 February 2025. There are 12 lots of land of various sizes located in the Blayney Industrial Area available for lease. A condition of leasing this land is that 4 weeks' notice can be given to vacate in the event that Council has an interested party to purchase or lease land for a commercial purpose.

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

Lease periods are set for 3 years with a 1 year option. Lease charges are indexed annually based on the All Australian Weighted Consumer Price Index published for the December quarter. All current leases are due for expiry 28 February 2025 and lease term is proposed to commence from 1 March 2025.

Applicants were invited to offer a fixed price per annum and provide details of their experience with maintaining land for agistment. Council received 17 submissions, and all were compliant with the exception of 1 submission received after the deadline. The late submission was lodged 90 minutes after closing time due to a request of Council seeking clarification of conditions that was not responded to until after the closing time of 5pm. The late submission was considered however did not rank highest in the assessments and therefore has not been recommended.

Lot 1 has a recommended lessee however this land parcel is subject to a separate report following receipt of an offer to purchase this land. It is proposed that the lease be let and subject to the outcome of the other report, and notice be given pursuant to conditions of the lease agreement if required.

There is also 1 lot that received no offers. Council will invite further expressions of interest for this unallocated lot of land.

A copy of the expression of interest document and summary of submissions received are provided as attachments.

**Risk/Policy/Legislation Considerations:**

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

**Budget Implications:**

Income generated is forecast at \$12,909 and will help to offset expenditure associated with land held including water charges and land rates and charges. For reference, total annual costs incurred for 2023/24 were \$19,877.

**Enclosures (following report)**

- |   |   |          |
|---|---|----------|
| 1 | EOI 14/2024 Lease of Industrial Land for Private Purposes | 11 Pages |
|---|---|----------|

**Attachments (separate document)**

- |   |   |         |
|---|---|---------|
| 2 | EOI 14/2024 Assessment of Offers for Leasing of Industrial Land | 2 Pages |
|---|---|---------|

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





**EOI No. 14/2024**

**Expression of Interest:  
Lease of Industrial Land for Agistment  
purposes**

**January 2025**

**“EXPRESSION OF INTEREST” ADVERTISEMENT**

**LEASE OF INDUSTRIAL LAND FOR AGISTMENT PURPOSES**

**EOI No. 14/2024**

Council invites Expression of Interests from suitable persons or organisations wanting to lease vacant land in the Blayney Shire Council Industrial Estate for agistment purposes.

Documentation may be obtained from: [www.blayney.nsw.gov.au/your-council/tenders](http://www.blayney.nsw.gov.au/your-council/tenders)

**Closing time:** 5.00pm, Wednesday 5 February 2025.

For all enquiries, contact Council on telephone (02) 6368 2104.

M Dicker

General Manager

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For insertion in:  
Village Voice 19 December 2024.

**Background:**

Council invites Expression of Interests from suitable persons or organisations wanting to lease vacant land in the Blayney Shire Council Industrial Estate for agistment purposes.

Blayney Shire Council has a number of vacant lots in its Industrial Estate that could be utilised on a lease basis until such time that the land is leased for a commercial purpose or sold. To enable Council to better manage these areas, this document has been advertised to invite suitable persons or organisations to apply for use of this land, based on the contents of this document.

**Information on the Land:**

Council has provided a map with this document clearly marking the lots available. The lot sizes are as follows:

<b>Tender Lot Number</b>	<b>Approximate Size</b>	<b>Water Available</b>	<b>Property Description</b>
1	3,205 m <sup>2</sup>	No	180 Marshalls Lane Blayney Part Lot 2, DP 1082286
2	2.109 ha	No	8 Tollbar Street, Blayney Lot 1, DP 842577
3	3.380 ha	No	112 Marshalls Lane, Blayney Lot 202, DP 1196179
4	1.780 ha	Yes	Saleyards Paddocks (Marshalls Lane) Part Lot 26, DP 1288588
5	1.790 ha	Yes	Saleyards Paddocks (Marshalls Lane) Part Lot 26, DP 1288588
6	1.880 ha	Yes	Saleyards Paddocks (Marshalls Lane) Part Lot 26, DP 1288588
7	1.670 ha	Yes	Saleyards Paddocks (Marshalls Lane) Part Lot 26, DP 1288588
8	1.650 ha	Yes	Saleyards Paddocks (Marshalls Lane) Part Lot 26, DP 1288588
9	2.600 ha	Yes	Saleyards Paddocks (Lowe St.) Part Lot 24, DP 1288588
10	2.707 ha	Yes	Saleyards Paddocks (Gerty St.) Lot 3, DP 1103517
11	2.453 ha	Yes	Saleyards Paddocks (Lowe St.) Part Lot 24, DP 1288588
12	7.310 ha	No	Saleyards Paddocks (Gerty St.) Lot 222, DP 1175708

Lots for lease are offered 'as is' on an unfenced basis. The existence of any current fencing should not be relied upon as continuous to be in place at lease commencement. Approximate sizes and land boundaries disclosed in maps are indicative and not to scale. Council recommends prospective applicants inspect the land prior to submission.

**Specifications of terms and conditions by Council:**

1. Licence fee will apply as set out in agreement and paid to Council.
2. The Council hereby leases/licences and authorises the Lessee/Licensee to enter upon and use for the purpose of grazing use only that piece of land described in the Lease/Licence Agreement.
3. The Lease/Licence remains in force for the period specified within the agreement.
4. The Lessee/Licensee shall comply with the terms and conditions specified in this document.
5. Council does not make or give any warranty, promise or covenant to the Lessee/Licensee for quiet enjoyment of the lease licence area.
6. Purpose - The Lessee/Licensee shall have the use of the area for the purpose of grazing, other activities shall not be conducted without the written consent of Council.
7. Control of Rubbish - The Lessee/Licensee shall keep the said area and buildings clean and tidy and all papers and other rubbish shall be collected and removed.
8. Licensee not to Permit Nuisance - The Lessee/Licensee shall not do or permit or suffer anything in or upon the land which may be or become a nuisance or annoyance or cause of damage to the owner or to the owners or occupiers of other property in the neighbourhood. The Trust reserves the right to remove from or refuse entry to the reserve/land any person regardless of any arrangements or contract with the lessee/licensee.
9. Protection of Trees - During the continuance of this Licence the Lessee/Licensee will not cut down, fall, injure or destroy any growing or living timber standing or being upon the land. No removal of dead timber for firewood is permitted.
10. Burn Off - The lessee shall not carry out any burning off on the land licensed except with the consent of the Council in writing first obtained and after compliance with the requirements of the Rural Fires Act, 1997, as amended by subsequent Acts. Any consent granted in accordance with this condition shall be subject to such conditions as the Council may impose.
11. Fire Hazard - The lot cannot become a fire hazard. Should the lot, in Council's opinion become a fire hazard, Council will arrange for the lot to be slashed at the expense of the lessee.
12. Control of Noxious Weeds and Animals - The Lessee/Licensee will during the continuance of this Licence use all proper means for keeping down and exterminating upon the land all rabbits and other vermin and noxious animals and insects and all noxious weeds and plants and comply with all

laws and regulations now or hereafter in force with relation to the keeping down or extermination of same.

13. Fencing - The Lessee/Licensee shall provide and maintain stock proof fencing where necessary around the perimeter of the land so as to prevent stock from straying and a swing gate installed to allow access for vehicles up to 4 metres wide. When installing or replacing fences the Lessee/Licensee should consult with adjoining landowners prior to erection.

The Lessee/Licensee must regularly inspect the stock proof fencing that encloses the stock on the land to satisfy themselves that the fencing is stock proof. The Lessee/Licensee must be aware that they hold absolute legal liability for any damage or loss to any party caused by the escape of grazing animals from the subject land. Council cannot accept liability for damage or loss to any party caused by animals escaping the subject land due to a failure of the Lessee/Licensee to inspect and maintain stock proof fencing.

14. Insurance Council requires the applicant to hold a current Public Liability Insurance Cover policy to the value of \$20 million, which nominates Blayney Shire Council as a principal. The lessee shall furnish a copy of insurance cover to Council every year following renewal.
15. The Lessee/Licensee shall indemnify and keep indemnified the Council against all actions, suits, claims, debts, obligations and other liabilities during the continuation of the Licence and further.
16. The Lessee/Licensee shall maintain all other insurances as may be required by the Workers' Compensation Act or any other Act or Acts of Parliament in regard to the conduct of activities of the licensee on the demise premises. Copy of such is to be forwarded to the Council.
17. Water - For those lots that have water supplied the costs of water usage and maintenance will be the responsibility of the lessee. Council will issue invoices for water consumption to the lessee for settlement within Council's trading terms.
18. Rates & Charges - Council Rates will remain the responsibility of Blayney Shire Council unless lease agreement stipulates otherwise.
19. Access - In the case of land with access road / right of way, for access to other properties which are leased for grazing purposes, gates shall be provided at both ends for access by adjoining lessee.
20. Council Access - The Council may by its Agents, Servants or Workman enter upon the land described in the Schedule hereto or any part thereof during the continuance of this agreement. No relationship of the landlord and tenant is or is intended to be created between the parties hereto by virtue of this lease/licence or in any way whatsoever.
21. Usage - Council limits the use of the lots to animal grazing. Under no circumstances are hazardous or toxic substances allowed on Council properties.
22. Sublet - The Lessee/Licensee shall not assign, sub-let or otherwise deal with the demised premises without the consent of Council.

23. Fixtures – The ownership of existing fixtures will be decided prior to the establishment of a new lease or licence. Any new fixtures erected after a new lease or licence is granted will be owned by the Lessee / Licensee and must be maintained during the period of the lease / licence. The transfer of fixtures owned by an outgoing Lessee / Licensee is their responsibility.
24. The Lessee / Licensee shall not interfere with any other person authorised by the Council to use the reserve or any part thereof.
25. Termination of agreement - If, for any reason, these conditions are breached, Council reserves the right to terminate the lease. Termination of this agreement may be terminated by either part by four (4) weeks' notice in writing to the other and shall be sufficiently served if left at the last known address of the Lessee/Licensee.
26. Council inspection – An inspection will take place every quarter to ensure the lessee is adhering to all conditions of the lease. Any failure to meet Council's criteria will terminate the lease immediately upon inspection, with one weeks' notice to be made available to transport stock/equipment from the lot. Should the applicant not remove all articles from the lot within the week, all articles will be impounded, with release of such articles being at the appropriate rate specified in Council's Fees & Charges listing for the current year.
27. The lot will be available for purchase to any party during the term of the lease. Council can terminate the lease in writing, giving the applicant four weeks' notice to vacate the land.

Lease payments made in advance will be refunded on a pro-rata basis. The lessee will have the right to remove any internal fencing the lessee has erected.

28. The initial lease payment is payable upon signature of the lease and annually thereafter. A tax invoice will be issued and must be paid in full within 30 days of issue. The invoice period shall be annually or pro-rata based on a lesser period where applicable.
29. The lease fee will be subject to an increase every year on the lease renewal date based on the annual All Australian Weighted Consumer Price Index published for the December quarter of the previous year.
30. For those lots that have water supplied, the costs of water usage and maintenance will be the responsibility of the applicant.
31. The lease shall be for a period of three years, unless terminated, with a one year option.
32. The Lessee / Licensee shall apply for a Property Identification Code (PIC) with Local Land Services (LLS) and furnish details to Council within 1 month of lease commencement. More information is available from the LLS website: <https://www.lls.nsw.gov.au/i-want-to/apply-for-a-property-identification-code>

**Instructions for Applicants:**

Applicants must complete the application form attached and include a copy of their current Public Liability Insurance cover as stated above (if available). The submission of an application is an acknowledgement by the applicant that they are aware and will comply with each specification listed above and agrees to the termination provisions made by Council.

**Selection Criteria**

Expressions of interest once received will be assessed against an assessment criteria, with a report to Council submitted detailing all applicants and assessment against the selection criteria detailing a recommendation for preferred applicants.

The following criteria shall be used for assessment of submissions:

Criteria	%
Price offered per annum for Lot	70
Track record of maintaining property to a standard acceptable (Applicants should detail their experience of maintaining land for agistment and may detail contact details of referees or previous lessors dealt with)	30

**Further Information:**

Further information can be obtained from Blayney Shire Council's Director Corporate Services, Anton Franze on (02) 6368 2104.

**Lodgement of Expression of Interest**

Expression of interest must be:

- Lodged in the tender box on the ground floor foyer of Council's Office at 91 Adelaide Street, Blayney;
- Received by email or in the mail prior to the time fixed for closing;
- In a plain sealed envelope, on which are printed the words "EOI 14/2024 – Lease of Industrial Land for Agistment purposes". (For hard copy submissions only.)
- Applications should be titled as follows:  
**"EOI No. 14/2024 – Lease of Industrial Land for Agistment purposes"**

Addresses for lodgement of applications are as follows:

By email: [tenders@blayney.nsw.gov.au](mailto:tenders@blayney.nsw.gov.au)

By post: **The General Manager  
Blayney Shire Council  
PO Box 62  
Blayney NSW 2799**

**Closing date for Applications**

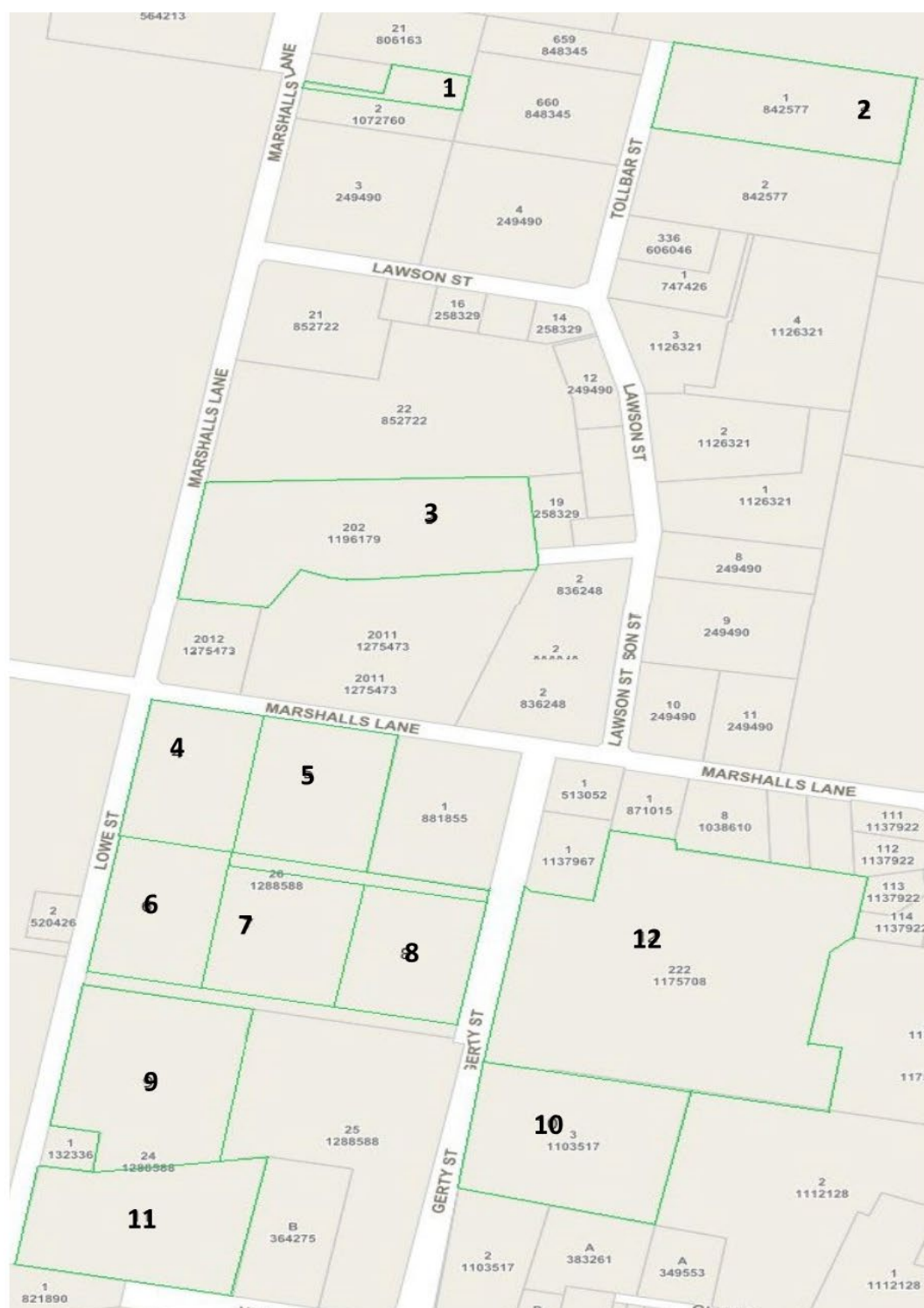
Applications close 5pm Wednesday 5 February 2025. Late applications will not be considered.

**Attachments**

Attached to this Expression of Interest specification are maps detailing the lots available for leasing in the Blayney Shire Council Industrial Estate, as well as the application form required for submission.



Below is a map and aerial imaging of Lots available numbered 1 to 12 highlighted.









## EOI No. 14/2024

### Expression of Interest: Application Form for Lease of Industrial Land for Agistment purposes

Name of applicant:	
Address of applicant:	
Phone number:	
Email:	
Lot applied for (list lot number and offer separately):	
Quotation offer for lot/s applied for (per annum GST Inclusive):	\$
Insurance Company:	
Date stock proof fencing to be installed:	
Track record of maintaining property to a standard acceptable. (Attach information and references as required.)	

The term of the lease will be from 1 March 2025 until 29 February 2028 with a 1 year option or as determined by Council.

As the applicant I understand the terms and conditions as presented in this document.

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

Witnessed: \_\_\_\_\_

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

## 28) **PRODUCTIVITY SAVINGS AND IMPROVEMENTS**

**Department:** Corporate Services

**Author:** Director Corporate Services

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

**File No:** GO.PO.1

### **Recommendation:**

That Council note the report on productivity savings and improvements.

### **Reason for Report:**

For Council to receive a report outlining productivity savings and improvements.

### **Report:**

As part of the approval of the special variation to rate income for 2024/25 to 2026/27 by IPART last year, Council was issued an Instrument of Approval outlining a number of conditions. Amongst the conditions is a requirement for reporting of Productivity Improvements and other cost containment measures in its Annual Report.

In the last term of Council it was also requested that regular reports be provided to Council to assist monitoring of progress.

Council already reports productivity savings and improvements in its Annual Report and to the quarterly Audit, Risk and Improvement Committee meetings. A framework has now also been established to report on the proposed Sustainability Improvement Plan (productivity improvements) included in the 2024/25 to 2026/27 Special Variation application.

Attached for information is the Sustainability Improvement Plan (with items completed) as at 31 December 2024 and an outline of other productivity savings and improvements achieved this financial year.

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

Clause 2 states:

*The percentage increase set out in clause 1 is subject to the following conditions:*

.....

*b. The Council report in its annual report for each Year from Year 2024-25 to Year 2031-32 (inclusive):*

.....

*(iv) whether or not the Council has implemented the Productivity Improvements, and*

*(1) if so, the annual savings achieved through these measures, and what these equate to as a proportion of the Council's total annual expenditure; and*

*(2) if not, the rationale for not implementing them; and  
(v) any other productivity and cost containment measures the Council has in place, the annual savings achieved through these measures, and what these savings equate to as a proportion of the Council's total annual expenditure.*

**Budget Implications:**

Productivity savings and improvements can have a direct budgetary impact through a reduction of costs. They can also contribute to a positive productivity impact resulting in increased efficiency to operations.

**Enclosures (following report)**

- |   |   |         |
|---|---|---------|
| 1 | SV Sustainability Improvement Plan status report as at 31 December 2024 - completed items | 1 Page  |
| 2 | Summary of Improvements - 2024/25 as at 31 December 2024                                  | 3 Pages |

**Attachments (separate document)**

Nil

Sustainability Improvement Program - Completed Items

This reporting is required for compliance with the Special Variation approved for 2024/25 - 2026/27. Council is required report progress annually for years 2024/25 - 2032/33 in its Annual Report.

No.	Future improvement detail	Responsibility	Difficulty	Priority	Efficiency/ productivity gains or operational sustainability benefits	One-off implementation costs - may be spread over multiple years	Yearly net financial benefit - ongoing	Timeframe	Status	
4	Consider implementation of an automated parks/ovals/community booking and payment system	DIS / DCS	Moderate	3	✓	\$70,000		30/10/2024	Completed. Review of solutions available undertaken however were found to be deficient in flexibility and adaptability to the broad range of requirements sought for user needs and integration into Council processes. Cost / benefit and manual intervention required did not warrant further investigation or investment.	
12	Consider self-service solution for companion animals - including change of ownership and IDs	DCS	Moderate	3	✓	\$20,000	\$10,000 (includes \$8,000 reduction in revenue)	31/03/2025	Completed. Online solution for registration of companion animals introduced through Services NSW portal. Council promotes this online solution on its website and Customer Service staff encourage self registration which is currently voluntary. The process is currently optional, requiring intervention of Council staff to input data, and needs to be mandated for breeders and commercial enterprises to register online under the Companion Animal legislative framework. Mandating this process is beyond the scope of control of Council.	

**Summary of Improvements – 2024/25****As at 31/12/2024**

<b>Improvement</b>	<b>Efficiency / productivity gain</b>	<b>Operational Sustainability Improvement</b>	<b>Yearly net financial benefit</b>
Program of standardisation of tapware across public amenities blocks introduced. The taps are durable stainless steel with timed flows / auto shutoff to reduce water usage. Carcoar Dam and Lyndhurst has been identified as the priority locations where increased water usage (and septic system impacts) over the summer holidays are experienced. Next steps will be replacing taps at amenities on septic, before rolling out to sites in towns on sewer. Replacement will be based on water saving benefit vs existing tapware condition.	✓		
Council has reviewed payment gateway solutions in place and ended the Commweb solution resulting in a saving of \$768 p.a.		✓	\$768p.a.
A review of leaseback vehicle arrangements for employees has been undertaken that includes limiting Council liability for fuel to petrol stations from all states excluding NT and WA to NSW only. Any fuel purchased outside NSW will be at the employee's expense unless for work purposes		✓	
Under Round 1 of the Fresh Start Program Council has been granted approval for a total of 4 fully funded positions, as listed: <ul style="list-style-type: none"> <li>○ Cadet Town Planner</li> <li>○ Civil Construction Apprentice</li> <li>○ Apprentice Parks and Recreation Operator</li> <li>○ Financial Services Trainee</li> </ul> Funding equates to approx. \$480k in savings over 3 years. These will also assist with building capacity and upskilling staff for the future. Opportunities under Rounds 2 & 3 are being considered.	✓		\$480k over 3 years
Digitisation of forms associated with WHS and Risk Assessments.	✓		
4 day work week has been introduced for Sewer Team enabling a greater spread of hours for undertaking of activities.	✓		

Improvement	Efficiency / productivity gain	Operational Sustainability Improvement	Yearly net financial benefit
Council Works Supervisors now recording in spreadsheets material quantities deposited on roads for capital works and re-sheets. This will provide better estimates of quantities required for works in future, and also allows accurate costing / reconciliation of gravel sales for Council quarries.	✓		
Changing of roadside verge method adjusted to incorporate simultaneous mowing and spraying with a reduced team size to retard weed growth and mitigate fire risk.	✓		
Council has implemented an initiative to increase transparency in the Council Chamber with installation of an additional camera focused on meeting minutes enabling remote viewers to better follow meetings, particularly with reference to viewing amendments proposed.	✓		
Issue of Purchase Orders can now be issued by email upon authorisation streamlining the process of manual signature, scanning and email of documents. This has been achieved with no additional cost to Council.	✓		
Council undertook a review of the long term Fleet Replacement Program. The review encompassed analysis of age and usage. This has been undertaken to ensure that the fleet remains fit for purpose, well utilised and therefore viable for retention.	✓		
Council reviewed the tractor replacement (roadside slasher), provided for in Council's Operational Plan, for efficiency and suitability. This has resulted in a better outcome with a reduced size machine suitable to undertake required works. This will result in a lower replacement cost.		✓	
Council is in negotiation for an online training platform to assist with a variety of compliance training activities, helping to satisfy mandatory obligations and potentially reduce training costs going forward. The solution will also enable Council to program training on a more regular cycle to help raise awareness and better satisfy compliance obligations.	✓		
Council has engaged a new contractor to provide support for management and expansion of the Smart Hub. An implementation plan will be developed of smart hub capabilities and opportunities which will inform Council's Long Term Financial Plan for over the next 10 years.	✓		



Improvement	Efficiency / productivity gain	Operational Sustainability Improvement	Yearly net financial benefit
Customer Service staff have been trained on issuing fobs for the Smart Hub for access to some of Council sports facilities. As the fob system is accessed and managed online, this will reduce the administrative burden of issuing and collection of keys by user groups. The initiative will also assist better control of access.	✓		
<p>A review of DA processes looking for efficiencies to reduce determination times has commenced. An initial list is being developed for further consideration. This currently includes:</p> <ul style="list-style-type: none"> <li>○ Only accepting 100% assessable applications reducing the need for further information requests.</li> <li>○ Encouraging pre-lodgement meetings</li> <li>○ Going through any outstanding DA's encouraging withdrawal if information is not forthcoming.</li> <li>○ Looking at delegations. This to be considered in conjunction with review of DCP.</li> <li>○ Providing wider delegations for refusal for applications that can't comply with information requests</li> <li>○ Looking at fees and charges so greater percentage of fees can be refunded as an incentive to withdraw an application rather getting refused</li> </ul>	✓		
Council has recently implemented a new payment platform, called FlexiPay, that will replace existing manual direct debit process, saving time, and removing risk of manual errors. Of significance is that it is controlled by the customer with no sharing of sensitive personal information and payment data with Council, removing the risk of data breaches. Council will transition existing customers paying by direct debit to this platform and direct new customers this way.	✓		
Training was recently held for upskilling of assets staff to enable improved use and creation of more in-depth condition and defect inspections. Upskilling will enable implementation of automated works orders for high-risk defects (footpaths in Blayney CBD for instance) to ensure response times are met.	✓		

**29) SIX MONTHLY DELIVERY PROGRAM REVIEW - DECEMBER 2024****Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 2. Build the Capacity and Capability of Local Governance and Finance**File No:** CM.PL.1

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**Recommendation:**

That the six-monthly review, for period ending 31 December 2024, of Council's 2024/25 – 2027/28 Delivery Program be received.

**Reason for Report:**

To review progress of Council's 2024/25 – 2027/28 Delivery Program.

**Report:**

As part of the Integrated Planning and Reporting Framework the Office of Local Government (OLG) requires Council to adopt a suite of strategic planning documents. These documents include a long term Community Strategic Plan, a four year Delivery Plan and an annual Operational Plan and Budget.

These documents are supported by the Resourcing Strategy comprising the Long Term Financial Plan, Asset Management Policy and Plans and the Workforce Plan.

The 2024/25 – 2027/28 Delivery Plan was adopted in June 2024 following consultation involving the community, Councillors and Council staff. The Delivery Plan is a document that outlines what will be delivered to the community during the term of Council using the Blayney Shire Council Community Strategic Plan as an overarching guide.

It is a further requirement of the OLG that progress reports are provided to Council and the community every 6 months. At the conclusion of the Council term a full and comprehensive report, known as the End of Term Report, is prepared for the benefit of the outgoing Council and community.

This report is presented in a format which summarises the activities across the organisation using qualitative and quantitative information sourced from Managers and Directors.

**Risk/Policy/Legislation Considerations:**

Council is required under the Local Government Act to report six monthly to Council with reporting included in Council's Annual Report.

**Budget Implications:**

Nil

**Enclosures (following report)**

Nil

**Attachments (separate document)**

1      Delivery Plan Review as at 31 December 2024      22 Pages

**30) INFRASTRUCTURE SERVICES MONTHLY REPORT**

**Department:** Infrastructure Services

**Author:** Director Infrastructure Services

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

**File No:** RD.AD.1

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**Recommendation:**

That Council note the Infrastructure Services Monthly Report for February 2025.

**Reason for Report:**

This report presents an update on current projects, construction and maintenance activities within the Blayney Shire being managed or undertaken by Council's Infrastructure Department. The report outlines work that has been carried out over the past month as well as status of major projects.

**Report:**

**Minor Works**

Maintenance works

Since the previous report, pothole patching has been performed on the following roads: Hobbys Yards Road, Garland Road, Belubula Way, Panuara Road, Garland Road, Neville Road, Three Brothers Road, Newbridge Road, Errowanbang Road, Forest Reefs Road, Four Mile Creek Road.

Pothole patching has also generally been performed in the following towns/areas: Blayney, Carcoar, Millthorpe, Neville.

Maintenance grading and resheeting works have been undertaken on the following roads: Cobbs Lane, Warburtons Lane, Ewins Lane, Westons Lane, Sherwood Road, Winterbottoms Lane, Rockdell Road, Kennys Lane, Meadows Lane, Boondaroo Road, Wells Lane, Millamolong Road, Millpost Creek Road, Somers Lane, Avonlee Lane, Hills Lane, Spring Hill Road, Richards Lane, Springvale Lane, Graham, Lane, Fiddicks Lane, Nyes Gates Road, and Lyndhurst's local gravel streets.

Drainage maintenance works were undertaken in Redmond Oval.

**Open Spaces and Facilities**

Council staff have completed an operational service review of Parks and Gardens major implements, and will implement the recommendations for disposal of a slasher as reviewed. Staffing continues to be a challenge as limited candidates are applying for the currently advertised operator roles. Council are offering overtime to staff, and looking to engage external entities to maintain service levels, though this is a short term solution. Staff are triaging works based on safety and urgency, including significant tree works resultant of recent weather events.

**Sewer Treatment Plant (STP)**Programmed Works

CCTV cleaning and camera works for 2024-2025 are underway throughout Blayney.

The aerator floats were replaced at the end of January. The removal provided an opportunity to inspect ancillary equipment, and other maintenance issues were identified. This resulted in the plant remaining partially offline for longer than anticipated, decreasing treatment quality. These repairs have been completed with all plant back online, and plant and wastewater being monitored.

Council have received notice that the EPA's 5-year risk assessment of the STP will be undertaken in the next month. This will assess the risks of the STP in terms of pollutant categories, and past performance / compliance.

Strategic Business Plan Update

The main milestones in the program are:

<b>Milestone</b>	<b>Estimated Program Date</b>	<b>Status</b>
Data Gathering	May 2024	Complete
Issues Paper	May 2025	In progress
<ul style="list-style-type: none"> <li>72 hr Sampling</li> </ul>	August 2024	Complete
<ul style="list-style-type: none"> <li>30 year Baseline Asset Renewal Program</li> </ul>	May 2025	In progress
<ul style="list-style-type: none"> <li>Hydraulic Modelling</li> </ul>	March 2025	Draft under review
Options Assessment	July 2025	Not commenced
Draft Strategic Report	September 2025	Not commenced

Public Works experienced staffing issues that have delayed progress on this project. Critical items such as the hydraulic modelling were prioritised when staffing was available. Concerns around data accuracy (population growth, loading data) has required a considered approach to ensure the modelling is as accurate as possible.

The 72hr Sampling Report reviewed current loads and treatment capacity. It concluded that the treatment plant is operating comfortably within current capacity, except for biosolids drying beds.

The Hydraulic Modelling Report indicates areas for sewer system overflow under various rain events. Overflow is indicated to occur when a 1 in 5-year rain event occurs. Public Works recommend this is a suitable threshold level and will design for this level when including future growth.

**Major Projects**

*Note: costs/budgets are reported for the current financial year only.*

<b>Four Mile Creek Road Bridge Replacement – Fixing Country Bridges</b>					
Due Date	Revised Budget YTD	Expenditure this month	Total Expenditure YTD	Committed Expenditure YTD	Estimated Total Project Costs
30/06/2025	1,578,481	20,151	1,251,174	68,585 <sup>[1]</sup>	1,440,759
<b>Commentary</b>					
<ul style="list-style-type: none"> <li>Bridge removal is completed alongside some additional necessary roadside drainage to the rehabilitated.</li> <li><sup>[1]</sup> Committed funds include purchase orders that are invoiced under the total order amount but are yet to be fully invoiced, and as such the committed value is higher than actual funds committed.</li> </ul>					
<b>Forecast (1-3 months)</b>					
<ul style="list-style-type: none"> <li>Finalisation of invoicing will be completed prior to project completion report.</li> </ul>					

<b>Orange Road / Palmer Street path – SCCF5</b>					
Due Date	Revised Budget YTD	Expenditure this Month	Total Expenditure YTD	Committed Expenditure YTD	Estimated Total Project Costs
30/06/2025	311,490	55,061	277,021	0	295,331
<b>Commentary</b>					
<ul style="list-style-type: none"> <li>All footpath works are complete on Orange Road and Palmer Street.</li> <li>No major complications of the remaining work were encountered, resulting in not requiring contingent funds for the works.</li> </ul>					
<b>Forecast (1-3 months)</b>					
<ul style="list-style-type: none"> <li>Footpath edge landscaping works remaining.</li> </ul>					

<b>Browns Creek Road Heavy Patching – R4R9</b>					
Due Date	Revised Budget YTD	Expenditure this Month	Total Expenditure YTD	Committed Expenditure YTD	Estimated Total Project Costs
30/06/2025	668,897	69,750	480,985	17,682	520,000
<b>Commentary</b>					
<ul style="list-style-type: none"> <li>Linemarking of stage 1 completed.</li> <li>Stage 1 works fully completed.</li> </ul>					
<b>Forecast (1-3 months)</b>					
<ul style="list-style-type: none"> <li>Survey of Stage 2 completed, design underway.</li> </ul>					

<b>Hobbys Yards Road Rehabilitation – R4R9</b>					
<b>Due Date</b>	<b>Revised Budget YTD</b>	<b>Expenditure this Month</b>	<b>Total Expenditure YTD</b>	<b>Committed Expenditure YTD</b>	<b>Estimated Total Project Costs</b>
30/06/2025	2,277,761	35,637	343,395	572,704	1,818,254
<b>Commentary</b>					
<ul style="list-style-type: none"> <li>• Drainage works completed.</li> <li>• Bulk earthworks underway.</li> <li>• Retaining wall engagement on-hold to wait for results from large-cutting works. Depending on ability to lower crest, the retaining wall may not be necessary.</li> </ul>					
<b>Forecast (1-3 months)</b>					
<ul style="list-style-type: none"> <li>• Stabilising in March.</li> <li>• Subbase fill and base pavement overlay commencing later end of March.</li> <li>• Completion date estimated for April.</li> </ul>					

<b>Richards Lane – R4R9</b>					
<b>Due Date</b>	<b>Revised Budget YTD</b>	<b>Expenditure this Month</b>	<b>Total Expenditure YTD</b>	<b>Committed Expenditure YTD</b>	<b>Estimated Total Project Costs</b>
Dec. 2025 <sup>[1]</sup>	1,258,521	5,302	39,882	72,448	953,317 <sup>[2]</sup>
<b>Commentary</b>					
<ul style="list-style-type: none"> <li>• Project completion likely in 25/26 financial year.</li> <li>• <sup>[1]</sup> Application for project extension has been approved with an extension of time to the 31 December 2025.</li> <li>• Concept design approval has been received from TfNSW for the intersection works, stage 2 (intersection).</li> <li>• Preliminary tree assessment and removal has been undertaken.</li> <li>• Detail design has been progressed and submitted to the Project Verifier which incorporates design changes from the level 3 Road Safety Audit. Following verification, the design will be sent to TfNSW for Review.</li> <li>• Delivery of remaining stages 2 &amp; 3 will be via open tender.</li> <li>• <sup>[2]</sup> Based only on estimate of remainder of stage 3 works and committed/unexpended costs from design, WAD, and independent verification fees. Stage 2 works not yet incorporated in cost to complete.</li> </ul>					
<b>Forecast (1-3 months)</b>					
<ul style="list-style-type: none"> <li>• Finalisation of detailed estimate for stage 2 (draft still underway)</li> <li>• Finalisation of detailed estimate for stage 3.</li> <li>• Project verifier review and subsequent actions.</li> <li>• Detail design approval from TfNSW.</li> <li>• Tender document preparation underway by consultant.</li> </ul>					

<b>Rodd Street Culvert Repairs – Natural Disaster AGRN1034</b>					
<b>Due Date</b>	<b>Revised Budget YTD</b>	<b>Expenditure this Month</b>	<b>Total Expenditure YTD</b>	<b>Committed Expenditure YTD</b>	<b>Estimated Total Project Costs</b>
June 2025	420,273	11,756	11,756	0	420,273
<b><i>Commentary</i></b>					
<ul style="list-style-type: none"> <li>Tenders received and evaluated. Separate report to Council is made in this meeting in closed chambers.</li> </ul>					
<b><i>Forecast (1-3 months)</i></b>					
<ul style="list-style-type: none"> <li>Pending Council resolution, final contract negotiation, signing; commencement likely March, completion May 2025.</li> </ul>					

**Risk/Policy/Legislation Considerations:**

Nil identified to report.

**Budget Implications:**

This report is an information report, with all work currently projected to be performed in Council budget allocations.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil



**31) PROPOSED (PART) ROAD CLOSURE - COLLINS STREET, CARCOAR**

**Department:** Infrastructure Services

**Author:** Director Infrastructure Services

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

**File No:** RD.RC.27

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**Recommendation:**

That Council:

1. Endorse the closure of the portion of Collins St, Carcoar that adjoin Lot 1 Sec 15 DP758225, in accordance with s.38 Roads Act 1993, subject to the applicant funding Council's road closure application fee, all costs associated with the closure and compensation for the market value of the land.
2. Delegate to the General Manager authority to negotiate and execute the terms of the road closure.
3. Delegate to the General Manager authority to negotiate the sale price of the land, subject to Council approval; and
4. Have a further report presented to a future Council meeting to consider any submissions lodged during the notification period and to make a decision on approval for the proposal.

**Reason for Report:**

Council approval is required for the closure of road reserve and subsequent sale of land.

**Report:**

Council has been contacted by the owner of Lots 1-4 Sec 15 DP758225 who wishes to purchase unused road reserve of Collins Street, which borders their property.

The land described above (and shown in the enclosed map) was established to be Council Road via dedication under Act 4 William IV No. 11 (NSW Government Gazette 28 July 1882, folio 3923) of CP 1-2256.

An internal review indicates that this section of roads meets the requirements of s.38A of the Roads Act 1993 and Council may consider the closure of this section of road.

If Council endorses the Road Closure, the proposed way forward is as follows:

- a. A letter will be provided to the applicant notifying that Council is willing to proceed with a schedule of estimate costs associated with the closure. The applicant would be responsible for actual costs incurred.
- b. Council will instruct its solicitor to prepare a deed of agreement relating to the road closure. The road closure process does not progress until this deed is executed by both parties.

- c. Council will obtain a professional land valuation to determine the fair market price for sale of the land.
- d. Council commence the road closure process with engagement of surveyor and public notification in accordance with the Roads Act 1993.
- e. A further report be presented to Council to consider any submissions lodged during the notification period and make a decision on approval for the proposal.
- f. Sale terms and outcome would be reported back to Council for final approval.
- g. Subject to successful approval of the above steps, plan is lodged with Land Registry Services for registration.
- h. Upon registration, Council will publish a gazette notice announcing the closure and facilitate the sale and conveyancing of land.

**Risk/Policy/Legislation Considerations:**

Section 38 A of the Roads Act stipulates when a council may close council public road.

*A council may propose the closure of a council public road for which it is the roads authority if—*

- (a) (a) the road is not reasonably required as a road for public use (whether for present or future needs), and*
- (b) (b) the road is not required to provide continuity for an existing road network, and*
- (c) (c) if the road provides a means of vehicular access to particular land, another public road provides lawful and reasonably practicable vehicular access to that land.*

If endorsed, the road will be closed in accordance with Division 3 of the Roads Act 1993.

**Budget Implications:**

The applicant is to fund Council's road closure fee and all costs associated with the road closure.

Subject to future sale of the land, sale proceeds would be allocated to the Property Account internal allocation (reserve), and additional rates will be generated.

**Enclosures (following report)**

1 Proposed Road Closure

1 Page

**Attachments (separate document)**

Nil

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Projection: # GDA2020 / MGA zone 55

Date: 10/01/2025

Created By: Jacob Hogan

### Collins St, Carcoar Road Closure Request

**32) PROPOSED (PART) ROAD CLOSURE - CLARKE STREET, BLAYNEY****Department:** Infrastructure Services**Author:** Director Infrastructure Services**CSP Link:** 1. Maintain and Improve Public Infrastructure and Services**File No:** RD.RC.19

---

**Recommendation:**

That Council:

1. Take into consideration submissions received during the notification period.
2. Approve the closure of part Clarke St, Millthorpe being Lot 1 & Lot 2 DP1313461
3. Approve the sale of Lot 1 for the amount of \$15,000 including GST.
4. Approve the sale of Lot 2 for the amount of \$15,000 including GST.
5. Give public notice for a period of 28 days of Council's intention to classify the land as Operational Land.
6. Delegate to the Mayor and General Manager authority to execute signature and fixing of the Council Seal to facilitate the road closure and land transfer.

**Reason for Report:**

Council approval is required as part of the road closure process.

**Report:**

Council, in the ordinary meeting of 16 May 2022, Council resolved the following;

*That Council;*

- 1. Endorse the closure of the following parts of Clarke Street, Blayney, in accordance with s.38 Roads Act 1993, subject to the applicant funding all associated survey and legal costs:
  - ~189m2 adjacent to 4 Clarke Street
  - ~205m2 adjacent to 23 Mitchell Street*
- 2. That a further report be presented to Council to consider any submissions lodged during the notification period and decide on approval for the proposal.*
- 3. Approve commencement of negotiations with 8 Mitchell Street with the intention of Council acquiring ~50m2 of land for the purposes of the Roads Act 1993.*

**Resolution 2205/019**

Following the resolution, the road closure process was stalled due to the land being identified as community land and required a planning proposal be prepare to address this before the road could be closed. Council has since

completed the planning proposal and gazetted the subject land as road reserve.

Council provided notification to the relevant authorities in accordance with s.38B of the Roads Act 1993. The following authorities and adjoining landowners were notified on 22 July 2022 and were to provide response to the notification within 28 days;

**Authority**

- Essential Energy
- Transgrid
- APA Group
- Jemena Asset Management Pty Ltd
- NSW Department of Planning, Industry and Environment
- NSW Department of Planning and Environment: Resources & Energy
- NSW Department of Industry: Crown Lands
- NSW Department of Industry: Fisheries
- Transport for NSW – Land Use Planning and Development
- Transport for NSW – Western Region
- Fire and Rescue NSW
- NSW Rural Fire Service
- Central Tablelands Water
- Forestry Corporation
- Local Land Services
- Office of Environment and Heritage
- UGL Regional Linx

**Adjoining Landowner**

- 2 Clarke Street, Blayney
- 4 Clarke Street, Blayney
- 8 Mitchell Street, Blayney
- 21 Mitchell Street, Blayney
- 2 Albion Street, Blayney

Additionally, a notice was placed in the Blayney Chronicle on 28 July 2022.

During the notification period, Council received in total 5 responses.

Council received 3 responses which detailed no objection to the proposal:

- Essential Energy
- NSW Department of Planning and Environment
- NSW National Parks and Wildlife Service

Council received 2 responses which detailed objection to the proposal

Department	Reason	Has the objection been resolved and withdrawn?

NSW Department of Industry: Crown Lands	Requested evidence of dedication as Council report and confirmation of vesting of land.	Yes – withdrawn by Crown Lands in writing 29/08/22
Jemena Limited	Confirmation whether the closure impacts land with Jemena assets and requires creation of easement if so.	Yes – withdrawn by Jemena in writing 4/2/25

As there are no outstanding objections, it is recommended that Council approve the closure of the section of road.

**Risk/Policy/Legislation Considerations:**

This road closure is being undertaken in accordance with Division 3, s.38 of the Roads Act 1993.

**Budget Implications:**

It is noted that Council in 2022 endorsed the proposal with the applicant funded all associated legal and survey costs associated with the road closure.

However, due to the complicated nature of this road closure and additional legal and surveying advice required, it is proposed that these sale costs are capped at \$30,000 including GST (\$15,000 each landowner) to align with initial estimates of the reasonable cost to close the road.

Actual costs are estimated to be approximately \$8,000 higher at completion and proposed that surplus is funded from the Council Property Account.

**Enclosures (following report)**

1 DP1313461

1 Page

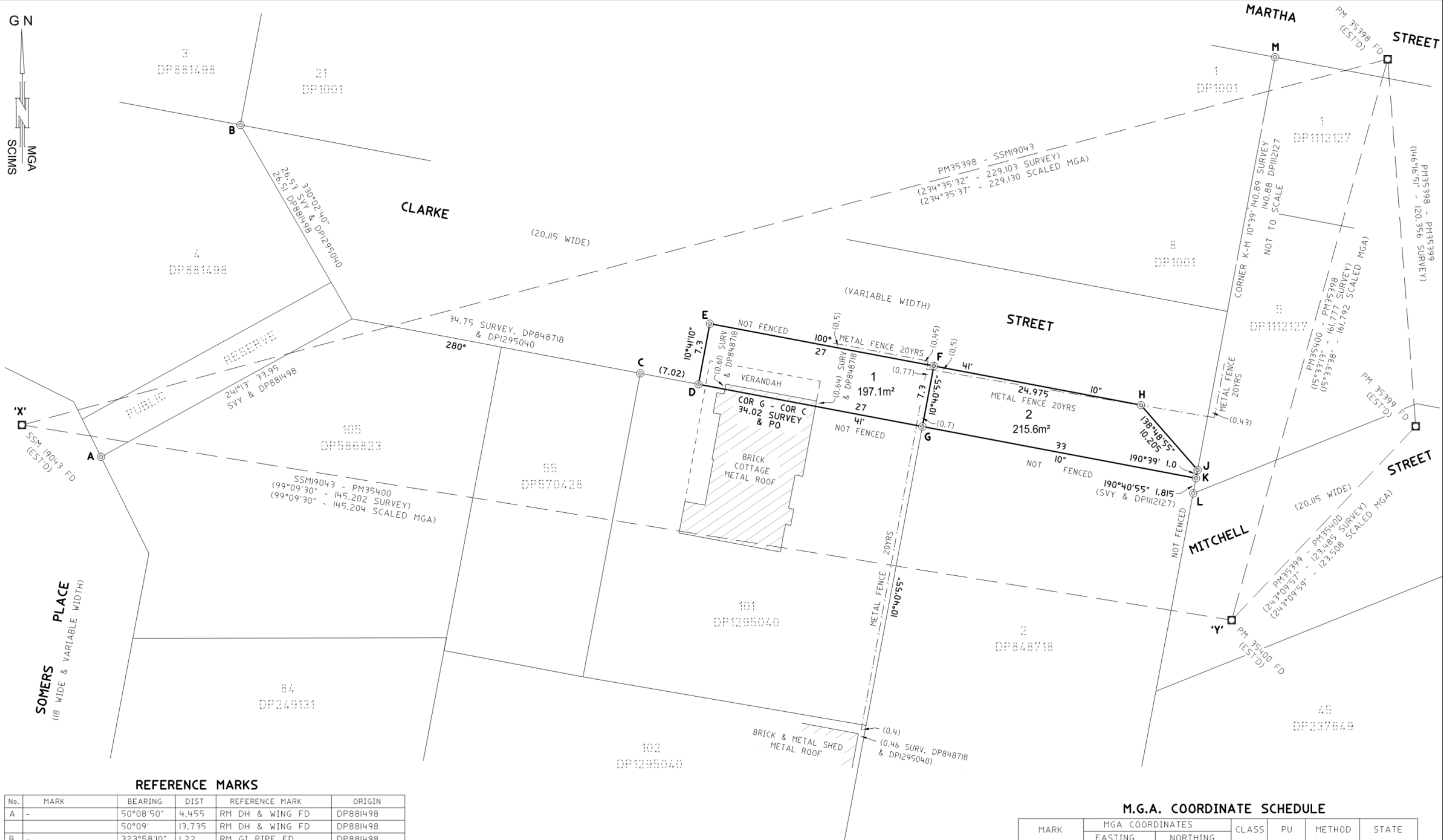
**Attachments (separate document)**

Nil

PLAN FORM 2 (A2)

WARNING: CREASING OR FOLDING WILL LEAD TO REJECTION

Sheet 1 of 1 sheets



REFERENCE MARKS

No.	MARK	BEARING	DIST	REFERENCE MARK	ORIGIN
A	-	50°08'50"	4.455	RM DH & WING FD	DP881498
B	-	50°09'	13.735	RM DH & WING FD	DP881498
C	-	323°58'10"	1.22	RM GI PIPE FD	DP881498
D	PEG SET	190°40'50"	1.00	RM GI PIPE FD	DP848718
E	PEG SET	180°34'	4.88	RM DH & WING FOUND	DPI295040
F	PEG SET	153°47'10"	7.05	RM DH & WING PLACED	.
G	PEG SET	193°57'	2.37	RM DH & WING PLACED	.
H	PEG SET	112°11'55"	15.74	RM DH & WING PLACED	.
I	PEG SET	182°43'	10.4	RM GI PIPE FOUND	DPI295040
J	SCREW & WASHER IN TOP METAL FCE	219°07'	4.47	RM GI PIPE PLACED	.
K	PEG SET	317°12'	6.545	RM DH & WING PLACED	.
L	PEG SET	345°52'20"	17.325	RM PM 35400 FD	DP848718
M	-	287°06'50"	5.525	RM DH & WING FD	DPIII2127
N	-	271°02'50"	21.385	RM PM 35398 FD	DPIII2127

SSM & PM CONNECTIONS - CORNERS

SSM 19043 - COR A (112°00'40" 10.097)  
SSM 19043 - COR D (86°33'40" 80.307)  
PM 35398 - COR E (221°03'58" 160.158)  
PM 35399 - COR H (255°56'39" 124.686)

M.G.A. COORDINATE SCHEDULE

MARK	MGA COORDINATES		CLASS	PU	METHOD	STATE
	EASTING	NORTHING				
SSM 19043	709085.606	6286557.958	B	0.02	SCIMS	FOUND
PM 35398	709272.361	6286690.709	B	0.02	SCIMS	FOUND
PM 35399	709339.168	6286590.599	B	0.02	SCIMS	FOUND
PM 35400	709228.959	6286534.847	B	0.02	SCIMS	FOUND
DATE OF SCIMS COORDINATES: 15/01/2025			MGA ZONE: 55			
MGA DATUM: GDA 2020			COMBINED SCALE FACTOR : 0.999999			

Surveyor: TIMOTHY COLLINS

Date of Survey: 16th JANUARY 2025

Surveyor's Reference: 21340A

PLAN OF SUBDIVISION OF PART OF CLARKE STREET  
FOR TITLE ISSUE AND ROAD CLOSURE UNDER  
THE ROADS ACT 1993 COMPRISED IN  
CT VOL 120 FOLIO 85

LGA: BLAYNEY  
Locality: BLAYNEY  
Subdivision No:  
Lengths are in metres. Reduction Ratio 1 : 300

Registered

DP

**33) PROPOSED ROAD WIDENING AND (PART) ROAD CLOSURE - RICHARDS LANE, MILLTHORPE**

**Department:** Infrastructure Services

**Author:** Director Infrastructure Services

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

**File No:** RD.RC.1

---

**Recommendation:**

That Council:

1. Endorse the closure of part of Richards Lane, Millthorpe being ~425m<sup>2</sup> adjacent to Lot 3 DP1232898 in accordance with s.38 Roads Act 1993.
2. That a further report be presented to Council to consider any submissions lodged during the notification period and formally resolve a decision on the road closure.
3. Approve the acquisition of land for the purpose of road widening being ~140m<sup>2</sup> part of Lot 3 DP1232898 as required and the land be classified as Public Road.
4. Delegate Authority to the General Manager to negotiate the terms of the acquisition with the landowner of Lot 3 DP1232898 and execute any document necessary to facilitate the acquisition.

**Reason for Report:**

To seek Council endorsement for the closure of a section of public road reserve, and the acquisition of lane in Richards Lane, Millthorpe.

**Report:**

Plans for the initial sealing of Richards Lane are currently underway. As part of the preliminary plans, it has been identified that a land acquisition of part of Lot 3 DP1232898 would be required for the new road alignment.

It is proposed that Council undertake a “land swap” exchanging approximately 425 square metres of road reserve surplus to Council needs as compensation for the acquisition of approximately 140 square metres of land.

It is proposed that Council will:

- i. Prepare the Deed of Agreement
- ii. Pay survey fees associated with the acquisition and road closure.
- iii. Acquire 140m<sup>2</sup> of Lot 3 DP1232898
- iv. Transfer 425m<sup>2</sup> of road reserve to the landowner.

It is proposed that Council would bear all costs associated with this transaction.



**Risk/Policy/Legislation Considerations:**

The Director of Infrastructure Services has written to the landowner of intention to seek Council resolution for this proposal. The

landowner has provided in principle in support of the proposal.

A deed of agreement would be prepared by Council's legal representative.

**Budget Implications:**

The costs of this acquisition amount to approximately \$20,000 and would be incorporated in existing budget allocations for the Richards Lane Upgrade project under Resources for Regions Round 9.

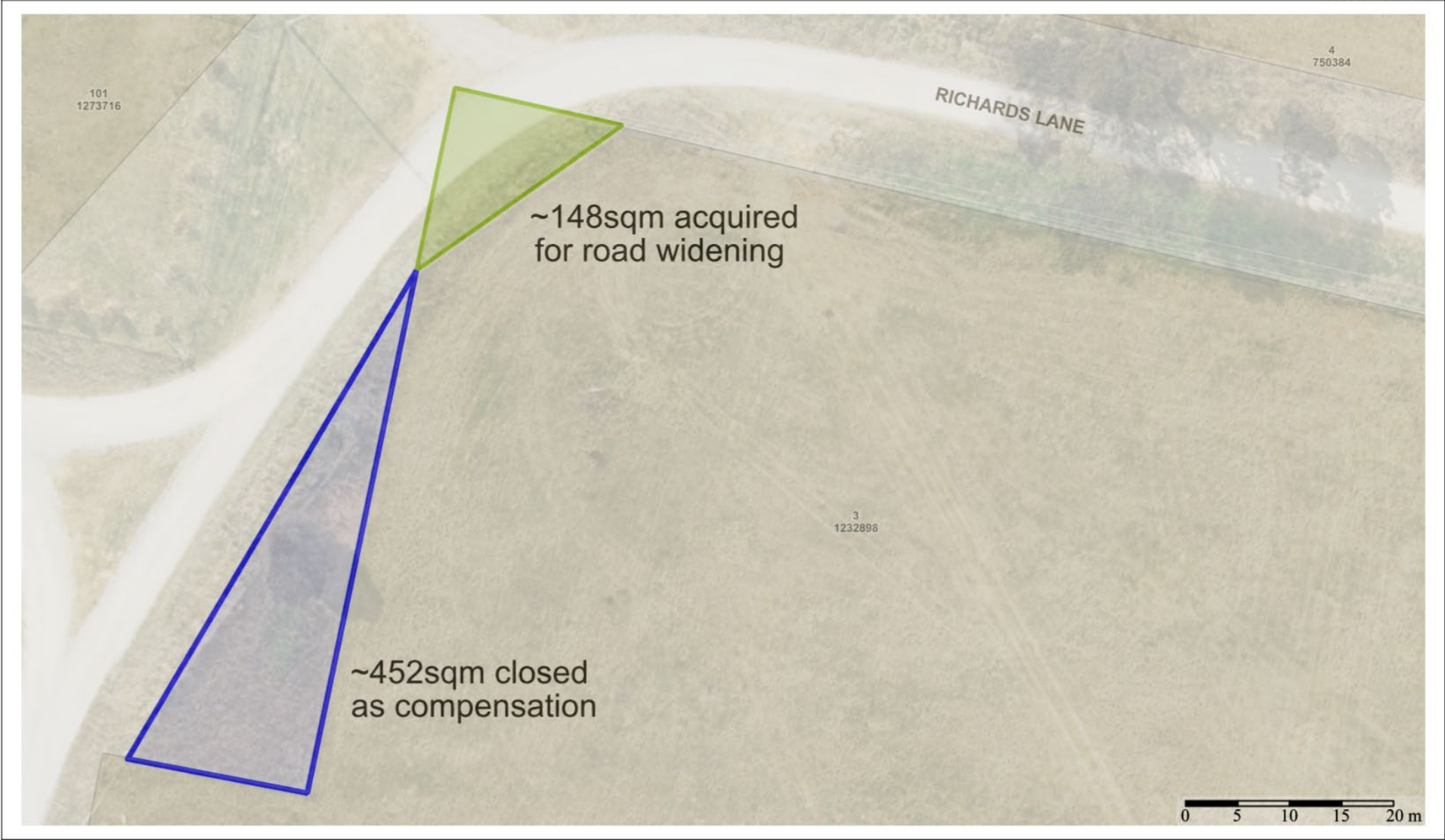
**Enclosures (following report)**

- 1 Proposed Land Exchange

**Attachments (separate document)**

Nil

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Projection: # GDA2020 / MGA zone 55

Date: 17/01/2025

Created By: Jacob Hogan

**34) PROPOSED BRIDGE NAMING - LEABEATER STREET, LYNDHURST**

**Department:** Infrastructure Services

**Author:** Director Infrastructure Services

**CSP Link:** 4. Enhance facilities and networks that support Health and Wellbeing of the Community, Sport, Heritage and Cultural interests

**File No:** RD.NA.1

---

**Recommendation:**

That Council:

1. That Council endorse the proposed naming of the Leabeater Street Bridge over Grubbenbun Creek as the Thomas William Toshack Bridge, and,
2. Place the proposed name on public exhibition for a period of 28 days.
3. 3. Adopt the name the name as proposed should no submissions be received.

**Reason for Report:**

To seek Council endorsement to name the Leabeater Street Bridge over Grubbenbun Creek.

**Report:**

In April 2023 Council completed construction of the Leabeater Street Bridge over Grubbenbun Creek. This project was part of Council's campaign to replace timber bridges across the Shire and funded under the NSW Government 'Fixing Country Bridges' program.

In September 2024 a letter was received from the Lyndhurst RSL sub Branch in support of the Lyndhurst Village Committee's request for the naming of this bridge and proposed a local veteran Mr Thomas William Toshack.

Mr Toshack was born and lived his whole life in Lyndhurst, he was a businessman and a member of the then C.M.F (Citizen Military Forces). He served his country during World War 2 (enlisted 22/02/1943) and New Guinea. He earned a number of Medals and discharged on 03/01/1946.

The Lyndhurst RSL sub Branch provided supporting information of Toshack's history and service which can be found in the enclosure of this report.

**Risk/Policy/Legislation Considerations:**

The proposed name is in accordance with Council's Road, Street and Bridge Names Policy (25F).

As the name does not currently reside on the pre-approved names list, in accordance with this policy the name must be placed on public exhibition for a period of not less than 28 days before being considered for adoption.

The naming of bridges is not a mandatory requirement, and commemorative naming is only typically undertaken upon request and in consideration of a name put forward by the community.

The Geographical Names Board does not approve names for bridges, however they have been verbally consulted and provided support for the proposal noting that it meets their requirements for Place Names.

**Budget Implications:**

The supply and installation of signage shall be funded from within the existing rural road maintenance allocation.

**Enclosures (following report)**

1 Thomas William Toshack

1 Page

**Attachments (separate document)**

Nil

**Thomas William Toshack. Known as Bill.**

**Born – 6/9/1912. Lyndhurst, nsw.**

**Died -- 21/10/1990. Interred Lyndhurst cemetery.**

**Married – 6/5/1935, Catholic Church, Lyndhurst.**

**Ilma Josephine Gannon, Bn – 16/6/1913. Carcoar.**

**Dd – 27/11/1984. Interred- Lyndhurst.**

**Storekeeper, 14 Russart st, Lyndhurst.**

**Lived and worked all his life in Lyndhurst.**

**Military service, - CMF – 26/5/1942 – 21/2/1943.**

**AIF -- 22/2/1943. NX149081. (N197309) Bombadier.**

**Discharged – 3/1/1946.**

**Served in New Guinea, 1/5/1943 – 8/7/1945.**

**Served with the 20<sup>th</sup> Aust Heavy Anti Aircraft Battery.**

**52<sup>nd</sup> Aust Composite AA Reg't.**

**12 Aust Salvage unit.**

**Thomas was awarded the 1939/45 star.**

**Pacific Star.**

**39/45 Medal.**

**Aust Service Medal**

**War Badge (No 201499).**

**Thomas Toshack served the Lyndhurst community and his Nation with distinction and is deserving of recognition for this. The older residence of the Lyndhurst area would be able to provide further information on Thomas's life and achievements, But I believe that, to name the bridge in his honour is a fitting tribute.**

**(AWM. Nation archives.)**

**Phill Morcom.**

**Secretary, Lyndhurst RSL Sub Branch.**

**Also ATT. Pic of Thomas and his business building. (14 Russart st, Lyndhurst)**



**35) PROPOSED BRIDGE NAMING - LONG SWAMP ROAD, FLYERS CREEK**

**Department:** Infrastructure Services

**Author:** Director Infrastructure Services

**CSP Link:** 4. Enhance facilities and networks that support Health and Wellbeing of the Community, Sport, Heritage and Cultural interests

**File No:** RD.NA.1

---

**Recommendation:**

That Council:

1. Endorse the proposed naming of the Long Swamp Road Bridge over Flyers Creek as the Richard Oswald Rapley Bridge.
2. Place the proposed name on public exhibition for a period of 28 days.
3. Adopt the name as proposed should no submissions be received.

**Reason for Report:**

To seek Council endorsement to name the Long Swamp Road Bridge over Flyers Creek.

**Report:**

The Long Swamp Road Bridge over Flyers Creek consists of a 6 cell box culvert structure which was constructed in the 1980s.

A request has been put forward to name this bridge in remembrance of Richard Oswald Rapley who was Ordinary Seaman on HMAS Encounter and Private William Stevens. Rapley received the Victory Medal and the British War Medal.

The request of naming comes from family members of Rapley and local Forest Reefs residents.

Richard Oswald Rapley was born 15<sup>th</sup> May 1897 at his parent's property, "Fairview" Forest Reefs. (Now known as 207 Long Swamp Road, Forest Reefs). He was the third child of Henry & Elizabeth Rapley. He was part of a large family of twelve children.

Richard attended Forest Reefs School and after completing school at the age of 14, he spent about a year working on the family farm. After answering the call in the Orange Leader newspaper, Richard enlisted as a Navy trainee at 15.

Once enlisted Richard boarded the HMAS "Tingara" training ship moored in Rose Bay in Sydney

Richard spent 15 months aboard the “Tingara”, first as a lowly rank of Boy 11 and then May 1914, he was promoted to Boy 1. He learnt the basics of navy rules, regulations and discipline, but it was far from what was promised in the newspaper advertisements.

Unhappy with not seeing any action, Richard deserted and eventually and enlisted in the Army under the assumed name of William Stevens in Brisbane. As William Stevens he was placed with the 31<sup>st</sup> Battalion Machine gun Section training at Enoggera Camp.

On 9<sup>th</sup> November 1915, he boarded the “Windilla” at Melbourne for the voyage to Egypt. After arriving at the Suez Canal, Richard became proficient with the operation of the Vicker Medium Machine gun, which a crew of three was assigned to each gun.

On 9<sup>th</sup> March 1916, Richard was transferred to the 8<sup>th</sup> Machine Gun Company and the month later he boarded the “Tunisian” for the journey to France and arrived at Marseilles.

Richard’s unit made many gains on the Germans, and they suffered many losses in the next months. Richard fought in many positions around Fromelles.

On 16<sup>th</sup> September 1916, Richard was hit by a stray bullet and died. Richard was 19 years. He is buried in Rue Petillion Cemetery, Fleurbaix France.

**Risk/Policy/Legislation Considerations:**

The proposed name is in accordance with Council’s Road, Street and Bridge Names Policy (25F).

As the name does not currently reside on the pre-approved names list, in accordance with this policy the name must be placed on public exhibition for a period of not less than 28 days before being considered for adoption.

The naming of bridges is not a mandatory requirement, and commemorative naming is only typically undertaken upon request and in consideration of a name put forward by the community.

The Geographical Names Board does not approve names for bridges, however they have been verbally consulted and provided support for the proposal noting that it meets their requirements for Place Names.

**Budget Implications:**

The supply and installation of signage shall be funded from within the existing rural road maintenance allocation.

**Enclosures (following report)**

- 1 Richard Oswald Rapley

**Attachments (separate document)**

Nil



- Photograph, letter and postcards - Karen Kemp - <http://rslvirtualmemorial.org.au/explore/people/91164>
- *The Medical Response to Trench Nephritis in World War One* by R. L. Atenstaedt - [www.kidney-international.org](http://www.kidney-international.org)
- *The 13th Stationary/83rd (Dublin) General Hospital, Boulogne. 1914-1917* by J. Harbison



**Richard Oswald Rapley**

**1897 - 1916**

**Ordinary Seaman  
on HMAS Encounter  
and  
as Private William Stevens  
Regimental Number: 114;  
8th Machine Gun Company A.I.F.**

**Local Memorial:** Millthorpe War Memorial, Redmond Oval

**Medals:** Victory Medal, British War Medal

The Rapley family had been living around the Forest Reefs area for some 25 years, when Richard Oswald Rapley was born on 15 May 1897 at his parents' property, "Fairview," Forest Reefs. The infant was the third son, and third child of Henry James and Elizabeth Rapley (nee Steven). Eventually

the couple had another 6 children, with the youngest being born in 1916. By the time of Richard's birth an older brother had already died, at the age of 9 months.

Richard attended school at Forest Reefs, and after completing school at the age of 14, he spent about a year working on the family farm. About this time newspaper advertisements began to appear in both Sydney and local papers giving information on "How to Join the Australian Navy." The *Orange Leader* newspaper received a brochure including photographs of navy ships and also incidents in the life of navy trainees. It gave information on rates of pay, as well as praising the advantages to be received by joining the navy. It is likely that one such notice was read by Richard, who may have thought an adventurous life at sea would have been better than farm work at home. With three brother, the teenager probably saw more opportunity by enlisting in the navy. So Richard, after first passing a strict medical examination, enlisted in the navy. Date of entry was recorded as 27 March 1913. It was noted that he was 5 feet 3 & 3/8 inches tall, had brown hair and light brown eyes, with a medium complexion. Once enlisted Richard was expected to serve for a period of 7 years. On boarding the navy training ship "H.M.A. S. Tingira" moored at Rose Bay in Sydney, he was just two months short of his 16th birthday.

The "Tingira" was originally built as a clipper sailing ship in Scotland, originally called the "Sobraon," and had sailed for 24 years between England and Australia as a passenger vessel before being purchased by the NSW Government in 1891 to be used as a floating reformatory for boys. After Federation in 1901, the naval forces were transferred to the control of the Commonwealth Government. In 1910 the Naval Defence Act was passed which established the "Royal Australian Navy." During this year the government purchased the "Sobraon" and after an extensive re-fit it was re-named "Tingira." It became the training ship for the Australian Navy.

Richard spent 15 months aboard the "Tingira," first, with the lowly rank of Boy II and then from May, 1914, he was promoted to Boy I. He learnt the basics of navy rules, regulations and discipline, as well as ship routine and maintenance. Much of the work was menial, far from the glamour promised by newspaper advertisements. However, occasionally routine was offset by

participating in events off shore, or sights on the Sydney Harbour. On Saturday, 4 October 1913, the first "fleet unit" of the Australian navy steamed into Sydney Harbour, with many sightseers boating out to meet them. No doubt the "Tingira" boys were lined up along its rails eagerly watching the proceedings. Early in April 1914 the "Tingira" boys held their annual athletics meeting at Lyne Park, situated on the foreshore at Rose Bay. The event was attended by the State Governor Lord Strickland and his wife, with a number of Government House staff. The Royal Australian Navy chief, Admiral Patey, was also there with his wife. The band from the navy ship "Australia" entertained during the day. Refreshments were served in marquees, while various races and athletic events were held. Richard was later noted as coming third in the "throwing cricket ball" competition.

Shortly before Richard had boarded the "Tingira" in 1913, an outbreak of the infectious disease diphtheria among the trainees, had caused some concern. The disease presented itself again shortly before Richard completed his training with the other recruits. Early in May 1914 some of the boys were hospitalised, and some officers, detected as "carriers," sent home. It is not known whether Richard was affected. The *Evening News* (6 May 1914) reported "About 20 boys have completed their initial training, and in a few days will be due for distribution among the ships of the fleet ... The majority of the boys are being sent to the cruiser Encounter. The captain of that ship is known to have shown concern over the matter, and has stipulated that he will not feel justified in receiving any boy on board his ship from the Tingira who has not been specially tested and treated before or after leaving the ship."

Despite the disease, Boy I, Richard Oswald Rapley, boarded the H. M. A. S. Encounter on 11 May 1914, to continue his naval career. His reports from the "Tingira" had been positive, noting his very good character and satisfactory ability. His new ship, the "Encounter" was a Challenger Class light cruiser, and was powered by steam, using coal to heat the boilers. The month after joining its ranks, Richard helped to dress the cruiser for the King's Birthday celebrations, flags and coloured bunting were attached to various points of the deck. The following month, Australia's first two submarines, AE 1 and AE 2, arrived in Sydney Harbour - no doubt the boys were allowed to view their passage down the harbour. During these early days, the new members of the crew, including Richard, would also have been vaccinated for various diseases, including small pox. These left large marks on the skin of his left arm.

During mid-July, the Encounter left Sydney Harbour with the Australian Squadron for its routine winter cruise to Queensland waters. Richard and his ex-Tingira companions were just settling into life at sea, when news was received of the imminent declaration of war against Germany. All ships were ordered to return to their bases, so the Encounter sailed back to Sydney as quickly as possible for repairs and maintenance, so that it would be ready for whatever situation arose. War was declared against Germany on 4 August 1914. The Encounter sailed two days later, bound for the waters around New Guinea, and the islands that were part of the German colony, known as German New Guinea. It was to link up with other Australian navy vessels. On arrival it began patrolling near the German island of New Britain looking for enemy warships - two German warships were known to have been operating in the area. On 12 August, the ship's lookout reported smoke on the horizon, and the crew was ordered to action stations. By this time Richard had been promoted to the rank of Ordinary Seaman II, and was concerned with deck duties, including operation of the ship's guns. His mother, when writing to military officials on 9 November 1916, stated that while serving on the Encounter, he was "taking the light of the guns."

The reported smoke turned out to be a British steamer, "Zambesi," which had been commandeered by the German Administrator of Nauru. An "Encounter" boarding party brought the ship back under allied control. Soon after this action, the "Encounter" sailed to Port Morseby for coaling. Most likely this job was not to Richard's taste. All hands were employed bringing coal on board in baskets, which was then tipped down the hatches on the upper deck. The ship and men became covered in coal dust in the process. It took several days of cleaning to restore body and ship to pre-coaling standards. Towards the end of August the ship had moved to a position off Palm Island to meet up with HMAS Sydney and the troopships "Berrima" and "Kanowna" which were carrying Australian military units charged with taking over German New Guinea. By this time

it was late August. The "Australia" was sent away on escort duty, with the "Encounter" remaining as protection for the troopships. After the return of HMAS Australia, on 2nd September, all of the ships were sent to Port Moresby to replenish coal and oil supplies. There they were joined by HMAS Australia, the two submarines AE1 & 2, and the navy ships, "Warrego" and "Yarra." Five days later the navy convoy sailed on to the island of New Britain. Encounter remained there with the submarines and two colliers, while the "Australia" and "Berrima" went on to Rabaul. On 11 September it joined these two ships near Cape Gazelle, and all three then moved to a position south of Rabaul where naval reservists and soldiers of the expeditionary force were landed to seize the German wireless station. "Encounter" remained on protection duty. The next day its seamen landed a 12 pounder gun and machine gun with crews to assist with the occupation of Rabaul. Two days later, the ship, which had been tasked to support the Australian troops, began shelling ridges behind the town, to "encourage" German surrender. This was Richard's first real initiation into war. After the surrender of German colonists and troops, the "Encounter" was then employed in searching for the missing submarine, AE 1, which had failed to return from a patrol. The search failed to locate the vessel. (Its wreck was eventually found over 100 year later, in December 2017, off the Duke of York island group, east of Rabaul.)

After this mission HMAS Encounter spent the remainder of September 1914 and the first couple of days of October in assisting troops to seize other German settlements on the New Guinea coast. On 3rd October it returned to Rabaul. After refuelling it then sailed as escort to a convoy of navy and merchant ships, as well as the submarine, AE 2, bound for Suva in the Fiji islands, where they were to seize other German colonies in the South Pacific. The convoy arrived on 15th October, with the "Encounter" towing the AE 2, which had experienced engine problems during the voyage. While in Suva, the crew captured a German schooner, and took possession of a German residency on an outlying island. After completing its task, the "Encounter" returned to its Sydney base. For the rest of 1914, and the first half of 1915, it remained moored at Garden Island where it was stripped and re-fitted for future service.

Ordinary Seaman Richard Rapley soon found this shore-bound life to be sadly lacking in excitement, as did some other young men from the Encounter's crew. According to his navy file, Richard Oswald Rapley of Forest Reefs, N.S.W., "ran" on Friday, 28 June 1915. In other words he deserted. The next month, the NSW Police Gazette carried descriptions of "Deserters from His Majesty's Service." Richard's name was included with that of five other young men, ranging in age from 18 - 22 years, who had left the ship on the same day. No doubt the local police visited the Rapley property at Forest Reefs, seeking to apprehend the young men. Whether the family knew of his intentions at the time is not certain, however, they may have been aware of his restlessness. Just a month after the ship had returned to Sydney, the Orange *Leader* reported on a send-off at Forest Reefs for Sgt. Tom Sevier who was leaving to join the A.I.F. One of Richard's brothers, in speaking to the gathering, was quoted - "I have a brother serving in the Encounter now doing duty in the Pacific, and I glory in it, feeling proud as well to witness this befitting occasion." These sentiments were endorsed by others in attendance. With such patriotic sentiment, it can be imagined that the Rapleys were quite upset by their son's desertion.

According to Elizabeth Rapley's later testimony, Richard "wished to go to the war and of course the vessel that he was on could not go so far as that so he left it with some more boys." The same day that he "ran," 28 June 1915, under the assumed name of "William Stevens" (Stevens was his mother's maiden name) Richard turned up at the Liverpool Army Camp. With a new identity, the young man signed the oath promising to serve in the A.I.F. The next day it was approved by an army lieutenant. The medical exam was completed, with "William" giving his age as 21 years and 6 months. His measurements taken by army doctor, noted some changes in his appearance - height: 5 feet 4 3/4 inches; weight: 133 lbs; chest 31-34 1/2 inches; fresh complexion; brown eyes; fair hair; and he was Church of England. Perhaps it was the vaccination marks that aroused suspicion, or the list of navy deserters being circulated amongst army authorities that found him out, but on 9th July 1915, Richard was discharged from the army as a deserter. Not to be deterred, the teenager boarded a train bound for Queensland, and three days later joined the enlistment queue in Brisbane, where, after passing another medical, he was accepted into the A.I.F. As William Stevens he was placed with the 31st Battalion Machine Gun Section training first at its Enoggera

Camp and then sent to the Broadmeadows Camp in Victoria. On 9th November 1915, with the other recruits he boarded the troopship "Wandilla" at Melbourne for the voyage to Egypt. Having already spent seven months at sea on the "Encounter," sea-sickness would not have been a problem for the young man.

The men disembarked at Suez on 7 December 1915 and moved to their base at Ferry Post on the Suez Canal. Here more training was carried out, and Private William Stevens became proficient with the operation and maintenance of the units weapon - the Vickers Medium Machine Gun. A crew of three was assigned to each gun, and it was sited in a prepared fixed position, as it was not easily moved around. On 9th March 1916, Richard was transferred to the 8th Machine Gun Company. From then on he and the other gunners were attached to the 8th Brigade, 5th Division, A.I.F. Just over a month later, on 16 June 1916, the men embarked at Alexandria on the ship "Tunisian" for the journey to France, where they disembarked at Marseilles on 23 June. The next day they entrained for the frontline area near the border with Belgium. Two days later their trip ended on the very wet platform at Steenbecque, where it was raining heavily. By the time the company had marched to billets at Morbecque, the men were soaked. After drying out and resting, two days later the brigade was inspected by General Birdwood. The men remained in billets for the first week of July and were trained in the use of gas masks, and introduced to the French countryside. On 8th July the brigade moved to billets at Estaires, and the next day to Erquinghem, west of Armentieres. The next day the 5th brigade moved into trenches at Bois Grenier to relieve the 4th Aust. Brigade. The machine gunners were split up - 6 guns in the front line, 4 in support and 6 in reserve. After four days on the line, the brigade was relieved and moved west back to billets at Fleurbaix. About this time plans were being finalised for a diversionary assault on German lines near the village of Fromelles. On 17th July 1916 the machine gun company moved into support lines at a position known as Eaton Hall. As part of the 5th Australian Division the machine gun company was to play a role as reserve battalion in the planned assault. A heavy bombardment of German lines on 19th July 1916 signified the beginning of the action, however, the German troops were prepared, and stationed with their own machine guns waiting in strong defensive positions. Many Australians died or were taken prisoner. Despite reaching German lines, they were cut down by German machine guns. Richard's own 8th Machine Gun Company was successful in reaching the German 2nd line, but had to be withdrawn. It was later reported that many of the men of the 8th Brigade were so totally unnerved by operation that they were unfitted for any future resistance. However, their machine gunners had been able to cover the retreat of many of the men. By the end of the second day the men were being organised to collect as many dead and injured fellow Australians as possible from the countryside near Fromelles. Charles Bean later write that "the 5th Australian brigade was crippled by the fight at Fromelles." For Richard Rapley the rest of his war was spent in positions around Fromelles, strafing German positions as required or supporting raids on enemy trenches. The focus was on maintaining the allied line. There were only brief spells in billets during this period. By the end of August, however, the 8th Machine Gun Company had moved back for some rest to Fleurbaix, where on 3rd September all the men were presented with a ribbon for their action at Fromelles on 19/20 July.

The next day, 4th September 1916, some of the gun crews were back in either front line or support line positions, to be employed in strafing enemy posts or working parties, or in support of an occasional raid on enemy positions. The front line was now much quieter since the failure of the Fromelles offensive, so much so that on 8th September the construction of concrete dugouts in the support trenches was begun under the guidance of engineers. A week later, on Saturday, 16th September 1916, their machine guns were used in support of a 30th Battalion raid. Charles Bean described the action as follows ... *Sept. 16. A party of the 30th Battalion (8th Brigade) entered the German trenches near The Tadpole, drove the enemy back by bombing, and captured two men of the 20th Bavarian R.I.R. One Australian was killed and three were wounded; twelve German dead were counted. At 11 p.m. that evening, the diarist of the 8th Machine Gun Company wrote ... 30th Battalion Raid on enemy trenches, 2 live prisoners taken, our casualties, 1 machine gunner killed.*

The dead machine gunner was Private William Stevens, only 19 years old, known to his Forest Reefs family as Richard Oswald Rapley, former Ordinary Seaman on HMAS Encounter. As William Stevens, the former machine gunner was buried in the Eaton Hall Cemetery by Rev. S. W.



Beveridge. The cemetery was attached to a dressing station, which had been given the grand title of Eaton Hall. When news was received at home in Forest Reefs, Elizabeth Rapley had to convince army officials that Private William Stevens was in reality, Richard Oswald Rapley, so on Monday, 30th October she travelled into Blayney to see Blayney jeweller, and J.P., W. J. Barratt to make a Statutory Declaration as to his identity. Eventually after sending in the declaration and two letters, the military officials begrudgingly wrote back on 20th November, stating that the army would therefore amend its records to state "No. 114 Private W. Stevens (stated to be Richard Oswald RAPLEY)." When a headstone was eventually placed above his grave in the cemetery near Fleurbaix, later re-named as Rue Petillon Military Cemetery, it was under the name of *R.O Rapley Served as 114 Private W. Stevens*. No inscription was ever recorded on the headstone. Back home in Millthorpe his name was not listed on the memorial gates, or recorded in any other way until a new memorial was unveiled in the grounds of Redmond Oval on 8th November 2008. Though his family was deeply distressed by Richard's death, perhaps the stigma of his earlier desertion could not be overcome, even by his death.

Twelve months later, the family placed a memoriam in the *Orange Leader* under the heading "Roll of Honor". It read...

*RAPLEY, - Killed in action in France, September 16, 1916, Private Richard Oswald Rapley, in his 19th year, dearly beloved son of Mr. and Mrs. H. J. Rapley of Forest Reefs. Also his comrade James Victor Winchington, killed July 20th, 1917.*

*They fought like heroes in deadly strife  
For King and country they gave their young lives,  
Somewhere in France they now lie those heroes brave.  
Little we thought when we parted last it was our last farewell.  
- Inserted by sorrowing mother, father, sisters and brothers.*

*May they rest in peace.☞*

NB. James Victor Winchington has not been identified.



Left: Entrance to Rue Petillon Cemetery, Fleurbaix, France



Right: Richard Rapley's grave in Rue Petillon Cemetery.

### **References**

#### **Books / CD:**

- *Blayney & Surrounding Cemeteries-Transcriptions of Headstones*, Blayney Shire Local & Family History Group Inc.

- *Blayney Shire Pioneer Register-Settlement to Federation*, Jones, R. et al, Blayney Shire Local & Family History Group Inc.
- *The Rapley Family - To Camden and Beyond 1832-1992 Vol. 2* by Elaine Streatfeild & Gladys Rapley
- *Official History of Australia in the War of 1914-18 Vol. III The A.I.F. in France 1916* by C. E. W. Bean

#### Newspapers:

- *Leader*, 15 March 1913 - *How to Join the Australian Navy*
- *The Farmer & Settler*, 30 January 1914 - *The Sea Dog's Life*
- *Leader*, 25 February 1913 - *Diphtheria on the Tingira*
- *Clarence & Richmond Examiner*, 2 May 1914, Sat. - *The Diphtheria Cloud*
- *Evening News*, 6 May 1914, Wed - *Tingira's Diphtheria*
- *Sydney Morning Herald*, 7 May 1914 - *Empire Day*
- *Daily Telegraph*, 8 May 1914 - *Diphtheria (On the Tingira)*
- *Sunday Times*, 5 April 1914 - *Naval Sports*
- *Daily Telegraph*, 6 April 1914 - *Naval Boys' Sports*
- *Sydney Morning Herald*, 4 June 1914 - *Warships Dressed*
- *Leader*, 10 December 1914 - *Send-off at Forest Reefs*
- *Leader*, 16 October 1916 - *reference to death*
- *Leader*, 19 September 1917 - *Roll of Honour*

#### Internet:

- \* 8th Machine Gun Company by Steve Larkins-<https://rslvirtualmemorial.org/explore/units/337>
- \* 8th Machine Gun Company Diary - [www.awm.gov.au](http://www.awm.gov.au)
- \* *HMAS Encounter (1905-1932)* - <https://www.navyhistory.org.au/hmas-encounter-1905-1932/>
- \* *The History of HMAS Tingira* - <https://www.navynistory.org.au/the-history-of-hmas-tingira/>
- \* Rapley, R O - Personnel Record (Navy); Series No. A6770 - National Archives of Australia - [www.naa.gov.au](http://www.naa.gov.au) \*
- Rue Petillon Cemetery - [www.cwgc.org](http://www.cwgc.org)
- \* William Stevens (Richard Oswald Rapley) -Personnel Dossier (AIF); Series B2455 - National Archives of Australia - [www.naa.gov.au](http://www.naa.gov.au)
- \* William Stevens - The AIF Project:[www.aif.adfa.edu.au:8080](http://www.aif.adfa.edu.au:8080) \*\*
- Photograph as W. Stevens - *Queenslander Pictorial*, 13 May 1916 - <https://discoveringanzacs.n.gov.au>
- \* *NSW Police Gazette*, 14 July 1915 - *Desertion notice* - [www.ancestry.com.au](http://www.ancestry.com.au)

#### Acknowledgements:

- Golden Memories Museum, Millthorpe
- Millthorpe Public School
- Rue Petillon Cemetery photographs - Gwenda Stanbridge



**36) CENTRAL TABLELANDS WEEDS AUTHORITY - 2024/25 ROADSIDE SPRAYING PROGRAM**

**Department:** Infrastructure Services

**Author:** Director Infrastructure Services

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

**File No:** RD.AD.1

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**Recommendation:**

That Council;

1. Note the update of the 2024/25 Roadside Spraying Program.
2. Approve a supplementary vote of \$6,500 in the 2024/25 Operational Plan for roadside weed control (Mid-Western Hwy), funded from Flyers Creek Voluntary Planning Agreement.

**Reason for Report:**

To update Councillors on the 2024/25 Roadside Spraying Program.

**Report:**

Upper Macquarie County Council (trading as Central Tablelands Weeds Authority - CTWA) is a separate statutory authority that manages weed control under the Biosecurity Act 2015 for Blayney Shire Council, Bathurst Regional Council, Lithgow City Council and Oberon Council (constituent Councils).

CTWA undertake a roadside spraying program that is a 3 year rotation programme, whereby it will undertake spraying of all Council controlled road reserves in the Blayney Shire over a 3 year period.

Sector 1 commenced in 2023/24 and was a successful year for Blayney, with the delivery of the entire Sector 1 program and 22km of Sector 2. .

Councillors would recall that funds were brought forward from 2025/26 to 2024/25 to address an identified shortfall in budget allocations to complete Sector 2 (**Resolution 2410/030**).

Sector 2 commenced in 2024/25 and was estimated based on prior year rates by CTWA; the remaining 242km of this Sector would be completed at a total cost of \$68,896.

To date approximately 140 km has been completed at a total cost of \$65,075:

- 120km of local road spraying completed at an average cost of \$390 per km
- 20km of Mid Western Highway spraying completed at an average cost of \$908 per km.

To date 2024/25 local road spraying was completed on the following roads: Acacia Lane, Back Creek Road, Bundaleer Road, Caloola Road, Church Lane, Garabaldi Lane, Gresham Lane, Hobbys Yards Road (part of), Jones Lane, Kings Plains Road, Kurangia Road, McKellars Lane, Moorilda Road, Morrisons Lane, Newbridge Cemetery Road, Newbridge Road, Old Lachlan Road, St Brigids Lane, Stringybark Road, Sugarload Road, Sykes Lane, Three Brothers Road, Tooheys Lane, Village Road, Walkoms Road, West Wimbledon Road, Wimbledon Road and Winterwood Lane.

Remaining in Sector 2 is approximately 102km consisting of 87km local roads and 15km of Mid-Western Highway. A revised estimate of costs to completion is shown below in Table 1.

<u>Item</u>	<u>Amount</u>
Estimate cost to complete 87km local roads.	\$33,930
Estimate cost to complete 15km of state road.	\$13,620
Budget Remaining	\$ 7,421 <sup>1</sup>
<b>Estimate budget shortfall</b>	<b>\$40,129</b>

Table 1 – Estimate cost of completing Sector 2.

<sup>1</sup>amount includes \$3,600 refund of flow metered spray guns to be redirected to roadside spraying.

A voting of supplementary funds to the amount of \$6,500 to complete the Mid-Western highway roadside spraying would result in completion of the state road spraying works.

Council officers would then look to review the remaining local roads of Sector 2 & 3 and undertake a risk-based review prioritising roads for roadside spraying in future years according to Council budget allocation.

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

Central Tablelands Weeds Authority derives powers from the Biosecurity Act 2015 and carries out these functions within Blayney Shire Council.

#### **Budget Implications:**

Roadside spraying budget for 2025/26 is \$15,550, which will be insufficient to complete the 87km of incomplete works in Sector 2.

At this stage Blayney Council may therefore need to move to a 4 year rotation program to adhere to Council's budget allocations and complete the full cycle of the Blayney Road Network in 2026/27 (rather than 2025/26).

This will be reviewed following completion of the Cadia Sticky Nightshade program, which will have sprayed priority weeds within many Sector 3 roads.

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

Nil

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

Nil



**37) MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD 14 FEBRUARY 2025****Department:** Infrastructure Services**Author:** Director Infrastructure Services**CSP Link:** 1. Maintain and Improve Public Infrastructure and Services**File No:** TT.ME.1

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**Recommendation:**

That Council:

1. Receive and note the minutes of the Blayney Traffic Committee Meeting, held Friday 14 February 2025.
2. Endorse the Traffic Management Plan for the Blayney Anzac Day Service as a Class 3 event, subject to the conditions detailed in the Director Infrastructure Services' Report.
3. Endorse the Traffic Management Plan for the Villages ANZAC (Millthorpe & Neville) Day Service as a Class 3 event, subject to the conditions detailed in the Director Infrastructure Services' Report.
4. Make application to Transport for NSW for "No Left Turn" and "No Right Turn" (R2-6) signage with supplemental "12.5m and over" (R9-223n) plates be installed on Martha St/Midwestern Hwy, and Orange Rd.
5. Endorse the closure of Trunkey St Newbridge for the Newbridge Winter Solstice Festival, to be staged on 21 June 2025 on Trunkey Street Newbridge as a Class 2 event, subject to the conditions detailed in the Director Infrastructure Services' Report.

**Reason for Report:**

For Council to endorse the minutes of the Blayney Shire Council Traffic Committee meeting held 14 February 2025.

**MINUTES OF THE BLAYNEY SHIRE COUNCIL TRAFFIC COMMITTEE MEETING****HELD IN THE CHAMBERS, BLAYNEY SHIRE COUNCIL COMMUNITY CENTRE, ON 14 FEBRUARY 2025, COMMENCING AT 10:00 AM****PRESENT**

**Members:** Cr John Newstead (Blayney Shire Council-Chair), Reg Rendall (State Member for Bathurst Representative), Jackie Barry (TfNSW) and Pat Fisher (NSW Police).

**Present:** Jacob Hogan (Director Infrastructure Services), Evatt Bourne (Design and Development Engineer) and Lauren Ferson (Executive Assistant to the General Manager).

**APOLOGIES**

Nil

**DECLARATION OF INTEREST**

That the following Declaration of Interest be noted.

Number	Member/Officer	Interest	Report	Reason
Item 2	Reg Rendall	Non Pecuniary	Street Event – ANZAC Day (Blayney) – April 2025	Reg is the President of the Blayney RSL Branch

**CONFIRMATION OF MINUTES****MINUTES OF THE PREVIOUS MEETING BLAYNEY SHIRE COUNCIL TRAFFIC COMMITTEE MEETING HELD 6 DECEMBER 2024**

20250214:01

**Recommendation:**

That the Minutes of the Blayney Shire Council Traffic Committee Meeting held on 6 December 2024, be confirmed to be a true and accurate record of that meeting.

(Rendall/Barry)

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

The meeting dates that appeared in the previous minutes were incorrect. These have now been corrected and meeting invites have been issued.

Cr Newstead asked if signage had been installed on Marshalls Lane. Confirmed this has not been completed as yet.

**REPORTS****STREET EVENT - ANZAC DAY (BLAYNEY) - APRIL 2025**

20250214:02

**Recommendation:**

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

(Barry/Fisher)

**CARRIED****STREET EVENT - ANZAC DAY SERVICES (VILLAGES) - APRIL 2025**

20250214:03

**Recommendation:**

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

(Fisher/Rendall)

**CARRIED**

**SIGNAGE - TRUCK TURNING SIGNAGE CARCOAR & MARTHA STREETS, BLAYNEY**

20250214:04

**Recommendation:**

That application is made to Transport for NSW for “No Left Turn” and “No Right Turn” (R2-6) signage with supplemental “12.5m and over” (R9-223n) plates be installed on Martha St/Midwestern Hwy, and Orange Rd.

(Rendall/Fisher)

**CARRIED**

**STREET EVENT - NEWBRIDGE WINTER SOLSTICE 2025**

20250214:05

**Recommendation:**

That Council endorse the closure of Trunkey St Newbridge for the Newbridge Winter Solstice Festival, to be staged on 21 June 2025 on Trunkey Street Newbridge as a Class 2 event, subject to the conditions detailed in the Director Infrastructure Services’ Report.

(Barry/Rendall)

**CARRIED**

**TRAFFIC REGISTER**

**TRAFFIC REGISTER**

Noted.

**GENERAL BUSINESS**

**2025 VARIETY 4WD ADVENTURE (IC/89802)**

**Actions**

Noted.

**INTERSECTION ADELAIDE STREET / MID WESTERN HIGHWAY (ST JOSEPH'S CATHOLIC PRIMARY SCHOOL)**

**Actions**

Support Information for Transport for NSW – for consideration of opening the intersection on Adelaide Street and Mid Western Highway (near St Joseph’s Catholic Primary School).

**COMPLAINT - TRUCKS PARKING IN CHURCH STREET, BLAYNEY**

**Actions**

Traffic Committee considered and NSW Police will visit property in question.

**FUTURE MEETING DATES - 2025**

8 April 2025

13 June 2025

15 August 2025

17 October 2025

5 December 2025

**GENERAL BUSINESS**

Request to move formal Bus Stop on Orange Road (near Beaufort Street) further along Orange Road to avoid the increased traffic movements near the Service Station. Council will do an assessment and present to next Traffic Committee.

**INFORMAL MATTERS**

- Traffic Counters Charles Street, Blayney: The committee discussed information regarding driver speeds on Charles Street. Traffic counters captured an 85<sup>th</sup> Percentile Speed of 52 km/h.
- Traffic Counters Adelaide Lane, Blayney: The committee discussed information regarding driver speeds on Adelaide Lane. Traffic counters captured an 85<sup>th</sup> Percentile Speed of 27 km/h
- Blayney High Pedestrian Zone: The committee noted installation of the TEG and painted numerals which received positive feedback.

There being no further business, the meeting concluded at 10.37am.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

1 Traffic Committee Meeting Attachments

7 Pages

**Matters to be dealt with in closed committee**

In accordance with the Local Government Act (1993) and the Local Government (General) Regulation 2021, 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.

**38) EOI 3/2016 - SALE OF INDUSTRIAL LAND BY COUNCIL**

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

**39) CONTRACT 12/2024 - RODD STREET CULVERT REPLACEMENT**

*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.*

**40) ELECTRICITY PROCUREMENT FOR SMALL MARKET SITES**

*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.*

**41) CNSWJO REGIONAL CONTRACT FOR LINEMARKING SERVICES**

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