



9 August 2017

Dear Councillor,

Your attendance is requested at an Ordinary Council Meeting of the Blayney Shire Council to be held in the Chambers, Blayney Shire Community Centre on Monday, 14 August 2017 at 6.00pm for consideration of the following business -

- (1) Acknowledgement of Country
- (2) Recording of Meeting Statement
- (3) Apologies for non-attendance
- (4) Disclosures of Interest
- (5) Public Forum
- (6) Mayoral Minute
- (7) Notices of Motion
- (8) Confirmation of Minutes –
  - (a) Ordinary Council Meeting held on 17.07.17
  - (b) Extraordinary Council Meeting held on 08.08.17
- (9) Matters arising from Minutes
- (10) Reports of Staff
  - (a) Executive Services
  - (b) Corporate Services
  - (c) Infrastructure Services
  - (d) Planning and Environmental Services
- (11) Delegates Reports
- (12) Questions from Councillors
- (13) Closed Meeting

Yours faithfully

Rebecca Ryan  
**General Manager**

**5.45PM ARTS OUTWEST PRESENTATION  
TRACEY CALLINAN**

## Meeting Calendar 2017

### August

<b>Time</b>	<b>Date</b>	<b>Meeting</b>	<b>Location</b>
6.00 pm	14 August 2017	Council Meeting	Community Centre
4.00pm	15 August 2017	Local Emergency Management Meeting	Community Centre
10.00am	25 August 2017	Traffic Committee Meeting	Depot Training Room

### September

<b>Time</b>	<b>Date</b>	<b>Meeting</b>	<b>Location</b>
2.30pm	15 September 2017	Upper Macquarie County Council	Council Chambers, Kelso
6.00 pm	25 September 2017	TBC Council Meeting	Community Centre

**INDEX OF REPORTS OF THE BLAYNEY SHIRE COUNCIL MEETING**  
**HELD ON MONDAY 14 AUGUST 2017**

<b>CONFIRMATION OF MINUTES</b> .....	<b>1</b>
01) Minutes of the Previous Meeting held Monday 17 July 2017.....	1
02) Minutes of the Extraordinary Meeting held Tuesday 8 August 2017.....	7
<b>EXECUTIVE SERVICES</b> .....	<b>9</b>
03) Stronger Country Communities Fund .....	9
04) Land Negotiation Program.....	12
05) Orange, Blayney and Cabonne Regional Economic Development Strategy .....	32
06) Integrated Planning and Reporting Program .....	35
07) Orange TDO Ltd.....	39
08) Central NSW Tourism Update .....	49
09) Blayney and Villages Destination Management Plan 2016-20 .....	51
10) Neville Multipurpose Court .....	69
11) Healthy and Happy Wellness Challenge .....	72
12) Minutes of the Blayney Shire Cultural Centre Working Group Meeting held Monday 7 August 2017 .....	77
<b>CORPORATE SERVICES</b> .....	<b>79</b>
13) Report Of Council Investments As At 31 July 2017 .....	79
14) Draft Statement Of Financial Reports By Council 2016/17.....	83
15) Six Monthly Delivery Plan Review - June 2017 .....	100
16) Minutes Of The Financial Assistance Committee Meeting Held 27 July 2017 .....	115
17) End Of Term Report 2012-2017 .....	124
<b>INFRASTRUCTURE SERVICES</b> .....	<b>126</b>
18) Director Infrastructure Services Monthly Report.....	126
19) Sewer Triple Bottom Line report.....	130
20) Goods and Services Tender.....	135
21) Unnamed Road off Forest Reefs Road .....	138
22) Minutes of the Blayney Shire Sports Council Meeting held on Thursday, 3 August 2017 .....	141
<b>PLANNING AND ENVIRONMENTAL SERVICES</b> .....	<b>145</b>
23) Minutes of the Blayney Shire Cemetery Forum held Thursday 3 August 2017 .....	145
24) Minutes of the Blayney Shire Access Advisory Committee meeting held 3 August 2017 .....	148

**01) MINUTES OF THE PREVIOUS MEETING HELD MONDAY 17 JULY 2017**

**Department:** Executive Services

**Author:** General Manager

**CSP Link:** 6.3 A well-run Council organisation.

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

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**Recommendation:**

That the Minutes of the Ordinary Council Meeting held on 17 July 2017, being minute numbers 1707/001 to 1707/012 be confirmed.

**MINUTES OF THE BLAYNEY SHIRE COUNCIL ORDINARY MEETING  
HELD IN THE CHAMBERS, BLAYNEY SHIRE COUNCIL COMMUNITY  
CENTRE, ON 17 JULY 2017, COMMENCING AT 6.00PM**

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

General Manager (Mrs R Ryan), Director Corporate Services  
(Mr A Franze), Director Infrastructure Services (Mr G Baker),  
Acting Director Planning & Environmental Services (Ms Patsy  
Moppett), Acting Executive Assistant to the General Manager  
(Mrs N Smith)

**ACKNOWLEDGEMENT OF COUNTRY**

**RECORDING OF MEETING STATEMENT**

**APOLOGIES**

The Mayor acknowledged that Council previously granted a  
leave of absence to Councillor Somerville for the July meeting.

**DISCLOSURES OF INTEREST**

Nil

**CONFIRMATION OF MINUTES**

**MINUTES OF THE PREVIOUS MEETING HELD MONDAY 19  
JUNE 2017**

**1707/001**

**RESOLVED**

That the Minutes of the Ordinary Council Meeting held on 19  
June 2017, being minute numbers 1706/001 to 1706/023 be  
confirmed.

(Radburn/Oates)

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

Nil

**EXECUTIVE SERVICES REPORTS****RISK, WORK HEALTH AND SAFETY QUARTERLY REPORT****1707/002****RESOLVED**

That the Risk, Work Health and Safety Report for the quarter April to June 2017 be received and noted.

(Braddon/Oates)

**CARRIED****COUNCIL RESOLUTION REPORT****1707/003****RESOLVED**

That Council notes the Outstanding Resolution Report to June 2017

(Ewin/Braddon)

**CARRIED****CORPORATE SERVICES REPORTS****REPORT OF COUNCIL INVESTMENTS AS AT 30 JUNE 2017****1707/004****RESOLVED**

1. That the report indicating Council's investment position as at 30 June 2017 be received.
2. That the certification of the Responsible Accounting Officer be received and the report be adopted.

(Kingham/Oates)

**CARRIED****COMPLIANCE AND REPORTING ACTIVITIES****1707/005****RESOLVED**

That the report on Compliance and Reporting Activities for the 6 month period to June 2017 be received.

(Radburn/Braddon)

**CARRIED****REVIEW OF AGENCY INFORMATION GUIDE****1707/006****RESOLVED**

That Council adopt the Agency Information Guide and Proactive Release Program for the ensuing 12 months and make it available through Council's website.

(Braddon/Oates)

**CARRIED****TENDER FOR THE SALE OF INALA UNITS****1707/007****RESOLVED**

That the matter of Tender for the Sale of Inala Units be deferred to the end of the Business Paper.

(Ferguson/Radburn)

**CARRIED**

**INFRASTRUCTURE SERVICES REPORTS****DIRECTOR INFRASTRUCTURE SERVICES MONTHLY REPORT****1707/008****RESOLVED**

That the Director of Infrastructure Services Monthly report for July 2017 be received and noted.

(Braddon/Ewin)

**CARRIED****MINUTES OF THE BLAYNEY TRAFFIC COMMITTEE MEETING HELD 16 JUNE 2017****1707/009****RESOLVED**

1. That the minutes of the Blayney Traffic Committee Meeting, held on Friday 16 June 2017, be received and noted.
2. That Council design and install a compliant disabled parking space in Redmond Oval Complex near the entrance of Millthorpe Public School and seeks written confirmation from Millthorpe Public School that they will commit to undertaking the extension of the footpath from the school boundary to adjoin their existing footpath. Council to liaise with Millthorpe Pharmacy in regards to the need, usage and possible removal of one of the two existing disabled parking spaces in Victoria Street, Millthorpe.
3. That Council provides in principal support to the Carcoar Cup Running Festival to be held on Sunday, 5 November 2017 subject to the following conditions:  
That the event organiser is to comply with the following:
  - a) That Council receive up to date, certified and signed Traffic Control Plans.
  - b) Development and implementation of a Traffic Management Plan (including Traffic Control Plans). All implementation and Traffic Control Works and Plans are to be completed by persons qualified to do so.
  - c) Approval is to be obtained from NSW Police for a class 2 event at least 3 months prior to the event, with all instructions issued by Police complied with and obeyed.
  - d) Council is to be provided with Council is to be provided with an up to date copy of a \$20M Public Liability Insurance Policy indicating Blayney Shire Council's interests, with the date and location of the event.
  - e) The Event Organiser is to notify all Emergency Services of the event and associated road closures, including Blayney Hospital.
  - f) The Event Organiser is to notify all business proprietors and residents affected by the event at least 7 days prior to the event.
  - g) The Event Organiser is to provide and publish the direct contact number of the event organiser/clerk of the course,

- for in the event of an emergency, residents and emergency services may need to access the route.
- h) The Event Organiser is to comply with the requirements of the “Guide to Traffic and Transport Management for Special Events” (version 3.4), 2 August 2006, for a Class 2 event.
  - i) The Event Organiser will, advertise the temporary road closures, at least seven days prior to the event, in the local media.
  - j) The requirement to not place any markings on the road way as per the Road Transport Act 2013 No 18 – Section 123.
4. That Council provides in principal support to the Orange Cycle Club – Bicycle Races additional races to be held on Sunday 8 October 2017, Sunday 12 November 2017, Sunday 3 December 2017 subject to the following conditions:  
The Event Organiser is to comply with the following:
- a) That Council receive up to date, certified and signed Traffic Control Plans.
  - b) Development and implementation of a Traffic Management Plan (including Traffic Control Plans). All implementation and Traffic Control Works and Plans are to be completed by persons qualified to do so.
  - c) Approval is to be obtained from the Roads and Maritime Services Traffic Operations Manager.
  - d) Approval is to be obtained from NSW Police.
  - e) Council is to be provided with an up to date copy of a \$20M Public Liability Insurance Policy indicating Blayney Shire Council’s, Police & RMS interests, with the date and location of the event.
  - f) The Event Organiser is to notify all Emergency Services of the event including Blayney Hospital.
  - g) The Event Organiser is to notify all business proprietors and residents affected by the event at least 7 days prior to the event.
  - h) The Event Organiser is to comply with the requirements of the “Guide to Traffic and Transport Management for Special Events” (Version 3.4), 2 August 2006, for a class 1 event.
  - i) The Event Organiser is to comply with the requirements of the “Guide for Bicycle Road Races” NSW 1 January 2004.
5. Council to write to proponent in regards to Naylor Street, Carcoar and advise that Council has informed NSW Police of the speeding issues on Naylor Street.

(Radburn/Oates)  
**CARRIED**

**CLOSED MEETING****1707/010 RESOLVED**

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

**TENDER FOR THE SALE OF INALA UNITS**

*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*

(Braddon/Oates)

**CARRIED**

**CONFIDENTIAL MEETING REPORTS****TENDER FOR THE SALE OF INALA UNITS****1707/011 RESOLVED**

1. That Council decline acceptance of the tender received for the Tender 8/2017 – Sale of 10 Residential Units at 33 Park Street, Millthorpe for Affordable Housing.
2. That Council decline to invite fresh tenders or applications as referred to in Local Government (General) Regulation s.178(3) (b)–(d) as the tender received is acceptable and complying with the exception of agreement on the application of GST in the transaction.;
3. That Council move into negotiations with preferred tenderer, Housing Plus, with the intention for a Sale Contract and price to be agreed upon for the sale of Inala Units;
4. That Council authorise the General Manager to undertake negotiations;
5. That Council engage with Millthorpe Village Committee, residents and wider community to share proposal with a view to getting feedback.
6. That a report be brought back to the August 2017 Council meeting for determination.

(Ewin/Radburn)

**CARRIED**

**1707/012 RESOLVED**

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

(Oates/Radburn)

**CARRIED**



**AT THE RE-OPENING OF THE MEETING TO THE PUBLIC, THE MAYOR  
ANNOUNCED THE OUTCOME OF RESOLUTION NUMBER 1707/011**

There being no further business, the meeting concluded at 6.41pm.

The Minute Numbers 1707/001 to 1707/012 were confirmed on 14 August 2017 and are a full and accurate record of proceedings of the Ordinary Meeting held on 17 July 2017.

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Cr S Ferguson  
**MAYOR**

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Mrs R Ryan  
**GENERAL MANAGER**

**02) MINUTES OF THE EXTRAORDINARY MEETING HELD TUESDAY 8 AUGUST 2017**

**Department:** Executive Services

**Author:** General Manager

**CSP Link:** 6.3 A well-run Council organisation.

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

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**Recommendation:**

That the Minutes of the Extraordinary Council Meeting held on 8 August 2017, being minute number 1708/E001 be confirmed.

**MINUTES OF THE BLAYNEY SHIRE COUNCIL EXTRAORDINARY MEETING HELD IN THE CHAMBERS, BLAYNEY SHIRE COUNCIL COMMUNITY CENTRE, ON 8 AUGUST 2017, COMMENCING AT 6.00PM**

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

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

**ACKNOWLEDGEMENT OF COUNTRY**

**RECORDING OF MEETING STATEMENT**

**APOLOGIES**

Nil

**DISCLOSURES OF INTEREST**

Nil.

**EXECUTIVE SERVICES REPORTS**

**INALA UNITS SALE TENDER**

**MOTION:**

1. That Council approve the sale of Inala Units being lot 221/DP593369 at 33 Park Street, Millthorpe NSW to Housing Plus for the agreed price of \$960,000 excluding GST.
- 2 That Council authorise the Mayor and General Manager to affix the Council Seal, sign and execute the Sale Contract for lot 221/DP593369 at 33 Park Street, Millthorpe NSW.

(Ewin/Braddon)

An **AMENDMENT** was moved by Cr Somerville and seconded by Cr Oates that an additional point 3 be added, the motion to now be:

1. That Council approve the sale of Inala Units being lot 221/DP593369 at 33 Park Street, Millthorpe NSW to Housing Plus for the agreed price of \$960,000 excluding GST.
2. That Council authorise the Mayor and General Manager to affix the Council Seal, sign and execute the Sale Contract for lot 221/DP593369 at 33 Park Street, Millthorpe NSW.
3. That Council, by order under section 88D of the Conveyancing Act 1919, impose a restriction on the title to Inala Units which provides that the land may not be used for any purpose other than the provision of affordable housing.

**CARRIED**

The amendment became the substantive motion and was put.

**RESOLVED:**

**1708/E001**

1. That Council approve the sale of Inala Units being lot 221/DP593369 at 33 Park Street, Millthorpe NSW to Housing Plus for the agreed price of \$960,000 excluding GST.
2. That Council authorise the Mayor and General Manager to affix the Council Seal, sign and execute the Sale Contract for lot 221/DP593369 at 33 Park Street, Millthorpe NSW.
3. That Council, by order under section 88D of the Conveyancing Act 1919, impose a restriction on the title to Inala Units which provides that the land may not be used for any purpose other than the provision of affordable housing.

(Somerville/Oates)

**CARRIED**

Cr Braddon recorded his name against this resolution.

There being no further business, the meeting concluded at 6.19pm.

The Minute Number 1708/E001 was confirmed on 14 August 2017 and is a full and accurate record of proceedings of the Extraordinary Meeting held on 8 August 2017.

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Cr S Ferguson  
**MAYOR**

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Mrs R Ryan  
**GENERAL MANAGER**

**03) STRONGER COUNTRY COMMUNITIES FUND**

**Department:** Executive Services

**Author:** General Manager

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

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

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**Recommendation:**

That Council undertakes a community engagement strategy to develop Round 1 eligible projects to be submitted for funding by Blayney Shire Council under the NSW Stronger Country Communities Fund in Tranche 3 by 18 October 2017.

**Reason for Report:**

To inform Council of the Stronger Country Communities Fund program guidelines and seek approval for a Community Engagement Strategy that demonstrates consultation with our Town and Villages, Sporting Groups and local community organisations.

**Report:**

The NSW Government announced the Stronger Country County Communities Fund to provide \$200 million over the next 2 years to support local infrastructure projects in rural and regional NSW. Program details and funding guidelines are available at the following website <http://www.industry.nsw.gov.au/invest-in-nsw/regional-opportunities/stronger-country-communities-fund>

Eligible projects include:

- building new community facilities
- refurbishing existing local facilities
- enhancing local parks and the supporting facilities

Funding may not be used for;

- maintenance that Council has already proposed to fund in the current Operational Plan or LTFP (unless a co-contribution is proposed);
- retrospective funding for work already undertaken;
- ongoing staff or operational costs;
- marketing, branding, advertising, or product promotion;
- projects of less than \$100,000;
- projects with exclusive private benefits;
- maintenance of roads, bridges, water or sewerage; and/or
- projects previously receiving funding under any other government program.

The Stronger Country Communities Fund is available to all 92 NSW regional local government areas (outside Sydney, Newcastle and Wollongong), Lord Howe Island and the Unincorporated Far West. State government agencies and non-government organisations can submit eligible community infrastructure projects, in partnership with local councils. However, Council must be the applicant and is responsible for submitting the application.

Blayney Shire has been allocated \$1.57 million over 2 years with a Round 1 allocation of \$785,486 in 2017/18. Applications open 20 September and close 18 October 2017.

There has been significant consultation undertaken by Council in the past 2 years to develop a number of valuable strategic documents which features a good range of local community infrastructure projects. This includes the individual Town/Village Community Plans (Blayney, Carcoar, Lyndhurst, Mandurama, Neville, Newbridge and Millthorpe) and the Blayney 2020 MasterPlan.

In addition, Council completed strategic plans for CentrePoint and Blayney Showground and developed a Sportsground infrastructure priority list with the assistance of Sports Council.

The preliminary work and feedback provided for the development of the Blayney Sports and Recreation Plan will be another source of community priorities for Council consideration. It is proposed that the community is consulted and input sought for preferred projects via:

- Individual Town and Village Committee/Hall/Progress Associations in Blayney, Millthorpe, Carcoar, Mandurama, Lyndhurst, Neville, Newbridge and Hobbys Yards/Barry
- Sports Council, Town & Villages, Access and Cemetery Committee networks
- Media – Blayney Chronicle, Council Website and Facebook

It is anticipated that Council would be in a position to have developed a draft project list for the September Council Meeting. At the October meeting, Council will review any feedback and formally endorse the projects and priority list to the Stronger Country Communities fund before finalising and submitting applications by the closing date on Wednesday 18 October 2017.

**Issues:**

Council is required to consult with the community and it is recommended that submitted projects strongly reflect community preferences. An application process includes registration and submitting of a project list and priority with detailed project plans, quotes and budgets with endorsement by the local MP, in this case the Member for Bathurst the Hon Paul Toole.

Applications will be assessed against the program funding criteria and evidence of local community support.

Part of the assessment process by Industry NSW will be an independent external survey of a minimum 100 residents from the Shire to rank the proposed projects and indicate preferences.

Each project will require 2 quotes; or at least 1 quote and 1 estimate from a quantity surveyor or equivalent, which can be done internally through Council. Projects of greater than \$150,000 will still be required to comply with NSW Local Government Regulations (2005), Local Government Tendering and Capital Expenditure guidelines.

The scope of some projects may not be developed to a shovel ready status at present which will be a consideration for Council. However, the positive is that projects that require more preparation will have another 12 months before Round 2 in 2018/19 for the same funding allocation.

In addition to meeting Stronger Country Communities criteria it is recommended that some guiding principles will assist Council to make an informed priority list. The project may be across a number of locations for a particular asset class eg. Playground equipment upgrades, new Toilets or upgrade of public amenities and the project should be considered on its merit/community benefit and not allocated or based purely on population of the local community.

**Budget Implications:**

Council is not required to make a co-contribution unless the project is for a planned upgrade of existing infrastructure in a forward program of capital works or if the value is above the allocated funding. Projects submitted should be able to commence within a 12-month time period and ideally be complete a 2 year timeframe. Projects will be at least \$100,000 and typically in the range of \$250,000+.

Council will be responsible for the project delivery and funding agreement for the approved projects. These community infrastructure projects would be undertaken by building contractors or external suppliers, so will not impact on operational staff other than for procurement, project management, financial control and reporting. In terms of payments, 1/3 will be paid upfront upon execution of the funding agreement, 1/3 will be paid half way through and the final 1/3 will be paid upon completion. The funding agreement will specify required acknowledgment of government contribution for signage and media.

Projects must be sustainable and able to be operated and maintained beyond the project completion.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**04) LAND NEGOTIATION PROGRAM****Department:** Executive Services**Author:** General Manager**CSP Link:** 3.4 Sustainable land use practices across the Shire.**File No:** LP.PL.4

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**Recommendation:**

That Council approve a joint Expression of Interest (EOI) submission for a voluntary NSW Government Land Negotiation Program that will assess the Crown lands within the Orange Local Aboriginal Lands Council (OLALC) encompassing the local government areas of Blayney Shire, Orange City and Cabonne Councils.

**Reason for Report:**

To seek Council endorsement for a joint Expression of Interest (EOI) submission for a voluntary land negotiation program that will assess the Crown lands within the Orange Local Aboriginal Lands Council (OLALC). This area encompasses the local government areas (LGA's) of Blayney Shire, Orange City and Cabonne Councils.

**Report:**

The NSW Government Land Negotiation Program developed following the recommendations from the Crown Lands Management Review (2014) of the ownership of holdings of crown land in NSW. The program involves assessing the most appropriate ownership and management of Crown land with the following objectives:

- achieving local ownership of Crown land to advantage local communities,
- reducing red tape and the regulatory burden on local government,
- providing for more efficient and streamlined land management; and
- recognition the importance of land to Aboriginal people and to support sustainable spiritual, cultural, environmental and economic benefits for Aboriginal people.

Invitations have been issued to local government councils and Local Aboriginal Lands Councils to join the Land Negotiation Program with joint EOI's encouraged. Correspondence from the Minister for Lands and a Land Negotiation Fact Sheet follows this report for Council information.

This is an opportunity for Councils, Local Aboriginal Lands Councils and the State to share information and collaborate to achieve better land use management that recognises both cultural significance, economic value and community benefit.

The EOI process is now open and closes Friday 18 August 2017.

Further Information is available on the NSW Department of Industry – Lands website

[http://www.crownland.nsw.gov.au/crown\\_lands/land-negotiation-program](http://www.crownland.nsw.gov.au/crown_lands/land-negotiation-program)

**Issues:**

All parties will negotiate through a facilitated process to achieve agreement. When agreement is reached this will be formalised using Aboriginal Land Agreements and Local Land Agreements (LLA's).

It is expected that NSW significant iconic sites with high environmental or heritage value, that currently provides or is planned to provide core government services and infrastructure will meet the State Land Criteria and remain as State Land. The criteria for state significance includes areas reserved for future public benefit, some coastal areas and iconic land. State forest, National Parks and Crown Land road reserves are not included in this negotiation process.

Local land being used or with the potential to be used for community purposes such as parks, gardens, local sports fields, swimming pools, libraries or recreation grounds have the potential to be transferred to local government.

Any local land that is agreed is best to remain under the care and control of local government will be transferred to Councils under the new Crown Land Management Act (2016) via LLAs. Councils will then own and manage that land under the Local Government Act (1993).

The majority of Crown land transferred to local councils will be classified as 'community land' and will continue to be available to the community for social, recreational, sporting, environmental, cultural and economic purposes.

Exceptions will be provided for Crown land that clearly meets the definition of 'operational land', for example waste transfer stations.

The General Manager and Director Infrastructure Services attended a meeting with the Orange Local Aboriginal Lands Council with staff from Orange City and Cabonne Councils on Friday 21 July and again on Thursday 3 August, with Department of Lands representative to discuss this program. A letter from Orange City Council, as facilitator and agreed lead to the submission process follows this report, which outlines the agreed principles for this joint approach.

The Department of Lands will utilise resources to consult with other government agencies for any future public needs such as hospitals, schools, roads or areas of environmental significance.

The stakeholders will meet on a regular monthly basis and will be given access to NSW Lands Department mapping software to facilitate assessment. A bus tour of interest sites will be organised early in the program which will facilitate discussion about community land use, cultural significance and economic benefit. It is anticipated that this will be a 12 month process.



**Budget Implications:**

There will be staff resources required to contribute, however the expectations are that this is within normal role and duties, so additional project support is not foreseen. The Department of Lands will fund the negotiation and meetings and will be providing funding and training to Lands Councils for capacity building, negotiation skills, employment of additional staff and cultural surveys.

**Enclosures (following report)**

- |   |   |          |
|---|---|----------|
| 1 | Invitation to Participate in Land Negotiation Program | 12 Pages |
| 2 | Land Negotiation Program Fact Sheet                   | 2 Pages  |
| 3 | Orange City Council Joint Submission Proposal         | 3 Pages  |

**Attachments (separate document)**

Nil



**The Hon Paul Toole MP**

Minister for Lands and Forestry  
Minister for Racing

B17/3166

Mrs Rebecca Ryan  
General Manager  
Blayney Shire Council  
PO Box 62  
BLAYNEY NSW 2799

Dear Mrs Ryan

BLAYNEY SHIRE COUNCIL	6 JUL 2017
10 JUL 2017	
Doc. No.	
Verified:	
Disp. GA39:	
Sent.	

**Expression of Interest for Crown Land Negotiation Program**

As you may be aware, the NSW Government has commenced a program of voluntary land negotiations with Local Councils and Aboriginal Land Councils. The program began in four Local Government Areas - Tweed, Tamworth, Northern Beaches and Federation.

I now write to invite you to consider submitting an Expression of Interest (EoI) on behalf of your organisation to participate in the next phase of the Land Negotiation Program.

*Expressions of Interest*

Expressions of Interest open on Friday 7 July 2017. The application form is available online at [www.crownland.nsw.gov.au](http://www.crownland.nsw.gov.au). All applications must be completed and submitted online by Friday 18 August 2017 at 5pm.

It is anticipated that applicants will be advised of results in September 2017.

Attached is an EoI Guidelines document to assist your consideration and application.

*Land Negotiation Program*

The program's goal is to ensure NSW Crown land is held by the most appropriate landholder to achieve the most positive social, economic, cultural and environmental benefit for the people of NSW, whilst retaining land of State significance.

The program involves a voluntary multi party land assessment and negotiation in discrete areas within NSW between the NSW Government, the NSW Aboriginal Land Council (NSWALC), the relevant Local Aboriginal Land Council (LALC) and local government council.

.../2

The Land Negotiation Program recognises the special importance of land to Aboriginal people and the aims of the *Aboriginal Land Rights Act 1983* (NSW) and recognises the benefits that local ownership of Crown land can bring to local communities. The negotiations will take a comprehensive approach to dealing with Crown land in the relevant area.

The Land Negotiation Program is proposed to expand to additional areas (based on local government area or LALC boundaries). It is anticipated that up to six new areas will be added each year (commencing 2017/18).

This Eol process will be used to identify, assess and determine the additional areas in to which the program expands.

*Joint applications*

I have also written to Local Aboriginal Land Councils (LALC) inviting EOIs to participate in the program. The intention is that both the respective LALC and local government council in an area will want to participate in the program. As such, Eols can also be made jointly by a LALC and a local government council. I encourage you to consider submitting a joint application.

*Queries?*

More information about the Land Negotiation Program and the Eol process can be accessed through the Department of Industry – Lands & Forestry website [www.crownland.nsw.gov.au](http://www.crownland.nsw.gov.au).

If you have any queries, please contact [land.negotiation@industry.nsw.gov.au](mailto:land.negotiation@industry.nsw.gov.au).

Yours sincerely



Paul Toole MP  
**Minister**



Department of Industry



## LAND NEGOTIATION PROGRAM

### **Expressions of Interest from Local Government Councils to participate in the Land Negotiation Program 2017 - 2019 Guidelines**

*(Local Land Agreement)*

Designed for the NSW Crown Land Negotiation Program

[www.crownland.nsw.gov.au](http://www.crownland.nsw.gov.au)

Published by NSW Department of Industry – Lands & Forestry

**EXPRESSIONS OF INTEREST FROM LOCAL GOVERNMENT COUNCILS TO PARTICIPATE IN THE LAND NEGOTIATION PROGRAM 2017 - 2019 GUIDELINES**

First published May 2017

**More information**

Land Negotiation Unit

[www.crownland.nsw.gov.au](http://www.crownland.nsw.gov.au)

e: [land.negotiation@industry.nsw.gov.au](mailto:land.negotiation@industry.nsw.gov.au)

**Cover Image:** NSW Department of Industry – Lands & Forestry

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Disclaimer: The information contained in this publication is based on knowledge and understanding at the time of writing May 2017. However, because of advances in knowledge, users are reminded of the need to ensure that the information upon which they rely is up to date and to check the currency of the information with the appropriate officer of the Department of Industry, Skills and Regional Development or the user's independent advisor.

## **Contents**

Contents .....	3
Introduction.....	4
Purpose.....	4
Land Negotiation Program .....	4
Operation of the Land Negotiation Program.....	6
Local Land Agreement.....	7
Expressions of Interest .....	7
Who can apply? .....	7
Governance arrangements .....	7
Expression of Interest process.....	8
The Eol application .....	9
Assessing Eol Applications .....	9
Eol Assessment Criteria .....	9
Decision.....	10

## **Introduction**

### **Purpose**

The NSW Government is inviting Expressions of Interest (Eoi) from local government councils who wish to participate in the Crown Land Negotiation Program.

The Government is also separately, but at the same time, inviting Eois from Local Aboriginal Land Councils (LALCs) who want to enter into the program. The intention is that both the respective LALC and local government council in an area want to participate in the program. As such, Eois can also be made jointly by a local government council and a LALC.

The Eoi process outlined in this document will be used to invite applications from local government councils, and to guide the assessment of those applications.

All Eois received from LALCs and local government councils will be assessed by a Governance Committee which will make its recommendation to the NSW Department of Industry – Lands & Forestry. Successful applicants will be invited to join the program and participate in negotiations at a mutually satisfactory time over the next three to four years (2017/18 – 2019/2020).

Depending on the number of applications received, and approved, it may be necessary to undertake further Expressions of Interest.

Negotiations undertaken through the program with local government councils will aim to result in a comprehensive Local Land Agreement.

### **Land Negotiation Program**

The Land Negotiation Program is a new initiative of the NSW Government. The program's goal is to ensure NSW Crown land is held by the most appropriate landholder to achieve the most positive social, economic, cultural and environmental benefit for the people of NSW, whilst retaining land of State significance.

The program involves a voluntary multi party land assessment and negotiation in discrete areas within NSW between the NSW Government, the NSW Aboriginal Land Council (NSWALC), the relevant LALC and local government council. If appropriate, with consent of all parties, native title parties may also be invited to participate.

The Land Negotiation Program recognises the special importance of land to Aboriginal people and the aims of the Aboriginal Land Rights Act 1983 (NSW).

The Land Negotiation Program recognises the benefits that local ownership of Crown land can bring to local communities.

The assessment and negotiation will take a comprehensive approach to dealing with Crown land in the relevant area.

The objectives of the program are to:

1. Recognise the importance of land to Aboriginal people and support sustainable spiritual, cultural, environmental and economic benefits for Aboriginal people by transferring appropriate Crown land to Local Aboriginal Land Councils through Aboriginal Land Agreements (ALA) under the *Aboriginal Land Rights Act 1983* (NSW) (ALRA)
2. Recognise the best use of Crown land by local communities by transferring appropriate locally significant land to Local Councils under the *Crown Lands Act 1989* (NSW) for its ownership and management under the *Local Government Act 1993* (NSW)
3. Support the continuing beneficial use of state significant crown land by all people of NSW by identifying and retaining ownership and management of appropriate Crown land under the *Crown Lands Act 1989* (NSW)
4. Deliver greater certainty to the NSW Government about Crown land in NSW.

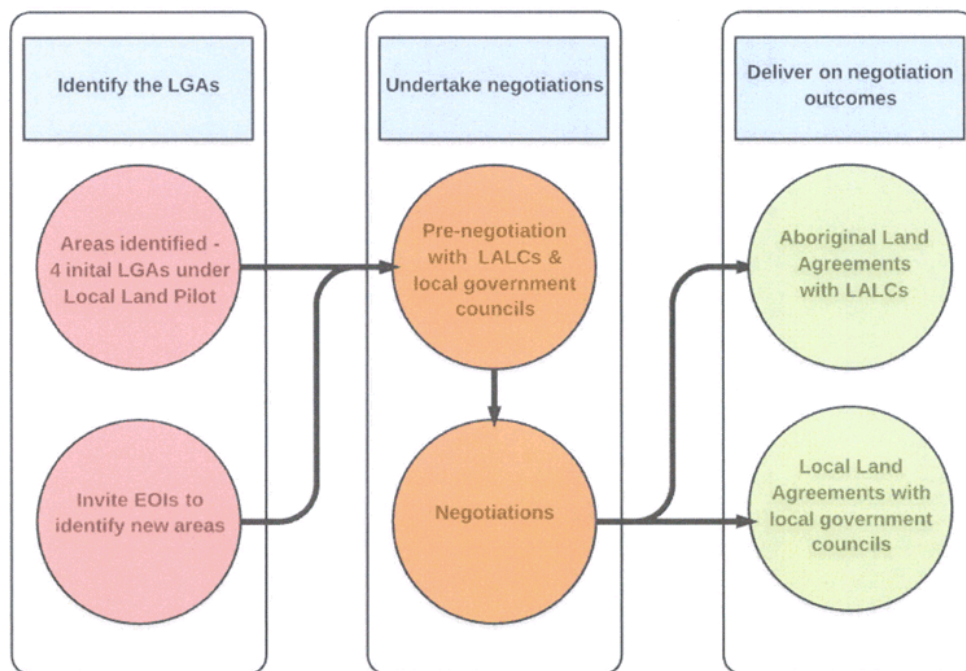


## Operation of the Land Negotiation Program

The NSW Department of Industry – Lands & Forestry is responsible for managing the voluntary negotiations with LALCs, NSWALC, local government councils and, where relevant, native title parties through the Land Negotiation Program.

The Land Negotiation Program commenced in 2016 in the four local government areas which participated in the NSW Government's Local Land Pilot in 2015 - namely Tweed, Tamworth, Corowa (now part of Federation Council) and Warringah (now part of Northern Beaches Council). Negotiations in these areas are expected to formally commence in 2017 and be completed by mid-2018.

The Land Negotiation Program is proposed to expand in 2017-18 to additional areas (based on LGA boundaries or LALC boundaries). This EoI process will be used to identify, assess and determine the areas in to which the program expands. At this stage it is anticipated that up to six new areas could be added each year (commencing 2017/18), i.e. up to 18 areas over three years.



*Figure 1: flow chart of activities under the Land Negotiation Program*

The above diagram outlines activities under the Land Negotiation Program. This EoI document relates to the first part, with the process of identifying new areas to participate. Once an area is identified for inclusion in the program, the negotiations will proceed as outlined above in parts 2 and 3 of the flow chart.

## Local Land Agreement

The NSW Government is committed to achieving the best outcomes for the public, which includes ensuring that any land transfers are fair for local government councils and maximise positive outcomes for local communities.

Local government councils have local knowledge, resources and staff and are therefore often better equipped to make decisions about how best to use locally significant Crown land for the benefit of the people of NSW.

The intention of the Land Negotiation Program is therefore to transfer locally significant Crown land to local government councils. This is a voluntary process and locally significant land would only be transferred with full agreement of the local government council.

The Land Negotiation Program will use Local Land Agreements as the mechanism to achieve the outcomes negotiated through the program with the local government council, which will generally consist of the transfer of land.

Any Crown land planning to be transferred to local government councils will be transferred under Crown lands legislation to local government councils for its ownership and management under the *Local Government Act 1993* (NSW).

It is anticipated that most of the Crown land transferred to local government councils will be classified as 'community land' under the *Local Government Act 1993*.

## Expressions of Interest

### Who can apply?

The NSW Government is inviting Expressions of Interest (EoI) from local government councils who wish to participate in the Land Negotiation Program. The Government is also separately inviting EoIs from LALCs who want to enter into the program.

The intention is that both the respective LALC and local government council in an area want to participate in the program. As such, a joint application lodged with the relevant LALC/s should be considered if possible.

### Governance arrangements

A Governance Committee, consisting of representatives from NSWALC, Department of Premier and Cabinet, the Office of Aboriginal Affairs, and the Department of Industry – Lands, has been established. The Governance Committee will assess all applications, and will make recommendations to the Department of Industry – Lands.

Successful applicants will be invited to join the program and will participate in negotiations at a mutually satisfactory time over the next three to four years (2017/18 – 2019/2020).

## Expression of Interest process

The key steps for the Eol process are as follows:

<b>Eol Application and Assessment Process</b>	<b>Stakeholder</b>
<b>Application Stage</b>	
1. The NSW Government will call for Expressions of Interest from local government councils to participate in the Land Negotiation Program.	DoI Lands & Forestry
2. Relevant parties prepare an Eol application seeking to join the Land Negotiation Program. A joint application lodged with the relevant LALC/s should be considered if possible.	Local Government Council LALCs (for joint applications)
3. Application submitted by closing date.	Local Government Council LALCs (for joint applications)
<b>Assessment and Decision Stage</b>	
4. The NSW Department of Industry – Lands & Forestry will undertake an administrative assessment of the Eol to ensure relevant information is included in the Eol. This might include where required contacting the relevant LALC/s for the area to explore if potentially willing to participate in negotiation process (if the application is for the local government council only). NSWALC and/or LGNSW may be consulted if required regarding an application.	DoI– Lands & Forestry LGNSW representative NSWALC (if joint application with LALC/s)
5. The Governance Committee will assess all Eols and make recommendations to the Department of Industry – Lands & Forestry.	Governance Committee
6. The Department of Industry – Lands & Forestry will make final recommendation to the Minister for Lands and Forestry who will invite successful applicants to join the program, and advise unsuccessful applicants of the decision.	DoI– Lands & Forestry Minister for Lands and Forestry
7. The Department of Industry – Lands & Forestry will progress the negotiation process with the relevant successful parties which will include confirming: <ul style="list-style-type: none"> <li>• Relevant parties are willing to participate in the negotiation process</li> <li>• Timing for commencement of the negotiation process</li> </ul>	DoI– Lands & Forestry Local Government Council

## The Eol application

The Department of Industry – Lands & Forestry will write to NSWALC, all LALCs and all local government councils to call for Expressions of Interest to participate in the Land Negotiation Program. The applications will be open for two [2] months.

If interested in participating, the local government council can liaise with the Department of Industry – Lands & Forestry to find out more information.

Before the closing date, the local government council must prepare and submit an Eol application.

The application should be in the pro-forma distributed with the invitation to participate. It should address the following, and include any other relevant supporting information:

- The area that would form the basis for the negotiation. For example this could be a LALC area(s) or a local government area, or a combination of both.
- Identification of the relevant parties that would be part of the negotiation process, including, if available, an indication of the relevant LALC(s) willingness to participate in the process.
- Whether or not there is any native title parties in the area and if the proposed negotiation has the potential to consider native title issues. Also note the potential for native title parties to participate in the negotiation process.
- How a successful negotiation process will result in economic, social and cultural benefits for the local community.
- How the transfer of Crown Land is consistent with its strategic planning for the council area, and its preparedness for ownership and ongoing management of any transferred Crown Land.
- The capacity of the local government council to participate in the negotiation process.
- Preferred timing for engagement in the program – e.g. 2017/18, 2018/19, or 2019/20.

## Assessing Eol Applications

The Department of Industry – Lands & Forestry will undertake an administrative assessment of the Eol to ensure relevant information is included in the Eol. This might include where required contacting the relevant LALC/s for the area to explore if potentially willing to participate in negotiation process (if the application is for the local government council only). NSWALC and/or LGNSW may be consulted if required regarding an application.

The Eol Application will then be forwarded to the Governance Committee for its consideration against the following assessment criteria.

### **Eol Assessment Criteria**

1. The proposed economic, social and cultural benefits for the local community.
2. Potential fit with the Land Negotiation Program in terms of the practicalities of timing, geographical spread/representation, overall number of negotiations being undertaken, and resource capacity.

3. The equitable distribution of negotiations and potential benefits from undertaking the negotiations across the state.
4. The location of the proposed area is linked to one of the existing negotiation areas currently being undertaken, and ability to readily build on existing and available resources and information.
5. The existence of any native title parties in the area, their willingness to participate in the negotiation process, and if the proposed negotiation has the potential to consider native title issues.
6. The likelihood of all essential parties (local government council, and LALCs) agreeing to participate in the negotiation process.
7. Local government council's preparedness for ownership and ongoing management of any transferred Crown Land.

### **Decision**

The Governance Committee will undertake an assessment of the EoI and make recommendations to the Department of Industry – Lands & Forestry.

The Department of Industry – Lands & Forestry will make final recommendation to the Minister for Lands and Forestry who will invite successful applicants to join the program, and advise unsuccessful applicants of the decision.

The Department of Industry – Lands & Forestry will then progress the negotiation process with the relevant successful parties which will include confirming:

- Relevant parties are willing to participate in the negotiation process, and
- Timing for commencement of the negotiation process.

Negotiations will begin at a mutually satisfactory time between 2017/18 and 2019/20.

### **More information**

Land Negotiation Unit  
e: [land.negotiation@industry.nsw.gov.au](mailto:land.negotiation@industry.nsw.gov.au)  
[www.crownland.nsw.gov.au](http://www.crownland.nsw.gov.au)



# Land Negotiation Program

# FACT SHEET



**The Land Negotiation Program (the program) is a new initiative of the NSW Government, established in response to recommendations from the Crown Land Management Review. The NSW Government is committed to ensuring NSW Crown land is held by the most appropriate landholder to achieve the most positive social, economic, cultural and environmental benefits for the people of NSW.**

The program involves voluntary, multi-party negotiations between the NSW Government, the NSW Aboriginal Land Council, Local Aboriginal Land Councils (LALCs), and local government councils.

### Aboriginal land rights

The program is utilising the new Aboriginal Land Agreement (ALA) mechanism under the *Aboriginal Land Rights Act 1983* (NSW) (ALR Act) to recognise the importance of land to Aboriginal people and the objectives and rights in the ALR Act.

### Local land

The program recognises the benefits that local ownership and management of Crown land can bring to local communities. Local government councils will be given the opportunity to consider local land they would like to own and manage to enable efficient and streamlined management.

### State land

The program will retain land that is required for the delivery of state services and infrastructure to deliver ongoing benefits and greater certainty to the people of NSW.

### How the program works

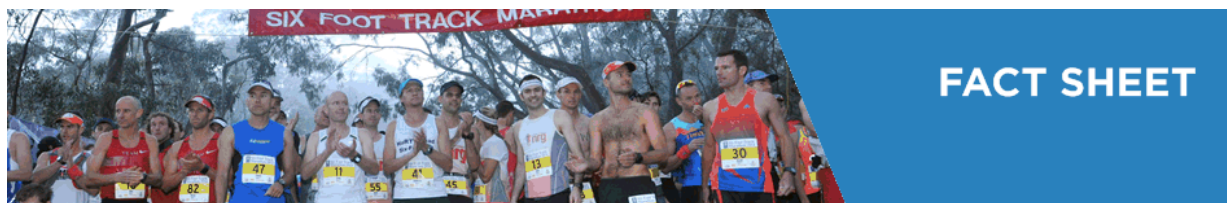
Voluntary negotiations will be held between the NSW Government, the NSW Aboriginal Land Council, LALCs, and local government councils to consider Crown land in a given area (for example, local government areas or LALC areas) and explore which party may be best placed to own that land in recognition of each party's interests in the land (as outlined above).

Figure 1. The four stages of the land negotiation process



1. Agreement from all parties to participate in the program, including scoping work and access to Crown land data and information via the LandsLink system.
2. Each party undertakes a thorough assessment of land they are interested in, considering the local land and state land criteria.
3. Parties negotiate to determine which party is best placed to own and manage land for optimal local and state benefits.
4. The outcomes of the negotiations are processed in the form of ALAs or Local Land Agreements (LLA).

[www.crownland.nsw.gov.au](http://www.crownland.nsw.gov.au)



## Aboriginal Land Agreements

On 1 July 2015, the NSW Government enacted Section 36AA of the ALR Act, which provides for ALAs.

ALAs allow for the strategic settlement of multiple land claims and for flexibility in providing the social, cultural and economic outcomes intended by the ALA Act. They are an additional option to the existing land claim mechanism under the ALA Act.

Note that ALAs do not replace the existing Aboriginal Land Claims (ALCs) process. Land claims continue to be processed on an individual basis against criteria specified under Section 36 of the ALR Act. ALAs are a new mechanism based on negotiations that have the potential to allow for the settlement of multiple ALCs.

## Aboriginal Land Agreement Negotiation Framework

The NSW Government in partnership with the NSW Aboriginal Land Council developed the Aboriginal Land Agreement Negotiation Framework (2016) to ensure ALA negotiations are fair and likely to succeed in the shared objectives of:

- speeding up the processing of ALCs
- providing more sustainable social, cultural and economic outcomes for LALCs and Aboriginal communities from the return of land
- providing greater certainty to all parties over Crown land.



**Crown land considered to be local includes land used mainly by the local community, such as parks, local sports fields and recreation centres.**

The framework defines the scope of ALA negotiations, provides principles that will guide how negotiations are conducted, and prescribes procedural elements to ensure negotiations are fair and likely to succeed.

## Local Land Agreements

Local land will be transferred to local councils under the new *Crown Land Management Act 2016* via LLAs. Councils will then own and manage that land under the *Local Government Act 1993*.

The majority of Crown land transferred to local government councils will be classified as 'community land' and will continue to be available to the community for social, recreational, sporting, environmental, cultural and economic purposes. Exceptions will be provided for Crown land that clearly meets the definition of 'operational land', for example waste transfer stations.

## More information

Download a copy of the [Aboriginal Land Agreement negotiation framework](#)

Contact the Department of Industry—Lands & Forestry:



[www.crownland.nsw.gov.au/crown\\_land/land-negotiation-program](http://www.crownland.nsw.gov.au/crown_land/land-negotiation-program)



[land.negotiation@industry.nsw.gov.au](mailto:land.negotiation@industry.nsw.gov.au)



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D17/41386  
F738

24 July 2017

Ms Rebecca Ryan  
General Manager  
Blayney Shire Council  
PO Box 62  
BLAYNEY NSW 2799



Dear Ms Ryan

**EXPRESSION OF INTEREST FOR CROWN LAND NEGOTIATION PROGRAM**

Thank you for attending a meeting in Orange on Friday 21 July 2017 to discuss the above program, and the opportunity for a joint submission between the Councils of Blayney, Cabonne and Orange together with the Orange Local Aboriginal Land Council. I appreciate you attending this meeting.

This letter formally requests agreement from Blayney Shire Council to submit a joint expression of interest to participate in this program.

Agreeing to a joint expression of interest does not bind Council to any outcome, other than to enter into a joint process of negotiation with the other partners, facilitated by the Department of Industry – Land Negotiation team.

Participation in the Land Negotiation Program is voluntary, and will include a multi-party land assessment and negotiation process to identify the best use of Crown land for local communities.

The objectives of the Program are to:

- 1 Recognise the importance of land to Aboriginal people and support sustainable spiritual, cultural, environmental and economic benefits for Aboriginal people by transferring appropriate Crown land to Local Aboriginal Land Councils through Aboriginal Land Agreements (ALA) under the Aboriginal Land Rights Act 1983
- 2 Recognise the best use of Crown land by local communities by transferring appropriate locally significant land to local Councils under the Crown Lands Act 1989 for its ownership and management under the Local Government Act 1993
- 3 Support the continuing beneficial use of state significant Crown land by all people of NSW by identifying and retaining ownership and management of appropriate Crown land under the Crown Lands Act 1989
- 4 Deliver greater certainty to the NSW Government about Crown land in NSW

PO Box 35, Orange NSW 2800 Civic Centre, Byng Street Orange NSW Australia  
Telephone 1300 650 511 Fax 02 6393 8199



Expressions of interest to participate are open until Friday 18 August 2017, and if your Council confirms its agreement to make a joint submission, Orange City Council would be happy to prepare and submit the required documents.

In order to do this, it would be appreciated if you could confirm if Blayney Shire Council will participate in a joint submission. The key requirements of any submission must address the following, and your comments on the relevant points would be appreciated:

- a The area that would form the basis for the negotiation.
- b Identification of the relevant parties that would be part of the negotiation process, including, if available, an indication of the relevant LALC(s)' willingness to participate in the process.
- c Whether or not there are any native title parties in the area and if the proposed negotiation has the potential to consider native title issues. Also note the potential for native title parties to participate in the negotiation process.
- d How a successful ALA negotiation process will result in economic, social and cultural benefits for the local community.
- e How the transfer of Crown Land is consistent with its strategic planning for the council area, and its preparedness for ownership and ongoing management of any transferred Crown Land.
- f The capacity of the local government council to participate in the negotiation process.
- g Preferred timing for engagement in the program (2017–18, 2018–19, or 2019–20).

At the meeting of 21 July, the following principles of a joint approach were identified:

- 1 All parties will participate in this project in the spirit of working together to achieve outcomes in the best interests of the community as a whole
- 2 Where contestable parcels are identified, the parties will work together to explore all options to achieve a mutually satisfactory and beneficial outcome
- 3 All parties will, as far as possible, provide support in identifying and accessing funding opportunities
- 4 All parties will consider how each parcel of Crown land can improve community value and environmental outcomes
- 5 All parties will consider possible partnerships to generate community benefit

As discussed at the meeting of 21 July, a meeting is being organised with Olivia West, Principal Policy and Project Manager – Land Negotiation (Department of Industry) to seek further information in relation to the availability of government funding for this project and the restrictions around how any funding can be used. Ms West's availability is being ascertained and a date will be provided as soon as possible.

3

Council's Manager Administration and Governance, Michelle Catlin, is managing this project on Council's behalf, so any queries can be directed to Michelle on 63938246 or on email [mcatlin@orange.nsw.gov.au](mailto:mcatlin@orange.nsw.gov.au).

I look forward to the successful progression of this project and to the resolution of Crown land issues in our region. Thank you again for your participation and agreement on a regional approach.

Yours sincerely



Garry Styles  
**GENERAL MANAGER**

**05) ORANGE, BLAYNEY AND CABONNE REGIONAL ECONOMIC DEVELOPMENT STRATEGY**

**Department:** Executive Services

**Author:** General Manager

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

**File No:** GR.PO.1

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**Recommendation:**

That Council supports the development of a Regional Economic Development Strategy for the region encompassing the local government areas Orange, Blayney and Cabonne.

**Reason for Report:**

To seek Council endorsement to participate in the development of a Regional Economic Development Strategy for the region encompassing the local government areas Orange, Blayney and Cabonne.

**Report:**

The NSW Government announcement of a \$1.3billion Regional Growth Fund includes various economic development, jobs and infrastructure, business and community streams. Historically though, significant boosts like this have not met nor achieved the outcomes desired of the programs for regional and rural NSW.

A number of approaches have been taken by the Government to accelerate the infrastructure rollout across the regions. The first being, the appointment of the NSW Regional Infrastructure Coordinator, who has visited Central NSW and is working with stakeholders and the Government to identify and overcome any roadblocks to large capital infrastructure programs.

Further, under the new Regional Development Framework, the Centre for Regional Economic Development (CERD) and Industry NSW has allocated funding to enable for Regional Economic Development Strategy's (REDS) for Functional Economic Regions (FERS) across NSW.

The 'Making in Happen in the Regions: Regional Development Framework' paper is attached for Councillors under separate cover explains the philosophy behind this project.

A FER is an area or group of councils around a regional centre where employees are drawn and services interconnected between surrounding towns.

In this case, the regional centre being Orange and surrounding towns where 90% of employees are contained within the 3 local government areas (LGA's) of Orange City, Blayney Shire and Cabonne Councils.

The objective of this project is to facilitate the regions in NSW access Government Infrastructure funding. A REDS will identify the strengths in the region and identify projects or investment opportunities to enhance the development, performance and competitiveness of the region.

REDS historically developed by individual Councils for their own LGA has typically not allowed for any comparison between LGA's and often does not consider the broader region. Also given the cost, smaller councils have limited capacity to develop comprehensive plans.

**Issues:**

A meeting was held on 21 July with Industry NSW representatives, Orange City Council, Cabonne Council and consultants engaged by CERD for this FER; AgEcon Plus and Gillespie Economics.

The methodology will include;

- Demographic and Socio-economic audit of the region
- Assessment of performance and competitiveness
- Audit of institutional capacity and capability to undertake regional economic development
- Compilation of a register of existing businesses, strength and weaknesses, social capital, education and training

Workshops planned for October, tentatively in Orange and Blayney midweek and weekend and one on one interviews will provide engagement with stakeholders, industry and business to identify regional core competencies and competitiveness, regional risks, opportunities, priority infrastructure projects and the development of action plans.

It is anticipated that this REDS for the Orange, Blayney and Cabonne Region will be completed by the end of December 2017. The REDS will provide both a regional and individual council data analysis and will be a valuable document for completion of the new Community Strategic Plan.

There are 12-stages for the process the first of which is to achieve formal agreement from the regions key stakeholders being local government to undertake a facilitating and support role.

The outputs from the regional audits to produce a Regional Information System and provide Market Intelligence, which will reveal regional strengths and weaknesses.

Turning the REDS into a reality will require an Action Plan with budget, source of funds, timeframe, and responsible agency with Identification of 'investment-ready' projects also identified in the Action Plan.

**Budget Implications:**

There will be minor costs incurred for workshop catering, Community Centre hire if a workshop is hosted in Blayney plus some administrative expenses. However this is considered negligible given the delivered product of a Regional Economic Development Strategy.

Councillors and staff time and expertise is expected to support and lead the project at our local Blayney Shire level.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

<b>1</b>	Regional Development Framework	20 Pages
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**06) INTEGRATED PLANNING AND REPORTING PROGRAM****Department:** Executive Services**Author:** General Manager**CSP Link:** 6.3 A well-run Council organisation.**File No:** GO.PO.1

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**Recommendation:**

1. That Council notes the report on Integrated Planning and Reporting framework and statutory requirement to review the Blayney Shire Community Strategic Plan and Council's Resourcing Strategy, Delivery Plan and Operational Plan.
2. That Council approve the proposed Community Engagement Strategy and timeframe for drafting, public exhibition and adoption of the suite of Integrated Planning and Reporting strategic plans by 30 June 2018.

**Reason for Report:**

To advise Council of the proposed timeframe for the implementation of the review of the Blayney Shire Community Strategic Plan and Council's Resourcing Strategy, Delivery Plan and Operational Plan. Each of these plans components of the Integrated Planning and Reporting (IP&R) framework.

Councillors play an important leadership role in engaging with the community during this review process and must ensure that Council complies with the requirements of the IP&R guidelines.

**Report:**

Every 4 years following the ordinary election of Councillors, Council is required, as per Part 2 Strategic Planning (s402-406) of the Local Government Act (1993), to develop or review and endorse a Community Strategic Plan (CSP) then prepare and adopt a Resourcing Strategy, a four year Delivery Program (DP) and annual Operational Plan (OP) by 30 June the following year.

The CSP is a community document with priorities and aspirations for the future of the shire covering a period of at least 10 years. The Resourcing Strategy is the means by which Council implements the strategies established in the CSP which Council is responsible for delivering. The Resourcing Strategy includes a 4 year Workforce Management Plan, a 10 year Asset Management Plan and 10 year Long Term Financial Plan.

The CSP is developed by the community, endorsed by Council and must addresses civic leadership, social, environmental and economic issues.

Each draft planning IP&R document must be placed on public exhibition for a period of at least 28 days and submissions received by Council must be considered the plan or amendment is endorsed by Council.

Council will prepare a new DP and OP by 30 June 2018, which details the principal activities to be undertaken and priorities of the elected body for the term of Council. The DP will include a method of assessment to determine the effectiveness of each activity and regular progress reports are provided to Council at least every 6 months.

Given the mandated obligations of the IP&R guidelines, the Office of Local Government (OLG) has recommended the following timeframe:

6 – 12 months before election	Outgoing Council oversees a review of progress in implementing the Community Strategic Plan. The report is presented to the final meeting of the outgoing council, and is published in the Annual Report. Preliminary consultation with target groups or community satisfaction surveys may be conducted to improve the information base for the Plan.
First 3 months of new Council: Oct - Dec 2017	Councillors undertake an induction program and become familiar with their responsibilities in the planning process and review the progress report on the Community Strategic Plan from the previous Council. Background information to support a revision of the Community Strategic Plan is presented to Councillors via reports/discussion papers/workshops etc. The General Manager oversees a revision of the Community Engagement Strategy, in consultation with Councillors.
3 – 6 months after election: Jan - Mar 2018	A community engagement program is undertaken which includes Councilor leadership and involvement, and a draft Community Strategic Plan is prepared. The Resourcing Strategy is reviewed in light of the draft Community Strategic Plan. Work commences on the Delivery Program.
6 – 9 months after election: April - June 2018	The Community Strategic Plan, Delivery Program and Operational Plan are finalised and adopted. The Resourcing Strategy is updated to enable the achievement of the Delivery Program and Operational Plan, and is adopted.
1 July 2018	Council commences implementation of the plans

In 2015/16 Council facilitated the development of individual Town/Village Community Plans for each community which were endorsed by Council for Blayney, Carcoar, Lyndhurst, Mandurama, Neville and Newbridge. Millthorpe Village Community Plan was reviewed in 2016 led by the Millthorpe Village Committee and aligned with the format of these other Community Plans.

A list of community projects, aspirations and objectives were grouped into an overarching strategy and listed in order of collective priority as determined by the community forums. The strategies are categorised under the themes of:

- Public Infrastructure and Services
- Local Governance and Finance
- The Local Economy
- Community, Heritage and Culture
- Our Natural Environment

These local level community plans will be the primary source for feeding into the new Blayney Shire CSP and the Community Engagement Strategy and consultation timeframe is proposed as follows;

<p>Review and update the Town/Village Community Plans for Blayney, Carcoar, Lyndhurst, Mandurama, Neville, Newbridge (Barry and Hobbys Yards) and Millthorpe.</p>	<p>Council facilitated village and town meetings, supported by Council in partnership with local representative group as preferred by each Town/Village</p>	<p>Oct – Dec 2017</p>
<p>Review of Blayney Shire Community Strategic Plan</p>	<p>Community Surveys – website, Rates Newsletter, social media</p> <p>Minimum of 3 facilitated community forums targetting – schools, community, business/industry/mining and farming groups</p> <p>Council Committees in particular Town and Villages and Sports Council</p>	<p>Jan – Feb 2018</p>

**Issues:**

Given the timeframe above, and 28 day public exhibition periods a schedule for presentation to Council of IP&R drafts and final documents is proposed. A staff member as topic specialist will be responsible for each project ensuring Council meets IP&R guideline requirements.



<b>Strategic Plan/Document</b>	<b>Council Meeting adoption of Draft</b>	<b>Council Meeting adoption of Final</b>
Community Strategic Plan 2030 and Community Engagement Strategy	19 Feb 2018	16 April 2018
Resourcing Strategy 2018/19 - 2022/23		
Asset Management Plan Asset Management Strategy	19 March 2018	21 May 2018
Workforce Management Plan	19 March 2018	21 May 2018
Long Term Financial Plan	21 May 2018	25 June 2018
Operational Plan 2018/19 and Delivery Program 2018/19 – 2022/23	21 May 2018	25 June 2018

**Budget Implications:**

The review of the CSP, Resourcing Strategy and suite of IP&R documents will be undertaken in house by staff utilising the expertise available within Council.

The new Council induction program will include training on IP&R and Councillors involvement in supporting and leading the community engagement process is critical for the success and integrity of the IP&R framework.

Aside from some catering, advertising and promotion, administrative and meeting costs, there may be some additional training or professional development of either staff or Councillors; however this will be achieved within the current budget allocation. Council has media channels already available including newspaper, email news, website, social media and radio. Our networks with sporting groups, schools and volunteer organisations are strong with communication skills and resources available within Council to ensure we gather as much feedback during the community engagement period.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**07) ORANGE TDO LTD****Department:** Executive Services**Author:** General Manager**CSP Link:** 1.4 Internationally recognised brand for Blayney Shire.**File No:** CR.RP.4

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**Recommendation:**

That Council accept the proposed agreement with TDO Ltd trading as Orange Region Tourism Ltd to develop tourism focussed destination marketing and promotion strategies for the Cabonne, Orange and Blayney region for the period 1 July 2017 to 30 June 2020.

**Reason for Report:**

For Council to formally accept the proposed agreement with TDO Ltd trading as Orange Region Tourism Ltd (ORT) to develop tourism focussed destination marketing and promotion strategies for the Cabonne, Orange and Blayney region.

**Report:**

Council executed an initial Memorandum of Understanding (MOU) with TDO Ltd in April 2017 (**1704/001**) which was expected to be superceded by a new document for the same parties following the establishment of a new Regional Tourism entity.

At the May 2017 Council meeting, Council agreed to support the development of collaborative regional tourism promotions, branding and marketing of the Orange Region that will include Cabonne, Blayney and Orange Councils and committed \$50,000 in the 2017/18 Operational Plan for the Orange Region Tourism Ltd organisation for an initial 3 year period. (**Resolution No 1705/002**).

Both Orange City and Blayney Shire Council have committed funding and supported the establishment of the ORT, with Cabonne Council agreeing in principle subject to Ministerial consent.

The draft Funding Agreement 2017-2020 follows this report for Council information. This is a different Funding Agreement that exists between OCC and ORT, which includes a very prescriptive funding allocation list and a series of Key Performance Indicators. Given the strategic plan is yet to be formally adopted by the new ORT Board, Blayney staff have taken the view that outcomes are more likely to be achieved by working together as equal partners irrespective of financial contribution. Whilst some minor amendments reflect the intent of the joint tourism promotions and marketing program, essentially it is the same as proposed and received in draft.

**Issues:**

The Local Government Act (s358) requires Council to obtain Ministerial consent to 'form or participate' in the formation of a corporation and this formal request is being coordinated through Orange City Council. Given the demonstration of regional cooperation and this entity governance model and operations being for the benefit of regions tourism industry, this should be an easy and uncomplicated process.

Councillors will nominate the Blayney Shire representative on the ORT Board at the September 2017 meeting, being the first Council meeting for the new Council term.

Since the last report Blayney Shire provided feedback in regards to the existing skills, resources and the need for goodwill, sharing and collaboration between Council staff and the ORT. A consultative subcommittee was established and this group will have a direct link to the Board via a Board member who will chair and the Executive Officer who will coordinate and support regular meetings. This is an opportunity for Council Tourism officers to share and contribute to the marketing plan.

**Budget Implications:**

Council have allocated \$50,000 in the 2017/18 Operational Plan and have committed the same annual budget for an initial 3 year period. Payments to ORT will be made in 2 instalments on this basis in 2017/18, 2018/19 and 2016/20.

Council has not stipulated where and how this funding is distributed by ORT, however will be monitoring that the objectives and targets as adopted in the final strategic plan. Before any further financial commitment is made beyond these first 3 years, by Blayney Shire Council the outcomes and deliverables would be evaluated.

**Enclosures (following report)**

1 Blayney TDO Agreement 2017

8 Pages

**Attachments (separate document)**

Nil

**TDO LIMITED  
AGREEMENT WITH  
BLAYNEY SHIRE COUNCIL  
1 JULY 2017 – 30 JUNE 2020**



ORT Logo



**AGREEMENT**

**Parties**

The Parties to this agreement are:

TDO Limited trading as Orange Region Tourism Ltd (ORT)

14 Sale Street  
PO Box 1363  
ORANGE NSW 2800  
ABN: 30 616 158 822

**And:**

Blayney Shire Council

91 Adelaide Street  
PO Box 62  
BLAYNEY NSW 2799  
ABN: 47 619 651 511



**CONTENTS**

Background	3
Terms of Agreement	4
Schedule A	5
Schedule B	6
Signatories	8

**BACKGROUND**

TDO Limited is an independent not for profit regional tourism organisation with the primary purpose of developing tourism-focussed strategic destination marketing and community benefits to the Orange Region.

Blayney Shire Council is a Local Government Authority centred on the town of Blayney (population 3,000) as serving the historic villages of Barry, Carcoar, Lyndhurst, Mandurama, Millthorpe, Neville and Newbridge. It is a key stakeholder in the development of Orange Region Tourism and the strategic plan for regional tourism development.

At the Council meeting on 15 May 2017, it was resolved:

1. That Council supports the development of collaborative regional tourism promotions, branding and marketing of the Orange Region which includes Cabonne Shire, Blayney Shire and Orange City Council Local Government Areas.
2. That Council provides an additional \$50,000 in the draft 2017/18 Operational Plan for the Orange Region Tourism Ltd organisation.
3. That this financial commitment to the Operational Plan's Tourism and Economic Development section be made for an initial 3 years commencing from 2017/18 to 2019/20.

**PRINCIPLES**

The overriding principle of this Agreement is to create a good working relationship and effective partnership between the parties in the best interest of the parties and the communities of Blayney, Cabonne and Orange.

The parties:

- Agree to the spectrum of activities as outlined in the draft Strategic Plan.
- Acknowledge (Orange Region Tourism Ltd) will be an organisation built of the need to cooperate on a regional basis to achieve greater tourism outcomes for the communities of Blayney, Cabonne and Orange.
- Agree to share information, work in co-operation with the other parties and actively promote the objectives of the Memorandum within their own organisation.



- Agree to speak with 'one' united voice on regional tourism industry issues and opportunities
- Agree to appoint one Blayney Shire Council representative to the Board.
- A Consultative Committee of Tourism Managers meets regularly with direct access to the Board.

## TERMS OF AGREEMENT

### 1. Termination

Either party shall have the right to terminate this Agreement if: (a) the other party breaches the Agreement and such breach remains for fifteen (15) days of written notice from the non-breaching party; or (b) either party becomes bankrupt, insolvent or if such party's business shall be placed in the hands of a receiver, assignee or trustee whether by voluntary act or otherwise; Upon any termination of this Agreement Blayney Shire Council shall have no further obligation or liability of any kind to the ORT including any obligation to make any further payments.

### 2. Representations & Warranties

The parties each represent and warrant to the other that: (a) it has all necessary power and legal authority to enter into and perform its obligations hereunder; and (b) it is not party to any other written or oral agreement that conflicts with the obligations to the other or restricts the performance of this Agreement.

### 3. Confidentiality

All the terms and conditions of this Agreement are confidential and neither party shall disclose any term herein without the prior written consent of the other party unless disclosure is required by applicable law.

### 4. No Partnership

This Agreement is not intended to (and does not) create an agency, joint venture partnership or similar relationship between the parties. Each party will act solely as an independent contractor and neither party will have the right to act for or bind the other party in any way.

### 5. Indemnification

The parties hereby agree to defend and indemnify each other and their respective affiliates, officers, directors and employees harmless from and against all claims, demands, damages, losses or expenses of any nature arising from or related to any breach by that party of this Agreement or its negligence or wilful misconduct except to the extent attributable to the negligence or wilful misconduct of the other party.

### 6. Miscellaneous

This Agreement may only be amended by mutual written agreement between the parties; the failure of either party to enforce any provision or condition contained in this Agreement at any time will not be construed as a waiver of that condition or provision nor will it operate as a forfeiture of any right of future enforcement of the condition or provision. TDO Limited may assign this Agreement to the new regional tourism entity upon formation with the consent of Blayney Shire Council.



## SCHEDULE A

*Payment Schedule (ex-GST)*

<i>Payments</i>	<i>First</i>	<i>Second</i>
	<i>1 July Annually</i>	<i>1 January Annually</i>
<i>Year 1: 2017/18</i>	<i>25,000</i>	<i>25,000</i>
<i>Year 2: 2018/19</i>	<i>25,000</i>	<i>25,000</i>
<i>Year 3: 2019/20</i>	<i>25,000</i>	<i>25,000</i>

*Report Schedule*

<i>Report</i>	<i>Annual Operational Plan</i>	<i>Agreement Renegotiated</i>	<i>Annual Report</i>	
<i>Year 1: 2017/18</i>	<i>1 July 2017</i>		<i>28 September 2018</i>	
<i>Year 2: 2018/19</i>	<i>1 June 2018</i>		<i>27 September 2019</i>	
<i>Year 3: 2019/20</i>	<i>1 June 2019</i>	<i>30 April 2020</i>	<i>25 September 2020</i>	





**SCHEDULE B**

TDO Limited recognises that Blayney Shire Council and the other stakeholders, the Councils of Cabonne & Orange and the regional tourism industry represented by the membership of Brand Orange, are investing to deliver specific outcomes outlined in the Orange Region Tourism Strategic Plan. In consideration of this investment, TDO Limited understands the importance to deliver those outcomes and commits to support the drive and delivery of those outcomes.

**OUTCOME**

To position the region as a destination of choice with appeal for both visitors and residents alike. This includes continuing support of local festivals and events, providing high-level destination marketing support for new and emerging festivals and events, as well as providing support for additional tourism activities and attractions that will benefit from a unified and targeted regional destination marketing approach.

**CREATIVE**

Develop creative that supports the TDO deliverables and stakeholder expectations as per Orange Region Tourism Strategic Plan and subsequent contracts.

Blayney Shire Council and other partners are recognised as supporters of the organisation but do not necessarily have individual logos and branding attached to marketing collateral.

**SPECIFICATIONS – Key projects included but not limited to: (as defined in the strategic plan)**

- 1. Website Development**  
Linkage of regional website to Blayney Tourism and other subsidiary sites (eg. Millthorpe Village)
- 2. Tourism Packages & Marketing Campaigns**  
Develop Spring & Summer Harvest packages (including pick your own promotion)  
Develop in consultation with key stakeholders Historic Village experiences, Agritourism experiences and packages to boost visitation  
Campaign aimed at converting visitors who transit or shop in the region to overnight stays
- 3. Media and Journalist famils**  
One famil with ad hoc media visits to be hosted and dissemination of information
- 4. General Marketing**  
Marketing activities including monthly consumer news with destination updates
- 5. Member Development and Forums**  
Ongoing servicing of members, weekly enews and two Member Forums to be held in September and December 2017
- 6. VIC famils x 4**  
To be held in September, November, February & May. TDO/BOL to negotiate itinerary with LGA Tourism Managers
- 7. Survey data collection and annual visitor profile review and update**  
Develop in consultation with key stakeholders appropriate survey instrument.  
Collation of data from Out-of-Region and In-Region event surveys from both attendees and businesses



**8. Out-of-Region events run by TDO (acknowledging Blayney Shire Council support as appropriate)**

Taste Orange @ Lane Cove (November)  
Taste Orange @ Barangaroo (November)  
Taste Orange @ Watson's Bay (May)

**9. Support of In-Region events**

Orange Wine Festival 13 – 22 October 2017

**10. Marketing and promotion**

FOOD Week marketing  
Support marketing and promotion of key events including Carcoar Running Festival, B2B Cycling Festival and Blayney Hay Bale Challenge.

**KEY PERFORMANCE INDICATORS**

1. Annual Report on outcomes against Strategic Plan by September of each year; Report to include comment on the specific elements relevant to Blayney Shire Council
2. Audited accounts by September of each year
3. Report on membership numbers & income (target 15% increase in each category)
4. Report \$ for \$ income secured for general or specific campaigns/packages (target \$10,000 cash plus in kind component)
5. Report data on attendance at Out-of-Region Events and In-Region Event enumerating the level of success increasing visitation from regional promotion (target is increasing overnight stays from 2.9 to 3.5 by June 2020)
6. Report on the increase in visitation attributable to marketing/advertising campaigns measured through surveys from accommodation providers (target is increasing overnight stays from 2.9 to 3.5 by June 2020)



**SIGNATORIES**

\_\_\_\_\_  
Peter Robson  
Chairperson  
TDO Limited

\_\_\_\_\_  
Date

In the presence of

\_\_\_\_\_  
\_\_\_\_\_  
(Print Name)

Witness

\_\_\_\_\_

\_\_\_\_\_  
Rebecca Ryan  
General Manager  
Blayney Shire Council

\_\_\_\_\_  
Date

In the presence of

\_\_\_\_\_  
\_\_\_\_\_  
(Print Name)

Witness



**08) CENTRAL NSW TOURISM UPDATE****Department:** Executive Services**Author:** General Manager**CSP Link:** 1.3 A well established, connected and prosperous tourism industry.**File No:** CR.RP.4**Recommendation:**

That Council receives and notes the report on Central NSW Tourism.

**Reason for Report:**

Following the restructure of Destination NSW and establishment of Destination Networks with a broad focus on industry development and administration within Country and Outback NSW (which includes Blayney Shire Council) the future of Central NSW Tourism was raised with Council in May 2017. Council endorsed the Central NSW Tourism Destination Management Plan (DMP) 2016-17 and provided 'in principle' support to continue its membership funding in FY2017/18 pending the consideration of an Options Paper being received from Central NSW Tourism (**Resolution No 1703/001**).

This report provides Council with an update on the outcome of that options paper presented to Centroc in May 2017 and details how Central NSW Tourism is operating under the governance model of Central NSW Tourism from 1 July 2017.

**Report:**

The Centroc Board considered and supported the adoption by Centroc of the function of regional tourism marketing, cooperative destination management campaigns and promotion activities at its 25 May meeting. Central NSW Tourism is near completion of the wind-up of the incorporated entity, and there has been 2 meetings held with the former Central NSW Tourism board, Tourism staff from member councils and key stakeholders. Transition arrangements are also in place for the Executive Officer of Central NSW Tourism now on staff under the auspice of Bathurst Regional Council.

Under the Centroc governance model, a portfolio Mayor and sponsoring General Manager provide a leadership role in the advocacy, direction, operations and conduct of that particular committee, interest group or specialist subjects. This model has been successful for areas such as Water, Regional Roads and Infrastructure, Regional Planning and Health. For this committee of Centroc, Cr Bill West from Cowra is portfolio Mayor and the General Manager, Blayney Shire Council was nominated for the role of sponsoring General Manager.

**Issues:**

The important factor in the success of the new Central NSW Tourism will be the continued engagement of the local Council tourism staff, community and Council events and Visitor Information Centre staff and volunteers. A strategy workshop held in Cowra on 2 August provided the preparation work into a new Strategic Marketing Plan from which a revised budget and membership prospectus will be given to member councils for consideration.

Cooperative marketing campaigns or product development would be undertaken on a proposal then opt in basis. Successful campaigns, which Blayney Shire Council has leveraged with Central NSW Tourism of recent times, include the UnEarth Campaign that produced travel articles in the Sunday Telegraph and Sydney Weekender TV show.

The role and objectives of Central NSW Tourism need to be established, given the significant marketing, branding and promotions work undertaken by Councils within Centroc. And whilst the Central NSW brand awareness is no longer a priority, the reliable and up to date data collection, building capacity of tourism staff and operators, creating networks and providing advocacy for tourism infrastructure investment by Centroc is going to be invaluable.

**Budget Implications:**

The suggested membership fees by the former Central NSW Tourism board was a mixed per-capita management and administration fee to raise \$80,000 with an equally distributed marketing fee amongst all members totalling \$77,000.

On this basis the proposed membership and administration fee for Blayney Shire Council would be \$5,530 with an additional \$7,000 for marketing, (assuming shared by 10 Centroc members). These amounts have been accounted for in the 2017/18 Operational Plan; however remain subject to Council agreeing to the Central NSW Strategic Marketing Plan and membership prospectus.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**09) BLAYNEY AND VILLAGES DESTINATION MANAGEMENT PLAN 2016-20**

**Department:** Executive Services

**Author:** Community Development and Tourism Projects Officer

**CSP Link:** 1.3 A well established, connected and prosperous tourism industry.

**File No:** CR.PL.1

---

**Recommendation:**

That Council approve the Blayney and Villages Destination Management Plan 2016-2020.

**Reason for Report:**

Following recent changes at a state and regional tourism industry level and the commencement of a new financial year 2017/18, the Blayney Shire Destination Management Plan (DMP) has been reviewed and updated for Council approval.

The DMP was reviewed and drafted in house and has been distributed to local tourism operators, Town and Villages Committee members and other stakeholders for feedback. It is enclosed for Councillor information following this report.

**Report:**

The DMP objectives and strategies strive to increase visitation to the area, build community presence, enhance culture, and promote local heritage and environmental features whilst maintaining the integrity of the region.

First developed in 2016, this important document was updated and revised to reflect both; the changing nature of the tourism and the significant boost in Council's budget provided to support this important industry. It recognises the positive results in this industry in the past two years with increased focus, rigor and targeted, specific projects to achieve results and add value to the local economy.

Council provides an annual budget of \$141,763 to support tourism activity including tourism partnerships, promotions, community development and events.

The key objectives of our tourism strategy is to:

1. Provide a forum for collaboration and leadership across the region
2. Expand our visitor economy
3. Grow and evolve our product and experience offering
4. Build demand by developing our destination's brand and appeal

Recognising that surrounded by major regional centres that attract visitors in their own right, Blayney and its villages play a valuable role in adding to visitor dispersal strategy for travellers who are seeking a local, country experience.

The key strategic priorities Blayney Shire Council will focus on includes:

- Partnering with regional and state-based tourism organisations with constructive input into their strategic Destination Plans and support with implementation at a local level to drive economies of scale and promote the region to a wider target audience outside of the Local Government Area (LGA);
- Continuing to work across key local and regional stakeholder groups to champion tourism growth in Blayney and its villages;
- Consolidating its position as a visitor destination in its own right with improvements to infrastructure (seating, signage, noticeboards, visitor facilities footpaths, rest areas, parks, main street improvements via the Master Plan);
- Value add and capacity building of local tourism operators including strengthening community participation, collaboration and skills development through knowledge sharing and growing expertise via business networking and tourism operator seminars to improve the visitor experience to encourage visitor advocacy
- Improving ways of collecting data and market research to better understand the local visitor economy to plan long term strategies;
- Encouraging growth in visitor numbers through promotions of local events, storytelling, bringing area to life including marketing collateral (brochures, flyers) social media, media relations, special offers and marketing programs including Winter Wonderland festivities, B2B Cycling Festival and developing the Blayney Hay Bale Art Challenge.
- Working with Council's Towns and Villages Committee, Town/Village Committees and Progress Associations to drive visitor activity and community programs.

It is acknowledged Blayney Shire can meet its tourism objectives and grow our visitation by partnering with neighbouring Councils and joining regional tourism groups including Central NSW Tourism (now auspiced by Centroc) and the new Orange Regional Tourism Organisation (ORT). At the May 2017 Council meeting, Council endorsed funding of \$50,000 per annum over the next 3 years to the ORT to drive regional events and marketing opportunities. These partnerships assist to drive economies of scale and provide value add to our area.

The DMP supports core themes that are aligned to regional destination management plans. Tourism activities and projects generally reflect four core themes of:

1. Fresh, local produce and agritourism
2. Rich culture and history
3. Nature and country/rural landscape
4. Sporting events and recreation/ lifestyle

Overall, the vision of the DMP 2016-2020 is to provide *'an enriching experience of Blayney and its historic villages that visitors and the community want to share and return to time and time again.'*

**Issues:**

A risk identified in the DMP is the longevity and sustainability of the Blayney Shire Visitor Information Centre (VIC) operated by the Blayney Shire Arts and Crafts Council. A number of long-term members of have either left the district, retired or are not able to contribute due to illness, which has placed significant strain on their resources. Staff are investigating how best Council might support and encourage new volunteers and tourism operator interest to ensure this valuable facility remains functional.

**Budget Implications:**

Council has adopted a total budget of \$279,672 net operating expenditure which includes VIC Operations (\$23,879) and Tourism/ Event Promotion (\$141,763) to support the DMP strategies.

**Enclosures (following report)**

- |   |   |          |
|---|---|----------|
| 1 | Blayney and Villages Destination Management Plan<br>2016-2020 | 15 Pages |
|---|---|----------|

**Attachments (separate document)**

Nil



*Reviewed and updated – 3 August 2017*



## **DESTINATION MANAGEMENT PLAN 2016 - 2020**

### **Vision**

To provide an enriching experience of Blayney and its historic villages that visitors and the community want to share and return to time and time again.

### **Overview / Situational Analysis**

Blayney and the surrounding villages of Millthorpe, Carcoar, Newbridge, Mandurama, Neville, Barry and Lyndhurst are well known for their picturesque country charm, heritage buildings, sporting culture and agricultural landscape. The area borders growing regional centres including Cowra, Orange and Bathurst and is fast becoming a destination in its own right attracting visitors regionally and across the State.

There are a number of popular lifestyle events and attractions that have emerged in recent years helping to drive the visitor economy, including Carcoar Dam recreational area, wind farm, Millthorpe Markets, Blayney Farmers' Markets, Millamolong Polo, B2B Cycling event, Blayney Hay Bale Art Challenge, Winter Wonderland festivities, Carcoar Running Cup, Australia Day activities and Newbridge Winter Solstice Festival. Many of these tourism and local business activities have been driven by volunteer members within community groups working with Council for a collaborative approach. Blayney Shire Council has provided support with parks, services, infrastructure, events management, marketing programs, promotions, advertising and skills and knowledge development seminars.

Blayney Shire Council operates as a 'local tourism office' contributing its expertise through a Community Development and Tourism Projects resource who plays a leadership role to co-ordinate activities across Blayney and Villages and develop proactive strategies to build tourism in the region. In particular, Blayney Shire Council developed the first Regional Tourism Forum in November 2015 that brought together regional tourism organisations with operators and the local community for a collaborative approach. A strategy to partner with other tourism-focussed organisations, such as Arts Out West, Central NSW Tourism (now a Tourism Group as a Sub-Committee of CENTROC from 1 July 2017), Brand Orange and F.O.O.D (Food Of Orange District) has been adopted to deliver greater economies of scale.

Another significant value-add includes assisting to broaden connections with the visitor market to benefit local tourism operators, businesses and community who can readily connect into regional marketing, events and funding programmes. A new Visitor Guide for Blayney and Villages was launched at the tourism forum with local businesses contributing advertising funding for its production. This guide was housed online via Council's website in an 'ebook' form, available to the AVIC network, local tourism operators. It is envisaged this Visitor Guide will be refreshed in 2017 for launch in early 2018. Blayney Shire Council is working collaboratively with neighbouring Councils of Cabonne, Orange City and Bathurst Regional Council to develop joint programs including a 'Towns and Villages Guide', merchandising, souvenirs, B2B event, Car Clubs promotional kits and postcards project.

*Reviewed and updated – 3 August 2017*

September 2016 marked the 20<sup>th</sup> anniversary of the volunteer-run Tier 3 Accredited Visitor Information Centre (AVIC) in Blayney which has undergone significant transformation works as part of Stage 1 of the Blayney Cultural Centre project. To maintain sustainable and a cost effective proposition for the community, Council has decided to upgrade the facility for visitor services with refurbishments that includes leasing a commercial café/ coffee shop (Currently to Ironbark Espresso Bar) within the heritage-listed building. This will encourage greater opening hours on weekends and public holidays. The refurbishment works including internal and external painting, new roof, and internal commercial kitchen fit out, shelving and visitor information brochure stands, new TV monitor to display Shire-wide tourism footage is now complete and open in January 2017.

Blayney Shire Council continues to support the volunteers of the Blayney Shire Arts and Crafts Council Inc. with customer service training, induction, brochure management, operations so they can manage Visitor Information Services on behalf of Blayney and Villages (As per the Memorandum of Understanding between both parties signed in early 2017). In June 2017 a recruitment drive for 'Destination Ambassadors' to join the volunteer team was conducted including advertising in the Blayney Chronicle, social media and the AVIC network. Volunteer numbers, health issues and competing priorities continue to be a challenge for sustainable operations.

In 2014, Blayney Shire Council adopted branding reflecting its position as *The Village Shire* which has resonated and been embraced by the community. This has further been expanded to encompass Blayney and its historic villages with #warmwelcome #Blayney #historicvillages being used through social media, communications and marketing activities. Logos, banners, marquees and other promotional material reflect this positioning for a consistent approach.

There are many hidden gems across Blayney Shire that need to be promoted, developed and brought to life via stories, tourism packages and experiences. As tourism and the visitor economy continues to grow, Council needs to consider additional resources for communications and events management to further lift the level of professional from community focussed to a more professional, polished visitor experience. Council aims to work with the community, tourism partners, industry, operators and residents to further create a 'wow' customer experience that people want to tell their friends about. By building local and regional champions and advocates, networks of connections will continue to grow to build the visitor economy.

Moving forward, the best utilisation of Council resources is to support and facilitate our local businesses and community groups to enable participation in regional partnerships, maximising our connections and close proximity to regional centres to bring visitors to our area. In addition, continuing to take a leadership role to promote, align and co-ordinate activities across the region.

Council can also play a role in helping to develop events and tourism infrastructure through grant funding initiatives including working with community groups to apply for Destination NSW Incubator funding to expand the Blayney Hay Bale Art Challenge to a recreational bike trail through Blayney and villages.

At a state-level, Destination NSW has restructured with new area networks being established to take on a tourism industry advocacy and development role. Blayney Shire will now be part of the Country and Outback Network which has appointed Board members from across the region with its head office to be located in Dubbo. This change has prompted Central NSW Tourism to rethink its role and strategy as a regional tourism office.

*Reviewed and updated – 3 August 2017*

From 1 July 2017, Central NSW Tourism will operate as a sub-committee of CENTROC. Blayney Shire Council has previously endorsed Central NSW Tourism Regional Destination Plan and provided 'in principle' support' subject to review' to continue to be a financial member.

In May 2017, Council endorsed a recommendation for Council to commit \$50,000 per annum for three years to operate a regional tourism organisation as a joint partnership between Orange City, Cabonne, Blayney Shire and the tourism industry to deliver regional tourism services. This organisation will focus on regional events, marketing, online initiatives with an expanded role to encompass all regional tourism projects and encompass Brand Orange. The temporary holding organisation, called TDO Ltd is an independent, not for profit regional tourism organisation with the primary purpose of developing tourism-focussed strategic destination marketing and community benefits to the Orange region. It currently has an interim Board with representatives from each Council and industry until a skills-based board can be appointed. A consultative sub committee with tourism managers from each area meet regularly with as direct link to the Board to provide strategic advice and input. The strategy of the new RTO is being reviewed and redrafted to suit the needs of partner organisations, with key deliverables.

Blayney Shire Council would like to better capture, understand and utilise research information about types and interests of visitors coming to the area so programs can be targeted to relevant groups e.g. families, couples, singles, age and other demographic information. It is envisaged by partnering with regional organisations economies of scale, such as the new TDO (Orange, Cabonne, Blayney and industry) and Central NSW Tourism for better which has research and data collection as a key strategic priority, Council will gain greater knowledge of visitor information.

#### **Key objectives**

1. Provide a forum for collaboration and leadership across the region
2. Expand our visitor economy
3. Grow and evolve our product and experience offering
4. Build demand by developing our destination's brand and appeal

#### **Strategic Approach**

Council's Destination Management strategy strives to build community presence, enhance culture, and promote local heritage and environmental features whilst maintaining the integrity of the region. Council provides an annual budget of \$141,763 to support tourism activity including tourism memberships, promotions, community development and events.

Recognising that we are surrounded by major regional centres that attract visitors in their own right, Blayney and its villages can play a valuable role in adding to visitor dispersal strategy for travellers who are seeking a local, country experience.

The key strategic priorities Blayney Shire Council will focus on includes:

- Partnering with regional and state-based tourism organisations with constructive input into their strategic Destination Plans and support with implementation at a local level to drive economies of scale and promote the region to a wider target audience outside of the LGA;
- Continuing to work across key local and regional stakeholder groups to champion tourism growth in Blayney and its villages;

*Reviewed and updated – 3 August 2017*

- Consolidating its position as a visitor destination in its own right with improvements to infrastructure (seating, signage, noticeboards, visitor facilities footpaths, rest areas, parks, main street improvements via the Master Plan);
- Value add and capacity building of local tourism operators including strengthening community participation, collaboration and skills development through knowledge sharing and growing expertise via business networking and tourism operator seminars to improve the visitor experience to encourage visitor advocacy
- Improving ways of collecting data and market research to better understand the local visitor economy to plan long term strategies;
- Encouraging growth in visitor numbers through promotions of local events, storytelling, bringing area to life including marketing collateral (brochures, flyers) social media, media relations, special offers and marketing programs including Winter Wonderland festivities, B2B Cycling Festival and developing the Blayney Hay Bale Art Challenge.
- Working with Council's Towns and Villages Committee and Village Associations to drive visitor activity and community programs.

### **Challenges**

Many local tourism events are run by community groups which rely on volunteer efforts. Unfortunately, the concept of 'volunteer fatigue' is a reality in small village communities which cannot sustain the level of enthusiasm and drive for projects over the long-term without upskilling, succession planning and recruitment of new volunteers to get involved.

With increasingly busy lives and ageing population, this becomes a risk factor for small communities unless they are successful with attracting growth via economic development. However, in areas such as Millthorpe, with young families and entrepreneurs moving to the area, this helping the town to drive visitation.

It often takes a number of years to establish as a visitor destination and Blayney Shire is relatively new in the tourism industry (taking an active role in the past 2 years with one dedicated resource working on tourism projects approximately 60% of the time). Therefore, it will take time to grow in this industry and develop a baseline of tools, resources and marketing collateral to support the vision.

### **Opportunities**

The Tourism budget for 2017/18 is \$279,672, which include (Tourism/ Event promotion - \$141,763 and Visitor Information Centre operations \$23,879). This budget allocation is more than previous years and will support targeted, specific projects, relying on partner collaboration and co-operation to drive results.

In early 2017, Council launched a Community Development program providing \$20,000 for village cluster groups to fund a local coordinator to assist with up skilling, capacity building, events management, fundraising, implement Village Plans and grant application funding projects to assist Towns and Villages Associations. The role is also a key contact with Council.

This program is subject to further annual funding from Council and we are awaiting progress reports as to its success. Council provides financial support via an annual \$100,000 Community Financial Assistance Program to community groups which subject to meeting eligibility criteria supports events, infrastructure and community program development.

*Reviewed and updated – 3 August 2017*

In a relatively short period, Blayney has made considerable progress in developing its tourism infrastructure, signage, promotional material and key local events. There is strong momentum in this space. There is an opportunity to encourage local and regional tourism operators better connected with one another to develop a range of simple packages to cater to various target markets.

Overwhelmingly positive feedback from all stakeholders including State Government leaders, media, tourism partners, community, tourism operators about the events and projects undertaken by Council to date in this space. With growing stakeholder support, good relationships established and partnerships, growth in the area looks very promising with continued Council support.

### **Top Tourism Trends**

- Social media in reaching travel market audiences and providing word of mouth advocacy from friends and family networks (Peer to peer buyer influence)
- Smart technology via smart phones, apps.
- Face to face presence still relevant as the first point of call in Destination and must compliment other channels
- Customers seeking a personalised travel experience including more interaction, control and information
- Travellers seeking to experience a local's way of life
- The brand of a destination becoming a more important factor to influence travel decisions
- Customers going directly to suppliers for the purchase of goods and services
- Economic conditions continuing to be highly volatile, subject to global and regional shocks.

### **Target audience**

- Day trippers - Visitors from surrounding region from Cowra, Orange and Bathurst and Central NSW
- Weekend stay/ getaway - Blue Mountains, Canberra, Sydney, Newcastle
- Extended stay – Friends, family
- Seniors and Grey nomads from NSW and interstate – caravan, motor homes
- Families
- Female travellers
- Couples

### **Core themes**

Visitors travel to Blayney for many reasons including sporting events, visiting friends and family, restaurants, cafes, peace and quiet, escapism, artists, livestock markets, fresh produce markets, unique events, country shows or just passing through. The 4 core themes that generally summarises what Blayney and villages stand for includes:

**1. Fresh, local produce** – food, drink, fruit, vegetables, wineries, farm stays, farmers' markets, paddock to plate, authentic farm gate experiences, CTLX, agritourism opportunities, connect with people, place and produce

*Reviewed and updated – 3 August 2017*

**2. Rich culture and history** – rural culture, heritage buildings, early settlers, historic villages (Millthorpe, Carcoar), bushrangers, gold rush days, Chinese miners, Australia Day, ANZAC Day, museums, cemeteries (ancestry), Carcoar (Second old town west of Blue Mountains), developing art scene, artists haven, galleries, abundance of stories to tell and bring to life.

**3. Nature and Country/ rural landscape** – agriculture, gardens, gravel roads, green rolling hills, Belubula River, sheep, cattle, country shows, green grass, quiet streets, parks, green space, four seasons, snow, autumn leaves, English gardens, Carcoar Dam, Wind farm, big, open skies, outdoor experiences, Abercrombie Caves, Wyangala Dam, camping

**4. Sporting events and recreation/ lifestyle** – rugby union, rugby league, Redmond Oval, King Georges Oval, B2B cycling event, Newcrest cycling event, Carcoar Running Festival, cycling, running, fishing, tennis, country shows, team penning

These themes are aligned to the key tourism projects and are reflected throughout the local Destination Management Plan. There are significant opportunities to invest in future strategies to further develop and market what we stand for to further broaden recognition about the region. These themes align to the Central NSW Tourism Destination Management Plan and broad strategic plans of the new Orange Regional Tourism organisation.

#### **Regional Plans**

Other strategies/projects identified by Central NSW Tourism in the Regional Destination Management Plan include:

- Secure regional commitment for regional data collection from all partners and VICs
- Provide support for grant applications that deliver to the Destination Plan objectives
- Support industry participation in awards programs
- Develop a MICE Strategy (Meetings, incentives, conferences and events) strategy to drive growth of special interest groups and business tourism
- Investigate feasibility of targeting inbound tourism associated with niche markets e.g. Japanese, Chinese, Italian history e.g. Music festivals (Elvis, ABBA)
- Develop farm to plate strategy to engage more farmers in the visitor economy and to develop greater use of regional food and fibre in the region's tourism offering
- Develop regional culture and heritage tourism development plan in collaboration with sporting community and cultural groups
- Develop a seasonal program of nature-based landscape and garden-based events, linking to agricultural landscape (e.g. Canola, blossoms, autumn leaves)
- Develop a digital marketing strategy that uses mobile technology to assist visitors to plan and explore the region

Orange Region Tourism is currently developing its strategy but has aspirational views to drive outcomes that "positions the region as a destination of choice with appeal to both residents and visitors alike." This includes supporting local festivals and events, providing high-level destination marketing support for new and emerging festivals and events as well as providing support for additional tourism activities and attractions that will benefit from unified and targeted regional destination marketing approach." Specific programs initially identified includes regional tourism website development, tourism packages and marketing campaigns (including historic village experiences), Media famils, Survey data collection and visitor profiling.

*Reviewed and updated – 3 August 2017*

**Key projects and implementation timeline**

<b>Project</b>	<b>Strategic goal</b>	<b>Requirement/ Budget</b>	<b>Status/ Timeframe</b>
<b>Marketing collateral</b>			
Redesign Village flyers - Neville - Newbridge - Mandurama - Lyndhurst - Blayney Heritage Walk - Carcoar Dam and Wind farm - Carcoar	Promotion of area through improved marketing collateral	Work with local business, Village Associations to reproduce, redesign and print flyers for website and VIC Revenue from Business advertising to support costs VEP/ Tourism Budget - \$3000	Complete as of end 2016  Review, new advertising agreements and reprinting in 2017/18
Millthorpe celebrating 150 years - Community banners - Heritage Walk Flyer - Heritage walk signage - Community noticeboard - Visitor info brochure stands and signage	Promotion of area through improved marketing collateral Support 150 years celebrations	Developing concepts Millthorpe VEP Budget 2017/18	Underway July 2017
Blayney and Villages Visitor Guide	Promotion of area through improved marketing collateral	Work with local business, Village Associations to reproduce, redesign and print flyers for website and VIC Revenue from Business advertising \$6000 Tourism Budget - \$10,000	November 2015 Review in 2017/ relaunch 2018
Community Noticeboards – - Newbridge - Lyndhurst - Mandurama (sign) - Neville - Barry	Promotion of area through improved marketing collateral, improving infrastructure	Work with local business, Village Associations VEP budget 2016/17  Barry VEP Budget 2017/18	Complete  Awaiting confirmation

*Reviewed and updated – 3 August 2017*

<b>Project</b>	<b>Strategic goal</b>	<b>Requirement/ Budget</b>	<b>Status/ Timeframe</b>
Community Banners (located in Millthorpe, Blayney)	Promotion of area through improved marketing collateral	Update messages and promotion of events	As required
Tourism Billboards along Mid-Western Highway	Promotion of area through improved marketing collateral, improving infrastructure	Welcome to Wiradjuri Country (villages) artwork and new design for Destination billboards \$5000 – 2016/17	Completed July 2016
Postcards (Visit Orange)	Collaboration and partnership for growth	Joint project with Orange and Cabonne Councils \$2000 end June	Complete End June/ July
Tourism Website (visitblayney.com.au) revamp/ update	Promotion of area through improved infrastructure	Improved online presence, stories, case studies 2017/18 - \$5,000	Update with shire-wide tourism operators, images, attractions – Limited by template - In progress - July 2017 – Relaunch at Tourism forum
Destination video for VIC large screen	Promotion of area through improved marketing collateral	2016/17 Video production \$10,000	Available for launch Sept 2016  Complete – two videos with villages and major events displayed
Social media strategy – launch new Destination Facebook Page i.e.- 'On the Blayney Scene' e.g. 10 faces of Blayney – meet the faces in the main street e.g. Butcher, baker	Promotion of area through improved marketing collateral	Coincide with relaunch of new Blayney and Villages Guide	2017/18
Facebook competitions/ community competitions/ Seasonal campaigns	Promotion of area through improved marketing collateral	Coincide with major events, partner with tourism operators and local businesses to showcase offering	Ongoing/ quarterly e.g. seasonal (Winter Wonderland, Spring into Blayney)



*Reviewed and updated – 3 August 2017*

Project	Strategic goal	Requirement/ Budget	Status/ Timeframe
<b>Infrastructure</b>			
Community banner poles	Promotion of area through improved infrastructure, community resource for promotions	VEP Plan	Complete
Visitor Information Centre signage and public wifi	Improving infrastructure and visitor services	N/A	Complete
VIC repainting, refurbishment and coffee shop Signage, new banners, mat 'l'branding	Improving infrastructure and visitor services	Stage 1 of Cultural Centre Internal design work, TV screen, brochure stands 2016/17 - \$10,000	Complete
Cultural Centre for Blayney			
Art Gallery for Newbridge	Improving infrastructure and visitor services	Private/ Community group partnership	Awaiting further advice
Heritage Park Maze	Improving infrastructure and visitor services	N/A	Now location for Blayney Skate Park – DA approved
Rest Areas – improve facilities and interpretive signage	Improving infrastructure and visitor services	TBC	
Visitor Signage Audit	Improving infrastructure and visitor services	TBC	
Street banner poles – redesign	Improving infrastructure and visitor services	TBC	
Carcoar Dam and wind farm	Improving infrastructure	TBC	

*Reviewed and updated – 3 August 2017*

Project	Strategic goal	Requirement/ Budget	Status/ Timeframe
<b>Events/ Marketing campaigns</b>			
nab B2B cycling Festival Blayney Bike Month - Registration event/ Carb loading dinner/ night markets - Children/ family cycling event in Blayney	Collaboration and partnership for growth	MOU with Bathurst Regional Council Partner with community and BTA	April Planning for 2017
Blayney Hay Bale Art Challenge – develop into village recreational cycling trail	Encourage community participation to grow local events	Council partnership with Blayney Town Association and local farmers 2017/18 – Seeking \$20,000 Destination NSW Incubator event funding to develop	April Planning for 2018
Winter Wonderland	Encourage community participation to grow local events	Partnership with local business, BTA and other Progress Associations \$1000 2016/17	July 2016 – Complete June/ July – 2017 Ongoing with community group/ business support
Garage Sale Trail	Partnerships for economies of scale. Encourage community participation to grow local event – recycling, waste management	Membership via Environmental Services \$2000 per annum 2016 and 2017	October 2016 – Complete Planning for 2017 - October weekend
Blayney BIG Brekky	Encourage community participation to grow local events	Partnership with the BTA, Rotary, BFM Committee, Local Business	November 20 – Complete – successful event with BTA support could repackage again as part of F.O.O.D Week/ become a regular event for longevity of BFMs

*Reviewed and updated – 3 August 2017*

<b>Project</b>	<b>Strategic goal</b>	<b>Requirement/ Budget</b>	<b>Status/ Timeframe</b>
Blayney Bike Month – Bicycle Network – Orange Challenge	Partnership with neighbouring Councils, Bicycle Network, villages promotions	TBC	Annually in March
F.O.O.D Week – explore hosting 100 mile dinner	Relationship building, partnerships for growth	Partnership with Village Associations, F.O.O.D and Brand Orange	April 2018 or 2019
Package experiences and market as a region	Enhance visitor experience	Village tours, historical tours Create special deals for target segments	To be developed with RTO
Attract Conferences, Exhibitions to the region	Increased visitation numbers and overnight stays	Work with tourism partners to develop a strategy	To be developed with the RTO
Regional Displays at target market conferences eg. Caravan Shows, Food and Wine shows	Promotion of the region	Work with tourism partners to develop a strategy	To be developed with the RTO
<b>Media/ Advertising</b>			
Central NSW Lifestyle Magazine	Promotion of area, people and events	Interviews June a Launch 19 November 2016 - \$9900 (paid half end June 2016, remainder 2016/2017)	Complete
Central NSW Lifestyle Magazine – 'Best of the Best' Collector's edition	Promotion of area, people and events	Full page ad and features in 'Best of the Best edition' 2016/17 Budget	November 2017
Caravanning Australia	Promotion of area and facilities	Advertising – Summer and Winter 2016/17 - \$950	Complete and ongoing

*Reviewed and updated – 3 August 2017*

<b>Project</b>	<b>Strategic goal</b>	<b>Requirement/ Budget</b>	<b>Status/ Timeframe</b>
F.O.O.D Week Media famil	Relationship building, partnerships	Council attendance \$2,500 – 2016	Complete and ongoing
Orange Wine Festival	Promotion of area	Advertising – 2016/17 Budget	Complete and ongoing
UBD and Gregory's map reprint	Promotion of area and facilities	Advertising – 2016/17	Complete
Cartoscope Maps	Add Blayney and Villages map	Advertising 2016/17	Complete
Discover Magazine	Promotion of area, people and events	Feature pages and Advertising 2017/18	Ongoing
2BS/ B-Rock Radio	Relationship building, partnerships	2017/2018 \$3000 - 1 live broadcast, 26 ads, weekly community and Mayor interviews, What's On monthly	In progress
2GZ radio	Relationship building, partnerships	As required	As required
Orange City Life/ Bathurst City Life	Relationship building, partnerships	As required	As required
Blayney Chronicle	Relationship building, partnerships	Community News, GM Update New agreement for 2017/2018	Ongoing
Facebook/ Online advertising	Promotion of events	As required	As required

*Reviewed and updated – 3 August 2017*

Project	Strategic goal	Requirement/ Budget	Status/ Timeframe
<b>Community Development</b>			
Business Seminar series - Social media – Facebook master class - 'How to turn your business into a customer magnet' - Business Boot camps Quarterly	Collaboration and skills development	Organise next one to coincide with Local Government Week – Business Breakfast \$3000 2016/2017	2 complete April, May 2016 August 2016 March 2017 Ongoing
Regional Tourism Forum November 2015	Collaboration and partnership for growth	Work with Central NSW Tourism and regional partners to hold forums bi-annually	Complete
Regional Tourism Forum	Collaboration and partnership for growth	Introduce new Orange RTO Central NSW Tourism plans Destination Management Plan – Blayney and Villages	August 2017
Local Government Week	Collaboration and partnership for growth	Work with community partners to host open day activities e.g. Coffee with a Cop, Mock Council meetings	August - ongoing
Council Connect newsletters	Improve communications community participation	N/A	Delivered May 2016 – ongoing program
What's App – Cafes and Restaurants group	Improve visitor experience and communications about what's open and closed especially around public holidays	In development	Ongoing from June 2017

*Reviewed and updated – 3 August 2017*

<b>Project</b>	<b>Strategic goal</b>	<b>Requirement/ Budget</b>	<b>Status/ Timeframe</b>
Facebook Interest Group launched	Collaboration and partnership for growth	Local business and tourism operators Ongoing management	May 2016 Needs reviewed and relaunch
Reward and Train - Volunteers in the VIC – BBQ, tours of operators, Expo of tourism attractions	Collaboration and partnership for growth, community participations	Local volunteers and operators  2017/18 \$5000	Ongoing Destination Ambassador complete (2 volunteers) Customer service workshop through Destination NSW in Nov 2017
<b>Partnerships</b>			
Central NSW Tourism	Collaboration and partnership for growth	\$5500 p.a. membership plus marketing contribution	Awaiting funding approval Council August 2017
F.O.O.D Week Explore local events, hosting regional dinners	Collaboration and partnership for growth	\$2500 p.a. until 2016/17 Membership as part of new Orange RTO	TBC
Brand Orange	Collaboration and partnership for growth	\$2500 p.a. until 2016/17	Now part of new TDO
Arts Out West	Collaboration and partnership for growth	\$4921.62 (incl. GST) – 3 year MOU – paid via Community Partnerships budget Council Member of the Board	To be reviewed in June 2018
Accredited Visitor Information Network	Collaboration and partnership for growth	Maximise expertise, signage and branded 'I'	Ongoing

*Reviewed and updated – 3 August 2017*

<b>Project</b>	<b>Strategic goal</b>	<b>Requirement/ Budget</b>	<b>Status/ Timeframe</b>
Central NSW Business HQ (Formerly Business Enterprise Centre – BEC)	Collaboration and partnership for growth, skills development	Council Member of Board Strategy support New name relaunch Stakeholder engagement Opportunities for local businesses and operators for learning	Ongoing
<b>Market Research</b>			
Audit existing data collections methods and improve operator participation	Analyse and plan for future projects	Collaborate with regional partners on best practice, work with tourism operators Survey Monkey AVIC statistics via VIC volunteers	2017/18
<p>Table Key                      Green – Complete                      Yellow – Ongoing Activity                      Orange – Under review/proposed activities/awaiting further information</p>			

**10) NEVILLE MULTIPURPOSE COURT****Department:** Executive Services**Author:** General Manager**CSP Link:** 2.2 Strong participation in sporting events and competitions.**File No:** CS.AG.1

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**Recommendation:**

That subject to the agreement by the Presbyterian Church, Council provides approval and support for the Neville Multipurpose Court Project and formalise a long term lease or licence agreement for part of Lot 9 DP662515 then lodge a Development Application.

**Reason for Report:**

Council provided in principle support for the Neville Multipurpose Court Project in May 2017 (**Resolution No 1705/001**) which enabled staff to undertake further investigation to develop and progress this proposal with the community.

**Report:**

Council staff have met with the owners of the land where the Multipurpose Court is proposed to discuss this project, being Presbyterian Church Land (Lot 9 DP 662515) which surrounds and is adjacent to the Neville Memorial Park. A concept plan map is enclosed at the end of this report, which shows the proposed location with the Neville Public School located the next block along on the eastern side further down Crouch Street.

The Multipurpose Court was identified in the recent Neville Community Plan (2016) as an asset that the community wished to investigate to enable families, children and visitors to have access to a sport and recreation facility.

There are currently 19 children enrolled at Neville Public School and the Principal has confirmed this facility would be of great value for both school time and after school/weekend tennis coaching, basketball and netball, having currently access to a bitumen basketball half-court in their playground.

The Trustees of the Presbyterian Church have provided in-principle support to a lease rather than sale of the required land and are not in a position to fund any capital outgoings for the project.

The Neville Presbyterian Church is listed as a Heritage Item under the Blayney LEP (2012) and any development will need to consider the significance of the building. A Development Application (DA) would be required to be lodged, and car parking, drainage would also need to be considered.



**Issues:**

Legal advice is being sought as to the requirements for a long-term licence agreement or lease, or if a subdivision plan on the lot is necessary. Council has provided some preliminary information to the Presbyterian Church seeking their acceptance of a long term lease or if required a deposited plan sub-division. If the response is positive, Council will arrange for the necessary documentation to be prepared to facilitate lodgement of a DA.

As an asset under the care and control of local government, Council's insurance would be extended to include both property and public liability insurance. This is similar to other buildings and property whereby Council does not own the property however is responsible for the liability.

**Budget Implications:**

The Lease or Licence Agreement, DA and Construction Certificate (CC) costs are estimated to be approximately \$3,020 in total, which would be funded from the Village Enhancement Plan (VEP) for Neville. There is \$8,813 available funds for Neville VEP in 2017/18 to progress this project to 'shovel ready' status.

An initial estimate to construct the Multipurpose Court, fence and surrounding parking, kerb and drainage works is \$150 - \$200K. There is no budget allocation or funding commitment provided by Council for this project.

Council needs to be aware of the whole of life cost and impact of providing this additional service to the Neville community. An annual depreciation and maintenance cost of \$1,000 would be an additional ongoing cost to Council's Operational Plan. For a Property sum insured of \$200K under the Statewide Property Scheme, based on Blayney Shire Council 2017/18 contribution rate, the cost would be \$480 (ex GST) annually. Public Liability would not attract additional premium.

The Four Villages Development Coordinator will be engaged to source grant opportunities and external funding to undertake the project.

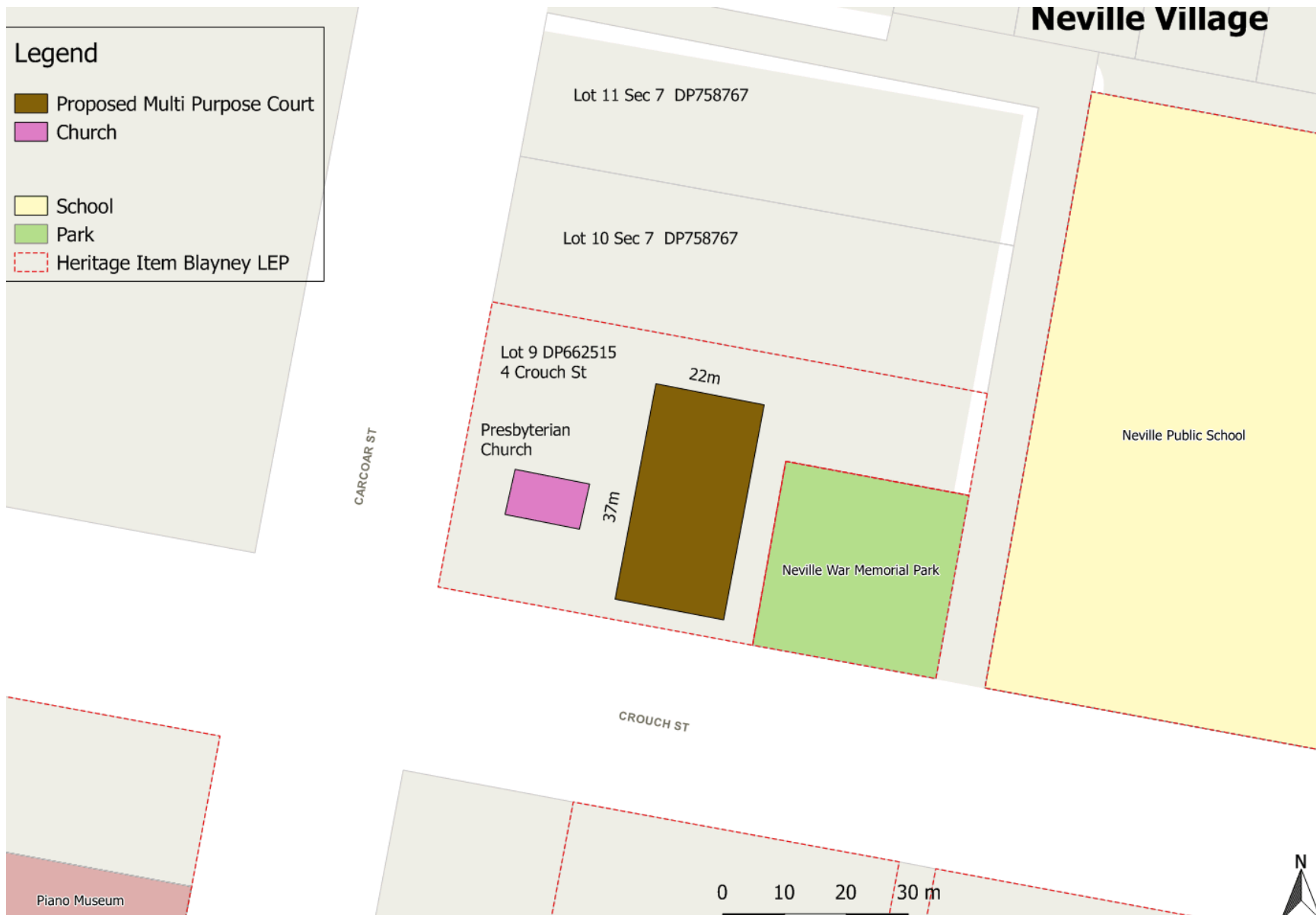
**Enclosures (following report)**

1 Diagram of Neville Proposed Court

1 Page

**Attachments (separate document)**

Nil



**11) HEALTHY AND HAPPY WELLNESS CHALLENGE**

**Department:** Executive Services

**Author:** Community Development and Tourism Projects Officer

**CSP Link:** 5.2 Fit and healthy community members.

**File No:** CR.FU.1

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**Recommendation:**

That Council endorse the Blayney and Villages Healthy and Happy Wellness Challenge 2017.

**Reason for Report:**

Blayney Shire Council, CentrePoint and the Blayney Chronicle with the support from Bernardi's Marketplace will be engaging the community and conducting a 'Healthy and Happy Wellness Challenge' this Spring to encourage improved health outcomes for the community.

**Report:**

With recent publicity highlighting the large number obese and unhealthy adult people living in the Blayney Shire, Blayney Chronicle, Blayney Shire Council and CentrePoint Sport and Leisure are working together to initiate and develop the 'Healthy and Happy Wellness Challenge', launched last week for Blayney and Villages this Spring. The Blayney Chronicle will support the challenge with weekly advertising and feature stories. Sponsorship funding and support from Bernardi's Marketplace has been secured by Council to the value of \$3,500 (\$2,000 cash and \$1,500 plus in kind) to help with healthy eating choices, discounted food items, in-store displays and point of sale materials as the only supermarket in the Local Government Area (LGA).

The fitness challenge will run for approximately 3 months from 1 September until 30 November and involve local sporting groups, business, families and residents. Community engagement is underway to encourage maximise awareness and participation.

The aim is to have a relatively low cost community healthy and happy challenge that will see teams set goals and everyone work together for a collective town goal.

- Teams with 5 to 20 members will be asked to register their participation.
- Registration is free and Teams will keep a weekly tally of their weight, kilometres of exercise moved and quantity of water drank.
- One member of the group will collate the information and submit their results to the Blayney Chronicle, who will publish results weekly on each team's progress.

- Those who register will receive incentives to help meet their goals and stay motivated through the challenge with expert talks and cooking classes.

Experts such as those from Master Chef fame will be invited to participate to promote healthy eating and portion size, group fitness, multi-sport competitions, walking groups, local business healthy menu choices, low cost gold coin donation or subsidised fitness classes.

This is an all-inclusive community project. As well as LGA and team goals, individuals are encouraged to participate in their own way, monitor and track their progress and get involved in the facilities, walking groups and other wellness activities for free and when they want.

Participants will be encouraged to link other local sporting events, such as the Carcoar Running Cup (held first week of November) to improve fitness and support community events. Health information will be readily available e.g. to help stop smoking, mental health help, health checks and assistance lines for more personalised help. A Community Health Expo will celebrate the success of the event to be held in Carrington Park in November. A Facebook page - @HealthyHappyWC has been created for teams and individuals to share their tips and progress along their journey.

An information night will be held on Monday 28 August from 5:30pm in the Blayney Shire Community Centre to kick start the program.

Cafes, restaurants and other health and wellness businesses will be encouraged to participate by offering a choice of healthy meals on their menu, special offers, discounted products and services in return to be promoted as a 'Healthy and Happy Wellness Challenge' supporter. Businesses will receive a 'Welcome Kit' including fact sheets and stickers to help them participate.

Working with dieticians, chefs, personal trainers, community nurses, mental health support nurses, local businesses and sporting groups we will encourage maximum participation in the community challenge for people of all ages. This will be a family-friendly program to motivate Blayney Shire residents to a healthier lifestyle.

Overall, this fitness campaign aims to be a collaborative initiative driven by sporting groups, community, business groups working with Council and the Chronicle to deliver positive results.

We believe this fitness program could be a pilot program to encourage small, rural communities to become more health conscious for a more sustainable future. Council staff, Editor and team from the Blayney Chronicle, Bernadi's IGA and the Blayney Health One Service are very motivated to make this a success.

This campaign is very important for the Blayney community. A recent report by the Australian Health Tracker found 75.3% of the adult population in Blayney LGA are overweight (Blayney Chronicle - <http://www.blayneychronicle.com.au/story/4647315/fatness-not-fitness-is-our-standard/>).

**Issues:**

Council and CentrePoint staff will take the lead role in encouraging participation from sporting groups and community groups. Councillors are invited to share in this program and champion or simply participate and support a team. Council, local businesses and the community need to work together in collaboration with local Health Services and Blayney Shire Interagency to deliver outcomes.

Council staff have committed to this next 3 months and the town goal must be realistic and achievable. Weekly tracking goals will be the same across all teams for easy comparison and a team will provide ongoing content and marketing awareness.

The Health Expo for the community with limited Council resources will be reliant on Health Services, Health Practitioners, exercise enthusiasts, Sporting Associations, Sports Council and community taking ownership and participating.

**Budget Implications:**

The Council contribution for this program is \$3,000 however there is no additional budget request. Existing funds from CentrePoint, Community Development and Sport & Recreation Plan budgets have been utilised for this project. Funding support has been acknowledged from Bernardi's IGA and Blayney Chronicle.

**Enclosures (following report)**

- 1 Healthy and Happy Wellness Challenge

**Attachments (separate document)**

Nil

Marketing material

Logo



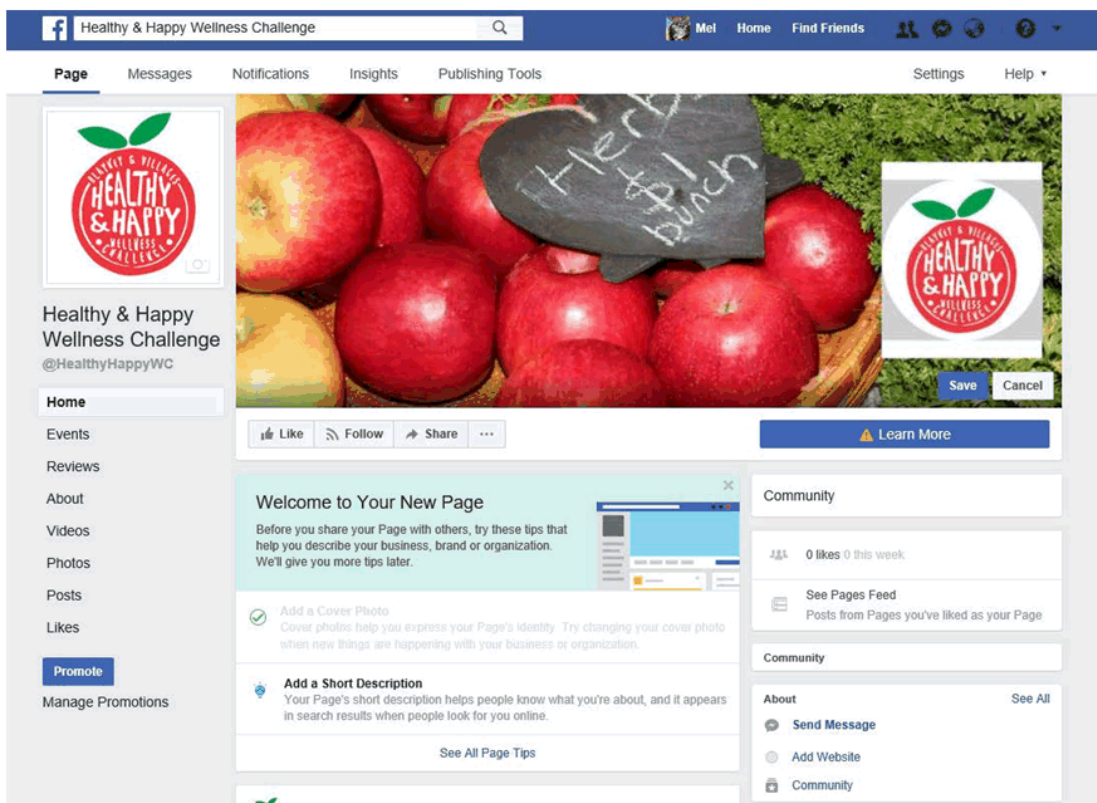
Challenge image



Community banner



Facebook page



12) **MINUTES OF THE BLAYNEY SHIRE CULTURAL CENTRE WORKING GROUP MEETING HELD MONDAY 7 AUGUST 2017**

**Department:** Executive Services

**Author:** General Manager

**CSP Link:** 5.2 Fit and healthy community members.

**File No:** ED.LI.2

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**Recommendation:**

That the minutes of the Cultural Centre Working Group Meeting, held Monday 7 August 2017, be received and noted.

**MINUTES OF THE CULTURAL CENTRE WORKING GROUP MEETING  
HELD ON MONDAY 7 AUGUST 2017  
AT THE BLAYNEY SHIRE COMMUNITY CENTRE**

Meeting commenced at 6.00pm.

**PRESENT**

Cr David Kingham (Chair), Rebecca Ryan, Elizabeth Russ, Ian Tooke, Loretta Kervin, Margaret Paton, Penny May and Tom Williams

**GUESTS**

Nil

**APOLOGIES**

Cr Scott Ferguson, Cr Allan Ewin, Jan Richards and Gwenda Stanbridge.

**Recommended:** That the apologies submitted on behalf of Cr Scott Ferguson, Cr Allan Ewin, Jan Richards and Gwenda Stanbridge be accepted  
(Ian Tooke / Margaret Paton)

**DISCLOSURES OF INTEREST**

Nil

**MINUTES FROM PREVIOUS MEETING – 1 MAY 2017**

**Recommended:** That the minutes from the previous Cultural Centre Working Group Meeting held on 1 May 2017 be adopted.  
(Ian Tooke / Elizabeth Russ)

**BUSINESS ARISING**

- Family History Group have been moving items to demountable/former office at Sewerage Treatment Plant as temporary storage space. Council have built ramp access and cleaned building.



- Sustainable Collections visiting Blayney in next few weeks to discuss how support may be provided to digitise Viv Kable Collection prior to temporary storage and/or revolving exhibits

### **REGIONAL CULTURAL FUND**

- NSW Government has announced Regional Cultural Fund \$100 million over 4 years to drive growth in arts, screen, cultural and heritage infrastructure for the social, cultural and economic benefit of communities in regional NSW.
- Up to \$25 million available in the first round of funding, and EOI closes 4 September 2017.
- Require shovel ready projects – DA Approved, co-funding sorted
- Given status of this project, it is recommended and agreed that Round 2 or Round 3 will be best suited for the Blayney Cultural Centre Project

### **AGENDA ITEM**

The matter of the land adjoining the VIC was discussed and issues associated with parking spaces, lack of progress with any negotiation and potential options.

The Working Group reviewed other locations in the main street and agreed that other options needed to be investigated including the former Westpac building and the current Blayney Library, which is Council owned land.

**ACTION:** GM to organise inspection of former Westpac building for Working Group, and confirm Blayney Library allotment size and Cultural Centre footprint.

### **COMMITTEES**

Council will be reviewing each Committee of Council at the first meeting in September, and engaging with representatives regarding charter and delegations. The Cultural Centre Working Group was established with the objective of developing the project to DA then successful funding stage, and remains in progress. Anticipate that charter will remain the same and representatives invited to nominate for membership for the 2017-2020 term.

### **NEXT MEETING**

Next meeting will be held Monday 6 November 2017 at 6.00pm and will be confirmed.

### **MEETING CLOSE**

There being no further business the meeting closed at 6.30pm.

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

Nil

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

Nil

**13) REPORT OF COUNCIL INVESTMENTS AS AT 31 JULY 2017**

**Department:** Corporate Services

**Author:** Accountant

**CSP Link:** 6.3 A well-run Council organisation.

**File No:** FM.IN.1

**Recommendation:**

1. That the report indicating Council’s investment position as at 31 July 2017 be received.
2. That the certification of the Responsible Accounting Officer be received and the report be adopted.

**Reason for Report:**

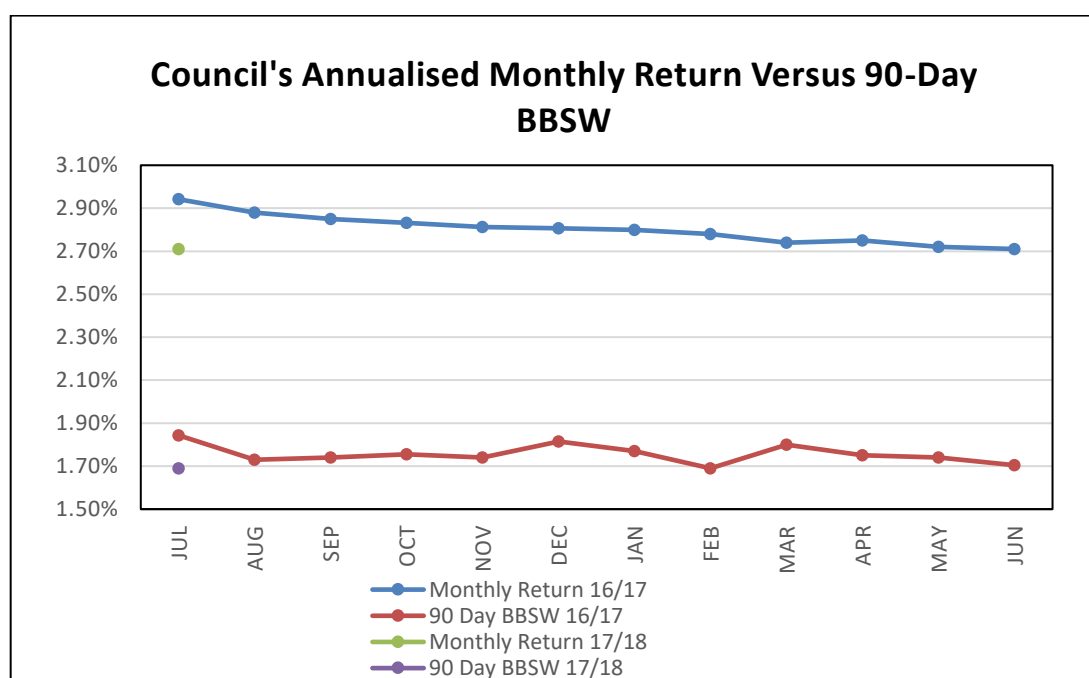
For Council to endorse the Report of Council Investments as at 31 July 2017.

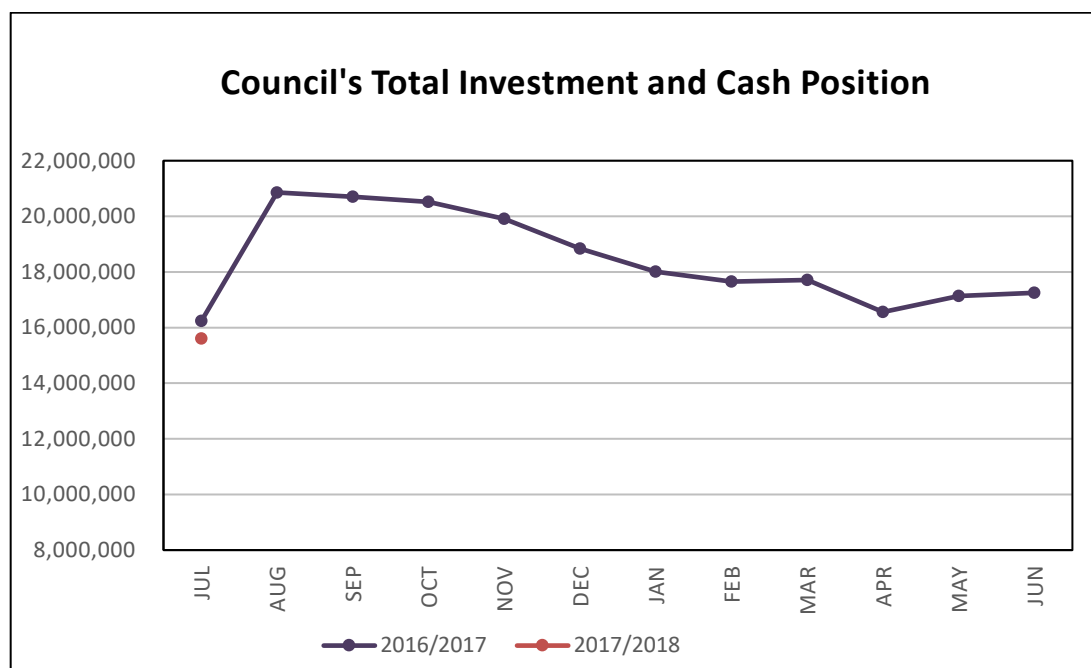
**Report:**

This report provides details of Council’s Investment Portfolio as at 31 July 2017.

Council’s total investment and cash position as at 31 July 2017 is \$15,607,975. Investments earned interest of \$34,506 for the month of July 2017.

Council’s monthly net return on Term Deposits annualised for June of 2.71% outperformed the 90 day Bank Bill Swap Rate of 1.69%.





<b>REGISTER OF INVESTMENTS AND CASH AS AT 31 JULY 2017</b>				
<b>Institution</b>	<b>Rating</b>	<b>Maturity</b>	<b>Amount \$</b>	<b>Interest Rate</b>
AMP Bank	A1/A	16/08/2017	500,000	2.800%
AMP Bank	A1/A	22/08/2017	500,000	2.750%
AMP Bank	A1/A	6/02/2018	500,000	2.700%
AMP Bank	A1/A	19/06/2018	500,000	2.600%
Auswide Bank Limited	A3/BBB-	5/06/2018	500,000	2.800%
Auswide Bank Limited	A3/BBB-	22/05/2018	500,000	2.800%
Auswide Bank Limited	A3/BBB-	14/12/2017	500,000	2.800%
Bank of Queensland	A2/BBB+	7/11/2017	500,000	2.600%
Bendigo & Adelaide Bank	A2/BBB+	23/11/2017	500,000	2.700%
Bendigo & Adelaide Bank	A2/BBB+	22/08/2017	1,000,000	2.700%
Bendigo & Adelaide Bank	A2/BBB+	29/08/2017	1,000,000	2.700%
IMB	A2/BBB	3/10/2017	500,000	2.600%
ING Bank	A1/A	31/08/2017	500,000	2.750%
ING Bank	A1/A	12/09/2017	500,000	2.700%
ME Bank	A2/BBB	19/09/2017	500,000	2.750%
ME Bank	A2/BBB	28/11/2017	500,000	2.700%
MyState Bank Limited	A2/BBB	7/12/2017	500,000	2.750%
MyState Bank Limited	A2/BBB	20/02/2018	500,000	2.700%
MyState Bank Limited	A2/BBB	5/09/2017	500,000	2.850%
MyState Bank Limited	A2/BBB	5/09/2017	500,000	2.700%
NAB	A1+/AA-	6/09/2017	500,000	2.680%
NAB	A1+/AA-	29/11/2017	500,000	2.790%
NAB	A1+/AA-	17/10/2017	500,000	2.480%
NAB	A1+/AA-	31/10/2017	500,000	2.600%
NAB	A1+/AA-	14/11/2017	500,000	2.740%
<b>Total Investments</b>			<b>13,500,000</b>	<b>2.710%</b>

Benchmarks:	BBSW 90 Day Index	1.690%
	RBA Cash Rate	1.500%
Commonwealth Bank - At Call Account	500,506	1.400%
Commonwealth Bank Balance - General	991,493	1.350%
Tcorp IM Cash Fund	615,976	2.340%
<b>TOTAL INVESTMENTS &amp; CASH</b>		<b>15,607,975</b>

\* % Interest rates as at 31/07/2017

Summary of Investment Movements - July 2017		
Financial Institution	Invst/(Recall) Amount \$	Commentary
Bank of Queensland	(506,818.49)	Term Deposit Redeemed 03/07/2017
AMP Bank	(507,134.25)	Term Deposit Redeemed 11/07/2017
Bankwest	(505,734.25)	Term Deposit Redeemed 25/07/2017

Short Term Credit Rating*	Policy Maximum	Current Holding %	Current Holding \$
A-1+	100%	19%	2,500,000
A-1	80%	22%	3,000,000
A-2	60%	48%	6,500,000
A-3	40%	11%	1,500,000
			13,500,000

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

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

Individual Institution Limit	Rating	Policy Maximum	Actual Maximum
AMP Bank	A1/A	3,000,000	2,000,000
Auswide Bank	A3/BBB-	3,000,000	1,500,000
Bank of Queensland	A2/BBB+	3,000,000	500,000
Bendigo & Adelaide Bank	A2/BBB+	3,000,000	2,500,000
IMB	A2/BBB	3,000,000	500,000
ING Bank	A1/A	3,000,000	1,000,000
ME Bank	A2/BBB	3,000,000	1,000,000
MyState Bank Limited	A2/BBB	3,000,000	2,000,000
NAB	A1+/AA-	3,000,000	2,500,000

<b><u>RESTRICTED CASH, CASH EQUIVALENTS &amp; INVESTMENTS</u></b>	
	<b>\$ 000's</b>
External Restrictions - Sewer*	5,157
External Restrictions - Unexpended Grants*	1,282
External Restrictions - Other*	2,267
	<b>8,706</b>
Internal Cash Restrictions*	8,232
Unrestricted	(1,330)
	<b>6,902</b>
<b>TOTAL CASH &amp; INVESTMENTS</b>	<b>15,608</b>

\* Restrictions represent balance as at 1 July 2016 carried forward from 2015/16 Audited Financial Statements. Restrictions will be updated following completion and sign off of 2016/17 audit.

#### CERTIFICATION – RESPONSIBLE ACCOUNTING OFFICER

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

#### **Issues:**

Nil

#### **Budget Implications:**

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

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

Nil

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

Nil

**14) DRAFT STATEMENT OF FINANCIAL REPORTS BY COUNCIL  
2016/17****Department:** Corporate Services**Author:** Chief Financial Officer**CSP Link:** 6.3 A well-run Council organisation.**File No:** FM.FR.1

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**Recommendation:**

1. That the statement in accordance with Section 413(2)(c) of the Local Government Act 1993, and Clause 215 of the Local Government (General) Regulation (2005) for the General Purpose Financial Statements for the year ending 30 June 2017 be made.
2. That the statement in accordance with the requirements of the Code of Accounting Practice in relation to the Special Purpose Financial Statements for the year ending 30 June 2017 be made.
3. That the statements be signed by the Mayor, Deputy Mayor, the General Manager and the Responsible Accounting Officer.
4. That the General Purpose Financial Statements and Special Purpose Financial Statements be referred to audit and Intentus Chartered Accountants, as the contracted agent for the NSW Audit Office, be invited to complete the audit as per the requirements of Section 413(1) of the Local Government Act (1993) and Local Government (General) Regulation (2005).
5. That the transfers in of \$1.975m and transfers out of \$1.617m, being a net transfer in of \$358k, to Council's external cash restrictions be approved.
6. That the transfers in of \$2.610m and transfers out of \$2.733m, being a net transfer out of \$123k, to Council's internal cash restrictions be approved for the purposes as detailed in Schedule 1.

**Reason for Report:**

To approve the referral to audit of Council's Draft General Purpose Financial Statements (GPFS) and Draft Special Purpose Financial Statements (SPFS), and to seek Council approval by resolution for both the GPFS and SPFS.

**Report:**

Section 413(3) of the Local Government Act (1993), requires Council to prepare Financial Reports and to refer those reports for audit within 4 months after the end of the financial year (s416 (1)).

Council is required to present a statement on its opinion on the reports under Local Government s413 (2)(c). Copies of the Statements required are enclosed.

Whilst the Financial Statements are in the final phases of preparation, it is a requirement that these statements be signed prior to completion in order for the audit to occur. The timing for audit is proposed for 25-27 September 2017.

Once the auditor has completed the audit and has submitted their report, Council must fix a date for a meeting at which the auditor's report will be presented, and give public notice of the date. This date must be at least 7 days after the date on which notice is given, but not more than 5 weeks after the auditor's reports are given to Council.

The statutory deadline for finalisation, audit and lodgement of financial reporting is 31 October 2016.

It is anticipated that the NSW Audit Office appointed auditor, Intentus, will present their report to the Meeting of Council on 20 November 2017.

The draft financial statements before the revaluation of Sewerage assets currently have Council in a strong position. Council has presented a draft net operating result of \$4.941m, with a net operating result before the inclusion of grants and contributions for capital purposes of \$2.624m. A significant contributing factor has been the advance payment of 2 quarters of the 2017/18 Financial Assistance Grant totalling \$1.23m.

Council's Operating Performance Ratio measures the ability of Council to contain operating expenditure within its operating revenue. In 2016/2017 the consolidated draft ratio is 10.90% being above the Office of Local Government benchmark of 0%. By fund, 12.78% for the General Fund and -13.03% for the Sewer Fund. This figure will be affected positively or negatively once the current revaluation of abovementioned assets is finalised as it will impact upon the depreciation expense of these assets.

Council's financial position is strong with the ability to pay current obligations above the industry benchmark. Council's consolidated unrestricted current ratio is 3.74% with the Office of Local Government benchmark at 1.5%.

Enclosed is a summary of draft 2016-17 key performance indicators by fund.

Council completed over \$10m worth of capital works in the 2016/2017 financial year. Significant capital achievements include:

- Completed works of \$5m on Council's road network.
  - \$1.04m on construction of Errowanbang Road (Fixing Country Roads)
  - \$1.14m on construction of Browns Creek Road
  - \$996k on construction of Errowanbang Road (Resources for Regions)

- \$1.33m on resealing and heavy patching program on various roads make up the balance.
- \$700k on Council's Bridge Replacement Program with \$350k spent on the replacement of Felltimber Rd, Coombing Creek Bridge
- Footpath construction totalled \$606k with \$350k spent on construction of shared pathways for south Adelaide Street and \$142k on safe pedestrian crossings at the intersection of Church & Carcoar Streets as part of Council's Active Movement Strategy.
- Plant replacement of \$2.244m included the purchase of 2 Graders, a Backhoe, 3 Hino Tip Trucks and 1 Volvo Tipping Truck.
- Building renewals of \$660k included \$235k for refurbishment of the Visitor Information Centre, \$73k for new kitchen facilities at Blayney Showground and \$68k for preliminary works for the upgrade to CentrePoint.
- \$743k on other structures included 198k on the finalisation of the Redmond Oval redevelopment, \$75k to finalise KGO sideline seating and \$94k for the dressage arena at Blayney Showground.
- \$212k was spent on works at the Sewerage Treatment Plant including the Inlet Bypass, Millthorpe transfer main investigation & augmentation and purchase of a CCTV camera.

A number of adjustments have been made to Council's Restricted Cash Movements since the schedule adopted with the third Quarterly Budget Review. A number of amendments to cash restrictions have been based on actual results for the financial year.

The following is a summary of proposed movements in cash restrictions following a robust review of funds held and their associated purpose. The recommended changes to Internal Restrictions together with actual activity for the financial year will result in unrestricted cash balance of \$70k. The internal cash restrictions show \$2.610m transfers in and \$2.733m transfers out (nett \$123k). The purpose of each cash restriction is detailed in Schedule 1 (Restricted and Unrestricted Cash Policy) which is enclosed following this report. The external cash restrictions show \$1.975m transfers in and \$1.617m transfers out nett \$358k.

### **Recommendation of Changes to Internal Cash Restrictions**

Add new Internal Cash Restrictions:

Financial Assistance Grant	\$1,229,306
Land Fill Remediation & Assets Renewal	\$ 112,500*
<i>*(Moved to Externally Restricted Domestic Waste Management)</i>	

**Total Internal Restrictions moved from Unrestricted Cash \$1,341,806**

### **Recommendation of Changes to External Cash Restrictions**

Add new External Restriction:

Voluntary Planning Agreement - Mining	\$1,217,441*
<i>*(Reallocated from Unexpended Grants &amp; Contributions also Externally Restricted)</i>	



The enclosed schedule of Restricted Cash Movements provides an outline of movements for the 2016/2017 year. The movements in cash restrictions are subject to change as a result of any audit adjustments and will require endorsement of Council in the event that there are audit amendments.

Enclosed for information of Councillors are the Statements for Signature by the Mayor and Deputy Mayor, General Manager and Responsible Accounting Officer, 2016/2017 Financial Reports in the Quarterly Budget Review Statement (QBRS) format and the Draft Primary Financial Reports for referral to Council's Auditor.

**Issues:**

Council holds a 33% joint interest in Central Tablelands Water. This year a request for extension of lodgement of their 2016/17 Financial Statements was granted by the Office of Local Government. As current year data is not available the 2015/16 data has been used for the purpose of these draft financial statements.

Subject to completion and lodgement of Central Tablelands Water's financial statements, draft information based on current or prior year data may be used in the completion of Council's 2016/17 financial statements. It is not anticipated to impact materially on the financial statements for Blayney Shire Council.

**Budget Implications:**

As outlined in the report.

**Enclosures (following report)**

1	2016-17 Draft General Purpose Financial Statements	6 Pages
2	2016-17 Draft Special Purpose Income Statement	1 Page
3	2016-17 Draft Special Purpose Balance Sheet	1 Page
4	2016-17 Draft Note 6c Restricted Cash	2 Pages
5	2016-17 Draft Note 13b Financial Indicators by Fund	2 Pages

**Attachments (separate document)**

Nil

Blayney Shire Council

Income Statement  
for the year ended 30 June 2017

Budget <sup>1</sup> 2017	\$ '000	Notes	Actual 2017	Actual 2016
<b>Income from continuing operations</b>				
<i>Revenue:</i>				
10,408	Rates and annual charges	3a	10,571	10,444
1,973	User charges and fees	3b	2,408	1,960
385	Interest and investment revenue	3c	509	499
168	Other revenues	3d	250	258
4,250	Grants and contributions provided for operating purpose:	3e,f	6,325	4,190
3,908	Grants and contributions provided for capital purposes	3e,f	2,316	3,135
<i>Other income:</i>				
179	Net gains from the disposal of assets	5	235	–
–	Net share of interests in joint ventures and associates using the equity method	19	203	203
<u>21,271</u>	<b>Total income from continuing operations</b>		<u>22,817</u>	<u>20,689</u>
<b>Expenses from continuing operations</b>				
5,886	Employee benefits and on-costs	4a	6,557	6,113
177	Borrowing costs	4b	139	165
2,785	Materials and contracts	4c	3,662	2,486
5,344	Depreciation and amortisation	4d	4,958	5,230
–	Impairment	4d	–	–
2,443	Other expenses	4e	2,561	2,122
	Interest and investment losses	3c	–	–
	Net losses from the disposal of assets	5	–	50
	Net share of interests in joint ventures and associates using the equity method	19	–	–
<u>16,635</u>	<b>Total expenses from continuing operations</b>		<u>17,877</u>	<u>16,166</u>
<u>4,636</u>	<b>Operating result from continuing operations</b>		<u>4,940</u>	<u>4,523</u>
<b>Discontinued operations</b>				
	Net profit/(loss) from discontinued operations	24	–	–
<u>4,636</u>	<b>Net operating result for the year</b>		<u>4,940</u>	<u>4,523</u>
4,636	Net operating result attributable to Council		4,940	4,523
	Net operating result attributable to non-controlling interests		–	–
<u>728</u>	<b>Net operating result for the year before grants and contributions provided for capital purposes</b>		<u>2,624</u>	<u>1,388</u>

<sup>1</sup> Original budget as approved by Council – refer Note 16

Blayney Shire Council

Statement of Comprehensive Income  
for the year ended 30 June 2017

\$ '000	Notes	Actual 2017	Actual 2016
<b>Net operating result for the year</b> (as per Income Statement)		<b>4,940</b>	<b>4,523</b>
<b>Other comprehensive income:</b>			
Amounts which will not be reclassified subsequently to the operating result			
Nil			
Gain (loss) on revaluation of I,PP&E	20b (ii)	–	2,010
Adjustment to correct prior period errors			–
Impairment (loss) reversal relating to I,PP&E	20b (ii)	–	–
Other comprehensive income – joint ventures and associates	19b	285	283
Other movements in reserves (enter details here)	20b (ii)		–
Other movements in reserves (enter details here)	20b (ii)		–
Other movements in reserves (enter details here)	20b (ii)		–
Other movements in reserves (enter details here)	20b (ii)		–
Other movements			–
<b>Total items which will not be reclassified subsequently to the operating result</b>		<b>285</b>	<b>2,293</b>
Amounts which will be reclassified subsequently to the operating result when specific conditions are met			
Nil			
Realised (gain) loss on available-for-sale investments recognised in P&L	20b (ii)	–	–
Gain (loss) on revaluation of available-for-sale investments	20b (ii)	–	–
Realised (gain) loss from other reserves recognised in P&L	20b (ii)	–	–
Gain (loss) on revaluation of other reserves	20b (ii)	–	–
Other movements in reserves (enter details here)	20b (ii)	–	–
Other movements in reserves (enter details here)	20b (ii)	–	–
Other movements in reserves (enter details here)	20b (ii)	–	–
Other movements in reserves (enter details here)	20b (ii)	–	–
Other movements			–
<b>Total items which will be reclassified subsequently to the operating result when specific conditions are met</b>		<b>–</b>	<b>–</b>
<b>Total other comprehensive income for the year</b>		<b>285</b>	<b>2,293</b>
<b>Total comprehensive income for the year</b>		<b>5,225</b>	<b>6,816</b>
<b>Total comprehensive income attributable to Council</b>		<b>5,225</b>	<b>6,816</b>
<b>Total comprehensive income attributable to non-controlling interests</b>		<b>–</b>	<b>–</b>

This statement should be read in conjunction with the accompanying notes.

page 5

Blayney Shire Council

Statement of Financial Position  
as at 30 June 2017

\$ '000	Notes	Actual 2017	Actual 2016
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalents	6a	2,243	1,075
Investments	6b	15,000	16,000
Receivables	7	1,539	640
Inventories	8	1,063	839
Other	8	63	52
Non-current assets classified as 'held for sale'	22	-	-
<b>Total current assets</b>		<b>19,908</b>	<b>18,606</b>
<b>Non-current assets</b>			
Investments	6b	-	-
Receivables	7	52	208
Inventories	8	-	-
Infrastructure, property, plant and equipment	9	194,428	189,789
Investments accounted for using the equity method	19	21,033	20,545
Investment property	14	-	-
Intangible assets	25	150	241
Non-current assets classified as 'held for sale'	22	-	-
Other	8	-	-
<b>Total non-current assets</b>		<b>215,663</b>	<b>210,783</b>
<b>TOTAL ASSETS</b>		<b>235,571</b>	<b>229,389</b>
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Payables	10	2,302	748
Income received in advance	10	221	196
Borrowings	10	264	190
Provisions	10	1,753	1,623
Liabilities associated with assets classified as 'held for sale'	22	-	-
<b>Total current liabilities</b>		<b>4,540</b>	<b>2,757</b>
<b>Non-current liabilities</b>			
Payables	10	2	1
Income received in advance	10	-	-
Borrowings	10	1,780	1,982
Provisions	10	92	717
Investments accounted for using the equity method	19	-	-
Liabilities associated with assets classified as 'held for sale'	22	-	-
<b>Total non-current liabilities</b>		<b>1,874</b>	<b>2,700</b>
<b>TOTAL LIABILITIES</b>		<b>6,414</b>	<b>5,457</b>
<b>Net assets</b>		<b>229,157</b>	<b>223,932</b>
<b>EQUITY</b>			

This statement should be read in conjunction with the accompanying notes.

page 6

Retained earnings	20	94,012	88,787
Revaluation reserves	20	135,145	135,145
Other reserves	20	—	—
Council equity interest		<u>229,157</u>	<u>223,932</u>
Non-controlling equity interests		<u>—</u>	<u>—</u>
<b>Total equity</b>		<u><u>229,157</u></u>	<u><u>223,932</u></u>

This statement should be read in conjunction with the accompanying notes.

page 7

Blayney Shire Council

Statement of Cash Flows  
for the year ended 30 June 2017

Budget 2017	\$ '000	Notes	Actual 2017	Actual 2016
<b>Cash flows from operating activities</b>				
<b>Receipts:</b>				
10,416		Rates and annual charges	10,586	10,426
1,945		User charges and fees	2,040	2,262
402		Investment and interest revenue received	475	525
8,083		Grants and contributions	8,639	7,310
		Bonds, deposits and retention amounts received	9	-
161		Other	-	1,180
<b>Payments:</b>				
(5,886)		Employee benefits and on-costs	(6,395)	(5,893)
(2,850)		Materials and contracts	(2,517)	(3,424)
(166)		Borrowing costs	(141)	(152)
		Bonds, deposits and retention amounts refunded	-	(4)
(2,443)		Other	(3,156)	(2,197)
		Net cash from boundary adjustments	-	-
<u>9,662</u>		<b>Net cash provided (or used in) operating activities</b>	<u>9,540</u>	<u>10,033</u>
<b>Cash flows from investing activities</b>				
<b>Receipts:</b>				
Nil				
1,000		Sale of investment securities	-	-
		Sale of investment property	-	-
		Sale of real estate assets	45	-
318		Sale of infrastructure, property, plant and equipment	256	263
		Sale of shares in companies	-	-
		Sale of interests in joint ventures and associates	-	-
		Sale of disposal groups	-	-
42		Deferred debtors receipts	42	39
		Distributions received from joint ventures and associates	-	-
		Other investing activity receipts	(0)	-
<b>Payments:</b>				
Nil				
		Purchase of investment securities	1,000	(2,500)
		Purchase of investment property	-	-
(11,723)		Purchase of infrastructure, property, plant and equipment	(9,506)	(7,449)
		Purchase of real estate assets	-	-
		Purchase of shares in companies	-	-
		Purchase of interests in joint ventures and associates	-	-
		Deferred debtors and advances made	(80)	-
		Contributions paid to joint ventures and associates	-	-
		Other investing activity payments	-	-

This statement should be read in conjunction with the accompanying notes.

page 9

<u>(10,363)</u>	<b>Net cash provided (or used in) investing activities</b>	<u>(8,243)</u>	<u>(9,647)</u>
	<b>Cash flows from financing activities</b>		
	<b>Receipts:</b>		
	Nil		
1,200	Proceeds from borrowings and advances	-	-
	Proceeds from finance leases	-	-
	Other financing activity receipts		-
	<b>Payments:</b>		
	Nil		
(219)	Repayment of borrowings and advances	(128)	(177)
	Repayment of finance lease liabilities	-	-
	Distributions to non-controlling interests	-	-
	Other financing activity payments	(0)	-
<u>981</u>	<b>Net cash flow provided (used in) financing activities</b>	<u>(128)</u>	<u>(177)</u>
280	<b>Net increase/(decrease) in cash and cash equivalents</b>	1,168	209
626	Plus: <b>cash and cash equivalents – beginning of year</b> 11a	1,075	866
<u>906</u>	<b>Cash and cash equivalents – end of the year</b> 11a	<u>2,243</u>	<u>1,075</u>
	Additional Information:		
	plus: <b>Investments on hand – end of year</b> 6b	15,000	16,000
	<b>Total cash, cash equivalents and investments</b>	<u>17,243</u>	<u>17,075</u>

**Please refer to Note 11 for information on the following:**

- Non-cash financing and investing activities
- Financing arrangements
- Net cash flow disclosures relating to any discontinued operations

Blayney Shire Council

Income Statement of Council's Sewerage Business Activity  
for the year ended 30 June 2017

\$ '000	Actual 2017	Actual 2016
<b>Income from continuing operations</b>		
Access charges	1,088	1,030
User charges	133	131
Liquid trade waste charges	74	132
Fees	-	-
Interest	153	172
Grants and contributions provided for non-capital purposes	5	20
Profit from the sale of assets	-	8
Share of profit from equity accounted investment	-	-
Other income	5	5
<b>Total income from continuing operations</b>	<b>1,458</b>	<b>1,498</b>
<b>Expenses from continuing operations</b>		
Employee benefits and on-costs	298	260
Borrowing costs	54	57
Materials and contracts	597	611
Depreciation, amortisation and impairment	567	543
Loss on sale of assets	-	-
Calculated taxation equivalents	-	-
Debt guarantee fee (if applicable)	-	-
Share of loss from equity accounted investment	-	-
Other expenses	103	84
<b>Total expenses from continuing operations</b>	<b>1,619</b>	<b>1,555</b>
<b>Surplus (deficit) from continuing operations before capital amounts</b>	<b>(161)</b>	<b>(57)</b>
Grants and contributions provided for capital purposes	38	20
<b>Surplus (deficit) from continuing operations after capital amounts</b>	<b>(123)</b>	<b>(37)</b>
Surplus (deficit) from discontinued operations	-	-
<b>Surplus (deficit) from all operations before tax</b>	<b>(123)</b>	<b>(37)</b>
Less: corporate taxation equivalent (30%) [based on result before capital]	-	-
<b>SURPLUS (DEFICIT) AFTER TAX</b>	<b>(123)</b>	<b>(37)</b>
Plus opening retained profits	9,443	9,480
Plus/less: prior period adjustments	-	-
Plus/less: other adjustments (details here...)	-	-
Plus adjustments for amounts unpaid:		
- Taxation equivalent payments	-	-
- Debt guarantee fees	-	-
- Corporate taxation equivalent	-	-
Less:		
- Tax equivalent dividend paid	-	-
- Surplus dividend paid	-	-
<b>Closing retained profits</b>	<b>9,320</b>	<b>9,443</b>
Return on capital %	-0.5%	0.0%
Subsidy from Council	580	439
Calculation of dividend payable:		
Surplus (deficit) after tax	(123)	(37)



## Blayney Shire Council

Statement of Financial Position – Council's Sewerage Business Activity  
as at 30 June 2017

\$ '000	Actual 2017	Actual 2016
<b>ASSETS</b>		
<b>Current assets</b>		
Cash and cash equivalents	4,837	324
Investments	500	4,833
Receivables	39	36
Inventories	-	-
Other	-	-
Non-current assets classified as held for sale	-	-
<b>Total current Assets</b>	<b>5,376</b>	<b>5,193</b>
<b>Non-current assets</b>		
Investments	-	-
Receivables	-	-
Inventories	-	-
Infrastructure, property, plant and equipment	19,874	20,216
Investments accounted for using equity method	-	-
Investment property	-	-
Intangible assets	-	-
Other	-	-
<b>Total non-current assets</b>	<b>19,874</b>	<b>20,216</b>
<b>TOTAL ASSETS</b>	<b>25,250</b>	<b>25,409</b>
<b>LIABILITIES</b>		
<b>Current liabilities</b>		
Bank overdraft	-	-
Payables	22	20
Income received in advance	-	-
Borrowings	40	37
Provisions	-	-
<b>Total current liabilities</b>	<b>62</b>	<b>57</b>
<b>Non-current liabilities</b>		
Payables	-	-
Income received in advance	-	-
Borrowings	610	650
Provisions	-	-
<b>Total non-current liabilities</b>	<b>610</b>	<b>650</b>
<b>TOTAL LIABILITIES</b>	<b>672</b>	<b>707</b>
<b>NET ASSETS</b>	<b>24,578</b>	<b>24,702</b>
<b>EQUITY</b>		
Retained earnings	9,321	9,444
Revaluation reserves	15,257	15,258
Other reserves	-	-
Council equity interest	24,578	24,702
Non-controlling equity interest	-	-

TOTAL EQUITY

24,578

24,702

## Blayney Shire Council

Notes to the Financial Statements  
for the year ended 30 June 2017

## Note 6c. Restricted cash, cash equivalents and investments – details

\$ '000	2017 Actual Current	2017 Actual Non-current	2016 Actual Current	2016 Actual Non-current
Total cash, cash equivalents and investments	17,243		17,075	
<b>attributable to:</b>				
External restrictions (refer below)	9,064		8,706	-
Internal restrictions (refer below)	8,109		8,232	-
Unrestricted	70		137	-
	<u>17,243</u>	<u>-</u>	<u>17,075</u>	<u>-</u>

2017 \$ '000	Opening balance	Transfers to restrictions	Transfers from restrictions	Closing balance
-----------------	--------------------	------------------------------	--------------------------------	--------------------

## Details of restrictions

## External restrictions – included in liabilities

Nil

## External restrictions – other

Nil

Developer contributions – general	715	98		813
Developer contributions – sewer fund	800	60		860
Specific purpose unexpended grants	1,282	47	(1,217)	112
Specific purpose unexpended grants-sewer fund				
Sewerage services	4,357	120		4,477
Domestic waste management	439	433		872
Rates – special variation mining	1,113		(400)	713
Voluntary Planning Agreement - Mining	-	1,217		1,217
<b>External restrictions – other</b>	<u>8,706</u>	<u>1,975</u>	<u>(1,617)</u>	<u>9,064</u>
<b>Total external restrictions</b>	<u>8,706</u>	<u>1,975</u>	<u>(1,617)</u>	<u>9,064</u>

## Blayney Shire Council

Notes to the Financial Statements  
for the year ended 30 June 2017

## Note 6c. Restricted cash, cash equivalents and investments – details (continued)

2017 \$ '000	Opening balance	Transfers to restrictions	Transfers from restrictions	Closing balance
<b>Internal restrictions</b>				
Nil				
Plant and vehicle replacement	1,636		(1,360)	276
Employees leave entitlement	571	90		661
Transport Reserve	2,354	951	(449)	2,856
Buildings Reserve	351		(200)	151
Parks & Recreation Reserve	507	11	(185)	333
Stormwater Reserve	147		(72)	75
Blayney Sports Facility Master Plan	170	3	(20)	153
Blayney town works	135		(130)	5
Cemeteries	1	40		41
CentrePoint Sport & Leisure Centre	850	190	(43)	997
Election reserve	61	17		78
Environmental projects – Belubula river	54			54
Financial Assistance Grant	–	1,229		1,229
Inala units	96			96
I.T reserve	63	34		97
King George Oval	200		(33)	167
Land fill remediations and asset renewal	112		(112)	–
Property account	505	45	(5)	545
Quarry	295			295
Village enhancement program	124		(124)	–
Other				
<b>Total internal restrictions</b>	<b>8,232</b>	<b>2,610</b>	<b>(2,733)</b>	<b>8,109</b>
<b>TOTAL RESTRICTIONS</b>	<b>16,938</b>	<b>4,585</b>	<b>(4,350)</b>	<b>17,173</b>

Blayney Shire Council

Notes to the Financial Statements  
for the year ended 30 June 2017

Note 13b. Statement of performance measurement – indicators (by fund)

\$ '000	General indicators <sup>5</sup>		Sewer indicators		Benchmark
	2017	2016	2017	2016	
<b>Local government industry indicators – by fund</b>					
<b>1. Operating performance ratio</b>					
Total continuing operating revenue <sup>(1)</sup> excluding capital grants and contributions less operating expenses	<b>12.78%</b>	8.15%	<b>-13.03%</b>	-3.81%	>0.00%
Total continuing operating revenue <sup>(1)</sup> excluding capital grants and contributions					
<b>2. Own source operating revenue ratio</b>					
Total continuing operating revenue <sup>(1)</sup> excluding capital grants and contributions	<b>58.83%</b>	61.59%	<b>97.13%</b>	97.36%	>60.00%
Total continuing operating revenue <sup>(1)</sup>					
<b>3. Unrestricted current ratio</b>					
Current assets less all external restrictions <sup>(2)</sup>	<b>3.74x</b>	7.23x	<b>72.95x</b>	77.07x	>1.5x
Current liabilities less specific purpose liabilities <sup>(3, 4)</sup>					

Notes

<sup>(1) - (4)</sup> Refer to Notes at Note 13a(i) above.

<sup>(5)</sup> General fund refers to all of Council's activities except for its sewer activity which is listed separately.

Blayney Shire Council

Notes to the Financial Statements  
for the year ended 30 June 2017

Note 13b. Statement of performance measurement – indicators (by fund) (continued)

\$ '000	General indicators <sup>5</sup>		Sewer indicators		Benchmark
	2017	2016	2017	2016	
Local government industry indicators – by fund (continued)					
<b>4. Debt service cover ratio</b>					
Operating result <sup>(1)</sup> before capital excluding interest and depreciation/impairment/amortisation	<b>32.18x</b>	24.25x	<b>7.98x</b>	5.98x	>2x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)					
<b>5. Rates, annual charges, interest and extra charges outstanding percentage</b>					
Rates, annual and extra charges outstanding	<b>1.90%</b>	2.09%	<b>4.23%</b>	3.50%	< 5% Metro <10% Rural
Rates, annual and extra charges collectible					
<b>6. Cash expense cover ratio</b>					
Current year's cash and cash equivalents plus all term deposits	<b>12.07</b>	16.97	<b>0.00</b>	0.00	> 3 months
Payments from cash flow of operating and financing activities	<b>months</b>	months	<b>months</b>	months	

Notes

(1) Refer to Notes at Note 13a(i) above.

(5) General fund refers to all of Council's activities except for its sewer activity which is listed separately.

**15) SIX MONTHLY DELIVERY PLAN REVIEW - JUNE 2017**

**Department:** Corporate Services

**Author:** Director Corporate Services

**CSP Link:** 6.3 A well-run Council organisation.

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

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**Recommendation:**

That the six-monthly review, as at 30 June 2017, of Council's 2016/17 – 2019/20 Delivery Plan be received.

**Reason for Report:**

To review progress of Council's 2016/17 – 2019/20 Delivery Plan.

**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 current Delivery Plan was originally adopted in 2013 following consultation surrounding the Blayney Shire Council Community Strategic Plan 2025 involving the community, Councillors and Council staff. The Delivery Plan is a document which outlines what will be delivered to the community during the 4 year term of Council using the Blayney Shire Council Community Strategic Plan 2025 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 life span of the Delivery Program a full and comprehensive report is prepared for the benefit of the outgoing Council and community.

This 6 monthly progress report is presented in a format which summarises the activities across the organisation using qualitative and quantitative information sourced from Managers and Directors.

**Issues:**

There are no issues foreseen by the consideration of this report.

**Budget Implications:**

Nil.

**Enclosures (following report)**

1 Delivery Plan Review as at 30 June 2017 13 Pages

**Attachments (separate document)**

Nil



## DELIVERY PLAN PERFORMANCE STATUS REPORT - JUNE 2017

IP Ref	TASK	MEASURE	COMMENT
<b>STRATEGIC DIRECTION 1: GROW THE WEALTH OF THE SHIRE</b>			
<b>CSP1.1: A viable agricultural sector with niche opportunities and products coupled with lifestyle.</b>			
1.1.1	Maintain and strengthen partnerships with organisations responsible for natural resource management	Attendance at meetings	Ongoing attendance at regional meetings during period by Council delegates and representatives.  2 Planning Proposals commenced; updating the Flood Planning Map and RU1 to RU5 village.
1.1.2	Promote sustainable development and protection of our natural resources through the planning system.	Review of LEP and Council	Attendance at CENTROC meetings regarding the Central West Ag study being undertaken by DoPE.  Blayney Residential Forum held to investigate opportunities and constraints in developing residential land in Blayney.  Blayney 2020 Masterplan completed. Contact and discussions with potential new industries looking to relocate and/or establish themselves in Blayney took place during the period.
1.1.3	Ensure planning activities support long term sustainability of agricultural sector.	Support by agricultural sector/landcare groups for planning scheme	Blayney Farmers' Markets continue on the 3rd Sunday of every month.  Sponsor Agribusiness Forum workshops through AusIndustry and FIAL including exploring export markets, IP & Branding, Retail and supermarket opportunities
1.1.4	Explore and promote opportunities for Agriculture value adding industries.	Production of a economic development strategy in 2013. Establishment of new industries.	Hosting small business workshops and forums in partnership with the Business Central HQ (Formerly Business Enterprise Centre - BEC)
<b>CSP1.2: A thriving mining industry that supports and works well with the community.</b>			
1.2.1	Manage the development of mining as it develops in the Shire in order to preserve sustainable industrial diversity into the future.	Industry meeting. Policy development.	Continue to meet with current and prospective mining companies on a regular basis.  Completed Errowanbang Road upgrade (Year 2), funded under Fixing Country Roads Round 1. Commenced upgrade works to Southern Cadia Access Route, funded under Resources for Regions.
1.2.2	Improve transport linkages across the Local Government Area to support the mining industry.	Development of work plan.	Completed Browns Creek Road upgrade (Year 1) funded under Fixing Country Roads Round 2. Six bridge timber bridge replacement contract in place, work on Dirt Hole Creek bridge on Errowanbang Road commenced.
1.2.3	Build meaningful relationships between the mining industry and community.	Established communication channels. Attendance at meetings. Working relationships and cooperation. Mutual projects.	Participation and representation at meetings of Cadia Community Consultative Committee and Association of Mining Related Councils.  Cadia representation on Financial Assistance Program Committee.

## DELIVERY PLAN PERFORMANCE STATUS REPORT - JUNE 2017

IP Ref	TASK	MEASURE	COMMENT
<b>CSP1.3: A well established, connected and prosperous tourism industry.</b>			
1.3.1	Implement Blayney Shire Tourism Plan	Implementation of plan and targets. Tourism business thriving	<p>Development of Blayney and Villages Individual Community Plans</p> <p>Development of the Blayney &amp; Villages Destination Management Plan 2016-2020</p> <p>TASAC signage application approved for the renewal and heritage village of Carcoar.</p> <p>Development of a regional tourism forum</p> <p>Plans to update and revise the Blayney &amp; Villages Tourism Guide</p> <p>Working with neighbouring councils of Cabonne and Orange to develop VIC souvenirs and postcards across the region.</p> <p>Commencement of negotiations between Orange, Cabonne and Blayney LGA's for formation of regional tourism body.</p>
1.3.2	Develop a structure to effectively support and grow tourism and local business.	Structure in place. Productive meetings.	<p>Working with community groups and Town &amp; Villages Committees to encourage collaboration, cross-promotion and engagement.</p> <p>New tourism billboards to promote indigenous heritage erected and link to tourism website. Introduction of Community and visitor noticeboards with maps and information to villages.</p> <p>Media relations activity and events to promote the area ongoing. Review of Community Banner Poles policy and booking form / fact sheet to encourage use.</p> <p>Council participation with regional tourism promotions and opportunities continuing. Partnering with Central NSW Tourism, Brand Orange, F.O.O.D Week and ArtsOutWest for greater reach in regional campaigns, sharing information through Community groups, committees and business forums</p>

## DELIVERY PLAN PERFORMANCE STATUS REPORT - JUNE 2017

IP Ref	TASK	MEASURE	COMMENT
<b>CSP1.4: Internationally recognised brand for Blayney Shire.</b>			
1.4.1	Work with the community and organisations within the region to develop a recognised brand for the Blayney Shire.	Brand developed	<p>Produced village flyers and heritage walking trail guides (Millthorpe, Blayney, Carcoar, Mandurama, Lyndhurst, Newbridge)</p> <p>Review and update of the www.visitblayney.com.au tourism website</p> <p>Produced two tourism videos featuring drone footage to be played in the Blayney Shire VIC, social media and tourism operator outlets</p> <p>'Introduction of #warmwelcome and #Historicvillages social media campaign.</p> <p>Blayney as the Village shire logos used on marketing material. Consistent branding, visual identity, logos for events and activities</p> <p>Cross-promotion via competitions, What's On events listing and website presence.</p> <p>Refurbishment of Visitor Information Centre with consistent branding – look and feel.</p>

## DELIVERY PLAN PERFORMANCE STATUS REPORT - JUNE 2017

IP Ref	TASK	MEASURE	COMMENT
<b>CSP1.5: Sustainable water, energy and transport sectors to support future growth.</b>			
1.5.1	Advocate for increased funding for transportation assets through Federal and State programs	Representations made to relevant agencies	Attend meetings, and develop media around advocacy for reactivation of Blayney-Demondrille Railway, and reinstatement of Stop on Request services at Millthorpe and Newbridge railway Stations.  Regional strategy for transportation networks developed at Centroc Roads Technical Group
1.5.2	Promote sustainable energy development and use within the Shire.	Provision of information.	Attend Centroc Strategic Transport Group meetings with NSW Government agencies, and Local Government representatives.  Met with developers on potential future sustainable energy development within the shire. Attended all Flyers Creek Wind Farm Community Consultative Committee meetings. Attend Centroc Energy Group meetings on bi-monthly basis.
<b>CSP1.6: A vibrant local retail and business sector.</b>			
1.6.1	Seek opportunities to build a vibrant local retail and business sector.	Cooperative projects. Opportunities identified and followed up.	Council funded and supported Business Seminar series for tourism and business development and upskilling.
1.6.2	Build and retain relationships with government bodies and NGO's to assist small business	Productive relationships. Number of activities.	Council continues to work with Small Business NSW and Central West BEC to facilitate development and upskilling programs for business including Biz Bus program.
1.6.3	Support and encourage the establishment or expansion of local businesses	New businesses. Empowered local business.	Representatives on the Board of Central West BEC and RDA Central West economic development committee to co-ordinate regional growth.
1.6.4	Develop an environment that will attract technology or internet based industry to come to Blayney.	Establishment of technology industries and technologies.	Promotion of NBN Rollout through council communications, electronic and social media.

## DELIVERY PLAN PERFORMANCE STATUS REPORT - JUNE 2017

IP Ref	TASK	MEASURE	COMMENT
<b>STRATEGIC DIRECTION 2: A CENTRE FOR SPORTS AND CULTURE</b>			
<b>CSP2.1: Cultural and sporting events are coordinated and resourced.</b>			
2.1.1	Encourage development of a calendar of sport and cultural events.	Information provided on web site and updated by sporting groups.	Tourism and Calendar of Events website maintained, driven by information submitted from event/sporting club organisers. Hard copy also promoted and distributed throughout region for promotion.
2.1.2	Engage with key groups and organisations with a view to developing community partnerships for conducting activities and programs.	Participation of organisations.	Village plans finalised and actions from these being progressed. Development Coordinator Program instigated with agreements endorsed with Carmanhurst Villages Association; The Four Villages Association and Blayney Town Association. These groups are in advanced stages of appointment of Development Coordinators. A funding arrangement providing financial assistance with administrative costs to the Millthorpe Village Association has also been executed.
2.1.3	Engage with the Shire youth to facilitate progress and activities across the Shire.	Youth activities held. Meetings of Youth Council.	Towns and Villages committee meetings are ongoing.  Youth Week Grants program open and invitations extended to Blayney High School, village, community and sporting groups with a view to hosting a number of youth activities.
2.1.4	Work proactively with the community groups to assist with event management.	Develop Community events guide and policies.	Ongoing engagement and coordination with event holders through Event Management policy and associated funding through Community Financial Assistance program.  CentrePoint activities and facilities ongoing during period 1/1/17 – 30/6/17  Member visits: 6793. Membership renewals 218; Active members 776; Casual entries 4389 ; 3556 attended group fitness classes run through period.  Fitness Passport visits: 2343  Learn to swim: Term 1 2017 – 276 students enrolled Term 2 2017 – 176 students enrolled (Winter Term)

## DELIVERY PLAN PERFORMANCE STATUS REPORT - JUNE 2017

IP Ref	TASK	MEASURE	COMMENT
2.1.5	Encourage and facilitate an active and healthy community by developing accessible programs through CentrePoint and local sporting groups.	Develop programs and activities with the community. Maintain facilities in accordance with financial estimates.	<p>Kids Fit, Kids Holiday Programs and the crèche ran with great success with 628 participants over the period.</p> <p>Carcoar and Neville swimming program run both Terms.</p> <p>A number of school visits occurred over the 6 months for swimming carnivals and practise sessions, including Blayney High School, Blayney Public School, St Josephs Catholic School, Millthorpe Public School, Small Heritage Schools and The District Carnival</p> <p>Activities run by 3rd parties over the 6 months include; Rock the Rim Basketball program, Martial Arts, Table Tennis, Blayney Dolphins Swim Club, Dan Benton triathlon club, Peter Archer Swim club, Blayney Bears training, Blayney and Representative Netball training and wet weather games.</p> <p>Facility renewals to Council sporting and recreation facilities completed at Redmond Oval; King George Oval, Blayney Showground, Mandurama Recreation Ground. Proposed Blayney Skatepark design finalised and Development consent obtained.</p> <p>\$1.3M grant application lodged with the Federal Government for \$2.77M CentrePoint Swimming Pool and plant room upgrade.</p>

## DELIVERY PLAN PERFORMANCE STATUS REPORT - JUNE 2017

IP Ref	TASK	MEASURE	COMMENT
<b>CSP2.2: Strong participation in sporting events and competitions.</b>			
2.2.1	Encourage active participation in sport.	Participation in Regional Sport promotions.	Blayney Shire Sports Council meetings conducted on quarterly basis and minutes presented to Council. Informal meetings held with various sporting groups as required to address site specific matters and club requirements.  Shire sporting ovals and facilities well maintained with capital upgrades undertaken at various locations.
2.2.2	Establish and support a community based representative body for sporting groups.	Report written and council established	Priority Project list developed and reviewed/updated on annual basis to inform 2017/18 budget decision making.  Consultant engaged and community engagement undertaken on Blayney Shire Sport and Recreation Plan.
<b>CSP2.3: Blayney Shire - a centre for arts, performance and entertainment.</b>			
2.3.1	Encourage participation and continue relationships with music organisations.	Scholarships awarded.	Scholarship auditions held in September 2016 and 3 scholarships awarded in October 2016.  Council support formalised for acquisitive prize Textures of One Art Exhibition and financial support for exhibition provided through Community Financial Assistance program. Hanging space for display of works in Visitor Information Centre also facilitated with art community.
2.3.2	Develop partnerships with other arts organisations to help deliver arts and cultural activities	Arts and cultural activities coordinated.	Cultural Centre Working Group established and meeting monthly.
2.3.3	Encourage the use of the Blayney Shire Community Centre as a facility for arts and culture.	Use of facility.	Total number of events that hired Community Centre for 12 month period was 158 including 1 wedding and 43 meetings or conferences. The facility was also used for 161 council activities over the reporting period.
2.3.4	Provide library services in the Blayney Shire	Usage of library services	Blayney Shire Library Statistics for reporting period to 30 June 2017 are as follows: Visits: 4,968; Issues: 9,672; Membership @30/06/2017: 1,327

## DELIVERY PLAN PERFORMANCE STATUS REPORT - JUNE 2017

IP Ref	TASK	MEASURE	COMMENT
<b>STRATEGIC DIRECTION 3: PRESERVE AND ENHANCE OUR HERITAGE AND RURAL LANDSCAPES</b>			
<b>CSP3.1: Retention of native vegetation with linking corridors.</b>			
3.1.1	Protect and enhance biodiversity, native, vegetation, river and soil health.	Developed strategies for protection	Design prepared for bank stabilisation works on Belubula River at Carcoar, for 2017/18 program.
3.1.2	Facilitate the delivery of more planting on Council owned and controlled land.	Compliance with strategy	Native plantings undertaken at various sites around the Shire.
<b>CSP3.2: Biodiversity of waterways.</b>			
3.2.1	Adopt and implement the Draft Integrated Water Cycle Management Plan (IWCM) Plan.	Implementation of agreed activities and tasks	Approved IWCM Level of Service actions addressed via revised (2013/14) Strategic Business Plan for Sewerage Services (SBP). Unsewered village expansions removed at request of communities, Levels of Service targets reviewed and revised. Development Servicing Plan and SBP financial plan to be revised in 17/18 FY.
3.2.2	Enhance the communities understanding of biodiversity issues and work towards positive behavioural change	Research resourced and made available.	Biodiversity education provided through community tree planting days, Community News and Ratepayer newsletters.
<b>CSP3.3: Heritage sites in the natural and built environment are identified and understood.</b>			
3.3.1	Pursue recognition of heritage items in draft LEP 2011	Information to public Heritage advice	Provision of Heritage Architect available during the period.
3.3.2	Identify items of natural heritage in Blayney Shire.	Information to public Heritage advice	Notification to all owners of local heritage items in the shire of NSW Government grant opportunity of up to \$100k being offered.
<b>CSP3.4: Sustainable land use practices across the Shire.</b>			
3.4.1	Pursue sustainable land use practices based on the protection and restoration of natural resources, innovative land use policies and government and community partnerships.	Develop partnerships with relevant organisations.	Closure of Neville Landfill completed.



## DELIVERY PLAN PERFORMANCE STATUS REPORT - JUNE 2017

IP Ref	TASK	MEASURE	COMMENT
<b>STRATEGIC DIRECTION 4: DEVELOP AND MAINTAIN SHIRE INFRASTRUCTURE</b>			
<b>CSP4.1: Adequate provision of transport, roads, rail, information and communication technologies and community social assets.</b>			
4.1.1	Manage Local Road Network to agreed service levels.	Performance budget/time/quality. Meeting service levels. Customer request system.	Routine and non routine inspections undertaken, and maintenance delivered in accordance with prioritisation protocols, within budget allocations.
4.1.2	Manage Regional and State Road Network to agreed service levels.	Service levels provided in accordance with State Government funding.	Completed Errowanbang Road upgrade (Year 2), funded under Fixing Country Roads Round 1. Commenced upgrade works to Southern Cadia Access Route, funded under Resources for Regions.
4.1.3	Ensure Ancillary Road facilities are serviceable and in line with current standards e.g. footpaths, cycleways, kerb and gutter, bus stops etc.	Performance budget/time/quality. Meeting service levels. Customer request system.	Completed Browns Creek Road upgrade (Year 1) funded under Fixing Country Roads Round 2. Maintenance grading and resheeting programs completed.
4.1.4	Source road making materials in environmentally responsible manner.	Regulatory compliance	Six bridge timber bridge replacement contract in place, Felltimber Road bridge completed, Dirt Hole Creek bridge underway. Design for small bridges to be undertaken in house, in partnership with Charles Sturt University, Engineering degree program.
4.1.5	Implement the Blayney Shire Council Asset Management Plans	Quantity and quality of information allocated	Informal discussions with Roads and Maritime Services held to discuss future State Road works.
4.1.6	Seek additional grant funding for construction and maintenance of roads and associated facilities	Applications submitted and Grant funds received.	Council attends Centroc Strategic Transport and Roads Technical Committee meetings. Essential Energy continue to undertake street lighting maintenance. Centroc Energy Group preparing future street light replacement program with LED and smart controls.
4.1.7	Plan for future transport and road infrastructure to service future needs	Projects are 'shovel ready'	Injury surveys completed in accordance with requirements on quarterly basis.
4.1.8	Investigate opportunities for stormwater harvesting and reuse	Projects identified and implemented. Successful grant applications.	Crushing operations completed in Whites and Cadia quarries. Inspection of hired plant undertaken in accordance with legislative requirements.
4.1.9	Apply the principles of Water Sensitive Urban Design (WSUD) to stormwater management	Completion of WSUD policy. Investigate grant funding.	Assets system software implemented with data input ongoing. Active Transport program funded shared pathway works on Adelaide Street completed.
I.1.10	Prepare Stormwater Management Plans	Completion of Plans	Capital Works program design work underway for 2017/18. Strategic transport project design work underway.
I.1.11	Maintain cemeteries in accordance with the community's needs and expectations	Compliance with regulations. Maintain records.	Council attends quarterly meetings with Local Land Services (Environment and Waterways Alliance), and seeks specialist advice as and where required. Cemeteries were maintained in accordance with regulations.
I.1.12	Identify surplus Council owned assets for possible sale to be invested in infrastructure reserve.	Assets identified for sale	EOI undertaken seeking interest to purchase industrial land undertaken. 1 Maria Street Blayney in process of being sold. Review of Inala in progress with a view to a solution supported by both Council and community.
I.1.13	Maintain and improve Council owned building assets	Implementation of Building maintenance program	Various maintenance works undertaken to Council facilities as required.

## DELIVERY PLAN PERFORMANCE STATUS REPORT - JUNE 2017

IP Ref	TASK	MEASURE	COMMENT
<b>CSP4.2: Every village has access to water and sewerage services.</b>			
4.2.1	Maintain the availability and quality of water for use in rural areas	Water availability and quality. Operational bores.	Inspections of sewerage treatment plant (STP) undertaken on routine basis in conjunction with EPA and NSW Office of Water.  Inlet channel bypass works completed during year.  Sewer main CCTV condition assessment for valuation purposes continuing.  Senior Environmental Services Officer commenced in June 2017. Blayney Shire Onsite Waste Water Policy to be developed in the near future.
4.2.2	Ensure Sewerage Treatment Plant are able to meet needs of the Blayney Shire	Maintain to licensing standards	
4.2.3	Provide an effective and safe Sewerage Collection Network for Blayney Shire	Achieve network maintenance	
4.2.4	Ensure that the disposal of liquid waste in rural areas is carried out in a healthy manner without negative environmental impact.	SMF's (sewerage management facilities) reviewed.	
<b>CSP4.3: Improved access to community and public transport between villages and centres.</b>			
4.3.1	Lobby to improve public transport around the shire	Improved transport services. Greater accessibility across the Shire.	Public Transport services maintained. Engagement ongoing with LiveBetter Transport over Community Transport service.
<b>CSP4.4: Preservation and continued Development of Rail Infrastructure</b>			
4.4.1	Advocate for the upgrading of rail infrastructure	Meeting attended.	Ongoing advocacy with NSW Government, and State agencies in relation to progressing NSW Fixing Country Rail project for Blayney-Demondrille Railway. Attended meetings with consultants associated with Blayney-Demondrille Railway project.  Advocacy via Centroc, Central West Strategic Transport Group, in conjunction with village progress associations for improved rail infrastructure.
<b>CSP4.5: Sustainable Waste Management.</b>			
4.5.1	Develop and promote programs that increase the participation of the community in recycling and reducing waste going to landfill.	Attendance at NetWaste meetings. Educational material developed. Participation in recycling program.	NetWaste meetings attended during period. Domestic Waste Collection undertaken by JR Richards monitored quarterly.  Recycling percentage from DWCS for period is 22%

## DELIVERY PLAN PERFORMANCE STATUS REPORT - JUNE 2017

IP Ref	TASK	MEASURE	COMMENT
<b>STRATEGIC DIRECTION 5: DEVELOP STRONG AND CONNECTED COMMUNITIES</b>			
<b>CSP5.1: A diverse and sustainable population in our communities and villages.</b>			
5.1.1	Assist incorporated village committees, progress associations and hall committees.	Active village committees	Council staff and Councillors attended various meetings, events and activities. Active engagement ongoing as outlined in CSP 2.1 above.
5.1.2	Promote living in the Blayney Shire	Residents Pack developed.	Residents pack updated during year and placed on website and made available from Blayney Visitor Information Centre.
<b>CSP5.2: Fit and healthy community members.</b>			
5.2.1	Build partnerships with community groups to increase use of parks and reserves	Interaction with use groups	Priority Project list developed and reviewed/updated on annual basis to inform 2017/18 budget decision making. Consultant engaged and community engagement undertaken on Blayney Shire Sport and Recreation Plan.  Active Transport program funded crossing works on Martha Street completed to finalise Carcoar and Martha Street shared pathway
5.2.2	Provide for the implementation of projects, identified in Council's Pedestrian and Access Mobility, Bike Plan to improve community health and fitness	Meetings attended	Funding application successful for design of intersection/pathway upgrades at intersection of Railway Lane, Adelaide Street and Blayney Railway Station carpark under Active Transport program.  Finalisation Disability Inclusion Action Plan and adoption by Council in June 2017.
<b>CSP5.3: Full and equitable access and strong usage of Information and communication technologies across the Shire.</b>			
5.3.1	Implement programs to build community skills with computer technology, to build community participation and social inclusion amongst older Australians.	Internet access available to community. Program participation.	Internet access and computer maintained at Library. Public Wi-Fi available at Visitor Information Centre. Seniors Kiosk program discontinued following diminishing numbers and interest.
<b>CSP5.4: Capable, self sufficient communities engaged in decision making about issues that affect them.</b>			
5.4.1	Develop and implement a community engagement process and policy	Informed communities	Community informed through a number of avenues including Newspaper, Facebook, newsletters to all residents, rates notice newsletter and Mayor and some Councillors attendance at every Town and Village Association Meeting.
5.4.2	Develop and implement plans for villages and township	Plans are implemented.	Engagement ongoing with villages and townships on community Plans developed for Blayney; Millthorpe; Lyndhurst; Mandurama; Carcoar and Millthorpe.  Community Engagement Policy remains current.
5.4.3	Encourage volunteerism within the Community	Promotion undertaken	Village Enhancement Plans included into works programs.  Volunteerism promoted on Council website.

## DELIVERY PLAN PERFORMANCE STATUS REPORT - JUNE 2017

IP Ref	TASK	MEASURE	COMMENT
<b>STRATEGIC DIRECTION 6: LEADERSHIP</b>			
<b>CSP6.1: Good governance across our communities.</b>			
6.1.1	Councillors to exhibit leadership on Council and participate in committees and community organisations.	Attendance to meeting. Councillor presence on relevant committees.	Council continues to support Centroc activities and work within the strategic alliance of Blayney Cabonne Central Tablelands Councils.  Councillor representation on committees and community organisations continuing.
6.1.2	Promote resource sharing and collaboration with regional organisations.	Participation in meetings. Resource sharing projects.	Participation in resource sharing and regional projects ongoing.
6.1.3	Encourage sound governance practice in community organisations.	Provide assistance and training as requested.	Workshops held for community groups and funding opportunities for training of volunteers promoted.
<b>CSP6.2: Meaningful communication between the Shires communities and Council.</b>			
6.2.1	Identify and engage with Shire Community Groups.	Establish regular communications with Shire Community Groups.	Engagement with community being undertaken being undertaken in various forms.
6.2.2	Implement Council's Community Engagement Plan	Engagement activities conducted	Website and media communications channels utilised to promote Council activities.
6.2.3	Develop communications between Councillors and the community to provide community opinion.	Community satisfaction with communication processes. Available to community.	Acknowledgement process to emails and correspondence in place and ongoing.  Activity reports issued to Directors monthly.
6.2.4	Manage a customer request system to assist communications between community and Council.	Response times to requests.	Email and rates notice newsletters, 2GZ, B Rock and 2BS radio presence, half page Blayney Chronicle advert and GM conversation weekly.
<b>CSP6.3: A well-run Council organisation.</b>			
6.3.1	Provide a framework for the efficient and effective administration of Council.	Assess Council's position against Better Practice Review.	Blayney Shire deemed Not Fit according to IPART criteria of population < 10,000 however financially sustainable. Active lobbying for review of Council status to access T-Corp Borrowings in light of policy change on mergers
6.3.2	Maintain a stable and secure financial structure for Council.	Report financial outcomes as required by legislation.	2015/16 Audited Financial Statements submitted to OLG, presented to Council unqualified and within regulations.  Reviews of Council processes ongoing. Programs include Risk Management Action Plan; progressing actions from reviews of development applications and information technology.
6.3.3	Support actions for the sustainable future of local government.	Review Destination 2036 outcomes and actions to improve local government.	Annual report and Financial reports finalised and lodged within statutory timeframes.  All legislative reporting submitted per requirements and regulations including PID report, GIPA report etc.
6.3.4	Develop strategies that respond to the impact of climate change on the community.	Supply of community information.	BASIX requirements undertaken with any applicable development. Part J BCA requirements for all commercial development.

## DELIVERY PLAN PERFORMANCE STATUS REPORT - JUNE 2017

IP Ref	TASK	MEASURE	COMMENT
<b>CSP6.4: A safe community.</b>			
6.4.1	Provide support for emergency management in Blayney Shire in accordance with SERM Act	Emergencies responded to.	Local Emergency Management Committee meets on quarterly basis.
6.4.2	Undertake regulatory responsibilities for environmental health and animal control.	Regulatory responsibilities are met	Council responds to emergencies as and when requested by other agencies. Traffic Committee meets on bi-monthly basis, and otherwise as required.
6.4.3	Educate communities on road and pedestrian safety	Programs delivered	Road Safety Officer continues to deliver road safety education and information programs including "Stepping On" and GLS Parent Workshops, attended Traffic Committee, and Community Speed Watch meetings, undertaken a variety of Road Safety media promotions and attended other Committee meetings upon request.
6.4.4	Review risk management of council operations.	Plan is implemented and risk managed.	

**16) MINUTES OF THE FINANCIAL ASSISTANCE COMMITTEE MEETING HELD 27 JULY 2017**

**Department:** Corporate Services

**Author:** Director Corporate Services

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

**File No:** CR.SD.2

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**Recommendation:**

1. That the minutes of the meeting held 27 July 2017 be received.
2. That the funding in the restricted reserve account, representing unexpended Community Financial Assistance Program moneys included in Cadia Special Rate Variation, from prior years be available to fund overspending on round allocations in any subsequent year.
3. That the recommendations for 2017/18 - Round 1 of the Community Financial Assistance Program by the Financial Assistance Committee, in the amount of \$23,315 be approved.
4. That the application for change of purpose to interior painting works by CWA Carcoar – Mandurama for \$1,500 endorsed in Round 2 - 2016/17, be approved.
5. That the General Manager be delegated authority for approval of applications for Junior Sporting Awards and Council fee waivers under the Community Financial Assistance Program.
6. That the Development Coordinators be invited to the next Financial Assistance Committee meeting for a familiarisation of the Community Financial Assistance policy, assessment and approvals process.

**Reason for Report:**

For Council to approve the minutes of the Financial Assistance committee meeting held 27 July 2017.

**Report:**

The Financial Assistance Committee at its meeting held 26 July 2017 considered the first round of the Community Financial Assistance Program applications for 2017/18.

An amount of \$22,500 in financial assistance was available for Round 1, being half of available funds in 2017/18. There were 25 applications with a total value of \$1,048,444 in works or programs seeking \$107,185 in financial assistance.

The Financial Assistance Committee recommended \$23,315 be allocated to projects. Recommendations are pursuant to the criteria stipulated in the Community Financial Assistance Program guidelines.

**MINUTES OF THE MEETING OF BLAYNEY SHIRE FINANCIAL  
ASSISTANCE COMMITTEE  
HELD ON 27 JULY 2017  
AT BLAYNEY SHIRE COUNCIL OFFICE**

The meeting commenced at 5:30pm.

**Present**

N. Burns (Cadia)	D. Kennedy;	Clr. Somerville;
A. Franze (Secretariat)	N. Burns (Cadia)	G. Summerson

**Apologies**

Nil

**1. Declarations of Interest**

N. Burns – Member of Cadia Committee

D. Somerville & D. Kennedy – Members of Rotary

A. Franze – Office bearer of Rotary Club of Blayney and Committee member (Registrar) of Blayney Junior Soccer Club

**2. Foreshadowed General Business**

- Discussion of balance of unspent Community Financial Assistance Program funds from previous years.
- Delegation of General Manager to approve sports funding.
- Meeting of Development Coordinators with Financial Assistance Committee.

**3. Discussion of balance of unspent Community Financial Assistance Program**

A figure of \$34k has been calculated as unexpended from previous years from program funds unspent or unclaimed. As this funding is to a Special Rate Variation the funds are set aside and restricted it was agreed that the committee would keep this in mind when considering applications.

**Recommendation:** That the funding in the restricted reserve account, representing unexpended Community Financial Assistance Program moneys included in Cadia Special Rate Variation, from prior years be available to fund overspending on round allocations in any subsequent year.

**4. Consideration of Round 1: 2017/18 Community Financial Assistance Program**

*A. Franze left the room for Committee consideration of Rotary Club of Blayney applications at 6.10pm and returned 6.15pm.*

*N. Burns left the room for Committee consideration of Cadia District Enhancement Project application at 6.25pm and returned 6.35pm.*

*A. Franze left the room for Committee consideration of Blayney Junior Soccer Club application at 6.50pm and returned 6.58pm.*

Amounts approved are disclosed in the attached schedule. Total of \$23,315 recommended for approval.

**Recommendation:** That the applications for 2017/18 - Round 1 of the Community Financial Assistance Program in the amount of \$23,315 be approved.

#### **5. Request for Change of purpose of funding approved – CWA Carcoar - Mandurama**

Previous approved funding for Asbestos removal and exterior improvements not required as costs covered by CWA State organisation. Committee agreed to approve reallocation of funds approved from 2016/17 Round 2, in the amount of \$1,500, towards painting of interior.

**Recommendation:** That the application for change of purpose to interior painting works by CWA Carcoar – Mandurama for \$1,500 endorsed in Round 2 - 2016/17, be approved.

#### **6. Approvals of Insurance, Rates & Charges donations approved by GM**

The General Manager had approved a request by the Carcoar & Historical Society for assistance with Public Liability Insurance, permissible within policy guidelines, since the last meeting. An amount of \$452.10 was approved.

#### **7. General Business**

##### **Review of Administration of Community Financial Assistance Program**

Discussion was held on applications under the policy that may be expedited for approval rather than brought to a committee. It was agreed that delegation be given to the General Manager for approval of fee waiver and sporting financial assistance requests under the program that fit within policy.

**Recommendation:** That the General Manager be delegated authority for approval of applications for Junior Sporting Awards and Council fee waivers under the Community Financial Assistance Program.

##### **Invitation to Development Coordinators**

The appointment of Development Coordinators (DCs) in the Shire was discussed. DCs to attend first meeting of the Financial Assistance Committee (FAC), after new council is elected to be briefed, on:

- how Council Community Financial Assistance Policy works;
- its relationship with other sources of grant money for towns and villages (i.e. not first source);
- what the FAC looks for in applications; and
- the role of DCs in applications to FAC



**Recommendation:** That the Development Coordinators be invited to the next Financial Assistance Committee meeting for a familiarisation of the Community Financial Assistance policy, assessment and approvals process.

#### **Acknowledgement of Committee**

Chairperson acknowledged the input and commitment of community representatives to the success of committee over the past 5 years.

#### **8. Future Agenda Items**

Nil.

#### **9. Next Meeting**

TBC

**There being no further business the meeting closed at 7:36pm.**

No.	Applicant	Project	Total Cost	Grant Sought	Grant Approved	Comments and feedback
1	Blayney RSL Sub-Branch	Blayney RSL Hall Restoration Project - Waiver Of Council Fees	67,088	1,662	<b>1,662</b>	RSL hall undergoing major restoration, mostly State funded. A community asset used by RSL and other groups (eg playgroup). Waiver of DA fees is appropriate council contribution
2	Central West Old Bulls Rugby	Waiver Council Fees	1,025	475	<b>475</b>	Ground hire not previously charged over last 8 years. A good event to be encouraged in the future for Carcoar. Suggest inclusion for annual s.356 schedule in Operational Plan for future years
3	Newbridge Progress Association	Refurbishment Hall Kitchen	3,500	3,000	<b>3,000</b>	A worthwhile project to maximise use of community facility. Previous new kitchen in sport shed paid 100% by NVA. Consider aggregating 2 projects to satisfy the 50/50 requirement.

4	Carcoar PA & H Society	PA System		1,639	-	No show society contribution. Providing a PA system has been a general show expense in prior years and should continue as such. Perhaps Village Association could consider buying a PA system for all village events.
5	Zak Simons	Australian Under 16 Junior basketball Championships		500	<b>500</b>	Qualifies as a national selection under the Policy
6	Blayney A & P Association	Waiver Council Fees for hire of community centre	839	800	<b>800</b>	Miss Showgirl zone final is a major event for Blayney. An appropriate council contribution
7	Blayney Public P&C Association	Electronic Sign		10,000	-	Not a community facility. Use for non-school notices unlikely in practice. Also query value for money when social media is the future of communications from schools to their communities
8	Rotary Club of Blayney	Waiver Council Fees - Health Night		270	<b>270</b>	A valuable information session with a major contribution from health professionals. Unfortunately not very well attended, but deserving of council support by fee waiver

9	Neville Equine Performance Inc	Erecting a multi-purpose arena at Neville Showground	48,600	17,250	-	Ambitious project. Not clear how it fits with strategy for regional equestrian facilities at Blayney Showground, or how would avoid competing with Lyndhurst team penning. In any event council should not be primary funder of seed capital for a group with a vision but no track record.
10	CWA of NSW Lyndhurst Branch	Repaint internal walls & to stain wood floors		10,000	-	Application is scant on details. No co-funding provided
11	Rotary Club of Blayney	Waiver Council Fees - Bledislose Cup Night		550	<b>550</b>	An annual fundraiser for charity supported by council in previous years, recommended for support again this year by way of waiver of hiring fees
12	Carcoar PA & H Society	Electrical works at Carcoar Showground	14,133	10,000	<b>4,133</b>	Major capital upgrade to showground (on Crown land of which council is not trustee). Needs a partnership approach to funding with other sources tested. Council to propose to match show society contribution, to be paid against invoices
13	Sophie Stammers	NSW Combined High Schools Touch Football		300	<b>300</b>	Qualifies as a state selection under the Policy

14	Cadia District Enhancement Project	Additional Telecommunications Tower for Cadia District	852,500	10,000	-	Request is for \$7,500 cash and \$2,500 in DA fee waiver. Facility will be owned by Optus and operated commercially, so Optus should provide funding. Clear community benefit, but council should not fund private telecommunications facilities. For same reason DA waiver, which would benefit Optus/construction company, should be declined
15	Blayney Farmers' Markets	Marketing and promotion of the Blayney Farmers' Market	3,850	3,000	-	Council support already provided via fee waiver. Request is in effect for an operational subsidy to run the Farmers' Market for 6 months, which is not within the policy
16	Blayney Junior Soccer Club	2x3 Tier Grandstand Project at Blayney Showground	6,078	2,279	<b>2,279</b>	Supported in principle, provided is consistent with master concept plan for the showground. Also need clarity around who would own the stands, suitability for other users and portability
17	Lyndhurst Soldiers Memorial Hall & Village Committee	Supper Room floor sanding and sealing	4,356	2,156	<b>2,156</b>	A well presented application, clearly within policy and with matching contribution from the Hall committee
18	Lyndhurst Team Penning	Erection of storage shed	10,707	9,774	-	Project deficient of demonstrating wider community benefit, and without any matching contribution

19	Blayney Shire Community Mens Shed	Purchase of AED - Defibrillator and new First Aid Kit	3,064	2,625	<b>2,625</b>	These are essential items for a facility of this type, which could save lives
20	Textures of One - Sub Committee Blayney Towns Association	Textures of One Annual Art Exhibition	13,089	3,000	-	Council already supports this exhibition with fee waiver and the \$1,000 acquisitive art prize. Request does not really have matching funding. Council may consider it as request for council to acquire such facilities for hire to users
21	Lyndhurst Golf Club	Amenities Power	9,680	8,800	-	Application is light on detail and has no matching funding. Unclear how this fits with Team Penning application for a storage shed. Consider reapplying for next round if these issues are addressed
22	Neville Public Hall Reserve Trust	Replacement of broken windows in hall	4,430	4,500	<b>2,215</b>	A key community asset in Lyndhurst used by many groups. Windows need to be replaced/repaired. Offer to contribute 50%, Hall committee to match this funding
23	Carcoar School of Arts	Kitchen heating and cooling	5,100	3,000	<b>2,100</b>	An important capital improvement to the school of arts, now under community based management arrangements. Deserving of council support. Offer to match contribution by the new trustee

24	Blayney High School	Blayney High School Volley Ball Team Championship		1,200	-	Application is lacking in detail required by the policy. Basis of participation in interstate competition is not clear. Understood to be self nomination. Outside scope of policy.
25	Blayney High School Canteen P&C	Blayney High School Canteen - Annual Fee Food Inspection and Contribution to Breakfast Trolley	405	405	250	Waiver of food inspection fee not supported - by definition is a commercial operation, otherwise would not require an inspection. Support purchase of materials for s/steel trolley
			<b>1,048,444</b>	<b>107,185</b>	<b>23,315</b>	

**Issues:**

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

**Budget Implications:**

Council has an amount of \$100,000 allocated in its 2017/18 Operations Plan for this purpose including amount of \$55,000 approved in advance for assistance to groups, schools and organisations for events; rates and charges and public liability. As outlined in the minutes an amount of \$34,151 is also held as a restricted asset (cash) for the Community Financial Assistance Program within the Cadia SRV Restricted Cash Asset.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**17) END OF TERM REPORT 2012-2017**

**Department:** Corporate Services

**Author:** Director Corporate Services

**CSP Link:** 6.3 A well-run Council organisation.

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

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**Recommendation:**

That Council receive and endorse the attached End of Term Report for 2012 – 2017.

**Reason for Report:**

This report is presented to the last meeting of the outgoing Council to inform the community of Council's achievements during its 5 year term (2012 – 2017).

**Report:**

Under the NSW State Government's Integrated Planning and Reporting Framework for Local Government in NSW, Council is required to produce an End of Term Report on its progress with implementing the Community Strategic Plan (Blayney Shire 2025), which was adopted in March 2012 and endorsed by the current Council after the September 2012 elections.

The End of Term Report (EOTR) will be included as an addendum to the 2016/17 Annual Report. The aim of the EOTR is to provide the community with an update on how the Council is progressing towards achieving its 2025 Community Strategic Plan.

Blayney Shire 2025 is a long-term plan that identifies what the community's priorities and aspirations are and how they will be achieved. It provides the direction for the provision of key projects and services, which enable us to meet the needs of our community and deliver good quality services and facilities.

The EOTR outlines the many achievements the current Council has managed in the past 5 years.

The outgoing Council can be proud of its achievements that have laid the platform for fiscal responsibility and good sound management to continue at Council. A new Council coming on board after the September elections has an excellent base to build on with new ideas and community support.

**Issues:**

The End of Term report may constitute to be an electoral matter, as prescribed under the Local Government (General) Regulation 2005, because of its potential to impact on voting at the election as it identifies the achievements of the council over its preceding term. Accordingly, Council will not publish this document on its website until after the 2017 Local Government Election. The Office of Local Government, *Circular 17 – 12 “Electoral matter” and use of council resources prior to local government elections*, provides clarification of whether Council publications could amount to an “electoral matter”.

**Budget Implications:**

Nil

**Enclosures (following report)**

Nil

**Attachments (separate document)**

1 End of Term Report

20 Pages



**18) DIRECTOR INFRASTRUCTURE SERVICES MONTHLY REPORT**

**Department:** Infrastructure Services

**Author:** Director Infrastructure Services

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

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

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**Recommendation:**

That the Director of Infrastructure Services Monthly report for August 2017 be received and noted.

**Reason for Report:**

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

**Report:**

**Topical Issues**

Centroc Energy Group

The group is currently undertaking a joint Request for Quotation (RFQ) for an alternative energy options analysis, and preliminary site preparation analysis to identify feasible alternative energy sites.

Through work commissioned by Centroc, the Institute for Sustainable Futures (ISF) undertook research at 2 member councils, to determine the best options for Centroc to access renewable energy. That work determined a systematic approach for identifying suitable sites for installation of alternative energy technologies to be undertaken for each interested councils.

The investigation will consider alternative energy technologies such as:

- Local Electricity Trading (LET) with 'netting off' between Council buildings
- Local Network Credit (LNC) and Local Electricity Trading (LET)
- Private wire
- Behind the meter solar installation (where the solar generated is used onsite)
- Power Purchase Agreement (PPA)
- Storage and storage options
- Combination of any of the above.

Implementing this approach has the potential to:

- Reduce council energy costs
- Provide greater certainty on future electricity costs

- Contribute to council sustainability goals and initiatives, (ie: Blayney Renewable Energy Action Plan)
- Stimulate local and regional economic development
- Unlock council land not suitable for other uses
- Create efficiency and reduce cost by developing similar projects for all councils at once

It is proposed that the successful tenderer will undertake the work on a “pilot” council, and once the evaluation team is satisfied with that work, it may approve work to commence for the remaining councils.

Council is cognisant that it has undertaken some preliminary work on this, as part of the development of the REAP, however this work will further develop this, to provide certainty on site options.

### **Assets**

Council staff have completed the revaluation of the Blayney and Millthorpe Sewer Systems. Council is awaiting any further questions or requests to provide additional information to Council’s auditors.

Assets staff are finalising the preparation of Special Schedule 7 for 2017 financial year. Staff are also analyzing asset data for the preparation of draft asset management plans for Sewer; Parks and Gardens; Buildings; and Transport assets classes (including Roads, Bridges, Culverts, Footpaths, Kerb and Gutter and Urban Stormwater).

### **Centroc Supply Management Team**

The team has previously undertaken the procurement of bitumen emulsion by way of regional contracts since 2004, with the latest contract established in 2015, and extended for 12 months. With the completion of the current contract approaching, Centroc will repeat this procurement, with the Centroc Roads Technical Committee requesting it be extended to include cold-mix, alongside bitumen emulsion in the tender.

Centroc will seek, by way of a Request for Tender (RFT), to identify suitable providers to supply bitumen emulsion and cold mix for the period 1 March 2018 – 28 February 2020 with an option for a 12 month extension. The RFTs will be run concurrently, however will be separate contracts.

### **Major Works**

#### **Southern Cadia Access Route**

Works continue from the Dirt Hole Creek Bridge site through to the “Old Piggery”, with boxing out and widening works nearing completion across approximately 2.6kms.

Council has also had to utilise approximately \$40-50k of its contingency on the replacement of a box culvert. The culvert was originally proposed to be extended, however, upon closer inspection the existing culvert had concrete cancer, and was unlikely to meet the design life span of the road so has been replaced.

Works are programmed to commence on Cadia Road in early September.

#### Footpaths

The shared pathway and new kerb and gutter has been completed on the joint RMS/Council funded project along Adelaide Street.

#### Culvert Maintenance

Culvert cleaning works have been undertaken across the Shire under Council's routine maintenance budget. Following culvert inspections undertaken last year, a focus was placed on those culverts with blocked barrels, with the majority of these culverts able to be cleaned within the budget.

### **Major Contracts**

#### Replacement of 6 Timber Bridges

The Errowanbang Road bridge at Dirt Hole Creek is proceeding at pace with piling, columns and headstocks completed. The Super T beams that support the span of the bridge have been delivered and are programmed for placement 7 August. The earthworks for the bridge abutments are under way to facilitate the cranes required for the beam lift.

A media event with the Local Member is scheduled for 14 August.

As the overall project moves closer to relocating to Coombing Street Carcoar, Council officers and the Contractor's project manager will conduct dilapidation surveys of local buildings on 15 August. The purpose of these are two fold;

1. To identify existing problems with the buildings (e.g. cracks), measure their extent (baseline) and ensure measures are put in place to ensure they are not exacerbated by the project works.
2. Engage with local stakeholders to answer any questions they may have on the project and inform them of how, where, when... the works will take place and the likely impacts to them if any.

The object is to both protect Council's position (dilapidation surveys) and reassure stakeholders Council and the Contractor are listening to them and working to successfully build the bridge with the minimum of inconvenience.

### **Parks and Recreation**

#### Extreme Cold Weather

With recent extremes in early morning temperatures, council facilities have been susceptible to water service damage.

Council has undertaken multiple repairs to services at Heritage Park. As a result, it has been decided to replace this service as it has now been repaired multiple times.

**Heavy Plant and Fleet**

Orders have been placed for 4 Dynapac Rollers following assessment of quotations received through Local Government Procurement. 3 are expected to be delivered within the month.

Council has ordered 2 new water carts as part of the Southern Cadia Access Route project, with the bodies currently being built. Delivery is expected in early September.

Council has ordered a replacement Parks and Recreation tractor.

**Issues:**

Nil

**Budget Implications:**

Nil

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**19) SEWER TRIPLE BOTTOM LINE REPORT**

**Department:** Infrastructure Services

**Author:** Water and Wastewater Manager

**CSP Link:** 4.2 Every village has access to water and sewerage services.

**File No:** SD.RP.1

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**Recommendation:**

That the summary of the results of the 2015/16 Blayney Shire Council Triple Bottom Line (TBL) Performance Report as published by the DPI Water be noted.

**Reason for Report:**

To provide Councillors with an annual update on the performance of Council's Sewerage business.

**Report:**

In line with the National Water Initiative, the NSW Government developed the Best Practice Management Framework of Water Supply and Sewerage businesses. The Framework is the key driver in the NSW Government's reform agenda for planning and management and for continuing performance improvement by Local Water Utilities (LWUs).

The framework require LWUs to undertake annual performance monitoring in accordance with the National Water Initiative, with the aim of improving the quality and efficiency of services to all NSW residents.

Best Practice Compliance

Council's compliance level with the NSW Best Practice Management Framework Requirements is 89%. Council has received its Triple Bottom Line (TBL) Performance Report for the 2015/16 period.

Key achievements in the 2015/16 reporting period were:

- Completion of the augmentation on the Millthorpe rising main.
- Relining of approx. 1.65km of gravity sewer lines in the Hill, Rowlands, Maple and Stillingfleet St areas.
- Completion of inlet works bypass system,

Actions from the report to be undertaken as follows:

- The Economic Real Rate of Return (ERRR) figure reflects the Sewer Strategic Business Plan (SBP) increased spending on capital works for the 2015/16 financial year. The SBP looks to utilise the existing cash reserves and have liquidity of \$250k in hand. This is reflected in the negative figure for the ERRR in the TBL report. The SBP must be read in combination with the TBL report.

- Council will consider the review of Developer Charges, Trade Waste and Typical Residential Bill (TRB) this financial year to ensure long term full cost recovery is obtained as per NSW Best-practice Management Framework.
- Council is currently in the process of completing the reval of the sewer network. This will identify our current position with the condition of our assets and assist with forward planning.
- The review of the sewer asset management plan, SBP and long term financial plan (LTFP) is to occur this financial year. These documents will identify appropriate sewer charges to achieve full cost recovery and provide a positive ERRR.

**Issues:**

Review of Council sewer fees and charges require review.

**Budget Implications:**

Whilst not an immediate budget issue, Councillors will need to consider a future change to Council's sewer fees and charges on completion of the review of the SBP and LTFP. The review is to be completed prior to end of 2017/18 financial year.

**Enclosures (following report)**

1 SGE TBL 2015-16 Blayney

2 Pages

**Attachments (separate document)**

Nil

## Blayney Shire Council

## TBL Sewerage Performance

2015-16

**SEWERAGE SYSTEM** - Blayney Shire Council serves a population of 3,900 (1,950 connected properties) and has 1 sewage treatment works providing secondary treatment. The system comprises 7,000 EP treatment capacity (Intermittent Extended Aeration (Activated Sludge)), 7 pumping stations (1 ML/d), 23 km of rising mains and 53 km of gravity trunk mains and reticulation. 62% of effluent was recycled (Indicator 27) and the treated effluent is discharged to river. Blayney Shire Council has a Pollution Incident Response Management Plan (PIRMP) for their sewage treatment works.

**BPM IMPLEMENTATION** - Blayney Shire Council achieved 89% implementation of the outcomes required by the NSW BPM Framework. Council needs to complete the conditions of approval for their IWCM Strategy.

**PERFORMANCE** - Residential growth for 2015-16 was 3.2% which is higher than the statewide median. The 2016-17 typical residential bill was \$560 which was less than the statewide median of \$718 (Indicator 12). However, the economic real rate of return was negative (Indicator 46). The operating cost per property (OMA) was \$489 which was similar to the statewide median of \$470 (Indicator 50). Sewage odour complaints were less than the statewide median of 0.9 (Indicator 21). Blayney Council reported no public health incidents. 1 of 1 sewage treatment works were compliant at all times. Council complied with the requirements of the environmental regulator for effluent discharge. The current replacement cost of system assets was \$30M (\$15,700 per assessment), cash and investments were \$5M and revenue was \$1.3M (excluding capital works grants).

**IMPLEMENTATION OF OUTCOMES REQUIRED BY THE NSW BEST-PRACTICE MANAGEMENT (BPM) FRAMEWORK**

(1) Complete current strategic business plan & financial plan	YES	(2e) Pricing - DSP with commercial developer charges	Yes
(2) (2a) Pricing - Full Cost Recovery without significant cross subsidies	No	(2f) Pricing - Liquid trade waste approvals & policy	Yes
(2b) Pricing - Appropriate Residential Charges	Yes	(3) Complete performance reporting (by 15 September)	YES
(2c) Pricing - Appropriate Non-Residential Charges	Yes	(4) Integrated water cycle management strategy	YES+
(2d) Pricing - Appropriate Trade Waste Fees and Charges	Yes	<b>IMPLEMENTATION OF ALL OUTCOMES</b>	<b>89%</b>

**TRIPLE BOTTOM LINE (TBL) PERFORMANCE INDICATORS**

NWI	No.	RESULT	RANKING		MEDIANS		
			Size Group 3	All LWUs	Statewide	National	
Col 1	Col 2	Col 3	Col 4	Col 5			
UTILITY	CHARACTERISTICS	C5 1 Population served: 3,900 (Number of assessments: 1,890)	1,950				
		C8 2 Number of connected properties: Council is within Size Group 3: (1,501 to 4,000 properties)	1,950				
		C6 3 Residential connected properties	No. 1,650				
		4 New residences connected to sewerage	% 3.2	1	1	1.2	
		A6 5 Properties served	prop/km main 26			38	40
		W18 6 Volume of sewage collected	ML 372			4,900	5,610
		7 Renewals expenditure	% CRC 0.9	3	2	0.5	
		8 Employees	per 1,000 prop 1.3	2	2	1.7	
SOCIAL	CHARGES & BILLS	P4 Description of residential tariff structure for 2016-17: access charge/prop; independent of land value					
		P6 12a Typical residential bill for 2015-16 \$/assessment (2015-16)	545	3	3	697	703
		12 Typical residential bill for 2016-17 \$/assessment (2016-17)	560	3	3	718	
		13 Typical developer charge for 2016-17 \$/ET (2016-17)	3,620	3	4	4,700	
		14 Non-residential sewer usage charge for 2016-17 c/kL (2016-17)	115	4	4	159	
	F6 15 Revenue - Sge \$/prop	690	3	3	1,095	1032	
	HEALTH	16 Sewerage Coverage (% of Urban Population with Reticulated Sge Service)	% of population 81.0	5	5	97.8	
		E3 17 Percent of sewage treated to a tertiary level	% 95			95	85
		18 Percent of sewage volume treated that was compliant	% 100	1	1	100	
	SERVICE LEVELS	21 Odour complaints	per 1,000 prop 0.5	4	4	0.9	
C11 22 Service complaints - Sge		per 1,000 prop 14.4	3	3	5	1	
C16 23a Average sewerage interruption		min 90	2	2	108	101	
25 Total days lost		% 1.6	4	3	3.5		
ENVIRONMENTAL		NATURAL RESOURCE MANAGEMENT	W19 26 Volume of sewage collected	kL/prop 191	3	2	234
	W26 26a Total recycled water supplied		ML 300	1	2	740	1,580
	W27 27 Recycled water		% of effluent 62	1	1	11	17
	E8 28 Biosolids reuse		% 100			100	90
	30 Energy consumption		kWh/ML 713	4	3	810	
	E12 32 Net greenhouse gas emissions - WS & Sge	t CO2 eq per 1,000 prop 170	1	1	390	402	
	ENVIRONMENTAL PERFORMANCE	33 90 <sup>th</sup> Percentile licence limits for effluent discharge: BOD 30 mg/L; SS 30 mg/L; Total N 15 mg/L; Total P 1 mg/L					
		34 Compliance with BOD in licence	% 100	1	1	100	
		35 Compliance with SS in licence	% 100	1	1	100	
		A14 36 Sewer main breaks and chokes	per 100km main 32	3	3	38	20
37a 37a Sewer overflows		per 100km main 0	1	1	14		
E13 37b Sewer overflows reported to environmental regulator	per 100km main 0.0	1	1	0.9	0.8		
ECONOMIC	FINANCE	39 Non residential & trade waste sewage volume	% of sewage 4	5	5	20	
		43 Revenue from non-residential & trade waste charges	% of revenue 20	3	3	19	
		44 Revenue from trade waste charges	% of revenue 10.2	1	1	1.0	
		F18 46 Economic real rate of return - Sge	% -0.8	5	5	2.5	2.9
		46a Return on assets - Sge	% -0.2	5	5	1.8	
	48a Loan payment - Sge	\$/prop 29	2	2	83		
	EFFICIENCY	49 Operating cost (OMA) per 100 km of main	\$/000 1,260	2	2	1,700	
		F12 50 Operating cost (OMA) per property - Note 9	\$/prop 489	4	4	470	429
		51 Operating cost (OMA) per kL	c/kL 256	4	4	208	
		52 Management cost	\$/prop 208	4	5	164	
53 Treatment cost		\$/prop 164	3	3	159		
54 Pumping cost	\$/prop 35	2	2	59			
55 Energy cost	\$/prop 26	3	2	34			
56 Sewer main cost	\$/prop 83	5	5	51			
F29 57 Capital Expenditure	\$/prop 180	3	3	186	212		

**NOTES:**

- Col 2 rankings are on a % of LWUs basis - best reveals performance compared to similar sized LWUs (ie. Result in Col 1 is compared with LWUs in Size Group 3).
- Col 3 rankings are on a % of LWUs basis - best reveals performance compared to all NSW LWUs (ie. Result in Col 1 is compared with all NSW LWUs).
- Col 4 (Statewide Median) is on a % of connected properties basis- best reveals statewide performance (gives due weight to larger LWUs & reduces effect of smaller LWUs).
- Col 5 (National Median) is the median value for the 74 utilities reporting sewerage performance in the National Performance Report 2015-16 (www.bom.gov.au).
- LWUs are required to annually review key projections and actions in the later of their IWCM Strategy and financial plan and their Strategic Business Plan and to annually 'roll forward', review and update their 30-year total asset management plan (TAMP) and 30-year financial plan.
- Non-residential access charge - \$464, proportional to square of size of service connection. Sewer usage charge - 115 c/kL.
- Non-residential and trade waste volume was 4% of total sewage collected.  
Non-residential revenue was 20% of revenue from access, usage & trade waste charges.
- Compliance with Total N in Licence was 100%. Compliance with Total P in Licence was 100%.
- Operating cost (OMA)/property was \$489. Components were: management (\$208), operation and maintenance (\$256) and energy (\$26).
- Blayney Shire Council rehabilitations included 2.6% of its sewerage mains and 0.2% of its service connections. Renewals expenditure was \$345,000/100km of main.
- Council has 3 fully qualified wastewater treatment operators who meet the NSW Certification requirements.

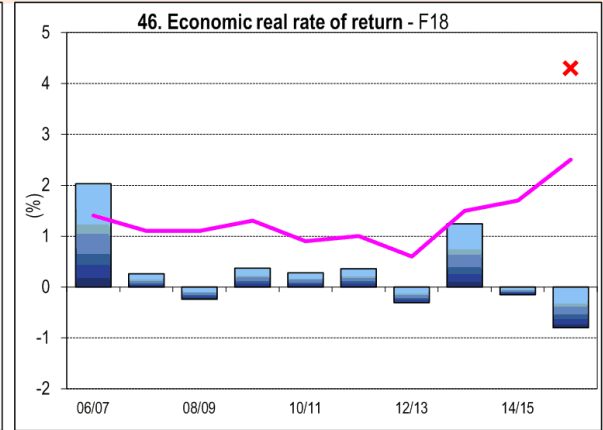
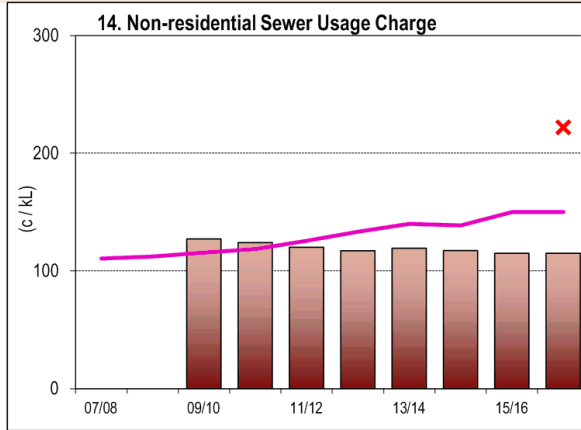
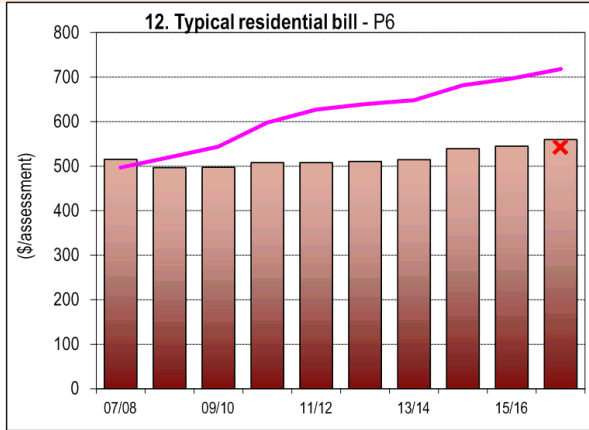
Blayney Shire Council

TBL Sewerage Performance (page 2)

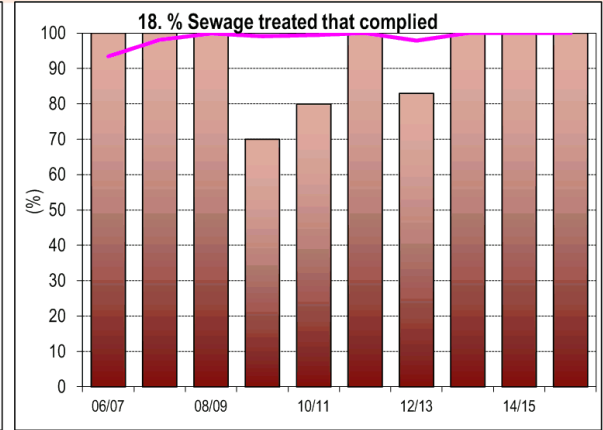
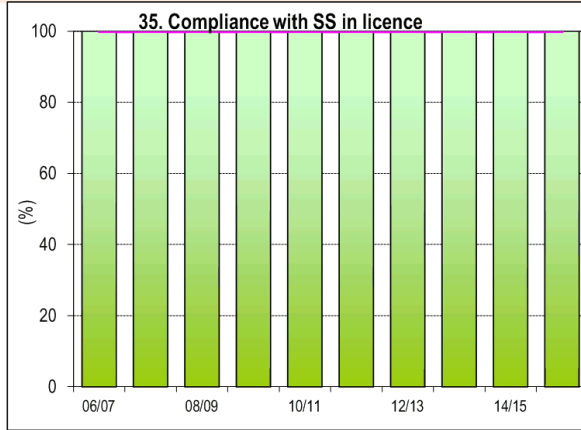
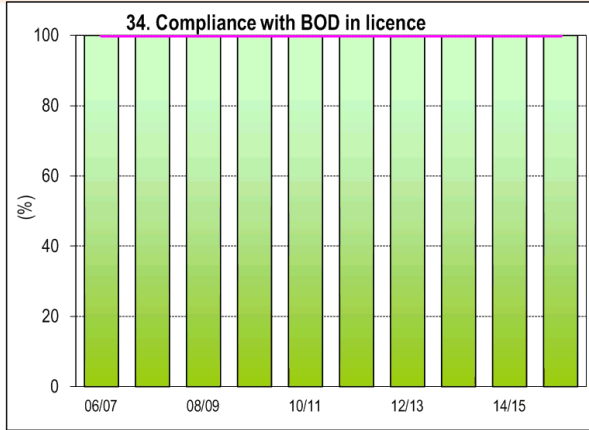
2015-16

(Results shown for 10 years together with Statewide Median and 2015-16 Top 20%)

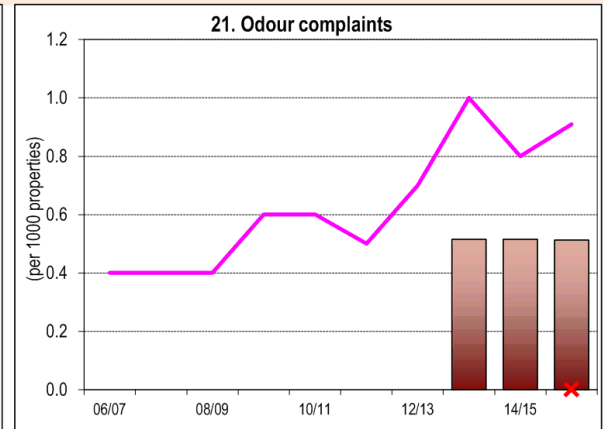
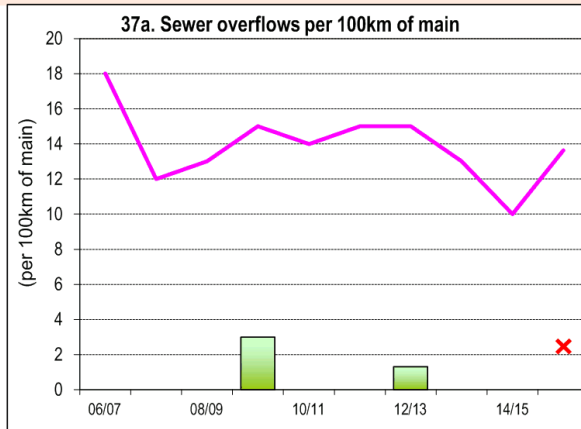
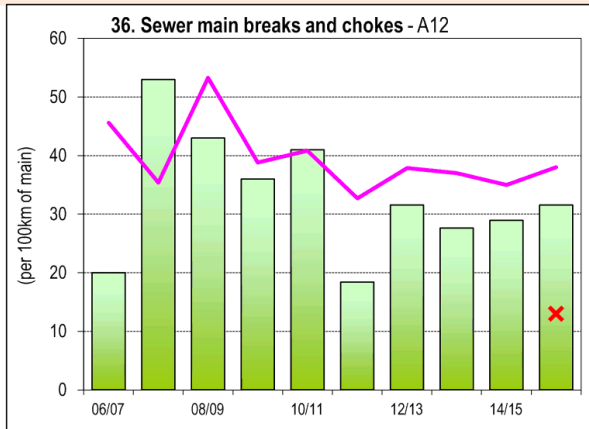
COST RECOVERY



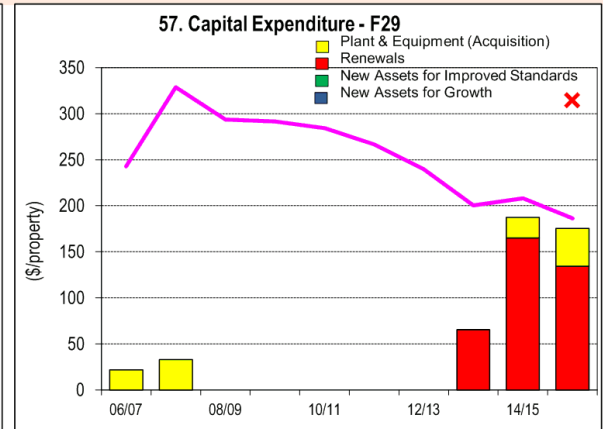
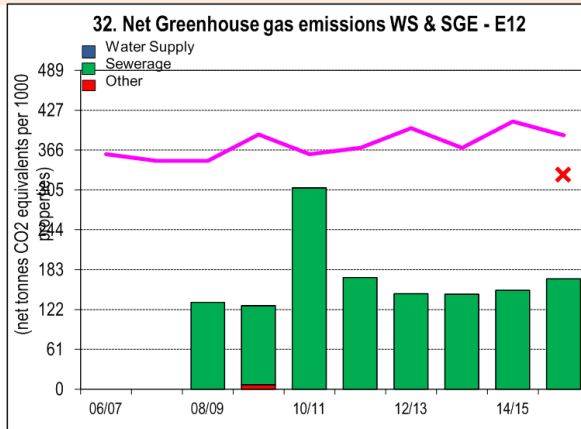
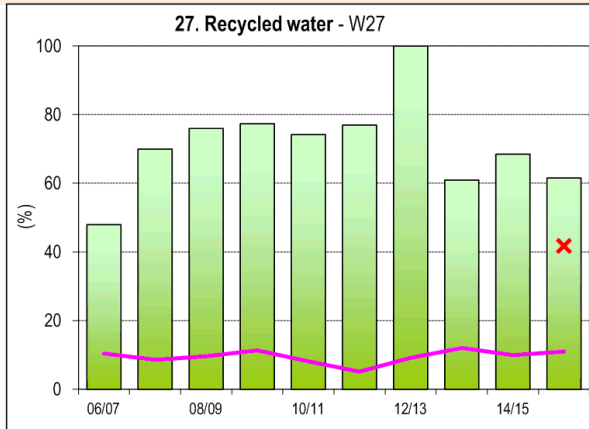
COMPLIANCE



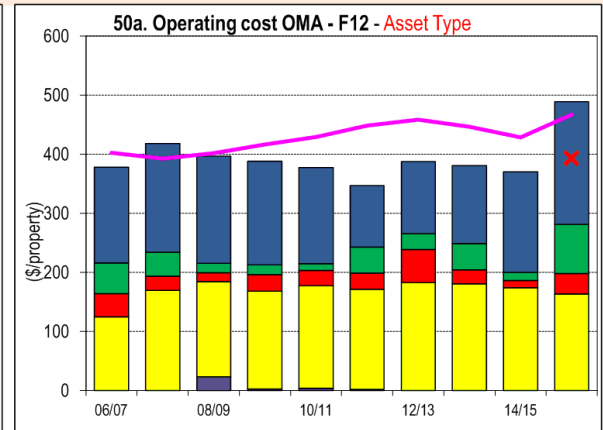
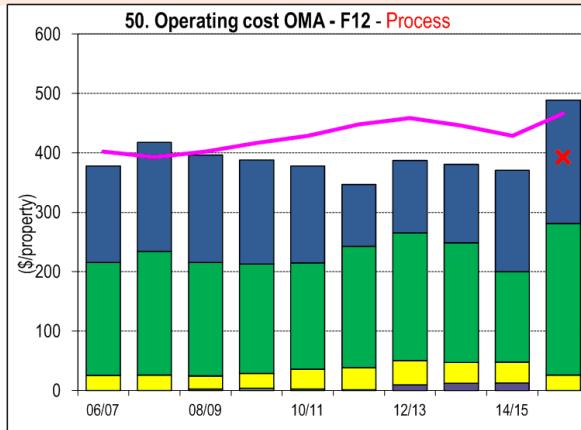
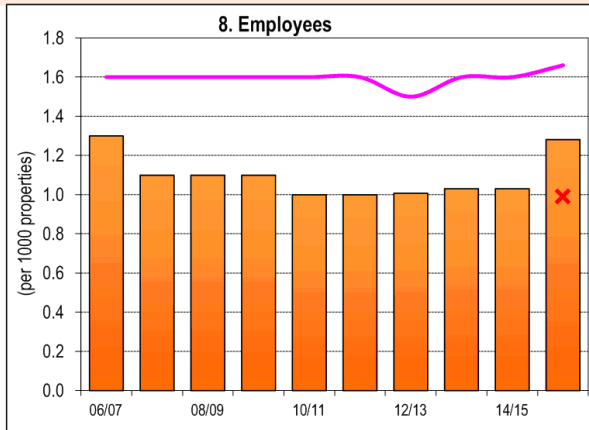
CUSTOMER SERVICE/RELIABILITY



ENVIRONMENT



EFFICIENCY



NOTES:

1 Costs are in Jan 2016\$ except for graphs 12 and 14, which are in Jan 2017\$.

**LEGEND**  
 State Median for all years ———  
 Top 20% for 2015-16 X



**20) GOODS AND SERVICES TENDER**

**Department:** Infrastructure Services

**Author:** Water and Wastewater Manager

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

**File No:** PS.TE.14

---

**Recommendation:**

*That Council adopt Cabonne Council's goods and services panel contractors list to assist Council in the delivery of its operations for works under \$150,000 in accordance with the Local Government Regulation (General) 2005 Clause 169 (8).*

**Reason for Report:**

To endorse a list of preferred goods and services panel contractors to assist Council in the delivery of its operations for works under \$150,000.

**Report:**

Blayney Shire Council and Cabonne Council have worked together over the past 4 years on undertaking a tender for the goods and services for both shires. The goods and services tender includes primarily plant hire and gravel crushing services.

In 2016 Cabonne Council conducted a tender process in accordance with Clauses 166 and 168 of the Local Government (General) Regulation 2005, to develop a list of recognised contractors for works within Cabonne Council and Blayney Shire Council. In October 2016, Cabonne Council adopted a list of successful contractors for this tender. This list will be utilised by Council staff to invite quotations to undertake works within Council's program.

As part of the submission, Council requested detailed information regarding the contractor's schedule of rates, insurances and Work Health and Safety (WHS) policies and procedures. The contractors were then ranked on their compliance with the questionnaire to enable Council Officers to see at a glance the WHS systems and schedule of rates the contractor has in place.

This information will assist in streamlining the procurement process, and provides assurances to Council that it is able to meet its WHS obligations and provide fair value to its works.

All contractors have undertaken the Centroc WHS induction and meet all preliminary WHS requirements. The successful tenderers will have their details entered into a spreadsheet that Council staff will utilise to determine suitable contractors to undertake works.

**Issues:**

Due to an omission, local contractors were not advised of this tender. As a result, many of the local contractors that Blayney Shire Council engage were not made aware of this process and subsequently are not registered on this current list.

Council staff will be engaging with local contractors and will organise requests for inclusion to enable assessment against compliance with the tender obligations and updating.

Council is not limited to engaging contractors registered on the goods and services tender and will continue to source prices and quotations from local contractors in accordance with Council's Procurement Policy.

The advantage of this preferred contractor list is to streamline the engagement process for both Council and the Contractor. Quotes are still sought however, the threshold for more than 3 quotes is higher for those contractors on this list.

**Budget Implications:**

Nil

**Enclosures (following report)**

1 Goods and Services Tender List

1 Page

**Attachments (separate document)**

Nil

**Goods & Service Tender List**

Barnson Pty Ltd
Benington Pty Ltd
Boral Asphalt
Bridgestone Service Centre
Bruno Altin & Co Pty Ltd
Cadia Group Pty Ltd
Canowindra Tyre Service
Central West Civil Pty Ltd
City Water Technology
Civil Independence NSW Pty Ltd
Complete Crushing Services Pty Ltd
Construtive Solutions Pty Ltd
Duncan Priestley
Enviro Frontier Pty Ltd
Euro Civil Pty Ltd
Geolyse Pty Ltd
Guardrail Installations Australia Pty Ltd
Holcim Pty Ltd / Humes
Huntley Rural Welding & Fencing Pty Ltd
Hynash Demolition & Asbestos Removal Pty Ltd
Independent Cement and Lime Pty Ltd
Insync Plumbing Blayney
J Weld Metal Fabrication
Macquarie Geotechnical Pty Ltd
MRG Electrical Services
Omega
P.A. & C.L. McKenzie Builders
RCR Haden Pty Ltd
Rocla / Australian Construction Products
Rolfe's Molong Pty Ltd
Safe Direction Pty Ltd
Schumack Enigneering
Silvio Robert Polinelli
SRD Welding
Telescope Tyres
TFH Hire Services Pty Ltd
Thompson Power P/L
Topnotch Fencing Pty Ltd (RBK Civil)
Tree Craft NSW Pty Ltd
Turnkey Engineering
Tyres4u Pty Ltd
Visser Valor Consulting
Western Project Services

**21) UNNAMED ROAD OFF FOREST REEFS ROAD**

**Department:** Infrastructure Services

**Author:** Manager Operations

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

**File No:** RD.MT.1

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**Recommendation:**

That Council accept the unnamed road providing access to Lot 2 DP901611, Lots 311, 312 DP1199175 and Lots 100, 101 DP 1226099 as Council Public Road.

**Reason for Report:**

To inform Council of a previously unidentified public road, the need to include the road within Council's road asset database, and the estimated cost of bringing the road up to a suitable standard.

**Report:**

Road Status

The road is currently a Crown Road Reserve that provides access to 162 through 168 Forest Reefs Road Millthorpe. The road follows the Crown Road Reserve for approximately 250m before turning west onto a right of carriageway through Lot 2 DP901611 (**plan enclosed**).

With 3 residences accessing off this road, and the potential for further subdivision, this road should be brought under Council control to ensure safe, all weather access is provided to these residences. It is proposed for Council to maintain the road for approximately 250m until it turns onto the right of carriageway.

Council's current practice is to maintain roads, located on road reserves, for access to all occupied dwellings. They may not receive routine annual maintenance, however they will be within Council's routine inspection program, and intervention works will be scheduled as needed.

Road Condition

Following an inspection by Council staff, the existing road is in poor condition, but does have a suitable subgrade to build on. To bring it up to a satisfactory level that will reduce the ongoing maintenance requirements, it is required that Council place a nominal 150mm overlay to provide a suitable pavement and cross fall.

The estimated cost of this is \$15-20,000 and is proposed to be funded from Council's Unsealed Roads maintenance budget.

**Issues:**

The road will be required to have a name assigned to it, in accordance with Council policy. A copy of the document will be provided to the residents, seeking a preferred name in accordance with Council's Road Naming Policy, and a further report will be provided to Council to formalise a recommended name.

Due to Council's current works program it is anticipated that work will not be able to take place until the 2<sup>nd</sup> quarter of this financial year. However the road is currently accessible with no evidence of bogging on the current surface.

**Budget Implications:**

Funding would be made available from within the Local Unsealed Roads Budget allocation.

Ongoing maintenance costs would amount to an extra \$500-1,000 per annum. This will be covered within Council's current unsealed roads budget, and will result in a minor reduction in the level of service across the network.

There would also be a negligible increase to Council's Financial Assistance Grant due to the increase of maintained road length, however this is not calculable.

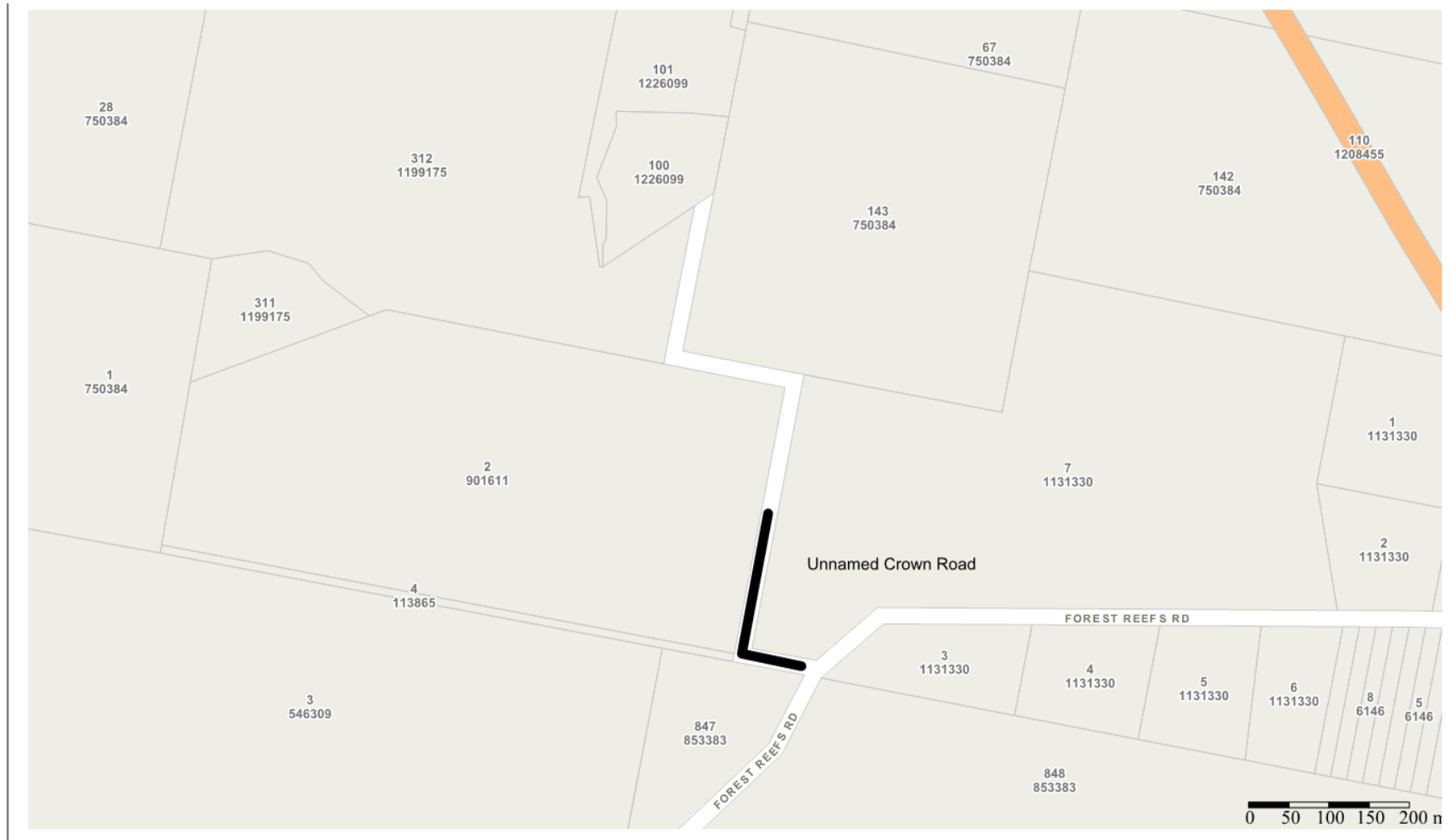
**Enclosures (following report)**

1 Map of Road Location

1 Page

**Attachments (separate document)**

Nil



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Projection: GDA94 / MGA zone 55

Date: 3/08/2017

Created By: Nathan Skelly

### Unnamed Crown Road to Bring Under Council's Control

**22) MINUTES OF THE BLAYNEY SHIRE SPORTS COUNCIL MEETING HELD ON THURSDAY, 3 AUGUST 2017**

**Department:** Infrastructure Services

**Author:** Director Infrastructure Services

**CSP Link:** 2.1 Cultural and sporting events are coordinated and resourced.

**File No:** PR.ME.1

---

**Recommendation:**

1. That the minutes of the Blayney Shire Sports Council Meeting, held on Thursday 3 August 2017 be received and noted.
2. Council to investigate funding and design of a fence surrounding Napier Oval to prevent vehicular access and damage.
3. Council to consider opening a pedestrian gate at KGO for general access.

**MINUTES OF THE BLAYNEY SHIRE SPORTS COUNCIL MEETING HELD ON THURSDAY 3 AUGUST 2017 AT THE BLAYNEY COMMUNITY CENTRE CADIA ROOM**

Meeting commenced at 6.00pm.

**PRESENT:**

Cheryl Rutherford (Blayney Junior Tennis), Cr Shane Oates (Chair – Blayney Shire Council), Adam Hornby (Blayney Senior Rugby League), Greg Mitchell (Blayney Little Athletics), Rodney Corbett (Blayney Junior Soccer), Trevor Jones (Blayney Harness Club), Grant Baker (Blayney Shire Council).

**APOLOGIES:**

Cr David Kingham (Blayney Shire Council), Michael Truloff (Millthorpe Public School/Millthorpe Junior Cricket/Redmond Oval Committee) Andrew Russ (Blayney Rugby Union), Peter Waken (Blayney Swimming Club), Rosemary Reid (Blayney Senior Tennis/Blayney A&P Association).

**RECOMMENDED:** That the apologies be accepted.

(Rod Corbett/Adam Hornby)

**MINUTES PREVIOUS MEETING – 18 May 2017 (as circulated)**

**RECOMMENDED:** That the minutes of the previous meeting held 18 May 2017 be accepted.

(Rod Corbett/Adam Hornby)

**MATTERS ARISING FROM THE MINUTES**

Nil

**DISCLOSURES OF INTEREST**

Nil

**HEALTHY & HAPPY WELLNESS CHALLENGE**

Presentation by Manager CentrePoint on the Healthy & Happy Wellness Challenge

**CORRESPONDENCE**

Correspondence (Distributed via Email to Sports Council).

Report from Cr David Kingham. **(Attached)**

**Napier Oval**

Rod Corbett - damage to Napier Oval. Thanks to Council for prompt action in repairing. Offence was repeated ten days later.

**RECOMMENDED:** Council to investigate funding and design of a fence surrounding Napier Oval to prevent vehicular access and damage.

(Unanimous)

**EVENT CALENDAR UPDATE**

Healthy & Happy Wellness Challenge 1st September - 30th November, 2017.

**GRANT FUNDING UPDATE**

The Grant Funding Update be noted.

**REPORTS**

**Little Athletics**

Currently in recess. Mowers have damaged Long Jump runups. Little A's willing to poison grass around area.

**ACTION:** Council to repair.

**Senior Rugby League**

Under 18's and League Tag both in semi finals. New coach next year.

**Junior Soccer**

Season almost finished. Perhaps two teams in finals. AGM in October.

**Blayney Harness Racing**

AGM September. Audited this year which they passed with few problems. Judges Box has broken window (probably by lawn mower).

**ACTION:** Council to repair.

**Blayney Show Society**

AGM September. Everything going well.

**Blayney Tennis Club**

Everyone enjoying new courts. New lights will arrive September.

**B2B**

No committee this year.



**GENERAL BUSINESS**

**Blayney Shire Sport and Recreation Plan**

Draft master plans updated. Refer email with previous minutes.

**2BS Awards**

Matthew Reeks and Zak Simons. Bathurst Broadcasters have an arrangement with Council for two spots per week on 2BS. If any group has an event they wish to be publicised please get in touch with Council.

**Project Updates**

The update on current projects was noted.

**King George Oval**

**RECOMMENDED:** Council to consider opening a pedestrian gate at KGO for general access. Supported by those present.

(Unanimous)

**NEXT MEETING**

Thursday 16th November 2017 at 6:00pm.

Meeting Closed 7.10pm

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

Dear Blayney Shire Sports Council Committee Members

Please accept my apology for not being able to chair the final meeting of the Sports Council in this term of Council. The meeting has had to be brought forward to meet local government guidelines and I have a commitment at a conference in Queensland this week.

I would like to thank each and every member of the Blayney Shire Sports Council for their significant assistance in helping the Blayney Council achieve many needed projects in the shire.

While we still have another 30 projects on the drawing board we have come a long way in the last five years in facilitating sporting events throughout the shire.

**Some of the achievements have been:**

- First class electronic scoreboard for King George Oval, as well as erection of around 620 individual plastic seats, refurbishment of the canteen and re-arranging of the three storage areas under the grandstand.
- The Blayney Showground has seen the lining of the ceiling of the pavilion room, refurbishment of the kitchen, a spectacular new harness racing fence, additional cattle pavilion shed, two world class equestrian arenas and the reforming of the main soccer field with new irrigation equipment.
- Millthorpe achieved a completely new oval with irrigation and new internal safe parking areas and superior drainage channels and two new drinking water fountains.
- Blayney Tennis Club have been able to have four courts resurfaced.
- A new toilet and change room block has been built at Napier oval.
- Some small improvements have also been made at Newbridge, Mandurama and Lyndhurst.

Altogether a great effort by everyone and my thanks are extended for a very good team effort.

Thank you to Grant Baker and Nikki and all the council staff that achieved these milestones.

We still have much to do, and let's pull together in the next term of Council to make even more progress in achieving the building of more sporting facilities.

Regards,

Cr Kingham  
**Blayney Shire Council**

**23) MINUTES OF THE BLAYNEY SHIRE CEMETERY FORUM HELD THURSDAY 3 AUGUST 2017**

**Department:** Planning and Environmental Services

**Author:** Director Planning and Environmental Services

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

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

---

**Recommendation:**

1. That the minutes of the Blayney Shire Cemetery Forum, held on 3 August 2017, be received and noted.
2. That Council when preparing its Operational Plan for 2018/19 and Long Term Financial Plan consider allocation of a minimum \$5,000 per annum which could be used as co contribution for the upgrading of derelict graves where relatives can be traced or used to fully fund the upgrading of derelict graves where no relatives can be traced.
3. That Council write to Mr. Graham Mendham thanking him for his commitment and service to the Blayney Shire Cemetery Forum.

**MINUTES OF THE BLAYNEY SHIRE CEMETERY FORUM MEETING HELD ON THURSDAY 3 AUGUST 2017 BLAYNEY SHIRE COMMUNITY CENTRE**

Meeting commenced at 5.07pm.

**PRESENT**

Councillor Geoff Braddon (Chair), Councillor Kevin Radburn, Kevin Radburn (Senior), Vicki Pulling, Mark Dicker (Director Planning and Environmental Services (DPES)).

**APOLOGIES**

Candice Braddon, Helen Dent and Graham Mendham.

**CONFIRMATION OF MINUTES**

The minutes of the previous meeting held on 11 May 2017 were confirmed to be a true and accurate record of that meeting.

(Kevin Radburn(senior)/Kevin Radburn)

**DECLARATIONS OF INTEREST**

Nil.

**BUSINESS ARISING****GIS Mapping Project**

The committee were advised Council is still finalising public access to the mapped cemetery data via a public portal on its website.

### **Lyndhurst**

The committee were advised no seat had yet to be installed at Lyndhurst. DPES advised he would follow up.

### **Tourist Brochure**

The committee were advised development of the brochure was yet to commence. DPES to action before next meeting.

The committee asked for a basic pricing brochure to be developed listing prices for burial and or internment.

### **Rabbits**

DPES advised that Council has made contact recently with LLS and is looking to undertake eradication in the near future.

## **GENERAL BUSINESS**

### **Committee member resignation**

The committee were advised a letter had been received from the Blayney Shire Local & Family History Group Inc advising that due to ill health Mr Graham Mendham will have to resign.

**RECOMMENDED;** That Council write to Mr. Graham Mendham thanking him for his commitment and service to the Blayney Shire Cemetery Forum.

(Vicki Pulling/Kevin Radburn)

### **Restoration of damaged/derelict graves**

The committee discussed how old and damaged graves had a significantly detrimental impact on the appearance of Councils cemeteries.

The committee discussed Council implementing a financial program to co contribute financially for the upgrading of derelict graves where relatives can be traced or fully funding the upgrading of derelict graves where no relatives can be traced.

**RECOMMENDED;** That Council when preparing its Operation Plan for 2018/19 and Long Term Financial Plan consider allocation of a minimum \$5,000 per annum which could be used as co contribution for the upgrading of derelict graves where relatives can be traced or used to fully fund the upgrading of derelict graves where no relatives can be traced.

(Vicki Pulling/Geoff Braddon)

## **NEXT MEETING**

The next meeting of the Cemetery Forum will be held on Thursday 9 November 2017 (onsite at Blayney Cemetery).

**MEETING CLOSE**

The meeting closed at 5.30pm.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**24) MINUTES OF THE BLAYNEY SHIRE ACCESS ADVISORY COMMITTEE MEETING HELD 3 AUGUST 2017**

**Department:** Planning and Environmental Services

**Author:** Director Planning and Environmental Services

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

**File No:** Go.ME.1

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**Recommendation:**

1. That the minutes of the Blayney Shire Access Advisory Committee Meeting, held on 3 August 2017 be received and noted.
2. Blayney Shire Access Committee supports creation of a compliant accessible carpark within the Blayney Public School grounds.
3. That Council investigate altering the gutter in Lindsay Street to create a pedestrian layback in alignment with the entrance to Blayney Public School.
4. That Council upgrade the existing accessible on street car spaces in Osman Street to satisfy the DA condition associated with the CentrePoint swimming pools upgrade.
5. That Council investigate options for creation of an accessible car space in southern part of Millthorpe (lower Pym St or Station Pl vicinity).
6. That Council investigate the condition and adequacy of the footpath at the intersection of Osman St and Farm Lane.
7. That Council consider installation of an accessible car space symbol on the VIC sign similar to the caravan parking sign to inform people of the accessible car park behind the VIC.
8. That Council write to IGA advising of feedback Blayney Shire Access committee has received on accessibility issues associated to their shop for consideration.

**MINUTES OF THE BLAYNEY SHIRE ACCESS ADVISORY COMMITTEE MEETING HELD ON THURSDAY 3 AUGUST 2017 AT THE BLAYNEY SHIRE COMMUNITY CENTRE**

Meeting commenced at 5.50pm.

**PRESENT**

Councillor Allan Ewin (chair), Jenny McMahon, Tom Williams, Mark Dicker (Director Planning and Environmental Services (DPES)).

**APOLOGIES**

Councillor Shane Oates, Iris Dorsett

**CONFIRMATION OF PREVIOUS MINUTES**

The minutes of the previous meeting held on 9 February 2017 were confirmed to be a true and accurate record of that meeting.

(Jenny McMahon/Tom Williams)

**DISCLOSURES OF INTEREST**

Nil

**BUSINESS ARISING FROM PREVIOUS MEETING**

Nil

**AGENDA ITEMS****Disability Inclusion Action Plan**

Regional Plan was adopted at the June 2017 meeting of Council.

**Committee Review Survey**

Committee members in attendance completed the survey.

**Blayney Public School**

The committee discussed the recommendation from Blayney Local Traffic Committee and Council.

**RECOMMENDED;** Blayney Shire Access Committee supports creation of a compliant accessible carpark within the Blayney Public School grounds.

**RECOMMENDED;** That Council investigate altering the gutter in Lindsay Street to create a pedestrian layback in alignment with the entrance to Blayney Public School.

(Jenny McMahon/Tom Williams)

**CentrePoint Swimming Pools – Accessible parking options.**

The committee were advised Council was unsuccessful in the \$1.3M grant application to upgrade the CentrePoint swimming pools.

The committee discussed accessible car parking options for CentrePoint, given the DA has a condition that compliant accessible car parking is provided if the upgrade proceeds.

**RECOMMENDED;** That Council upgrade the existing accessible on street car spaces in Osman Street to satisfy the DA condition associated with the CentrePoint swimming pools upgrade.

(Jenny McMahon/Tom Williams)

**2017/18 Capital works program.**

The committee noted the 2017/18 Capital works program.

**RECOMMENDED;** That Council investigate options for creation of an accessible car space in southern part of Millthorpe (lower Pym St or Station Pl vicinity).

**RECOMMENDED;** That Council investigate the condition and adequacy of the footpath at the intersection of Osman St and Farm Lane.

**RECOMMENDED;** That Council consider installation of an accessible car space symbol on the VIC sign similar to the caravan parking sign to inform people of the accessible car park behind the VIC.

(Jenny McMahon/Tom Williams)

**GENERAL BUSINESS**

**IGA**

It was discussed feedback has been received advising the current layout is considered restrictive and cluttered, additionally the new entrance to IGA is considered restrictive and an imposition on customers particularly those that require accessibility assistance.

**RECOMMENDED;** That Council write to IGA advising of feedback Blayney Shire Access committee has received on accessibility issues associated to their shop for consideration.

(Jenny McMahon/Tom Williams)

**FUTURE AGENDA ITEMS**

Nil

**NEXT MEETING**

The next meeting of the Access Advisory Committee will be held on Thursday 9 November 2017 commencing at 5.45pm.

**MEETING CLOSE**

The meeting closed at 7:05pm.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil