



11 April 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 Tuesday, 18 April 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 - Ordinary Council Meeting held on 20.03.17
- (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 – Citizenship Ceremony – Mrs Linda Oxman

Meeting Calendar 2017

April

Time	Date	Meeting	Location
6.00 pm	18 April 2017	Council Meeting	Community Centre
10.00am	21 April 2017	Traffic Committee Meeting	Community Centre

May

Time	Date	Meeting	Location
6.00pm	1 May 2017	Cultural Centre Working Group Meeting	Community Centre
2.30pm	5 May 2017	Upper Macquarie County Council	Council Chambers, Kelso
5.00pm	11 May 2017	Cemetery Forum	Community Centre
5.45pm	11 May 2017	Access Committee Meeting	Community Centre
6.00 pm	15 May 2017	Council Meeting	Community Centre
4.00pm	16 May 2017	Local Emergency Management Meeting	Community Centre
5.30pm	18 May 2017	Sports Council Meeting	Community Centre

June

Time	Date	Meeting	Location
6.00pm	5 June 2017	Cultural Centre Working Group Meeting	Community Centre
6.00 pm	8 June 2017	Town and Villages Committee Meeting	Community Centre
10.00am	16 June 2017	Traffic Committee Meeting	Community Centre
2.30pm	16 June 2017	Upper Macquarie County Council	Council Chambers, Kelso
6.00 pm	19 June 2017	Council Meeting	Community Centre

INDEX OF REPORTS OF THE BLAYNEY SHIRE COUNCIL MEETING
HELD ON TUESDAY 18 APRIL 2017

CONFIRMATION OF MINUTES	1
01) Minutes of the Previous Meeting held Monday 20 March 2017	1
EXECUTIVE SERVICES	8
02) Country Mayors Association	8
03) Upper Macquarie County Council.....	12
04) Orange Region Tourism Memorandum of Understanding	16
05) Risk, Work Health and Safety Quarterly Report	25
06) Council Resolution Report.....	27
CORPORATE SERVICES	33
07) Report of Council Investments As At 31 March 2017	33
08) Blayney Shire Audit Committee Meeting Annual Report	38
09) Adoption Of Requests For Interest Free Loans	44
10) Minutes Of The Blayney Shire Audit Committee Meeting Held 29 March 2017	46
11) Minutes Of The Financial Assistance Committee Meeting Held 22 March 2017	49
12) Related Parties Disclosures Policy	55
13) Review of Governance Arrangements For Library Service and Community Forum on Library Services	59
INFRASTRUCTURE SERVICES	61
14) Director Infrastructure Services Monthly Report.....	61
PLANNING AND ENVIRONMENTAL SERVICES	66
15) Planning Proposal to amend Blayney Local Environmental Plan 2012 - Flood Planning Map.....	66
16) Planning Proposal to Amend Blayney Local Environmental Plan 2012 - RU1 Primary Production to RU5 Village, 61 Forest Reefs Road Millthorpe.....	68
CONFIDENTIAL MEETING REPORTS	72
17) Blayney 2020 Masterplan Pedestrian Link Project Stage 1	72
18) Outstanding Private Works Debt – 230 Sugarloaf Road.....	72
19) Netwaste Tender LM2017/31 - Tender For Regional Environmental Monitoring Of Licensed Landfills.....	72

01) **MINUTES OF THE PREVIOUS MEETING HELD MONDAY 20 MARCH 2017**

Department: Executive Services

Author: General Manager

CSP Link: 6.3 A well-run Council organisation.

File No: GO.ME.3

Recommendation:

That the Minutes of the Ordinary Council Meeting held on 20 March 2017, being minute numbers 1703/001 to 1703/020 be confirmed.

MINUTES OF THE BLAYNEY SHIRE COUNCIL ORDINARY MEETING HELD IN THE CHAMBERS, BLAYNEY SHIRE COUNCIL COMMUNITY CENTRE, ON 20 MARCH 2017, COMMENCING AT 6.00 PM

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), Director Planning & Environmental Services (Mr M Dicker), Acting Executive Assistant to the General Manager (Ms S Hibbert)

ACKNOWLEDGEMENT OF COUNTRY

RECORDING OF MEETING STATEMENT

APOLOGIES

Nil

DISCLOSURES OF INTEREST

Nil

PUBLIC FORUM

Mr Neville Collins – Agenda Item No. 8 – Lease of Industrial Land for Private Purpose

MAYORAL MINUTE**1703/001** **COWRA LINES ALLIANCE**
RESOLVED

That Council endorse the commitment made on behalf of Blayney Shire Council for a quarter share of the final cost to the Cowra Lines Alliance to engage Lycopodium Infrastructure Pty Ltd for a Line Re-opening Transport Study for the Blayney to Demondrille Railway Line and approve the \$7,838 supplementary vote to the next QBRS to fund this request.

(Ferguson/Radburn)

CARRIED

CONFIRMATION OF MINUTES**MINUTES OF THE PREVIOUS MEETING HELD MONDAY 20 FEBRUARY 2017****1703/002** **RESOLVED**

That the Minutes of the Ordinary Council Meeting held on 20 February 2017, being minute numbers 1702/001 to 1702/025 be confirmed.

(Kingham/Somervaille)

CARRIED

MATTERS ARISING FROM THE MINUTES

Nil

EXECUTIVE SERVICES REPORTS**1703/003** **WBC ALLIANCE**
RESOLVED

That Council note and receive the WBC Alliance Board meeting held on 27 February 2017 endorsing the recommendations as follows;

- That the position of Executive Manager is not required beyond 30 June 2017 because the role has achieved the objectives of the WBC Alliance.
- In accordance with the resolution passed on 22 June 2016, the negotiated redundancy costs be shared 50:50 between Cabonne and Blayney Shire Councils.
- That the Executive Manager be formally recognised for the outstanding contribution to the success of the Alliance for the past 9 years.
- That Blayney Shire Council reaffirms its commitment to the ongoing value of the Alliance.
- That the WBC Board investigate the advancement of a rural Councils' alliance.

(Ewin/Oates)

CARRIED

**ENDORSEMENT OF CENTRAL NSW TOURISM -
DESTINATION MANAGEMENT PLAN**

1703/004

RESOLVED

1. That Council formally endorse the Central NSW Tourism Destination Management Plan (DMP) 2016-17.
2. That Council continues to provide 'in principle' support to Central NSW Tourism through membership funding in FY2017/18 pending the consideration of an Options Paper being received from Central NSW Tourism.

(Radburn/Oates)

CARRIED**MINUTES OF THE BLAYNEY SHIRE TOWN AND VILLAGES
COMMITTEE MEETING HELD THURSDAY 9 MARCH 2017**

1703/005

RESOLVED

That the minutes of the Town and Villages Committee Meeting, held Thursday 9 March 2017, be received and noted.

(Ewin/Oates)

CARRIED**CORPORATE SERVICES REPORTS****REPORT OF COUNCIL INVESTMENTS AS AT 28 FEBRUARY
2017**

1703/006

RESOLVED

1. That the report indicating Council's investment position as at 28 February 2017 be received.
2. That the certification of the Responsible Accounting Officer be received and the report be adopted.

(Somerville/Braddon)

CARRIED**YOUTH WEEK 2017**

1703/007

RESOLVED

That the report on Youth Week 2017 be received and the allocations of Youth Week funding be endorsed as follows:

Blayney Town Association	\$850
Lé Danse School	\$870
Youth @ the Shed	\$600

(Kingham/Ewin)

CARRIED

LEASE OF INDUSTRIAL LAND FOR PRIVATE PURPOSES**1703/008****RESOLVED**

Moved by Councillor Ferguson, seconded by Councillor Radburn that this matter be deferred to the Committee of the Whole.

CARRIED**INFRASTRUCTURE SERVICES REPORTS****DIRECTOR INFRASTRUCTURE SERVICES MONTHLY REPORT****1703/009****RESOLVED**

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

(Ewin/Braddon)

CARRIED**BULK STREETLIGHT REPLACEMENT PROGRAM****1703/010****RESOLVED**

That Council:

- a. Thanks Essential Energy for its provision of a cost estimate to undertake a bulk LED streetlight rollout, however declines the current offer.
- b. Requests Essential Energy defer the proposed bulk street light replacement program until September 2017, and advise Council of its proposed future program.
- c. Requests Centroc progress the application for funding for a bulk LED streetlight rollout across the region, and keep Council informed of progress.

(Braddon/Ewin)

CARRIED**MINUTES OF THE BLAYNEY TRAFFIC COMMITTEE MEETING HELD 17 FEBRUARY 2017****1703/011****RESOLVED**

1. That the Minutes of the Blayney Traffic Committee Meeting, held on 17 February 2017, be received and noted.
2. That Council write to local Police requesting local Police presence and monitoring of traffic in Binstead Street.
3. That Council support Anzac Day 2017, work with RSL/Anzac Day Committees in Blayney, Millthorpe, Neville and Mandurama, and ensure Traffic Control Plans provided by Council are put in place, road closures are advertised.
4. That Council write to RMS asking them to investigate traffic turning signage on the Cowra side of Rockdell Lane, Lyndhurst. Council to put traffic counters on Rockdell Lane and provide RMS with statistics.

5. That Council recommend adoption of kiss and drop zone in Lindsay Street, Blayney. That Local Traffic Committee (LTC) does not support disabled carpark area on Lindsay Street and recommends that Council and RMS Safety Around Schools Officer, Jenene Pout liaise with Blayney Public School and Access Committee in regards to a disability carpark area potentially being allocated within school grounds.

(Radburn/Oates)

CARRIED

**MINUTES OF THE BLAYNEY SHIRE SPORTS COUNCIL
MEETING HELD ON THURSDAY 23 FEBRUARY 2017**

1703/012

RESOLVED

1. That the Minutes of the Blayney Shire Sports Council Meeting, held on 23 February 2017, be received and noted.
2. That Council review Fees and Charges for schools and heritage schools for hire of Council's Sporting Ovals.
3. That Council investigate options for entry charge into swimming pool at CentrePoint for primary school aged children in view of encouraging more patronage and accessibility for learning to swim and carnivals.
4. That Council investigate a safe for the storage of the laptop at King George Oval.

(Kingham/Somerville)

CARRIED

PLANNING AND ENVIRONMENTAL SERVICES REPORTS

**NSW GOVERNMENT, PROPOSED UPDATES AND
AMENDMENTS TO THE ENVIRONMENTAL PLANNING AND
ASSESSMENT ACT 1979**

1703/013

RESOLVED

1. That the Council receive and note the report on the proposed updates and amendments to the Environmental Planning and Assessment Act 1979.
2. That Council provide comments to CENTROC for preparation of a regional submission on the proposed updates and amendments to the Environmental Planning and Assessment Act 1979.
3. That Council defer the preparation and drafting of a comprehensive Development Control Plan until after the 2017 amendments to the Environmental Planning and Assessment Act (1979) are completed.

(Oates/Radburn)

CARRIED

**CLIEFDEN CAVES - INTENTION TO LIST ON STATE
HERITAGE REGISTER**

1703/014

RESOLVED

That the report detailing the proposed intention to list the Cliefden Caves on the State Heritage Register be received.
(Oates/Somerville)

CARRIED

FOSSICKING DISTRICT REQUEST FOR BLAYNEY SHIRE

1703/015

RESOLVED

That Council consent to the Blayney Shire Council Local Government Area being declared a Fossicking District subject to there being no submissions following the public exhibition period of 28 days.

(Somerville/Radburn)

CARRIED

**MINUTES OF THE BLAYNEY SHIRE CEMETERY FORUM
MEETING HELD THURSDAY 9 FEBRUARY 2017**

1703/016

RESOLVED

That the minutes of the Blayney Shire Cemetery Forum Meeting, held on 9 February 2017 be received and noted, as amended.

(Radburn/Braddon)

CARRIED

**MINUTES OF THE BLAYNEY SHIRE ACCESS ADVISORY
COMMITTEE MEETING HELD THURSDAY 9 FEBRUARY 2017**

1703/017

RESOLVED

1. That the minutes of the Blayney Shire Access Advisory Committee Meeting, held on 9 February 2017, be received and noted.
2. That Council ensure disabled access is considered and incorporated within the project design of all future works.
3. That accessible seating, proposed as stage 2 of the King George Oval seating upgrade, is constructed as soon as possible.

(Oates/Braddon)

CARRIED

CLOSED MEETING**1703/018 RESOLVED**

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

LEASE OF INDUSTRIAL LAND FOR PRIVATE PURPOSES

This matter is considered to be confidential under Section 10A(2) (e) of the Local Government Act, as it deals with information that would, if disclosed, prejudice the maintenance of law.

(Braddon/Oates)
CARRIED

**1703/019 LEASE OF INDUSTRIAL LAND FOR PRIVATE PURPOSES
RESOLVED**

That Council:

1. Decline all offers tendered for the Lease of Industrial Land for Private Purpose
2. Extend the current Lease Agreements for 6 months from current expiry date.
3. Develop a Lease of Industrial Land for Private Purposes policy

(Somervaille/Oates)
CARRIED

1703/020 RESOLVED

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

(Ewin/Braddon)
CARRIED

AT THE RE-OPENING OF THE MEETING TO THE PUBLIC, THE MAYOR ANNOUNCED THE OUTCOME OF RESOLUTION NUMBER 1703/019.

There being no further business, the meeting concluded at 7.32pm

The Minute Numbers 1703/001 to 1703/020 were confirmed on 18 April 2017 and are a full and accurate record of proceedings of the Ordinary Meeting held on 20 March 2017.

Cr S Ferguson
MAYOR

Mrs R Ryan
GENERAL MANAGER

02) COUNTRY MAYORS ASSOCIATION

Department: Executive Services

Author: General Manager

CSP Link: 6.3 A well-run Council organisation.

File No: GR.LR.2

Recommendation:

That Council accept the invitation from Country Mayors Association of NSW for Blayney Shire Council to become a member Council and allocate the Annual Membership fee, travel and accommodation expense to the 2017/18 Operational Plan Budget.

Reason for Report:

To determine Council's interest in accepting the invitation to join the Country Mayors Association of NSW (CMNSW).

Report:

Council received correspondence from the Chairperson of CMNSW, the Mayor of Moree Plains Council, Councillor Katrina Humphries inviting Blayney Shire Council to become a member of the CMNSW. A copy of this letter follows this report for Council information.

The Mayor and General Manager accepted the invitation and attended the meeting held in Parliament House on Friday 24 March. The Mayor was able to meet with the Minister for Local Government and participate in the discussion held with other guest speakers and member Councils present.

It was a very positive half-day meeting and personal contact was made with; the Chief Planner of NSW Department of Planning and newly appointed Regional Infrastructure Coordinator with Department of Premier & Cabinet.

CMNSW meet on a quarterly basis in Sydney at Parliament House.

Issues:

Whilst this may appear as a duplication of the role of Centroc, NSW Mining Related Councils and even LGNSW; this organisation does provide additional benefits of networking, information sharing and contact with NSW Government Ministers, heads of departments and the current 52 member rural and regional Councils.

It has a collegial approach and focuses on being an advocate and a mechanism for constructive communication flow from Local to NSW Government, irrespective of size of the Council.

Budget Implications:

An annual membership fee is applicable to Councils of populations less than 10,000 would be payable which for Blayney Shire Council will be \$562.50.

The cost of travel, meals and accommodation, if overnight was required, for the quarterly meetings would be included in Governance expense and a budget of \$3,500.

Enclosures (following report)

1 Country Mayors Association Letter 2 Pages

Attachments (separate document)

Nil



Country Mayors Association of NEW SOUTH WALES

Chairperson: Cr Katrina Humphries
PO Box 420, Moree NSW 2400
02 6757 3222
ABN 92 803 490 533

Cr Scott Ferguson
Mayor
Blayney Shire Council

Via email council@blayney.nsw.gov.au

Friday, 17 March 2017

Dear Cr Scott Ferguson

At our recent Annual General Meeting, I was elected Chairperson of the Country Mayors Association of NSW (CMNSW) and Cr Michael Pearce was appointed as Deputy Chairperson.

The new executive consists of:

Cr Katrina Humphries, Mayor, Moree Plains Shire Council
Cr Michael Pearce, Mayor, Uralla Shire Council
Cr Kevin Mack, Mayor, Albury City Council
Cr Kristy McBain, Mayor, Bega Valley Shire Council
Cr Michael Webb, Mayor, Coonamble Shire Council
Cr Paul Harmon, Mayor, Inverell Shire Council
Cr Catherine Reading, Mayor, Narrabri Shire Council
Cr Peter Petty, Mayor, Tenterfield Shire Council

In my role as chairperson, I will be pushing the State Government to interact with us more often and in a more meaningful way. As the ones closest to the communities we represent, we are a strong knowledge base and support for any sphere of government and we need all city-based politicians to be fully aware of the significance of the rural/regional and coastal areas.

Therefore I would ask you to please consider joining CMNSW to ensure our reach stretches the full breadth of the state and to ensure our representation is the strongest that it can be.

The objective of the CMNSW is to further the interests of country councils by being an advocate on state wide issues and to act as an information sharing forum. Those councils eligible for membership are country council's outside the Greater Sydney area, Newcastle and Wollongong metropolitan areas. Currently there are 52 member councils. Meetings are attended by the Mayors and General Managers of the Member Councils.

The CMNSW meets in Sydney quarterly. At each meeting we have high calibre guest speakers, usually Ministers or senior bureaucrats. At our next meeting we will welcome the following guest speakers:

- Mr Ian Dinham, President, Floodplain Management Australia
- Hon Melinda Pavey MP, Minister for Roads, and Maritime and Freight
- Mr Gary White, Chief Planner, Department of Planning
- Hon Gabrielle Upton MP, Minister for the Environment, Minister for Local Government, and Minister for Heritage

This allows members to be informed on current issues facing local government and gives members the opportunity to make informal contact and to make appointments with Ministers or senior staff. Many members take the opportunity while they are in Sydney to make other appointments which adds value to their visit.

The cost of membership for councils with a population of 10,000 or more has been \$750 per annum for many years. The membership fee for councils with a population of less than 10,000 is \$562.50.

I extend to your council an invitation to join the CMNSW and encourage you to come along to a meeting to see how membership can benefit you. Our next meetings will be held Friday, 24 March 2017 and Friday, 16 June 2017 if you are interested in attending (the agenda for the meeting next Friday has been attached). In the meantime, I invite you to contact me on 0429 079 217 or Allan Burgess, Secretariat, on 0418 249 174 should you wish to discuss this further.

I hope to be able to work with you all for the benefit of "non-metropolitan NSW".

Bye for now, your colleague,



Councillor Katrina Humphries
CHAIRPERSON

03) UPPER MACQUARIE COUNTY COUNCIL

Department: Executive Services

Author: General Manager

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

File No: EM.ME.6

Recommendation:

That Council receive and note the update from Upper Macquarie County Council in regards to the engagement of an Acting General Manager and review of alternative models for weed control in the UMCC region.

Reason for Report:

As Blayney Shire is a constituent member Council, this report seeks to provide Council with an update on the operations of Upper Macquarie County Council (UMCC).

Report:

UMCC was proclaimed in February 1949 and is constituted under s387 of the Local Government Act (1993) as a local control authority as defined and providing functions as set in s34 and s35 of the Noxious Weeds Act (1993). Member councils include; Blayney Shire, Lithgow City, Oberon and Bathurst Regional Councils.

The role of delegates, 2 thereof from each member council, is the same as that of a councillor. A County Council has the same compliance and reporting requirements as that of a General Purpose Council.

Mayors, General Managers and UMCC met on 9 March 2017 to discuss the future of UMCC, the necessity to appoint a General Manager and the long term funding options given the current levels of mismatch between funding, reporting and compliance demands and service levels were accepted as being unsustainable.

The meeting discussed these issues along with alternative governance models for delivery of the shared service and support was provided to UMCC to address these concerns. The following is an excerpt of a presentation made by UMCC staff.

From late April 2016, following the resignation of the part-time General Manager of Upper Macquarie County Council, the General Manager of Bathurst Regional Council assumed the role on a temporary basis.

Administration and financial management services also provided by Bathurst Regional Council, have ensured that a number of longstanding human resources and staff management issues have been dealt with including some major WHS Risk compliance matters.

Staff include a Part-time Administration Officer, 4 Noxious Weeds Officers of which 1 is Acting Chief Weeds Officer. The current structure includes a Chief Weeds Officer and 5 Noxious Weeds Officers.

Current allocation of Noxious Weeds Officers is as follows;

Bathurst Regional Council	1.6 EFT
Blayney Shire Council	1 EFT
Lithgow City Council	2 EFT
<u>Oberon Council</u>	<u>1 EFT</u>
TOTAL	5.6 EFT

The cost of each Noxious Weeds Officer (per annum) is \$101K which includes wages, staff oncosts and vehicle.

Council has received formal advice from UMCC that an Acting General Manager has been appointed and included as a priority will be the review and exploration of alternative governance models.

Issues:

Based on the current trend UMCC's Balance Sheet moves from Total Equity of \$838,000 in 2017/2018 to a forecast negative balance of \$52,000 in 2026/2027.

UMCC is faced with the following funding constraints;

- Costs increasing faster than ratepegging limit
- Grants reducing (also unreliable for budgeting purposes)
- WHS considerations – need to implement safe work options for employees especially as they work alone the majority of the time

With demand on Service Levels

- Currently inspection cycle for properties is 8 – 12 years and should be 3 - 4 year cycle;
- Administration required means up to 40% of inspectors time is spent doing paperwork;
- Roadside spraying – budget allocation has been around \$100 - \$105k for over a decade – not sufficient to complete task properly particularly in view of new legislation. Needs to be at least doubled (if not tripled);
- Prosecution for not complying with Weeds notice has been non-existent for 12 years. Procedures have been altered to allow Council to pursue this option.

Further, the Weeds Action Program Grant requirements to align with State weed priorities requires more emphasis is being placed on;

- Planning for new incursions;
- Inspection of high risk pathways e.g. roads, rail corridors, water courses;

- Inspection of nurseries, saleyards and pet shops;
- Development of rapid response plans;
- Education and weed management planning with landholders;

Inspection cycle timeframes need to be significantly reduced and a 3-4 year cycle would be preferable. However the Acting General Manager advised the meeting that this regime would require double the current staffing levels.

Budget Implications:

Current member council contributions are;

Bathurst Regional Council	\$215,086
Blayney Shire Council	\$68,899
Lithgow City Council	\$176 163
Oberon Council	\$99 099

Once the review and options for alternative governance models is completed, a strategy will be adopted by UMCC. UMCC will then consult and recommend to member councils this outcome.

Until this occurs there is no impending change to the budget and the Operational Plan 2017/18 will be prepared for Blayney Shire based on current levels.

Enclosures (following report)

1 UMCC Letter - Review of Future Directions

1 Page

Attachments (separate document)

Nil

UPPER MACQUARIE COUNTY COUNCIL

22 March 2017

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

Council Chambers

7 Lee Street, Kelso

Mail

PO Box 703, Bathurst 2795

Telephone : (02) 6338 2875

Facsimile : (02) 6331 9620

Website : www.umcc.nsw.gov.au

ABN 64420707530

Dear Ms Ryan

Upper Macquarie County Council (UMCC) – Review of Future Directions

Upper Macquarie County Council (UMCC) at its meeting on the 17 March 2017, considered a Chairman's minute. The minute dealt with the issues raised at the joint meeting of constituent Councils and UMCC held on 9 March 2017.

UMCC resolved that;

- (a) UMCC delegate to the Chairman the authority to appoint an Acting General Manager (Part time) for 12 months, and
- (b) The constituent Councils be asked to provide assistance to the Acting General Manager on a fee for service basis as needed, and
- (c) As a priority the Acting General Manager initiate a review to explore alternative governance models for weed control in the UMCC region.

As advised in earlier correspondence, Mr Roger Bailey has been appointed as Acting General Manager effective 22 March 2017.

UMCC looks forward to working with you into the future. Any queries should be referred to Roger.

Yours faithfully



Mr D J Sherley
Acting General Manager
UPPER MACQUARIE COUNTY COUNCIL

Reference: DS: AF: 18.00172-15
Contact: Roger Bailey (02) 6338 2875

The noxious weeds control authority for the areas of Bathurst Regional Council, Blayney and Oberon Shire Councils and the Lithgow City Council

04) ORANGE REGION TOURISM MEMORANDUM OF UNDERSTANDING

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 execute the Orange Region Tourism Memorandum of Understanding between Blayney Shire Council, Cabonne Shire Council, Orange City Council, Brand Orange Ltd and TDO Ltd.

Reason for Report:

Council review and approval is sought to execute the Memorandum of Understanding (MOU) between Blayney Shire Council, Cabonne Shire Council, Orange City Council, Brand Orange Ltd and TDO Ltd.

The MOU will operate from the date of signing to 31 December 2017. It is expected to be superceded by a new document for the same parties following the establishment of a new Regional Tourism entity.

Report:

At the December 2016 meeting, Council agreed to participate in the development of a new Regional Tourism Organisation (RTO) that encompassed the Blayney Shire, Cabonne Shire and Orange City Council areas.

The Mayor was nominated as the Blayney Shire representative to the Orange City Council Transition Board (**Resolution No 1612/003**) which was tasked to prepare a proposal for consideration to form an industry-led tourism entity.

Regular meetings and strategic planning sessions have been held and TDO Ltd provided an update on progress to Council at the February 2017 meeting.

Issues:

Destination NSW has undergone a restructure in 2016 and Central NSW Tourism (CNSWT) has been replaced by the Destination Network, Country and Outback with a new board now in place. Destination Networks will provide funding to local and regional tourism bodies and be a resource for industry capacity building, advocacy and development.

As a result of the changes, CNSWT has taken the opportunity to evolve and undergo its own review as to the future role and position, also how it will continue to add value to the region.

A discussion paper and options for Council consideration is being prepared currently, with feedback being sought from member councils as to the best governance model and what member councils would like to see for the future of the organisation.

Blayney Shire Council has communicated that the CNSWT focus should be;

- Management and Implementation of a CNSWT Destination; Management Plan including focus on Agribusiness Tourism Program
- Media Monitoring and leveraging industry insight by developing strategic PR and Marketing initiatives;
- Regional Public Relations campaign including activities associated with the 'UnEarth Campaign';
- Collaborative funding opportunities for the region;
- Facilitation and management of regional Tourism Research and data collection.

It is envisaged the ongoing role of CNSWT will not duplicate the work at a local Council or the TDO level. A CNSWT Board meeting will be held on 20 April 2017 to progress these issues.

During this time, CNSWT has been operating under a holding pattern with funding extended to 31 January 2017 by the NSW Government. Blayney Shire Council is a financial member of CNSWT to 30 June 2017 and has previously contributed funding to campaigns including 'Unearth Central NSW'.

Blayney Shire is also a financial member with both F.O.O.D Ltd and Brand Orange. Brand Orange's contract with Orange City Council has been extended until December 2017.

Future tourism funding will be allocated through the new Destination NSW networks, and to show how the new Orange Regional entity will fit, a hierarchy model is attached at the end of this report.

Budget Implications:

Both Orange and Cabonne Council's have significantly greater tourism and marketing budgets in addition to paid staff operating their Visitor Information Centres (VIC). Blayney Shire Council Tourism budget is very effective and efficient, reliant on volunteers operating the VIC and community driven events.

The expected level of buy-in for Blayney Shire is not known at this stage. Membership to F.O.O.D, Brand Orange and CNSWT combined is \$11,682.

Until the future of CNSWT is sorted, at this stage the only expected saving would be membership to Brand Orange for \$3,182.

Upon completion of the draft TDO Strategic Plan and budget this will be presented to Council and more informed comment will be provided.

Blayney Shire Council has a total tourism and promotions annual budget of \$64,513, (not including staff wages and oncosts) which includes the following:

Item	Budget
The Cottage Level 3 Accredited VIC Service	\$19,513
Tourism Promotions	\$33,318
Central NSW Tourism	\$5,500
Brand Orange	\$3,182
F.O.O.D Ltd	\$3,000
<hr/>	
Total	\$64,513

Tourism promotions include brochures, video and image library, banners, events, ad hoc advertising and maps. Through its current memberships and partnerships at a relatively low cost, Blayney Shire Council is able to derive significant value through collaborative activities.

The advent of a new Regional Tourism Organisation has to be considered in development of the 2017/18 Operational Plan and expectations will need to be managed so that local events, local branding (The Village Shire) are not eroded.

Enclosures (following report)

1	MOU - Orange Region Tourism Ltd	5 Pages
2	Tourism Model	1 Page

Attachments (separate document)

Nil

ORANGE REGION TOURISM MEMORANDUM OF UNDERSTANDING

This is a Memorandum of Understanding between:

Blayney Shire Council, Cabonne Shire Council, Orange City Council, Brand Orange Ltd and TDO Ltd (the Parties)

PREAMBLE

Tourism in NSW is an industry worth over \$26.5 billion and contributes \$191 million to the economy of the Orange Region each year. Growing this market is an important economic driver for the Region. The Orange Region has forged a strong relationship with Destination New South Wales and Tourism Australia and with these and other key industry operators, a new industry-led tourism organisation will strive to make the Orange Region a highly desirable destination for visitors.

This document outlines the basis for Blayney Shire Council, Cabonne Shire Council, Orange City Council, Brand Orange Limited and TDO Limited to enter into this Memorandum of Understanding (the Memorandum). The Memorandum will help define the relationship of the Parties and inform the establishment of an industry-led organisation which will be charged with driving the development of tourism in the Orange Region.

The Orange Region, comprised as it is, of a city, several towns and a legion of villages has been very successful over the past twenty-five years, evidenced by the success of events, growth in visitor numbers and high destination awareness. The Orange Region now ranks amongst the leading regional destinations in Australia as a 'must visit' rural area. Industry, community and government has focused effort on building awareness of what makes the region a great destination. This is a result of strong natural attributes, a highly marketable and energised tourism industry, a diverse economy and forward thinking local governments.

PURPOSE

The purpose of the Memorandum is to provide a high-level framework document within which the Parties can work to establish the partnership to develop (Orange Region Tourism Ltd), an industry-led tourism organisation. The development of this Memorandum will give context and structure to the Strategic Plan for (Orange Region Tourism Ltd). It is expected that, once executed, the Memorandum will commit the Parties to use their best endeavours to develop a successful Orange Region Tourism organisation. Further, after finalising and agreeing to the Strategic Plan, each party shall enter into binding funding agreements with (Orange Regional Tourism Ltd) sufficient for it to meet its agreed objectives.

NON-BINDING DOCUMENT

This Memorandum is not intended to be a legally binding document. Further, as noted in the Purpose, above, because of the need to have a secure financial basis for the new organisation, each party shall enter subsequently into binding funding agreements with (Orange Regional Tourism Ltd) sufficient for it to meet its agreed objectives.

TERM OF MEMORANDUM

The term of the Memorandum shall be from the date of this document until (Orange Region Tourism Ltd) is operational and no later than 31 December 2017.

It is expected that this Memorandum will be superceded by a document between the Parties and (Orange Region Tourism Ltd) following establishment.

THE CASE FOR A UNIFIED APPROACH

The record of the Parties in promoting the district is excellent and highly regarded by all the abovementioned Parties. However, now is the time to build on the work of the last decade and take an important role in promoting the Orange Region as a leading destination in Australia.

For Blayney Shire the opportunity to collaborate brings renewed energy and focus to the task of promoting the heritage villages of the Shire and the natural attributes and seasons that are a defining feature of the Shire and the Region.

For Cabonne Shire the collaborative opportunity will facilitate renewed focus on the productive landscapes of farms, vineyards, wineries and orchards of the Shire and develop opportunities for business development and investment.

For Orange City the strength of collaboration is the boost it will give to regional destination marketing enabling a whole-of-region benefit. It will also facilitate new partnerships with the tourism and other business sectors to drive economic growth.

Brand Orange Limited was developed to support regional tourism. After many successful years it has formed the view that regional tourism has matured to the extent that a new industry-led model is required to take the sector forward.

TDO Limited has been established expressly to develop the basis for an industry-led regional tourism organisation that takes Orange Region tourism to a new level. The new industry-led organisation will draw on the assets of the region to develop plans, programs and events that will continue to improve visitor numbers and the recognition of the Orange Region as a destination of choice.

PRINCIPLES

The overriding principle of the Memorandum is to create a good working relationship and effective partnership between all the Parties in the best interest of the Parties and the tourism interests of Blayney, Cabonne and Orange.

The Parties:

- Will strive to achieve the aims and objectives of the Memorandum in an atmosphere of mutual respect, collaboration and cooperation.
- Agree to the spectrum of activities that make up this Memorandum and the Strategic Plan (which will be attached once developed and agreed).
- Acknowledge (Orange Region Tourism Ltd) will be 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 and facilitate meetings with stakeholders as necessary.

OUTCOMES

This Memorandum outlines the relationship of the Parties and the agreed elements that will be basis for creating a new industry-led regional tourism entity supported by the Parties. (Orange Region Tourism Ltd) will be a not for profit company limited by guarantee and, inter-alia, will manage the transition from the current Brand Orange and Council operated tourism programs to the new organisation.

The governance structure is a Board agreed and appointed by the Parties. The intention is that the Board will move to a member-elected, skills-based Board over time and that this will be a matter to be determined by the Board of (Orange Region Tourism Ltd).

SCOPE

The scope of this Memorandum is to establish the relationship and those elements already agreed to develop the Strategic and Operating Plans, Financial Plan and Risk Analysis across the areas of tourism development, marketing, promotion and information services for the Orange Region.

AGREED POSITION, ROLES & RESPONSIBILITIES OF PARTIES

The focus for (Orange Region Tourism Ltd) will be to increase Tourism as broadly defined i.e. to attract more people to come to the Region to visit, live and invest. It will have a supporting and complementary role with the three Councils regarding industry development, investment and job creation. The three Councils will continue to deliver some tourism services as outlined in the Strategic and Operational Plans.

The Parties note that, to date, TDO Ltd:

- Will produce a draft Strategic and Operational Plan including a 3yr financial model and risk analysis for (Orange Region Tourism Ltd).
- Has agreed that the web platform to be used will be the visitOrange platform including the 'bookeasy' accommodation system or an agreed alternative system.
- Agreed to establish, in partnership with the three Councils, a Service Level Agreement for the delivery of Visitor Information Services, in particular, it is agreed that common information and operating frameworks will be produced. Over time and after establishment and stability, Orange Region Tourism Ltd will propose a review of the auspice of the Visitor Information Centres.
- Formalised the structure of a representative Board that will, over time, move to an elected skills-based Board.
- Will propose a start-up organisational structure.
- Agreed the principles on which a new regional brand (logo) is finalised.
- Agreed that there will be a single social media platform for the Region.
- Agreed that the new industry-led organisation will support initiatives across many sectors including recreational, sporting and heritage sectors.

The parties to this Memorandum support these initiatives.

Blayney Shire Council will contribute human and financial resources to the organisation to be defined in the contract with (Orange Region Tourism Ltd). It will nominate one representative to the Board of (Orange Region Tourism Ltd).

Cabonne Shire Council will contribute human and financial resources to the organisation to be defined in the contract with (Orange Region Tourism Ltd). It will nominate one representative to the Board of (Orange Region Tourism Ltd).

Orange City Council will contribute financial resources (currently approximately \$400,000) and human resources via a Service Level Agreement to the organisation to be defined in the contract with (Orange Region Tourism Ltd). It will nominate two representatives to the Board of (Orange Region Tourism Ltd).

Brand Orange Ltd will contribute IP & goodwill and negotiate for BOL members to transition to the new organisation from 1st July 2017. It will nominate four representatives to the Board of (Orange Region Tourism Ltd).

TDO Ltd will continue to be the management vehicle to bring the parties together and manage the transition to the new entity.

EXCLUSIONS

The scope of this Memorandum excludes civic events such as Australia Day, ANZAC Day, Carols by Candlelight, Sister Cities and general civic events. It also excludes general advertising.

AUTHORISATION

Blayney Shire Council: Name:_____

Position:_____

Date / / 2017

Cabonne Council: Name:_____

Position:_____

Date / / 2017

Orange City Council: Name:_____

Position:_____

Date / / 2017

Brand Orange Limited Name:_____

Position:_____

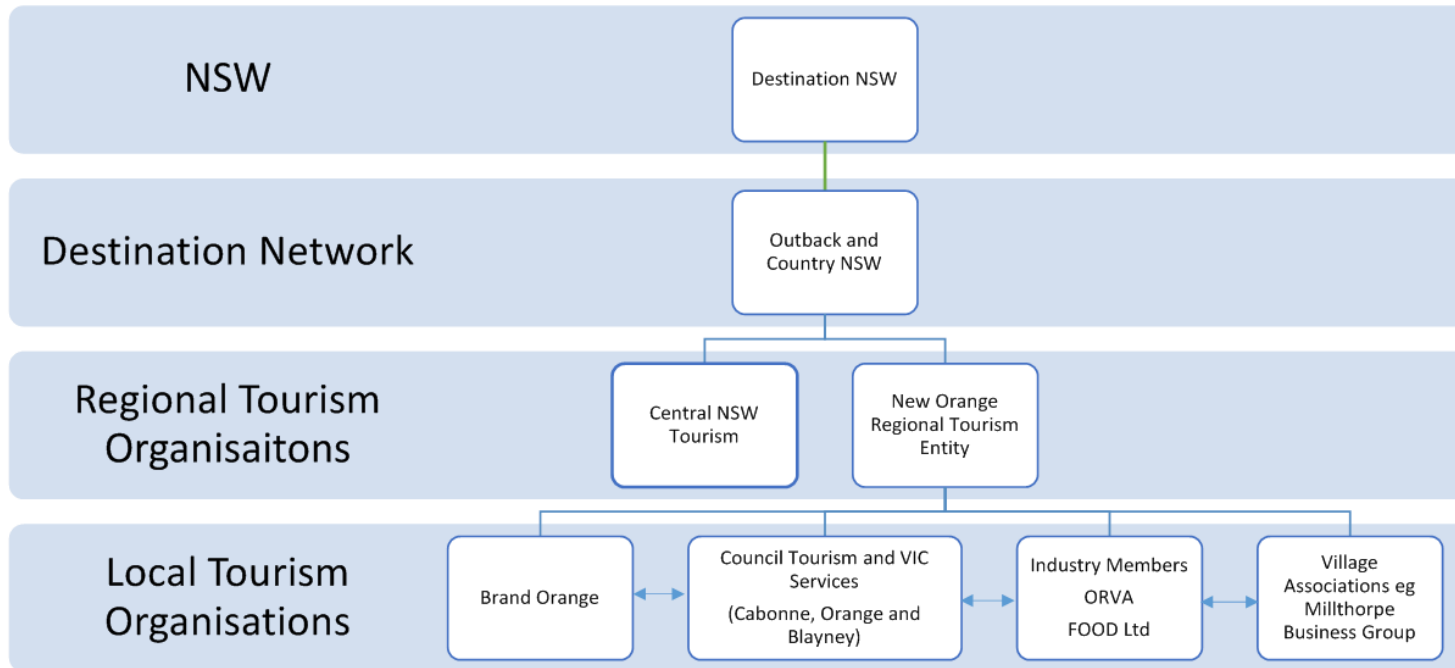
Date / / 2017

TDO Limited Name:_____

Position:_____

Date / / 2017

Tourism NSW Networks



05) RISK, WORK HEALTH AND SAFETY QUARTERLY REPORT**Department:** Executive Services**Author:** Risk Officer**CSP Link:** 6.3 A well-run Council organisation.**File No:** GO.ME.1**Recommendation:**

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

Reason for Report:

To update Council on Risk, Work Health and Safety activities and performance for the period January to March 2017.

Report:**Consultation**

- The Health and Safety Committee met in March. Risk, Health and Safety are discussed at weekly departmental and MANEX meetings.
- Risk Management and WHS are included in the agenda for weekly MANEX meetings.
- All staff are encouraged to participate in risk, health and safety and report any concerns to their representatives, supervisor or Risk Officer.

Centroc

Manager Human Resources attended Work Health and Safety (WHS)/Risk Management Group meeting at Cowra in March.

Health and Wellbeing

Ergonomic assessments have been conducted with staff at workstations and reports will be available in April.

Training

Nominated staff have completed training and achieved competency in use of Plant.

Insurance

Statewide Mutual has advised Council a letter to confirm the 2015/16 discretionary bonus will be sent out in April.

Workers Compensation

There have been 2 Lost Time Incidents (LTI) during the quarter.

	2015-16	July-Dec 2016	Jan-Mar 2017
Claims	6	1	4
Lost Time Incident	3	1	2
Days lost	6	6	17

Notifications of Injuries/Incidents/Hazards

	2015-16	July-Dec 2016	Jan-Mar 2017
Injury	15	9	9
Incident	30	14	4
Hazard	14	2	3

Integrity Management

Phase 2 of the Integrity Management Programme, the Diagnostic Review including Document Review and interviews was completed in March. The final report will be sent to Council in May.

Contractors

Contractors working with Council are inducted to site and participate in the site specific risk assessment. 22 Contractors have completed the CENTROC WHS induction during this quarter.

Volunteers

Volunteers at the Visitor Information Centre completed a Health and Safety induction prior to the re-opening, after the refurbishment project.

Events

CentrePoint Open Day, Blayney Farmers Markets and Tourism Events have been held without any identified Risk, Health and Safety issues.

Issues:

Nil.

Budget Implications:

Council's Workers Compensation third quarter payment (1/01/2017 – 31/03/2017) was \$27,922.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

06) COUNCIL RESOLUTION REPORT**Department:** Executive Services**Author:** General Manager**CSP Link:** 6.3 A well-run Council organisation.**File No:** GO.ME.1**Recommendation:**

That Council notes the Outstanding Resolution Report to March 2017

Reason for Report:

The General Manager is responsible for ensuring that Council's policies, decisions and priorities are implemented in a timely and efficient manner, consistent with the goals and objectives of Council. The General Manager provides the management oversight in relation to all information progressing from appropriate staff to Council for consideration via the Business Paper.

After a Council meeting, each resolution is allocated to the General Manager or responsible officer to action in accordance with the intent of the Council decision. Directors then provide feedback to the General Manager as to the progress of these resolutions on a monthly basis.

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

Report:

This Council Outstanding Resolution Report includes Council Resolutions up until the March 2017 Council Meeting.

Council currently has 18 resolutions 'in progress'.

A note in the status section has been completed by the relevant responsible officer with a reason if available.

Date of Council Meeting	Res. No	Resolution	Owner	Comments
15-Feb-16	1602/027	Strategic Planning Projects RESOLVED 3. That Council proceed to prepare a Planning Proposal to rezone the area described "Blayney West" from RU2 Rural Landscape to appropriate residential zoned land.	DPES	Will be considered in a review of the Blayney Shire Settlement Strategy.

24-Oct-16	1610/013	<p>Reduction Of Rating Income Following Expiry Of 2008/09 Special Rate Variation RESOLVED 1. That Council receive the report on the Reduction of Rating Income following expiry of the 2008/09 Special Rate Variation. 2. That Council makes further representations to the Office of Local Government referring to the fact that, under the instrument approving the Community Centre SRV signed by Minister for Local Government, any adjustment to Council's general income should occur in the 2018/19 rating year.</p>	DCS	<p>In Progress: OLG Relationship Officer contacted 21 March 2017 with a view to ascertaining current status and follow up 31 March 2017. Awaiting formal response.</p>
21-Nov-16	1611/006	<p>Minutes of the Blayney Shire Cultural Centre Working Group Meeting held Monday 7 November 2016 RESOLVED 3. That the issue of Caravan/Long Vehicle Parking in Adelaide Street be referred to the Traffic Committee to investigate, including an assessment of signage to direct people to correct areas.</p>	MI	<p>In progress: Consultation required with business owners and residents on Adelaide Street between Ogilvy and Burns Streets by end of April</p>
19-Dec-16	1612/004	<p>Minutes of the Blayney Shire Cultural Centre Working Group Meeting held Monday 5 December 2016 RESOLVED 2. That feedback be provided to the Disability Inclusion Action Plan to include a review of the Disabled Parking Options in Adelaide Street.</p>	DCS	<p>In progress: Noted. Included in audit of Council buildings for accessibility.</p>
		<p>3. That the Canobolas RFS Zone Committee consider the locations and type of bush fire danger rating signs and their effectiveness in the Blayney Shire and to provide a solution as to a potential location and cost of an electronic sign in Blayney.</p>	GM	<p>In progress</p>
19-Dec-16	1612/022	<p>Contaminated Land Policy RESOLVED That Council place the draft Contaminated Land Policy on public exhibition for a period of 28 days.</p>	DPES	<p>In progress: Properties with potential contamination currently being identified for inclusion in the policy.</p>

20-Feb-17	1702/003	<p>The Cottage MOU Blayney Shire Arts and Crafts Council Incorporated RESOLVED</p> <p>1. That Council approve the Memorandum of Understanding with the Blayney Shire Arts and Crafts Council Incorporated as presented.2. That Council approve the annual donation of \$440 being the relevant hire charge for Cadia Meeting room as noted in Council's Operational Plan 2016/17 for 11 meetings per year and this donation be included in Council's Community Financial Assistance Program, Annual Financial Assistance list of recurrent contributions 2017/18.</p>	DCS	Awaiting return of MOU. Chairperson unavailable due to ill health.
20-Feb-17	1702/004	<p>Inala Units Millthorpe RESOLVED</p> <p>That Council endorse the recommendations of the Inala Units Working Group and proceed with the Expression of Interest for a suitably qualified community housing provider to take over responsibility for the ownership, maintenance and operation of the Inala complex as affordable housing facility on a long term basis.</p>	DCS	EOI run and applications received. Working group meeting to be scheduled to review applications.
20-Feb-17	1702/013	<p>Related Parties Disclosures Policy RESOLVED</p> <p>That the draft Related Parties Disclosure policy be placed on public exhibition for a period not less than 28 days.</p>	DCS	One submission received from Auditor and policy to be reviewed. Report to be tabled to April 2017 meeting.
20-Feb-17	1702/014	<p>Requests For Interest Free Loans RESOLVED</p> <p>That Council place on public exhibition, for a period of at least 28 days, the proposed resolution 'That Council provide interest free loans of \$40,000 for repayment over 2 years to Dr. Kalpana Srikantharan and Dr. Sothilingham Vijayakumar pursuant to policy 6C Package for Doctors Incentives for Retention / Attraction'.</p>	DCS	The resolution was placed on Public Exhibition for a period of 28 days and a report to Council will be submitted at the April Council meeting.

20-Feb-17	1702/018	<p>Future development of unused land fronting Frape Street, Blayney RESOLVED That Council:- Prepare a development application for a 3 lot subdivision of Lot 19 DP 244853 and develop 2 residential lots of approximately 930m2 fronting Frape Street and rehabilitate the residue for conversion into open space. Vote funding of \$70,000 from the internally restricted Property Account for development and rehabilitation costs associated with the 3 lot subdivision of Lot 19 DP 244853.</p>	DIS	In progress
20-Feb-17	1702/019	<p>Resources For Regions Funding RESOLVED 1. That Council approve the addition of 8 Operations Staff on temporary contracts for the duration of the Resources for Regions project. 2. That Council approve the procurement of 2 water carts, 2 rollers, 4 utes, and 1 x 8 tonne tipping truck.</p>	MO	In progress
20-Mar-17	1703/001	<p>Cowra Lines Alliance RESOLVED That Council endorse the commitment made on behalf of Blayney Shire Council for a quarter share of the final cost to the Cowra Lines Alliance to engage Lycopodium Infrastructure Pty Ltd for a Line Re-opening Transport Study for the Blayney to Demondrille Railway Line and approve the \$7,838 supplementary vote to the next QBRS to fund this request.</p>	GM	In Progress: Lycopodium assessment scheduled week commencing 10 April.

<p>20-Mar-17</p>	<p>1703/003</p>	<p>WBC Alliance RESOLVED That Council note and receive the WBC Alliance Board meeting held on 27 February 2017 endorsing the recommendations as follows; <ul style="list-style-type: none"> • That the position of Executive Manager is not required beyond 30 June 2017 because the role has achieved the objectives of the WBC Alliance. • In accordance with the resolution passed on 22 June 2016, the negotiated redundancy costs be shared 50:50 between Cabonne and Blayney Shire Councils. • That the Executive Manager be formally recognised for the outstanding contribution to the success of the Alliance for the past 9 years. • That Blayney Shire Council reaffirms its commitment to the ongoing value of the Alliance. • That the WBC Board investigate the advancement of a rural Councils' alliance. </p>	<p>GM</p>	<p>In progress</p>
<p>20-Mar-17</p>	<p>1703/004</p>	<p>Endorsement of Central NSW Tourism - Destination Management Plan RESOLVED 1. That Council formally endorse the Central NSW Tourism Destination Management Plan (DMP) 2016-17. 2. That Council continues to provide 'in principle' support to Central NSW Tourism through membership funding in FY2017/18 pending the consideration of an Options Paper being received from Central NSW Tourism.</p>	<p>CD&TPO</p>	<p>In Progress: DMP has been endorsed by Council. Awaiting funding structure model</p>
<p>20-Mar-17</p>	<p>1703/011</p>	<p>Minutes of the Blayney Traffic Committee Meeting Held 17 February 2017 RESOLVED 3. That Council support Anzac Day 2017, work with RSL/Anzac Day Committees in Blayney, Millthorpe, Neville and Mandurama, and ensure Traffic Control Plans provided by Council are put in place, road closures are advertised.</p>	<p>MI</p>	<p>In progress</p>

20-Mar-17	1703/012	<p>Minutes of the Blayney Shire Sports Council Meeting held on Thursday 23 February 2017 RESOLVED 2. That Council review Fees and Charges for schools and heritage schools for hire of Council’s Sporting Ovals. 3. That Council investigate options for entry charge into swimming pool at CentrePoint for primary school aged children in view of encouraging more patronage and accessibility for learning to swim and carnivals. 4. That Council investigate a safe for the storage of the laptop at King George Oval.</p>	DIS	In progress
20-Mar-17	1703/015	<p>Fossicking District Request for Blayney Shire RESOLVED That Council consent to the Blayney Shire Council Local Government Area being declared a Fossicking District subject to there being no submissions following the public exhibition period of 28 days.</p>	STP	In progress
20-Mar-17	1703/017	<p>Minutes of the Blayney Shire Access Advisory Committee Meeting held Thursday 9 February 2017 RESOLVED 3. That accessible seating, proposed as stage 2 of the King George Oval seating upgrade, is constructed as soon as possible.</p>	DPES	Referred to Infrastructure Services for action

Enclosures (following report)

Nil

Attachments (separate document)

Nil

07) REPORT OF COUNCIL INVESTMENTS AS AT 31 MARCH 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 March 2017 be received and noted.
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 March 2017.

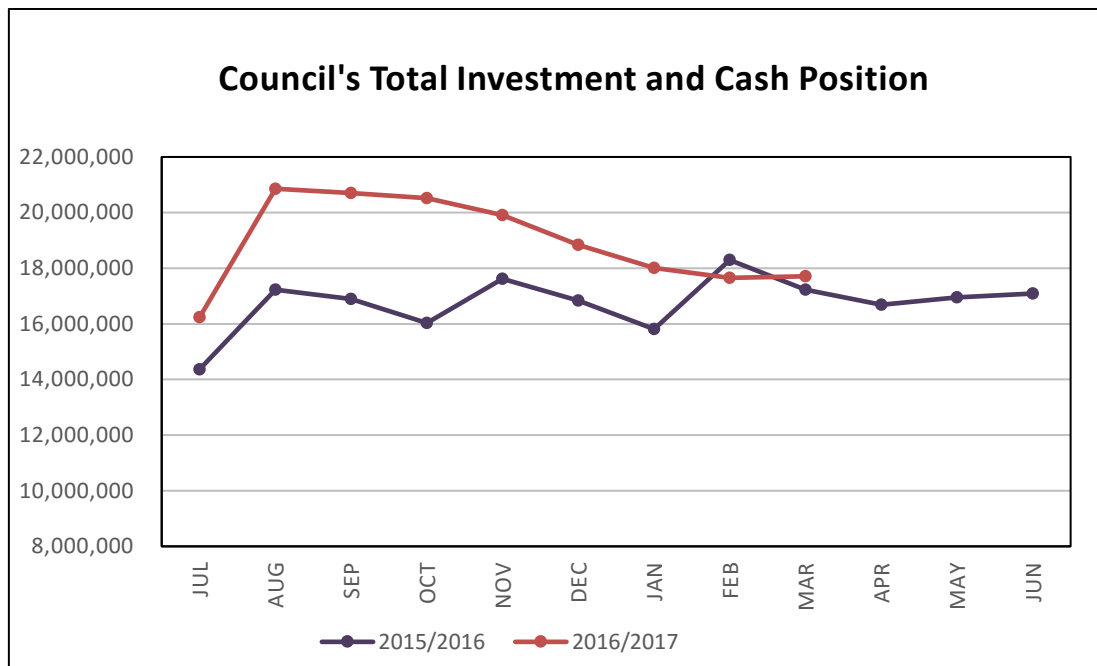
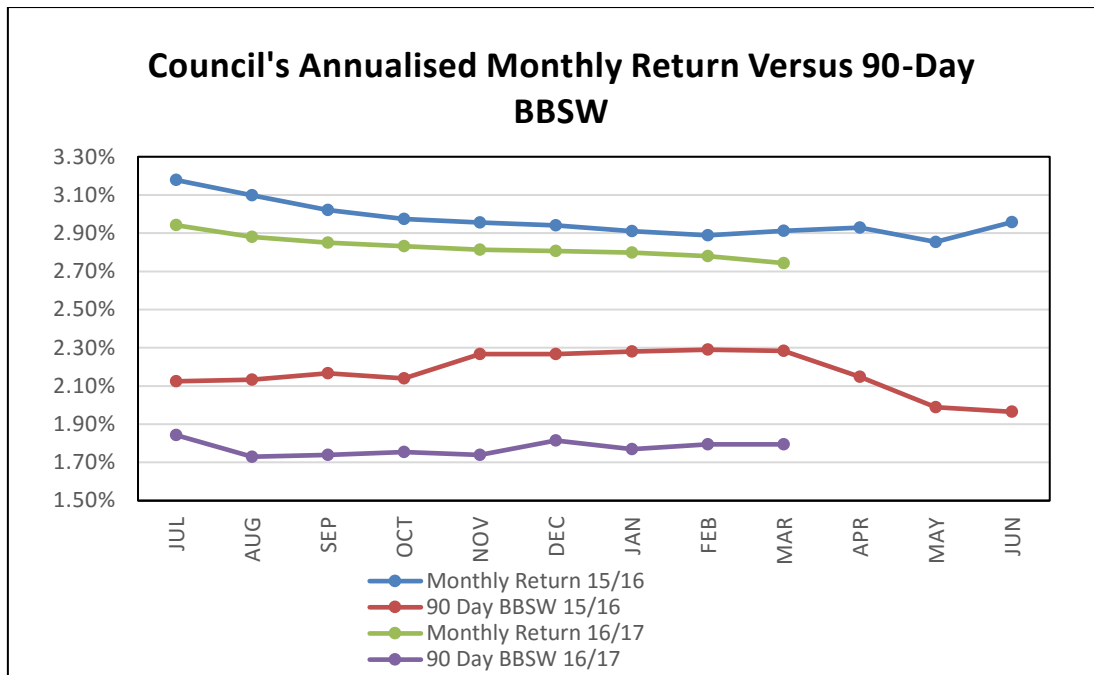
Report:

This report provides details of Council's Investment Portfolio as at 31 March 2017.

Council's total investment and cash position as at 31 March 2017 is \$17,714,908. Investments earned interest of \$39,448 for the month of March 2017.

Council's monthly net return on Term Deposits annualised for March of 2.74% outperformed the 90 day Bank Bill Swap Rate of 1.80%.

During the month the General Manager and a number of Council staff met with TCorp during the month to discuss investment products they have available for council to invest in. Council is in the process of establishing an account with TCorp. This will be helpful should Council be able to borrow from TCorp.



REGISTER OF INVESTMENTS AND CASH AS AT 31 MARCH 2017				
Institution	Rating	Maturity	Amount \$	Interest Rate
AMP Bank	A1/A+	11/07/2017	500,000	2.800%
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+	9/05/2017	500,000	3.000%
AMP Bank	A1/A+	31/05/2017	500,000	3.000%
AMP Bank	A1/A+	15/06/2017	500,000	2.900%
Bank of Queensland	A2/A-	3/07/2017	500,000	2.750%
Bank of Queensland	A2/A-	16/05/2017	500,000	2.700%
Bankwest	A1+/AA-	4/04/2017	506,244	2.550%
Bankwest	A1+/AA-	30/11/2017	500,000	2.550%
Bankwest	A1+/AA-	25/07/2017	500,000	2.600%
Bendigo & Adelaide Bank	A2/A-	23/11/2017	500,000	2.700%
Bendigo & Adelaide Bank	A2/A-	13/06/2017	500,000	2.900%
Bendigo & Adelaide Bank	A2/A-	22/08/2017	1,000,000	2.700%
Bendigo & Adelaide Bank	A2/A-	29/08/2017	1,000,000	2.700%
IMB	A2/BBB	11/04/2017	500,000	2.600%
ING Bank	A2/A-	31/08/2017	500,000	2.750%
ING Bank	A2/A-	12/09/2017	500,000	2.700%
Macquarie Bank	A1/A	8/05/2017	500,000	2.800%
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+	23/05/2017	500,000	2.670%
MyState Bank Limited	A2/BBB+	30/05/2017	500,000	2.670%
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-	23/05/2017	500,000	2.890%
NAB	A1+/AA-	31/10/2017	500,000	2.600%
NAB	A1+/AA-	14/11/2017	500,000	2.740%
Total Investments **			16,506,244	2.743%
Benchmarks:	BBSW 90 Day Index			1.795%
	RBA Cash Rate			1.500%
Commonwealth Bank - At Call Account			500,000	1.380%
Commonwealth Bank Balance - General **			708,664	0.950%
TOTAL INVESTMENTS & CASH			17,714,908	

* % Interest rates as at 31/03/2017

** Councils current cash position significantly increased during the September quarter as a result of Councils largest rate payer paying their 2016/17 rates in full at the first instalment date. These funds have been invested with a maturity date that coincides with the remaining instalments due dates in order to manage ongoing cash flow requirements and represents \$1,078,985 of the unrestricted cash balance as at 31 March 2017.

Summary of Investment Movements - March 2017			
Financial Institution	Invst/(Recall) Amount \$	Commentary	
ME Bank	(515,560.27)	Term Deposit Matured 06/03/2017	
ME Bank	(515,307.95)	Term Deposit Matured 07/03/2017	
Auswide Bank Ltd	(514,958.90)	Term Deposit Matured 07/03/2017	
MyState Bank Limited	500,000.00	Term Deposit Invested 08/03/2017	
MyState Bank Limited	500,000.00	Term Deposit Invested 08/03/2017	
ING Bank	500,000.00	Term Deposit Invested 08/03/2017	
Short Term Credit Rating*	Policy Maximum	Current Holding %	Current Holding \$
A-1+	100%	24%	4,006,244
A-1	80%	21%	3,500,000
A-2	60%	55%	9,000,000
A-3	40%	0%	-
			16,506,244

*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	3,000,000
Bank of Queensland	A2/A-	3,000,000	1,000,000
Bankwest	A1+/AA-	3,000,000	1,506,244
Bendigo & Adelaide Bank	A2/A-	3,000,000	3,000,000
IMB	A2/BBB	3,000,000	500,000
ING Bank	A2/A-	3,000,000	1,000,000
Macquarie Bank	A1/A	3,000,000	500,000
ME Bank	A2/BBB+	3,000,000	1,000,000
MyState Bank Limited	A2/BBB+	3,000,000	2,500,000
NAB	A1+/AA-	3,000,000	2,500,000

<u>RESTRICTED CASH, CASH EQUIVALENTS & INVESTMENTS</u>	
	\$ 000's
External Restrictions - Sewer*	5,157
External Restrictions - Unexpended Grants*	1,282
External Restrictions - Other*	2,267
	8,706
Internal Cash Restrictions*	8,232
Unrestricted	777
	9,009
TOTAL CASH & INVESTMENTS	17,715

* Restrictions represent balance as at 1 July 2016 carried forward from 2015/16 Audited Financial Statements

** Unrestricted cash balance is inclusive of \$1.079m rates paid in advance. This amount exceeds the unrestricted cash balance of \$777K and is attributed to the use of internal restrictions in the 2016/17 financial year to fund capital projects.

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

08) BLAYNEY SHIRE AUDIT COMMITTEE MEETING ANNUAL REPORT

Department: Corporate Services

Author: Director Corporate Services

CSP Link: 6.3 A well-run Council organisation.

File No: FM.AU.1

Recommendation:

That the Annual Report on the operations of the Blayney Shire Audit Committee for the period 1 June 2015 to 31 December 2016, as required under the Council's Audit Committee Charter, be received and noted.

Reason for Report:

For Council to receive the Blayney Shire Audit Committee for the period 1 June 2015 to 31 December 2016.

Report:

The Audit Committee Charter adopted by Council requires that the Committee report at least annually on its activities. The Audit Committee Annual Report tabled covers operation of the Audit Committee for the period 1 June 2015 to 31 December 2016.

The report provides a background to the establishment of the Audit Committee, its membership, operation during the period and areas for development in the year to come. This report is based on the annual reporting format suggested by the 2011 Victorian Local Government publication *Audit Committees - A Guide to Good Practice for Local Government*.

The Audit Committee Chair and Independent Member appointee, Mr Steve Kent with input from Independent Member appointee, Mr Phil Burgett, has prepared the report.

The Audit Committee Annual Report was tabled before the Audit Committee meeting held 27 March 2017.

The Audit Committee plays a key role in assisting Council to fulfil its governance obligations with oversight responsibilities in areas such as financial reporting, compliance, internal control systems, risk management systems and the internal and external audit functions. This report serves to inform Councillors on activities and accomplishments.

Issues:

Nil

Budget Implications:

Costs associated with the Audit Committee is provided for in Council's 2016/17 Operational Plan.

Enclosures (following report)

- | | | |
|---|---|---------|
| 1 | Blayney Shire Audit Committee Annual Report 2015-2016 | 4 Pages |
|---|---|---------|

Attachments (separate document)

Nil

Blayney Shire Council - Audit Committee

Annual Report 2015-2016

Report dated January 2017 from the Chairperson, Blayney Shire Council Audit Committee on the operations of the Audit Committee for the period 1 June 2015 to 31 December 2016, as required under the Council's Audit Committee Charter.

Purpose of Report

The Audit Committee Charter adopted by Council requires that the Committee report at least annually on its activities. This report covers the period 1 June 2015 to 31 December 2016, with the Committee having operated for just over 5 years to this point. The report provides a background to the Audit Committee's membership, operations during the period and areas for development in the year to come. This report is based on the annual reporting format suggested by the 2011 Victorian Local Government publication *Audit Committees - A Guide to Good Practice for Local Government*. Prior to its presentation to Council the report was reviewed and endorsed by the Members of the Audit Committee.

Background / Introduction

Council's Audit Committee inaugural meeting was held on 28 September 2011. Since then, the Committee has held regular meetings in accordance with its Charter that is based on guidelines issued by the Department of Premier & Cabinet, Division of Local Government in October 2008 and revised in 2010. The Audit Committee Charter is complemented by an Internal Audit Charter. The Audit Committee Charter sets out the roles and responsibilities of the Committee, its authority, membership and the tenure of its members, the operation of its meetings, how decisions are made and its reporting responsibilities. It is reviewed, and amended as necessary on an annual basis.

Membership of the Audit Committee comprises one Councillor and two Independent Members. The Independent Members of the Committee were selected following a request for interest process conducted by the WBC Alliance. To improve communication, co-ordination and co-operation across the three Councils of Blayney, Cabonne and Central Tablelands Water, the two Independent Audit Committee Members were appointed to all three Council Audit Committees.

A list of Committee meeting dates and attendances by Committee members is set out in the Table below:

Audit Committee Membership

The Committee is currently comprised of the following members:

Independent members:

- Mr Steve Kent (Current Chairperson) and .
- Mr Phil Burgett.

Councillor members:

- Councillor Scott Ferguson (voting).
- Councillor Allan Ewin (alternate)
- Councillor David Somervaille (alternate)

Mr Steve Kent is an experienced internal audit, risk management and consulting professional with considerable local and state government internal audit experience. He currently works as a Principal with the BDO, Risk Advisory practice in Sydney.

Mr Phil Burgett is a highly experienced professional accountant and external auditor with considerable experience in local government. He retired approximately 5 years ago, after a lengthy career as a Partner with the Bathurst based professional accounting firm; Morse Group.

During the period, the Audit Committee was attended by and received support from:

- Council's General Manager, Ms Rebecca Ryan;
- Mr Anton Franze, Director Corporate Services and,
- Ms Jennie Robson, Risk Officer.

The Committee would like to formally acknowledge the support provided by the General Manager Ms Rebecca Ryan, Mr Anton Franze and Ms Jennie Robson.

Meetings of the Committee

The Table below sets out the meetings of the Committee held during the reporting period and the attendance of Committee Members at these meetings.

Meeting Date	Mr Steve Kent	Mr Phil Burgett	Councillor Ferguson	Councillor Somervaille
22/7/2015	✓	✓	X	✓
22/10/2015	✓	✓	X	✓
17/2/2016	✓	✓	X	✓
30/11/2016	✓	X	X	✓

Role of the Committee

The role of the Audit Committee can be summarised as being to oversight risk, compliance, external accountability and internal control in Council. It does this by:

- examining and commenting on Council's risk management framework and practices;
- reviewing internal control mechanisms;
- reviewing financial reporting and controls in Council including meeting with Council's external auditors;
- monitoring legislative compliance including compliance with policies and guidelines issued by the Division of Local Government;
- supporting an active program of internal audit by authorising an annual and strategic internal audit program as well as overseeing progress with the implementation of the recommendations of completed audit reports.

Achievements During the Reporting Period

The latest period of operation of the Audit Committee has been characterised by a number of key activities. These are separately commented on below:

Internal Audit

Council's last three year internal audit plan is expired on 30 June 2015. During the period to the date of this report, no internal audits have been undertaken, albeit that a control self - assessment of DA processes was undertaken using the ICAC DA Assessment Tool / checklist and focus has been given to other priorities, such as the development risk management and 'Fit for the Future' activities (see comments on risk management below).

The last internal audit undertaken (by IAB Services) was the subject of the 2012/2013 Annual Report and related to a Health Check Review of Information Technology Strategy and Network Security Systems.

The Committee has agreed during the course of the period that the development of a formalised Risk Management Framework - RMF (including an enterprise – wide risk assessment) was of a much higher priority than completing internal audits, given that the former matter has been discussed over a considerable period. It was also agreed that once completed, the RMF will be used to inform the development of a new Strategic Internal Audit Plan from 1 July 2016, as soon as practicable.

Internal Audit Charter

In view of the fact that an active strategic internal audit plan is not in place, Council's non - compliance with the Internal Audit Charter should be kept under review, including its relevance in regard to Council's overall governance framework.

Risk Management

The Committee has continued to promote the need for an RMF, including the completion of a risk register to assist Council's' decision making, risk mitigation activities and for identifying areas for possible review / internal audit.

Council with involvement of its Risk Officer has made good progress in imbedding risk management within Council and this has included:

- Developing a Statewide Continuous Improvement Pathway that includes an Enterprise Risk Management Plan.
- Developing an RMF, including a risk register.
- Holding a number of risk workshops with Directors, Managers, Councilors and Staff to identify, assess and record risks, together with the promulgation of good risk management practices.
- Developing a Business Continuity Plan.

Some of Council's RMF documentation is still being fine – tuned, so this particular area will continue to be closely monitored by the Committee and advice provided, where applicable.

External Audit Management Letters / Annual Financial Statements

During the period under review, the Audit Committee has considered the external auditor's management letters for 2015 and 2016 and Council management's responses. The Committee noted that there were no significant findings in the letters and decided it was not necessary to formally meet with Council's external auditor. A meeting with the external auditor will be reconsidered for 2017.

In addition, the 2015 and 2016 Annual Financial Statements for Council were considered by the Committee.

Status of Internal Audit Report Recommendations

The status of past internal audit report recommendations have been considered at each meeting, with satisfaction being expressed at the progress in implementation. There are only a small number of recommendations remaining outstanding and these should be closed out at the beginning of the next financial year. They relate to ICT (DRP) and the DA control self - assessment noted earlier.

Audit Committee Charter

The Charter was reviewed during the period with some but not significant changes being made with the revised Charter being adopted by Council on 21 March 2016..

Future Directions

The Audit Committee is well established and looking to making a future contribution in the following areas:

- Assisting with the development of a new Strategic / Annual Internal Audit Plan;
- Providing ongoing support and guidance to Management in respect of fine tuning RMF documentation and application;
- Supporting Council during the foreshadowed change in external auditor to the NSW Audit Office;
- Continuing to encourage the exchange of relevant risk and audit information between the member Councils of the Alliance;
- Seeking to maintain and improve the timely flow of information from Council to the Committee. During the year, the information and explanations provided by Council have proven quite useful;
- Maintaining a watching brief over the possible changes to Council (and the WBC Alliance) structures / operations in regard to Council mergers; and
- Reviewing the Audit Committee Charter on a periodic basis. This will need to include the foreshadowed changes to the LG Act in regard to the Committee's name and activities;

Recommendation: That Council receive and note this report.

Steve Kent

Chairperson Blayney Shire Council Audit Committee

Blayney Shire Council Audit Committee Annual Report 2015-2016

09) ADOPTION OF REQUESTS FOR INTEREST FREE LOANS

Department: Corporate Services

Author: Director Corporate Services

CSP Link: 5.2 Fit and healthy community members.

File No: CR.SD.1

Recommendation:

That Council approve the provision of 2 interest free loans of \$40,000 each for repayment over 2 years to Dr. Kalpana Srikantharan and Dr. Sothilingham Vijayakumar pursuant to policy 6C Package for Doctors Incentives for Retention / Attraction.

Reason for Report:

For Council to endorse 2 requests for interest free loans under policy 6C Package for Doctors Incentives for Retention / Attraction.

Report:

Council at its meeting held 20 February 2017 considered this application and resolved the following:

That Council place on public exhibition, for a period of at least 28 days, the proposed resolution 'That Council provide interest free loans of \$40,000 for repayment over 2 years to Dr. Kalpana Srikantharan and Dr. Sothilingham Vijayakumar pursuant to policy 6C Package for Doctors Incentives for Retention / Attraction'. (Resolution No. 1702/014)

Council's policy 6C Package for Doctors Incentives for Retention / Attraction offers incentive to attract and retain doctors in the Blayney Shire through a \$40,000 2 year interest free loan. The intent of the policy is for securing new General Practitioners to practice in the Blayney Shire.

At the closing date of the exhibition period Council had received no submissions.

Issues:

The awarding of these loans will render Council as an unsecured creditor in the event of default as these debts will not be considered a "charge on property" for debt recovery purposes.

Budget Implications:

As this will become an interest free loan, the cash outflow will not affect Council's operational budget result. However, it will reduce unrestricted cash levels over the next 2 years.

At current rate of return of 2.74% per annum, these loans would result in a loss of investment interest revenue of approximately \$3,288 over the 2 year period.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

10) MINUTES OF THE BLAYNEY SHIRE AUDIT COMMITTEE MEETING HELD 29 MARCH 2017

Department: Corporate Services

Author: Director Corporate Services

CSP Link: 6.3 A well-run Council organisation.

File No: FM.AU.1

Recommendation:

That the minutes of the Blayney Shire Audit Committee meeting held 27 March 2017 be received and noted.

Reason for Report:

For Council to endorse the minutes of the Blayney Shire Audit Committee meeting held 27 March 2017.

Report:**MINUTES OF THE MEETING OF BLAYNEY SHIRE AUDIT COMMITTEE HELD IN THE COMMUNITY CENTRE WEDNESDAY 27 MARCH 2017**

The meeting commenced at 9:06am

1. Present

Steve Kent	(Chair – Independent)
Phil Burgett	(Independent)
John O'Malley	(Intentus - NSW Audit Office Contract Auditor)
Jennie Robson	(Risk Officer)
Anton Franze	(Director Corporate Services – secretariat)
Rebecca Ryan	(General Manager)
Tiffaney Irlam	(Chief Financial Officer)
Cr. Ferguson	(Councillor)

2. Apologies

Nil.

3. Declarations of Interest

Nil.

4. Adoption of Previous Minutes

Minutes of meeting held 20 November 2016 were adopted.

5. Risk Management Update

Report tabled by Risk Officer:

- RMAP Tabled.

- Integrity Management Program bring undertaken to review Council governance framework and processes. – Interviews 28/3/17.
- Risk Register – development ongoing. Feedback provided – General observation over controls & risk treatment plans. Is there actions at the next level down below the “motherhood statement (control)”? Does it exist & where does it sit? Evidence of controls being undertaken.

6. Review role of committee

- Feedback from Office Local Government is that guidelines are likely in 2020.
- Draft committee charter to be prepared for next Audit Committee meeting.

7. Audit Committee 2015/16 Annual Review and Report

- Report accepted and reported. To be reported to next Council meeting.

8. External Audit Client Service Plan

John O'Malley, Intentus Chartered Accountants, spoke to audit plan. Discussion of scope – nothing outside the specified scope to be undertaken. Should anything arise it will require negotiation with the Audit Office.

Items covered included:

- Asset revaluation.
- Assessment for value of assets.
- Related Parties Disclosures.
- Audit approach.
- Audit timetable.
- Draft accounts to be circulated to committee to ensure compliance with obligations of Audit Committee.

General Manager and Mayor departed meeting for another commitment at 9:55am.

9. Audit Plan 2016/17

Need to undertake and Audit Plan – can be strategic plan or can undertake annual plan before 30 June 2017?

Potentially:

- Risk maturity assessment
- Project management plan
- Service level reviews

What are key priorities?

What are highest risk?

Reviews undertaken need to provide assurance. Concern was also expressed over budget allocation of internal audit and need more budget allocation.

As part of budget setting process, it was suggested the Audit Committee Chair be engaged for internal audit function and business improvement budget with a view to adequate budget allocation.

10. Status of prior report recommendations

Tabled.

11. Any Major Developments/ issues since last meeting

- Announcement of regional councils not merging by state government.
- Council's participation in the PWC Operational Effectiveness Performance Program with benchmarking against other councils.
- ICAC publication tabled, *Keeping it together: systems and structures in organisational change* that outlines risks and challenges associated with change such as fraud and corruption.

12. Meeting Dates

Next meeting is to be held 19 July 2017 at the Blayney Shire Community Centre.

There being no further business the meeting closed at 10:43am

Issues:

Nil.

Budget Implications:

Costs associated with holding of Audit Committee meetings and associated service reviews are provided for in Council's 2016/17 Operational Plan for this purpose.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

11) **MINUTES OF THE FINANCIAL ASSISTANCE COMMITTEE MEETING HELD 22 MARCH 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

Recommendation:

1. That the minutes of the meeting held 22 March 2017 be received.
2. That the recommendations for 2016/17 - Round 2 of the Community Financial Assistance Program by the Financial Assistance Committee, in the amount of \$21,021.73, be approved.
3. That Council note the in principle support of the 2017/18 Schedule of Financial Assistance and groups listed, subject to inclusion of recurrent events approved in previous rounds and finalisation of funding estimates.

Reason for Report:

For Council to approve the minutes of the Financial Assistance committee meeting held 22 March 2017.

Report:

The Financial Assistance Committee at its meeting held 22 March 2017 considered the second round of the Community Financial Assistance Program applications for 2016/17.

An amount of \$27,560 in financial assistance was available for Round 2. There were 18 applications with a total value of \$98,538 in works or programs seeking \$25,200 in financial assistance.

The Financial Assistance Committee recommended \$21,021.73 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 22 MARCH 2017
AT BLAYNEY SHIRE COMMUNITY CENTRE**

The meeting commenced at 5:30pm.

Present

Clr D Somervaille; D Kennedy; N Burns (Cadia); A Franze (Secretariat)

Apologies

G Summerson

That the apology tendered be noted and accepted.

D Kennedy / N Burns

1. Foreshadowed General Business

Nil

2. Declarations of Interest

G Summerson and Clr Somervaille – Full members of Golf Club.

A Franze - Secretary of Blayney Little Athletics.

3. Consideration of Round 2: 2016/17 Community Financial Assistance Program

The secretariat left the meeting during deliberations over applications by Blayney Little Athletics and returned after their consideration.

Amounts approved disclosed in the attached schedule. Total of \$21,021.73 recommended for approval.

4. Review of Community Financial Assistance Policy

Recommended for deferral to next Council term.

Changes recommended included simplification of application process and more detail as to why sourced and how / when to be expended.

5. Review of proposed 2017/18 S.356 Financial Assistance Schedule for 2017/18 Operational Plan

- It was recommended that a review of Financial Assistance Program approvals for recurrent events for inclusion into the schedule of annual donations. For example inclusion of annual Can Assist Melbourne Cup event.
- In principle support of schedule and groups listed. Final approval to be provided by email upon finalisation of funding estimates.

General Business

Nil

Chairperson acknowledged the input and commitment of community representatives to success of committee over the past 4 ½ years.

6. Future Agenda Items

Nil

7. Next Meeting

The next meeting proposed for 20 September 2017.

There being no further business the meeting closed at 7:10pm.

BLAYNEY SHIRE COUNCIL
FINANCIAL ASSISTANCE GRANTS: ROUND 2 -
2016/17

No	Applicant	Project	Total cost	Grant sought	grant Approved	Comments and feedback
1	Millthorpe & Blayney Baptist Churches	Mothers Group Playgroup Area - Shade Sail / Astro Turf / Fittings /Soft Fall / Play Equipment / Gate & Fence	16,311.97	5,111.97	3,000	Privately owned building - grant conditional on public access for all community users via signage on building, advertising and notification to all existing mothers groups. Reduced to maximum available in this category.
2	Lyndhurst Branch CWA of NSW	Painting Windows & Doors	1,000	500	500	Private building owned by NFP organisation, but facility is used by the community. On this basis, funding provided to enable recladding job to be finished.
3	Blayney A&P Association Inc	Hire Of Showground & Provision Of Bins	1,709	1,709	539	Grant for provision of bins, not ground hire fees or food inspections.
4	Blayney Shire Local & Family History Group Inc	Blayney Town Aerial Photographs	1,225	900	900	Opportunity to acquire quality photographs for historical collection, updates last aerial photos from 1960s.
5	Blayney Bears	Group X Allstars Game - Bins	4,850	1,000	653.20	Grant for provision of bins.

6	Orange Equestrian Club	Dressage Arenas - Arena Rake	3,500	1,500	1,500	Important item of equipment to maintain high standard of facility; must only be used and stored at equestrian facility and available to all users.
7	Newbridge Progress Association	Newridge Swap Meet / Winter Solstice Festival - Bins / Barriers / Signs	5,000	600	600	Grant for provision of bins only - for 2 events (swap meet and winter solstice).
8	Blayney High School	Empowering Young Women - Centrepont Fees / Fuel / Organising Hours / Insurance / Drinks	1,900	1,500	950	Need letter of support from the principal that this initiative is a school activity, and criteria for selection of participants. Grant set at 50% of cost (balance from participants or school).
9	Blayney Little Athletics	2017 Representative Team - Assist costs attending state championships	700	700	700	Approved under State selection category of school sporting achievement grants (7 x \$100).
10	Blayney Little Athletics	Community Centre Hire - Trivia Night	6,620	270	270	Waiver of Community Centre hire fees as is fundraiser for junior athlete representing Australia.
11	Blayney & District Netball	Reimbursement Of Netball Seasonal Hire Fees	806	806	806	Waiver for netball court hire fees; financial assistance for strong netball group to remain viable and play in Blayney.
12	Inner Wheel Club Of Blayney	Community Centre Hire - Inner Wheel DA 50 Changeover	3,350	550	550	Waiver of Community Centre hire fees as is a district wide event bringing visitors to town; assistance previously approved for similar district events.

13	Blayney Golf Club	Blayney Golf Club Ceiling Upgrade	7,238.53	7,238.53	7,238.53	Golf Club building is a public asset used for many community events; supporting the volunteer committee of a strong club is important to underpin long term viability and avoid crisis assistance in the future.
14	Neville Showground & Recreational Trust	Bin Service Neville Show	500	500	500	Grant for provision of bins, consistent with other community public events.
15	Sarah Colman	Costs associated with attending Football NSW Championships	2,630	300	300	Approved under school sporting State representative category.
16	CWA Of NSW Central Western Group	Schools Public Speaking Competition 2017	3,018.33	200	200	Approved subject to letters of support from the principals of the schools participating within the Shire.
17	CWA of Carcoar Mandurama Branch	Asbestos Removal - Roof of Carcoar-Mandurama NSW Rooms (From 2017 - Round1)	35,000	1,500	1,500	Private building but used by the community. Refresh original approval given on 4 March 2016 – i.e. grant amount to match Cadia grant and subject to obtaining balance of funding needed from Federal government.
18	Can Assist	Reimbursement Of Community Centre Hire Fees	3,000.00	315.00	315.00	An annual event. To be transferred to schedule of recurrent s.356 grants in future years.
			98,358.83	25,200.50	21,021.73	

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 the 2016/17 Operational Plan for this purpose. \$27,560 was available for distribution for this round.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

12) RELATED PARTIES DISCLOSURES POLICY

Department: Corporate Services

Author: Director Corporate Services

CSP Link: 6.3 A well-run Council organisation.

File No: GO.PO.1

Recommendation:

That the draft Related Parties Disclosures Policy be adopted and included in Council's policy register.

Reason for Report:

For Council to adopt a Related Parties Disclosures Policy.

Report:

Council at its meeting held 20 February 2017 resolved; (Resolution No. 1702/013) to place the Related Parties Disclosures Policy on public exhibition for 28 days.

The closing date for public exhibition was 22 March 2017. At the close of this period, there was one submission on the draft policy received from the NSW Audit Office contract auditor, Intentus Chartered Accountants.

The recommended policy amendments in the submission have been incorporated into the policy and are underlined and italicised for reference.

The objective of the policy is to define the parameters for Related Party Relationships and the level of disclosure and reporting required for Council to achieve compliance with the Australian Accounting Standard AASB 124 - Related Party Disclosures.

A copy of the Related Parties Disclosures Policy has been provided as an attachment to this business paper.

Issues:

Non-compliance with AASB 124 will potentially lead to a qualified audit in the 2016/17 reporting period.

Budget Implications:

Nil

Enclosures (following report)

- 1 Submission to Related Parties Disclosures Policy -
Intentus 2 Pages

Attachments (separate document)

- 2 Related Parties Disclosures Policy 13 Pages

From: Leanne Smith
Sent: Monday, 13 March 2017 2:46 PM
To: Anton Franze
Cc: Tiffany Irlam
Subject: RE: Draft Related Parties Policy

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

Hi Anton

My apologies – Tiff did give me a copy of this the other day, but it appears to have been lost in a pile of client service plans.

Overall, I think this is a great start. However, there are a couple of suggestions I have which are really about spending a little more time really spelling things out for those who need to complete these returns.

1. Page 4 – the definition of materiality – I think either here or elsewhere in the document, it needs to be really, really clearly spelt out that this doesn't just refer to a \$ figure, and that the nature of the transaction may also result in its disclosure, even if it is a small \$ value item or transaction
2. Page 6 – the list of related party transactions in section 7, should I think include compensation paid to KMP. I know this is usually in your annual report, but it is a requirement of AASB 124 and will therefore end up in the financials as well. It is also reported a little differently.
3. Page 7, section 9 – procedures. Again, I realise this might be over the top, but it is usually worth mentioning that the responsibility of the KMP is not to make an assessment as to whether they have any related party transactions or not. It is their responsibility to identify all their related parties. The determination of and assessment of transactions will be undertaken by relevant Council staff. Often we find that KMP write on these disclosure documents that they don't have any related party transactions with Council, rather than doing as you need them to, which is just identify the related parties.
4. Flowing on from point 3 above, you may want to amend the disclosure form slightly – the wording states that it includes all existing or potential related party transactions – again, you need to know who the related parties are, and the knowledge of transactions should flow from this. You don't want people only filling out details of related parties who have actually had transactions with council.
5. I like the use of the word generally in the 3rd paragraph in section 8 disclosure on page 7 – this is good as it will cover you if for some reason you do need to disclose a transactions with a related party that may be classed as ordinary citizen transactions or the ordinary course of business.

Hope this helps, and again, my apologies for the delay with this

Regards

Leanne Smith

Director



PO Box 9013, Bathurst West NSW 2795 | 291 Stewart Street, Bathurst NSW 2795

Liability limited by a scheme approved under Professional Standards Legislation

The information contained in this email message may be confidential information, and may also be privileged. If you are not the intended recipient, any use, interference with, disclosure or copying of this material is unauthorised and prohibited. If you have received this message in error, please notify us by return email and delete the original message.

From: Anton Franze
Sent: Monday, March 13, 2017 2:00 PM
To: Leanne Smith
Subject: Draft Related Parties Policy

Hi Leanne,

Please find attached a copy of our draft Related Parties Disclosures Policy currently on exhibition.

Any feedback would be most welcome.

Regards,

Anton Franze
Director Corporate Services
Blayney Shire Council
PO Box 62 Blayney NSW 2799
p - 02 6368 2104 | w - www.blayney.nsw.gov.au



13) REVIEW OF GOVERNANCE ARRANGEMENTS FOR LIBRARY SERVICE AND COMMUNITY FORUM ON LIBRARY SERVICES

Department: Corporate Services

Author: Director Corporate Services

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

File No: CS.ME.3

Recommendation:

1. That the Council receive the report on the Review of Governance Arrangements for Library Service and Community Forum on Delivery of Library Services; and
2. A report come to the May 2017 Council meeting on the preferred governance model for library services incorporating feedback from the April Library forum.

Reason for Report:

To report to Council on the review of governance arrangements associated with delivery of library services in the Blayney Shire and proposed library forum on delivery of library services in the future.

Report:

Council would be aware that Central West Libraries (CWL) deliver library services in the Blayney Shire. Established in 1958 the joint arrangement for delivery of library services encompassed the Local Government areas (LGA's) of Orange, Blayney, Cabonne, Cowra and Forbes. There are branches at Blayney, Canowindra, Cowra, Forbes, Manildra, Molong and Orange. The Library specialist support and administrative units are located within the Orange City Council building precinct. Services provided covers an area of 15,348 square km and serves a population of 79,179.

The joint arrangement was originally known as the Orange Regional Library. The name changed to the Central Western Cooperative Public Library in 1977 and to Central West Libraries in 2001. Whilst part of Orange City Council, a committee of representatives from each LGA have input into governance arrangements and service delivery of the entity. Council's current delegates are Councillor Braddon and the Director Corporate Services.

A report on the 'Future Model of Central West Libraries' has been considered by the CWL Committee and member councils have been asked to provide feedback as to a preferred model for the future governance and delivery of library services.

A number of options were tabled with only 2 options preferred, both of which to remain under the branding of CWL. The options under investigation propose dissolution of the CWL entity and either:

Option 1: Orange City Council (OCC) to undertake the responsibility for staffing, administration and specialist support under a service level agreement arrangement; or

Option 2: Each Council share responsibilities for delivery of services currently delivered by CWL. Blayney Shire taking responsibility for staffing and administration with Orange City Council providing specialist support.

Each Council has been requested to report their preference by 1 June 2017. It is proposed to use this opportunity of providing feedback to CWL about the preferred future governance model to review the Blayney Shire Library service and seek feedback from the community on library operations in the Blayney Shire. Community feedback will be sought on effectiveness of the current library service and future service delivery.

A public forum is scheduled for Wednesday 19 April from 10.30am to 11.30 am at the Blayney Shire Community Centre. Also proposed is a childrens story time to encourage a diversity of community members to provide feedback to help shape the delivery of library services in future.

A report will be furnished to the May 2017 meeting on a preferred governance model and community feedback on library services.

Issues:

Nil.

Budget Implications:

Nil.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

14) DIRECTOR INFRASTRUCTURE SERVICES MONTHLY REPORT

Department: Infrastructure Services

Author: Director Infrastructure Services

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

File No: GO.ME.1

Recommendation:

That the Director of Infrastructure Services Monthly report for April 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

Blayney Shire Men's Shed

Council has been advised that Crowns Lands have issued a land owners consent for the proposed Blayney Shire Community Men's Shed and the associated carpark to occupy a piece of Crown Land, subject to conditions. Council staff are now preparing a licence agreement for Crown Lands review in accordance with those conditions, and also conditioning the Development Application for consent.

Funding Applications

Public Reserves Management Fund

Council has finalised applications for 2 projects under this program:-

- Newbridge Recreation Ground - post and rail fence replacement
- Lyndhurst Recreation Ground - BBQ and shelter

Both projects are identified within their respective local community strategic plan, and the fencing project also identified within the Blayney Shire Sports Council Project Priority list.

Major Works

Council staff have reached practical completion on Errowanbang Road under the Fixing Country Roads program. These works were completed on time, with only line marking remaining.

Crews have now moved onto the earthworks component of the Dirt Hole Creek Bridge realignment funded jointly by the NSW Government, Council, and Cadia Valley Operations, under the Resources for Regions Program.

Council also undertook blasting on the Errowanbang Road Reserve to win material for use on road works for this project. It is expected that this material will be suitable for the base layer, and will offer some efficiency savings.

Major earthworks have also commenced on Cadia Road as part of the Resources for Regions project, with a cut of up to 4.5m required for the safety of the road. The material being cut is a good quality gravel, which will be utilized for sub-base layer of the road.

Heavy Patching program

Council has completed works on Moorilda Road, Newry Downs Road, Harrow Street, and Donaldson Street, with works commenced on Guyong Road on 4 April.

The crew working on the heavy patching have been completing the works to a high standard, ahead of schedule, and marginally under budget. As a result of the savings, Council officers have extended the works on Guyong Road by 250m to tie in the 2 patches initially scoped.

Other Works

Council has been working with John Holland Rail on the delivery of a new active crossing on Wombiana Lane. The new crossing will have lights, bells, and boom gates at the crossing.

Council has been engaged to undertake the sealing of the approaches to the crossing, and provide traffic control on Wombiana Lane. These works are scheduled to be completed by Anzac Day.

Carcoar Road Bridge

Council has provided the requested information to Crown Lands for this wet crossing and is awaiting their final response.

Major Contracts

Replacement of 6 Timber Bridges

- The Contractor continues to prepare designs, with bridges at various levels of progress.
- Casting of concrete elements will commence in the next fortnight.
- Services conflicts are being resolved and within the design phase.
- Work is programmed to commence on site on Felltimber Road in the week commencing on 22 May.

Ongoing Bridge Replacement Program

This project includes small format timber bridge replacements on Kinds and Hines Lanes, and Leabeater Street. Following the decision to not accept any quotations due to either non-conformance with the RFQ documentation or out of budget price, Council has commenced discussions with Charles Sturt University (CSU) toward the possibility of providing design services. A suitable Scope of Works Technical Criteria document has been prepared for CSU for review. Their possible engagement is yet to be negotiated.

Wastewater

Council have engaged NSW Public Works to scope options for the Henry St sewer pump station. This is likely to include new technology to achieve higher efficiencies and flexibility of pump regimes.

Dissolved oxygen (DO) levels at the STP have been low during peak periods over several years. NSW Public Works are undertaking an investigation of our current aerators and IDEA tank to confirm where the issues are likely to be. Although the DO levels are not yet affecting treatment outcomes, we are endeavoring to identify the deficiencies of the infrastructure to plan for future upgrades that may be required.

Council have received several reports from concerned visitors in relation to the RV dump point in Henry St. Main concerns relate to the tap not having a connection point and the grate in the base of the dump point not allowing solids to pass through. Through questioning and investigation, Council will make some minor modifications to provide a more user friendly and positive experience whilst using this facility. The modifications will include changing and relocating the tap for users to connect a hose, cutting an opening of sufficient size to allow canister spouts to fit, preventing solids from being trapped. In addition to these, an aluminum lid will be installed to prevent rain, animals and other items from inadvertently entering the dump point.

WastewaterRedmond Oval Bore

The bore is now completed with a flow of approx. 1.4L/s available. Request for quotes have been sent to organisations to fit-out the bore with a submersible pump. The bore water will supplement the potable water supply for the irrigation system of the oval.

Forest Reefs Bore

Works at the Forest Reefs bore are nearing completion with the replacement tank and retaining walls in place and operational. The guardrail installation is waiting on the contractor, with a time yet to be determined. The valve has been relocated to enable safe access without the need to climb the retaining wall.

Parks and RecreationMandurama Recreation Ground

Delays have been incurred in undertaking the trade fitout of the new toilet block, and are programmed for the week commencing 3 April. The accessible path has been installed to connect the facility to the park area.

Blayney Tennis Court Resurfacing

Blayney Tennis Club have collaborated with Council to resurface 4 synthetic grass tennis courts at the Blayney Tennis Complex. A NSW Local Sport Grant funding application by the Club has successfully obtained \$15,000 to help with this vital renewal project.

Council's 2016/17 Operational Plan has also provided \$39,250.

Having undertaken a Request for Quotation, Council recently awarded the project at a total cost of \$72,430 (Ex GST), requiring the Tennis Club to contribute approximately \$18,200. The contractor is scheduled to complete work by 5 May 2017.

Assets

Asset Inspections – Council staff have completed condition and defect inspections of the Footpath / Shared Pathway network and Kerb and Gutter networks. These inspections inform the renewal and maintenance programs for these asset classes, which Council is incorporating into the 10 year Footpath Capital Program for Blayney and all Villages within the Shire.

Sewer Revaluation

Council staff are nearing completion of the condition assessment of the gravity network to identify the structural and serviceability of the pipe. This data is critical for council to complete the revaluation of the Wastewater Asset class for the 2016/17 financial year.

Infrastructure Services Personnel

The Cadet Engineer role is currently advertised within the Charles Sturt University Engineering School.

Heavy Plant and Fleet

Requests for Tender have been issued for the replacement of a motor grader (P53) through the Local Government Procurement (LGP) Vendor Panel solution.

Following the assessment process for the replacement of general trucks tender Council has commenced the placement of orders.

Councillors may recall that Council officers sought an increased budget for the upgrade of Council's construction grader. Given it has been used for 600 hours to date, staff can now report on the efficiency gains that have been realised through this upgrade.

The new grader has a higher capacity to push and spread material through its greater power and traction over the previous model. This has enabled Council's Construction Ganger to spread the material in 1 or 2 fewer passes, thus enabling an additional truck and dog to be utilised for gravel delivery. Depending on the work location, this provides efficiency savings between 5-10% for the placement of material.

Further, with the extra traction, it has been able to work efficiently and effectively during the recent wet weather. This has the effect of increasing Council's productivity through less down time due to weather.

Finally, the improved cutting edges have dramatically reduced Council's costs, and manual handling risks on grader blade replacement.

With existing blades wearing out after 50-70 hours, the new cutting edges have not yet required replacement after 600 hours. These cutting edges are now being retrofitted to other graders within Council's fleet.

Issues:

Nil

Budget Implications:

Nil

Enclosures (following report)

Nil

Attachments (separate document)

Nil

15) PLANNING PROPOSAL TO AMEND BLAYNEY LOCAL ENVIRONMENTAL PLAN 2012 - FLOOD PLANNING MAP

Department: Planning and Environmental Services

Author: Director Planning and Environmental Services

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

File No: LP.PL.2

Recommendation:

That Council forward a Planning Proposal to the Minister for Planning and Environment seeking to amend the flood planning map within the Blayney Local Environmental Plan 2012.

Reason for Report:

The purpose of this report is to seek Council resolution to submit a Planning Proposal to the Department of Planning & Environment (DPE) to amend the Blayney Local Environmental Plan 2012 (BLEP).

Report:

Council at its 19 December 2016 meeting resolved; (**Resolution No 1612/014**) to adopt the Floodplain Risk Management Study and Floodplain Risk Management Plan for Blayney – Final, dated December 2016.

This Planning Proposal seeks to amend the BLEP 2012 by updating the Flood Planning Map applicable to the town of Blayney.

The proposed Planning Proposal prepared by iPLAN PROJECTS on behalf of Blayney Shire Council which details the proposed amendments to the BLEP2012 in this PP is provided as an attachment.

Issues:

The Floodplain Risk Management Study was prepared in accordance with the NSW Government (April 2005) Floodplain Development Manual. The study has identified additional properties that were not previously identified as being at risk to flooding.

Once the Flood Planning Map is changed within, the BLEP 2012 properties previously not identified, as being at risk of flooding;

- Will be identified in Section 149 Certificates is subject to flood related development controls;
- Will not be able to undertake certain development as exempt development;
- Will have future development applications subject to flood related development controls.

Budget Implications:

Allocation within the 2016/17 operational plan has already been made for IPLAN PROJECTS to prepare the PP. Council staff will be required to facilitate the PP if a favourable Gateway determination from DPE is received

Enclosures (following report)

Nil

Attachments (separate document)

1 Planning Proposal - Flood Planning Map

23 Pages

16) PLANNING PROPOSAL TO AMEND BLAYNEY LOCAL ENVIRONMENTAL PLAN 2012 - RU1 PRIMARY PRODUCTION TO RU5 VILLAGE, 61 FOREST REEFS ROAD MILLTHORPE

Department: Planning and Environmental Services

Author: Director Planning and Environmental Services

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

File No: LP.PL.2

Recommendation:

1. That Council forward a Planning Proposal to the Minister for Planning and Environment seeking to amend the Blayney Local Environmental Plan 2012 by rezoning 61 Forest Reefs Road Millthorpe from RU1 Primary Production to RU5 Village.
2. Council as a separate, independent process proceed to review and update the Blayney Settlement Strategy 2012 during the 2017/18 financial year

Reason for Report:

The purpose of this report is to seek Council resolution to submit a Planning Proposal to the Department of Planning & Environment (DPE) to amend the Blayney Local Environmental Plan 2012 (BLEP2012).

Report:

The Planning Proposal (PP) seeks to amend the BLEP 2012 by rezoning 61 Forest Reefs Road Millthorpe from RU1 Primary Production to RU5 Village creating 19 additional allotments.

The proposed PP prepared by Peter Basha Planning and Development on behalf of the landowners, which details the proposed amendments to the BLEP2012 in this PP is provided as attachment 1.

Figure 2 of this report shows the proposed concept layout by Peter Basha Planning and Development if property is rezoned to RU5 Village.

Figure 1: Current Millthorpe zoning; 61 Forest Reefs Road Millthorpe shown outlined in red.

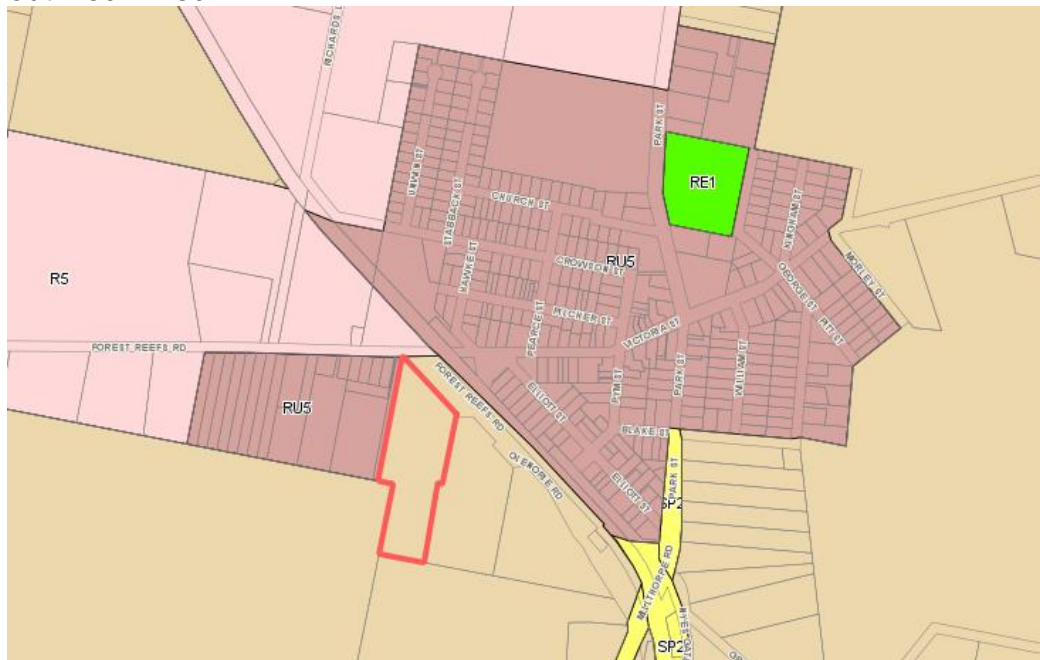
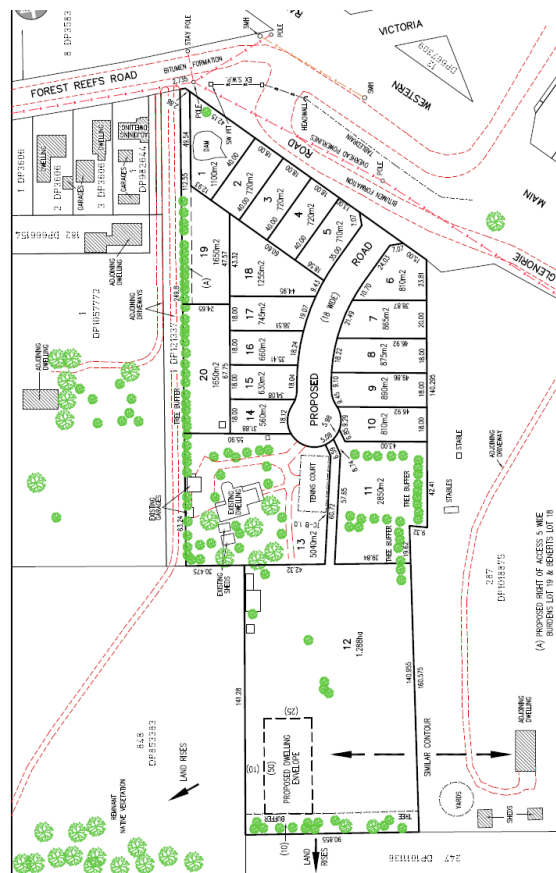


Figure 2: Proposed subdivision concept layout by Peter Basha Planning and Development if property is rezoned to RU5 Village.



Half of this allotment is identified within the Blayney Settlement Strategy 2012 as “future investigation village zone”.

Attachment 2 and also Figure 3 below contains the relevant extract of the Blayney Settlement Strategy 2012 showing the northern part of the allotment outlined in white dots marked “future investigation village zone”.

Figure 3: Extract of Millthorpe from the Blayney Settlement Strategy 2012.



Figure 22: Future growth directions for Millthorpe.

The PP in its current form, proposes to rezone the entire property to RU5 Village. The Blayney Settlement Strategy 2012 does not identify the southern half of the allotment as a future investigation area.

The area of the allotment, which is not identified as a future investigation area within the Blayney Settlement Strategy 2012, is proposed lots 11, 12 and 13 which can be seen in ‘Proposed subdivision concept’ contained within the PP or figure 2 of this report.

Figure 2 indicates proposed lot 13 would contain the existing dwelling of the current allotment. Therefore, only two additional allotments would be located in the area not identified as a future investigation area within the Blayney Settlement Strategy 2012.

Page 3 of the PP contains justification for inclusion of the southern part of the allotment to be rezoned to RU5 Village.

The justification within the PP is considered adequate to include the southern half of the allotment even though not identified within the Blayney Settlement

Strategy 2012 to be rezoned to RU5 Village along with the rest of the allotment.

The timing to receive a favourable Gateway determination is unknown, depending upon whether DPE require further information and/or further analysis for any specific matter.

Any favourable Gateway Determination is likely to require public notification of the proposed PP for a minimum period of 28 days and NSW Government Agency notification for a period of 21 days.

Issues:

This PP is considered appropriate, as part of the allotment is identified as “future investigation village zone” within the Blayney Settlement Strategy 2012.

This PP may trigger landowners in or adjoining Millthorpe, approaching Council seeking to rezone their properties. Council during the 2017/18 financial year intends to review and update the Blayney Settlement Strategy 2012.

Any additional requests by land owners seeking to rezone their land in or adjoining Millthorpe should only be considered during the review of the Blayney Settlement Strategy 2012, unless part of the allotment is identified within the Blayney Settlement Strategy 2012.

Budget Implications:

The applicant has engaged their own consultant Town Planner to prepare the PP and paid the applicable fee for lodgement in accordance with Council’s current Operational Plan.

The review and update of the Blayney Settlement Strategy 2012 would be undertaken by external strategic planning consultants at an estimated cost of \$50,000.

Enclosures (following report)

Nil

Attachments (separate document)

1	Planning Proposal	54 Pages
2	Settlement Strategy 2012 Extract	2 Pages

Matters to be dealt with in closed committee

In accordance with the Local Government Act (1993) and the Local Government (General) Regulation 2005, in the opinion of the General Manager, the following business is of a kind as referred to in Section 10(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public.

**17) BLAYNEY 2020 MASTERPLAN PEDESTRIAN LINK PROJECT
STAGE 1**

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

18) OUTSTANDING PRIVATE WORKS DEBT – 230 SUGARLOAF ROAD

This matter is considered to be confidential under Section 10A(2) (e) of the Local Government Act, as it deals with information that would, if disclosed, prejudice the maintenance of law.

**19) NETWASTE TENDER LM2017/31 - TENDER FOR REGIONAL
ENVIRONMENTAL MONITORING OF LICENSED LANDFILLS**

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.