



14 November 2018

Dear Councillor,

Your attendance is requested at an Ordinary Council Meeting of the Blayney Shire Council to be held at the Blayney Shire Works Depot located at 12 Lawson Street, Blayney on Monday, 19 November 2018 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) Confirmation of Minutes -
  - (a) Ordinary Council Meeting held on 15.10.18
  - (b) Extraordinary Council Meeting held on 29.10.18
- (8) Matters arising from Minutes
- (9) Reports of Staff
  - (a) Executive Services
  - (b) Corporate Services
  - (c) Infrastructure Services
  - (d) Planning and Environmental Services

Yours faithfully

Rebecca Ryan  
**General Manager**

## **Meeting Calendar 2018**

### **November**

<b>Time</b>	<b>Date</b>	<b>Meeting</b>	<b>Location</b>
6.00pm	15 November 2018	Sports Council Meeting	Community Centre
6.00pm	19 November 2018	Council Meeting	Blayney Shire Works Depot
9.30am	22 November 2018	Central NSW JO Meeting	Oberon
6.00pm	27 November 2018	Tourism, Towns and Villages Committee Meeting	Community Centre

### **December**

<b>Time</b>	<b>Date</b>	<b>Meeting</b>	<b>Location</b>
2.30pm	7 December 2018	Upper Macquarie Country Council Meeting	Kelso
10.00am	7 December 2018	Blayney Local Traffic Committee Meeting	Community Centre
10.00am	12 December 2018	Central Tablelands Water Meeting	Canowindra
6.00pm	17 December 2018	Council Meeting	Community Centre

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**HELD ON MONDAY 19 NOVEMBER 2018**

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**01) IPWEA PUBLIC WORKS LEADER OF THE YEAR**

**Author:** Mayor Scott Ferguson

**File No:** GO.ME.2

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**Recommendation:**

That Council's Manager Operations, Nathan Skelly, be congratulated on receiving the IPWEA Public Works Leader of the Year Award at the recent state conference in the Hunter Valley.

**Item:**

Nathan Skelly, Manager Operations at Blayney Shire Council was awarded the Institute of Public Works Engineering Australasia (IPWEA) Public Works Leader of the Year Award at the recent state conference in the Hunter Valley.

Nathan started work at Wellington Council as a Trainee Civil Engineer, studying part time to achieve his Associate Degree in Engineering, then his Bachelor of Engineering Technology, and finally his Masters of Engineering Practice. For the last 10 years he has worked at Blayney Shire Council.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**02) MINUTES OF THE PREVIOUS MEETING HELD ON MONDAY 15 OCTOBER 2018****Department:** Executive Services**Author:** General Manager**CSP Link:** 2. Local Governance and Finance**File No:** GO.ME.3**Recommendation:**

That the Minutes of the Ordinary Council Meeting held on 15 October 2018, being minute numbers 1810/001 to 1810/016 be confirmed.

**MINUTES OF THE BLAYNEY SHIRE COUNCIL ORDINARY MEETING HELD IN THE CHAMBERS, BLAYNEY SHIRE COUNCIL COMMUNITY CENTRE, ON 15 OCTOBER 2018, COMMENCING AT 6.00PM**

Present: Crs S Ferguson (Mayor), S Denton, A Ewin, D Kingham (Deputy Mayor), J Newstead, B Reynolds and D Somerville

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

**ACKNOWLEDGEMENT OF COUNTRY****RECORDING OF MEETING STATEMENT****DISCLOSURES OF INTEREST**

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

<b>Councillor /Staff</b>	<b>Interest</b>	<b>Item</b>	<b>Pg</b>	<b>Report</b>	<b>Reason</b>
Cr Ferguson	Non Pecuniary (less than significant)	9	58	LGNSW – Request for Assistance with Legal Costs	Cr Ferguson is a current Director and Vice President Rural/Regional of the LGNSW Board.

**PUBLIC FORUM**

Adrian Walker – Item 12 – Sale of Land – Part Forest Reefs Road, Millthorpe

Jeremy Booth – Item 16 – Development Application 68/2018 – Erection of a Dwelling and Demolition of Trees – 9 Elliott Street, Millthorpe

**CONFIRMATION OF MINUTES****MINUTES OF THE PREVIOUS MEETING HELD ON MONDAY  
17 SEPTEMBER 2018**

1810/001

**RESOLVED:**

That the Minutes of the Ordinary Council Meeting held on 17 September 2018, being minute numbers 1809/001 to 1809/025 be confirmed.

(Denton/Reynolds)

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

Nil

**EXECUTIVE SERVICES REPORTS****COUNCIL RESOLUTION REPORT**

1810/002

**RESOLVED:**

That Council notes the Resolution Report to September 2018.

(Newstead/Ewin)

**CARRIED****RISK, WORK HEALTH AND SAFETY QUARTERLY REPORT**

1810/003

**Recommendation:**

That the Risk, Work Health and Safety Report for the quarter July to September 2018 be received and noted.

(Reynolds/Somerville)

**CARRIED****LGNSW LOCAL GOVERNMENT CAPABILITY FRAMEWORK /  
PD IN A BOX**

1810/004

**RESOLVED:**

That Council supports the LGNSW Local Government Capability Framework and implementation of PD in a Box for Mayor and Councillors to develop individual personal and professional development plans.

(Kingham/Somerville)

**CARRIED****DROUGHT COMMUNITIES PROGRAM EXTENSION**

1810/005

**RESOLVED:**

That Council endorse the Community Engagement Strategy and seek expressions of interest from local community organisations for potential projects to be submitted under the Australian Governments Drought Communities Program Extension 2018.

(Reynolds/Ewin)

**CARRIED**

**CORPORATE SERVICES REPORTS**

**REPORT OF COUNCIL INVESTMENTS AS AT 30  
SEPTEMBER 2018**

1810/006

**RESOLVED:**

1. That the report indicating Council’s investment position as at 30 September 2018 be received.
2. That the certification of the Responsible Accounting Officer be received and the report be adopted.

(Kingham/Reynolds)

**CARRIED**

**DISCLOSURES BY COUNCILLORS AND DESIGNATED  
PERSONS**

1810/007

**RESOLVED:**

That the “Disclosures by Councillors and Designated Persons” Returns for the period ending 30 June 2018, as tabled be received.

(Somerville/Newstead)

**CARRIED**

**CODE OF CONDUCT COMPLAINTS FOR PERIOD ENDING 31  
AUGUST 2018**

1810/008

**RESOLVED:**

That the report on Code of Conduct complaints for the period ending 31 August 2018 be received.

(Ewin/Newstead)

**CARRIED**

Cr Ferguson having declared a non pecuniary (less than significant) interest remained in the Chambers.

**LGNSW - REQUEST FOR ASSISTANCE WITH LEGAL COSTS**

1810/009

**RESOLVED:**

That Council contribute \$1,680.59 to LGNSW representing Blayney Shire Councils’ share of legal costs incurred.

(Somerville/Denton)

**CARRIED**

**COMMITTEE NOMINATIONS FOR ACCESS COMMITTEE  
AND FINANCIAL ASSISTANCE COMMITTEE**

1810/010

**RESOLVED:**

1. That Greg Hooper be appointed as a community representative to the Blayney Shire Access Advisory Committee for the remainder of this Council term.
2. That Kerry Adams be appointed as a community representative to the Blayney Shire Financial Assistance Program Advisory Committee for the remainder of this Council term.

(Ewin/Kingham)

**CARRIED****INFRASTRUCTURE SERVICES REPORTS****DIRECTOR INFRASTRUCTURE SERVICES MONTHLY  
REPORT**

1810/011

**RESOLVED:**

That the Director of Infrastructure Services Monthly report for October 2018 be received and noted.

(Denton/Newstead)

**CARRIED****SALE OF LAND - PART FOREST REEFS ROAD,  
MILLTHORPE****MOTION:**

That Council:-

- a. approve the sale of Lot 10 DP1246316 for the value of \$10,000, and,
- b. endorse the allocation of the sale proceeds of \$10,000 to the Property Account Cash Restriction (Reserve), and,
- c. authorise the affixing of Council Seal and execution of the sales contract and associated documentation by the Mayor and General Manager.

(Denton/Ewin)

An **AMENDMENT** was moved by Cr Reynolds and seconded by Cr Kingham:

That Council:-

- a. approve the sale of Lot 10 DP1246316 for the value of \$10,000, and,
- b. authorise the affixing of Council Seal and execution of the sales contract and associated documentation by the Mayor and General Manager.
- c. use proceeds from the sale to restore the footpath, on the Millthorpe School side, along Victoria Street from the school car park entrance to Boomerang Street.

(Reynolds/Kingham)

Cr Reynolds withdrew the amendment.  
The original motion became the substantive motion and was put.

- 1810/012 RESOLVED:**  
That Council:-
- a. approve the sale of Lot 10 DP1246316 for the value of \$10,000, and,
  - b. endorse the allocation of the sale proceeds of \$10,000 to the Property Account Cash Restriction (Reserve), and,
  - c. authorise the affixing of Council Seal and execution of the sales contract and associated documentation by the Mayor and General Manager.
- (Denton/Ewin)  
**CARRIED**

- 1810/013 CENTROC - REGIONAL BULK FUEL CONTRACT RESOLVED:**  
That Council agrees to participate in the Centroc Regional procurement for supply and delivery of fuel, however recommends that the Centroc Contract Management Fee is replaced by an upfront Contract Management Fee that is determined by a transparent and accountable basis.
- (Newstead/Reynolds)  
**CARRIED**

- 1810/014 ROAD FUNDING ALLOCATIONS RESOLVED:**  
That Council receive and note the proposed work locations for resealing, heavy patching, and footpath renewals.
- (Kingham/Somervaille)  
**CARRIED**

- 1810/015 BLAYNEY SKATE PARK TENDER RESOLVED:**
1. That Council in accordance with the Local Government (General) Regulation 2005, Clause 178 accepts the tender and award the contract for the design and construction of the Blayney Skate Park to Oasis Pty Ltd for \$332,200 (inc GST), subject to approved variations and provisional items.
  2. That the supplementary vote of \$40,686 be included in the second Quarterly Budget Review for a revised Skate Park budget of \$313,306.
- (Reynolds/Newstead)  
**CARRIED**

**PLANNING AND ENVIRONMENTAL SERVICES REPORTS****DEVELOPMENT APPLICATION 68/2018 - ERECTION OF A DWELLING AND DEMOLITION OF TREES - 9 ELLIOTT STREET MILLTHORPE****1810/016****RESOLVED:**

That Council consents to Development Application DA68/2018 for Dwelling and demolition of trees at Lot 1053 DP845071 – 9 Elliott Street, Millthorpe subject to the recommended conditions of consent in enclosure 5.

(Ewin/Reynolds)

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

<b>FOR</b>	<b>AGAINST</b>	
Councillor Ewin		
Councillor Ferguson		
Councillor Kingham		
Councillor Somervaille		
Councillor Reynolds		
Councillor Newstead		
Councillor Denton		
<b>Total (7)</b>	<b>Total (0)</b>	<b>CARRIED</b>

There being no further business, the meeting concluded at 7.15pm.

The Minute Numbers 1810/001 to 1810/016 were confirmed on 19 November 2018 and are a full and accurate record of proceedings of the Ordinary Meeting held on 15 October 2018.

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Cr S Ferguson  
**MAYOR**

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Mrs R Ryan  
**GENERAL MANAGER**

**03) MINUTES OF THE EXTRAORDINARY MEETING HELD ON MONDAY  
29 OCTOBER 2018**

**Department:** Executive Services

**Author:** General Manager

**CSP Link:** 2. Local Governance and Finance

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

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**Recommendation:**

That the Minutes of the Extraordinary Council Meeting held on 29 October 2018, being minute numbers 1810/E001 to 1810/E004 be confirmed.

**MINUTES OF THE BLAYNEY SHIRE COUNCIL EXTRAORDINARY  
MEETING  
HELD IN THE CHAMBERS, BLAYNEY SHIRE COUNCIL COMMUNITY  
CENTRE, ON 29 OCTOBER 2018, COMMENCING AT 6.06PM**

Present: Crs S Ferguson (Mayor), S Denton, A Ewin, D Kingham (Deputy Mayor), J Newstead, B Reynolds and D Somervaille

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

**ACKNOWLEDGEMENT OF COUNTRY**

**RECORDING OF MEETING STATEMENT**

**DISCLOSURES OF INTEREST**

Nil

**CLOSED MEETING**

**1810/E001 RESOLVED:**

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

**TENDER 05/2018 - SITE MANAGEMENT SERVICES FOR THE BLAYNEY WASTE FACILITY**

*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.*

**SEWER REHABILITATION - PIPE RELINING SERVICES CONTRACT**

*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.*

(Somerville/Newstead)

**CARRIED**

**CONFIDENTIAL MEETING REPORTS**

**TENDER 05/2018 - SITE MANAGEMENT SERVICES FOR THE BLAYNEY WASTE FACILITY**

**1810/E002 RESOLVED:**

That Council;

1. Accept the tender from Hadlow Earthmoving for Site Management Services for the Blayney Waste Facility, Tender No. 05/2018 for the value of \$48,016 ex GST per month subject to variations from 1 January 2019 to 30 June 2028, and
2. Authorise the General Manager to sign and execute contract documents.

(Kingham/Newstead)

**CARRIED**

**SEWER REHABILITATION - PIPE RELINING SERVICES CONTRACT**

**1810/E003 RESOLVED:**

That Council accept and sign contracts with Interflow for the Sewer Rehabilitation - Pipe Relining Services contract.

(Reynolds/Ewin)

**CARRIED**

**1810/E004 RESOLVED:**

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

(Somerville/Newstead)

**CARRIED**

**AT THE RE-OPENING OF THE MEETING TO THE PUBLIC, THE MAYOR  
ANNOUNCED THE OUTCOMES OF RESOLUTION NUMBERS 1810/E002  
TO 1810/E003.**

There being no further business, the meeting concluded at 7.10pm.

The Minute Numbers 1810/E001 to 18/10/E0004 were confirmed on 19 November 2019 and are a full and accurate record of proceedings of the Extraordinary Meeting held on 29 October 2018.

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Cr S Ferguson  
**MAYOR**

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Mrs R Ryan  
**GENERAL MANAGER**

**04) DROUGHT COMMUNITIES PROGRAM EXTENSION 2018****Department:** Executive Services**Author:** General Manager**CSP Link:** 2. Local Governance and Finance**File No:** GS.LI.1**Recommendation:**

That Council endorse and proceed to submit an application for Blayney Shire Council to the Drought Communities Program Extension 2018 for the following 11 local community infrastructure projects totalling \$1million;

	<b>EOI Funding Request</b>
<b>Village Bores Refurbishment</b>	
1. Blayney Community Stock Water Bore Renewals	\$80,000
<b>Recreation Grounds/Reserves</b>	
2. Reopening of Junction Reefs Reserve	\$40,000
3. Lyndhurst Recreation Ground Fencing Upgrade and Seat Installation	\$20,947
<b>Sporting Facilities</b>	
4. Napier Oval Sportsground Irrigation Bore Project	\$21,309
5. Blayney Golf Club Deck Stage 2 and Disabled Access	\$50,490
6. Lyndhurst Team Penning - Connection of Electricity to Facilities	\$47,487
<b>Showground Enhancements/Upgrades</b>	
7. Blayney Showground Drought Resilience Enhancement Project	\$400,000
8. Carcoar Showground Fencing	\$92,561
9. Neville Showground Enhancement Fencing Project	\$64,384
<b>Community Halls</b>	
10. Mandurama Hall - Kitchen Upgrade and Hall Maintenance	\$46,422
11. Millthorpe Museum Exhibition Hall Renovation	\$136,400
<b>TOTAL</b>	<b>\$1,000,000</b>

**Reason for Report:**

Blayney Shire is one of 81 Councils eligible to access \$1m funding under the Australian Governments Drought Communities Program Extension 2018 for projects that support local community infrastructure and other drought relief projects to provide local employment and generate cashflow within the local economy.

A community engagement and consultation process has been undertaken since the guidelines were released, and this report summarises the submissions received.

Council endorsement is required so that Council may proceed with the lodgement of projects for assessment by the Australian Government.

**Report:**

At the October meeting, Council agreed to engage with local community organisations inviting expressions of interest for projects to be submitted under the Australian Governments Drought Communities Program Extension 2018 (**Resolution No 1810/005**).

An Expression of Interest (EOI) application form was issued to all Town and Village Committees/Progress Associations/Showground Reserve Trusts, P&H Associations, NSW Farmers and local community organisations within the shire.

Following the October meeting, advertisements were included in the Blayney Chronicle and the scheme was promoted on Council's website, via the GM Conversation, on 2BS and 2GZ Local Radio and social media. The program has been discussed at various Community Village meetings attended by the Mayor, GM, Director Infrastructure Services and Councillors over the past 2 months.

The Development Coordinators have been actively involved with each of their Town or Village groups to facilitate applications.

Projects identified in each of the Town and Village Community Plans were encouraged and a number of queries and assistance provided. Staff have included potential projects on community infrastructure under the care and control of Council, which meet the criteria for Council consideration.

The EOI lodgement closed at 4pm on Friday 9 November with 27 submissions received. The response was very pleasing with the value of Drought Communities Funding requests totalling \$2,111,080.

Projects were assessed on their eligibility based on the applicant, the activity for which funding was sought and whether the expenditure met the funding guidelines. Projects identified as meeting the eligibility criteria, were rated according to the impact the project had in meeting the Drought Communities Program Extension 2018 intent; providing local employment, generating local cashflow, and the long term economic benefit to local businesses and suppliers.

The following assessment criteria was used to rate each project.

Assessment Criteria - Impacts
<p>Local Employment and Economic Activity</p> <ul style="list-style-type: none"> <li>• Local or regional business and suppliers</li> <li>• Cashflow generated in local economy</li> <li>• \$:\$ ratio multiplier Funding:Total Project</li> <li>• Retention of Businesses, Services and Trades</li> <li>• Increased Tourism growth</li> <li>• Activity and Project meeting Funding Guidelines</li> </ul>
<p>Long Term Benefits</p> <ul style="list-style-type: none"> <li>• Value Add Opportunity</li> <li>• Linkage to another project</li> <li>• Improving a Community Asset</li> <li>• Drought Proofing</li> <li>• Improved Services</li> <li>• Provides Cost Savings</li> <li>• Enhancement of a Community Facility</li> </ul>

Councillors were provided a copy of each application and undertook a thorough and assessment process undertaken over 2 days. Further information where required was sought from applicants to confirm any budget, GST, DA or other clarification points raised during the assessment.

The list of projects and funding requested (ex GST) is summarised in the following table.

No	Project	\$ Request
1	Millthorpe Cemetery Fence	\$20,000
2	Blayney Showground Water Harvesting/Drought Resilience Enhancement Project	\$400,000
3	Carcoar Showground Fencing	\$84,146
4	Blayney Men's Shed Community Garden	\$35,000
5	Millthorpe CWA Upgrade	\$125,945
6	CentrePoint Refurbishment Gym Access Upgrade	\$100,000
7	Barry Wash Shed Conversion & Storage Shed Construction	\$15,266
8	Lyndhurst Team Penning - Connection of Electricity to Facilities	\$43,170
9	Blayney Community Stock Water Bore Renewals – Lyndhurst, Barry, Newbridge and Blayney	\$80,000

10	Lyndhurst Recreation Ground Fencing Upgrade & Seat Installation	\$20,947
11	Neville Hall Maintenance	\$57,600
12	Reverse Cycle Air-Conditioning for Neville, Lyndhurst & Barry Halls	\$54,000
13	Mandurama Public Hall – Kitchen and Building Upgrade	\$42,202
14	Restoration and Conservation of School of Arts Carcoar	\$136,322
15	Neville Showground Enhancement, Fences and Arena Project	\$152,000
16	Solar Generation Systems for Neville, Lyndhurst & Mandurama Halls	\$79,980
17	Millthorpe School of Arts Refurbishments	\$26,300
18	Reopening of Junction Reefs Reserve	\$40,000
19	Richards Lane Millthorpe Walking Trail	\$95,000
20	Blayney Golf Club Deck Stage 2 & Disabled Access	50,490
21	Millthorpe Museum Exhibition Hall Renovation	\$136,400
22	Sailability Central West - Carcoar Dam Project	\$39,097
23	Blayney Showground Pavilion Bar, Kiosk and BBQ Renovation	\$30,300
24	CTW Filling Station Project for Blayney LGA	\$122,100
25	Napier Oval Sportsground Irrigation Bore Project	\$51,750
26	Blayney Showground Pavilion	\$25,000
27	Newbridge Recreation Ground Enhancement	\$48,065
<b>Total</b>		<b>\$2,111,080</b>

**Risk/Policy/Legislation Considerations:**

Council is the only applicant eligible to submit an application for the \$1m which is available until 30 June 2019, when projects must be completed. Like projects may be bundled together to ensure the minimum project value of \$25k is met.

Any offer of funding is subject to approval by the Australian Government which will undertake their own assessment process and make the final determination of successful projects.

Given that many local community assets and infrastructure is held in the care and control of community organisations, Reserve Trusts and the like, Council agreed that it was necessary to share some project delivery responsibilities associated with expenditure of this funding. The relinquishing of governance, project and contractor management however to third parties has some inherent risks. To reduce these risks, and ensure this funding is being spent where it is intended, reporting of progress claims and lodgement of Tax Invoices will be required using processes already in place for Council's Financial Assistance Program.

The necessity for community groups to submit quotes, evidence of any Council consent or other regulatory/licencing approvals and details of the organisations' previous project delivery experience provides reassurance to Council that the projects endorsed for lodgement will be completed on time and within budget.

Subject to final approval by the Australian Government, a Funding Agreement and project acquittal form has been developed. Council will deal with treatment of GST for the individual organisations, subject to their GST reporting status. The budget implication for those applicants currently not registered for GST has been considered and for a small number of projects, the funding request has been amended to accommodate the GST status of the particular community organisation.

As expected, the total funding request for very worthwhile projects is oversubscribed with many local community infrastructure projects not able to be included at this particular time. Council will continue to work with these community organisations to facilitate the application preparation for future funding opportunities. These include some smaller projects that will be encouraged to submit an application under Council's Financial Assistance Program Round 2, and applicants will be invited to attend the upcoming forum on Tuesday 20 November.

There are a few highly valuable projects, whilst eligible for funding are in the early stages of preparation, requiring either Development Consent, NSW Heritage Office approval or tightening up of the scope of works and securing of quotations. Council will work with these community organisations and with the assistance of the Development Coordinators, progress these to being 'shovel ready' for the next funding opportunity.

**Budget Implications:**

There are no anticipated budget implications other than staff resources in managing the oversight and governance of any external projects.

The Department coordinating this program has released some Frequently Asked Questions, enclosed following this report, and added some community infrastructure that may be eligible for funding.

Examples of local community infrastructure/facilities/spaces include:

- Bike/foot paths
- skate parks
- street scapes
- community centres
- health centres
- recreational facilities
- parks
- sporting facilities
- stadiums, arenas
- libraries
- showgrounds
- caravan parks
- men's sheds
- roads

Example activities to repair, maintain, upgrade, construct and fit-out local community infrastructure/facilities/spaces include:

- lighting upgrades or new lighting
- fencing - around facilities, swimming pools
- solar panels
- drainage and watering systems
- amenities - drinking fountains, BBQs areas, park furniture, shelters, footpath renewal
- sport and recreational facilities - tennis courts, gymnasiums, scoreboards, medical
- equipment, golf clubs
- kitchen upgrades and/or repairs
- power connections at caravan sites
- improved disability access
- purchase of equipment - computers, televisions, furniture, fixture and fittings
- purchase of vehicles and trailers for community transport services, surf lifesaving, medical
- purchase of equipment for local State Emergency Service
- foot path renewal and beautification.

Projects are expected to lead to the employment of locals, retain businesses and encourage more visitors to the town to contribute to the economic activity of the region.

Council operational activities or projects funded by other Australian Government programs remain ineligible expenditure as this is normally funded by rates income.

**Enclosures (following report)**

- |   |                                      |         |
|---|--------------------------------------|---------|
| 1 | Drought Communities Programme - FAQs | 4 Pages |
|---|--------------------------------------|---------|

**Attachments (separate document)**

Nil



Australian Government  
 Department of Industry,  
 Innovation and Science  
 Department of Infrastructure,  
 Regional Development and Cities

**Business**

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## Frequently Asked Questions

### Drought Communities Programme - Extension

#### 1. What types of local community infrastructure/facilities/spaces will the programme support?

Examples of local community infrastructure/facilities/spaces include:

- bike paths
- skate parks
- foot paths
- street scapes
- community centres
- health centres
- recreational facilities
- parks
- sporting facilities
- stadiums, arenas
- libraries
- showgrounds
- caravan parks
- men's sheds
- roads.

This list is not exhaustive.

#### 2. What types of projects could be undertaken at these local community infrastructure/facilities/spaces?

Example activities to repair, maintain, upgrade, construct and fit-out local community infrastructure/facilities/spaces include:

- lighting upgrades or new lighting
- fencing - around facilities, swimming pools
- solar panels
- drainage and watering systems
- amenities - drinking fountains, BBQs areas, park furniture, shelters, footpath renewal
- sport and recreational facilities - tennis courts, gymnasiums, scoreboards, medical equipment, golf clubs
- kitchen upgrades and/or repairs
- power connections at caravan sites
- improved disability access
- purchase of equipment - computers, televisions, furniture, fixture and fittings
- purchase of vehicles and trailers for community transport services, surf lifesaving, medical
- purchase of equipment for local State Emergency Service
- foot path renewal and beautification.

This list is not exhaustive.

Projects are expected to lead to the employment of locals.

2/11/2018



Australian Government  
Department of Industry,  
Innovation and Science  
Department of Infrastructure,  
Regional Development and Cities

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## Frequently Asked Questions

### **3. What types of community events are supported under the programme?**

A community event brings the community together in some way. For this programme the emphasis is around how locals will benefit from the event especially through employment opportunities and supporting mental health.

### **4. Can an eligible council work together with another eligible council to complete a project?**

Yes. Provided both councils are eligible for the program. Each council would submit a separate application and reference the other council/s in their application. A project could be undertaken in partnership where each council would specify in their application their role in the project and their requested funding. If successful, each council would be contracted separately and required to report on their project.

The guidelines do not allow for joint applications (i.e. one application from multiple councils).

### **5. Are councils required to follow standard tendering and procurement processes?**

Yes. Councils are required to be compliant with all relevant laws and regulations under this programme.

If the project requires a tender process to be completed, councils must adhere to that process. The timing available for the programme may restrict the types of projects that can be submitted.

### **6. Can councils replenish water tanks on private properties for human consumption?**

No. Projects under this program are to provide relief and benefits to the wider community, not just individuals. Councils seeking funding for water carting or other water related projects would need to devise a strategy to allow the whole community to benefit - for example, a plan to allow a group of community members to replenish their water tanks.

### **7. Can councils establish new and/or expand bore holes on public properties?**

Yes. This activity would be considered eligible. The bores holes would provide a benefit to the local community and locals/contractors can be employment and equipment sourced from local businesses to complete the work. An example would be the construction of a new bore water hole for the local park's amenities block.

### **8. Can councils use the grant funding to refurbish and/or revamp shop fronts located in the main town centre with the work being carried out by local workers?**

Yes. This would be eligible. This project would lead to the employment of local people in the area and could encourage more visitors to the town to contribute to the economic activity of the region.

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**9. Can grant funds be used towards an Undergraduate Scholarship Programme? For example, targeting talented students from rural / farm backgrounds who otherwise will not be able to pursue their academic studies as a consequence of the drought.**

Maybe. This activity does not meet project requirements unless it: leads to the employment of locals, contributes to the economic activity of the community, and/or leads to the retention of businesses, services and facilities. Councils would need to put forward a detailed description as to how the project benefits the broader community.

**10. What is covered in the definition “community facilities”, would employee or community housing be classed a community facilities? For example, a remote council that provides housing in order to attract new employees or provide community housing for rent to community members.**

No. This activity does not meet project requirements unless it: leads to the employment of locals, contributes to the economic activity of the community, and/or leads to the retention of businesses, services and facilities.

The programme will not fund the purchase of existing buildings. The programme will not fund projects that benefit the council and not the community.

**11. The impact of the drought has caused additional sedimentation loads resulting in water treatment issues, with existing filtration equipment being unable to cope. Would a project to improve the filtration process be considered eligible?**

Maybe. Councils would need to put forward a detailed description on how the project benefits the broader community. This activity does not meet project requirements unless it: leads to employment of locals, contribute to the economic activity of the community, and/or lead to the retention of businesses, services and facilities.

**12. Can councils, through a planned community initiative, provide ‘voucher/gift cards’ to spend within the local region? These programs allow cards (e.g. eftpos or other types of cards) to be loaded with funds and then utilised solely within the local community/shire?**

No. The intent of the Drought Communities Programme - Extension is to support local community infrastructure and other drought relief projects.

Support of this type (vouchers/gift cards) for communities impacted by drought will be directly addressed through one of the measures recently announced at the National Drought Summit. This particular measure will deliver \$30 million to selected charities to support 10,000 households in drought affected regions. The measure will involve cash payments and vouchers to meet basic needs such as food and utility bills, so this support is utilized in the local community. Refer to the [Prime Minister’s announcement](#). More details on this measure will be available shortly.

If a council is considering a voucher/gift card project, the Drought Communities Programme - Extension can support activities that would assist with the design and implementation of the voucher/gift card project but not the funding for the vouchers/gift cards. For instance, funding

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## Frequently Asked Questions

could be sought for a marketing campaign to 'buy local', and for the costs of the design and coordination of such a project.

### **13. Can councils provide funding to the local community to subsidise payment of council and water rates?**

No. Providing rate relief is not eligible under the programme. The intent of the programme is to provide funding for projects expected to: lead to the employment of locals, contribute to the economic activity of communities/regions, or lead to the retention of business, services and facilities.

2/11/2018

**05) MCPHILLAMYS GOLD PROJECT - VOLUNTARY PLANNING AGREEMENT**

**Department:** Executive Services

**Author:** General Manager

**CSP Link:** 3. The Local and Visitor Economy

**File No:** ED.PJ.1

---

**Recommendation:**

That Council authorise the General Manager to commence discussions with Regis Resources Ltd in regards to a proposed Voluntary Planning Agreement for the McPhillamys Gold Project at Kings Plains.

**Reason for Report:**

Regis Resources Ltd is seeking to engage with Blayney Shire Council, as a relevant planning authority for the McPhillamys Gold Project and has initiated a request for discussions relating to the development of an appropriate Voluntary Planning Agreement (VPA).

With the release of the Secretary's Environmental Assessment Requirements (SEARs) and pending lodgement of the final Environmental Impact Statement (EIS) it is timely that Blayney Shire is adequately prepared to commence VPA negotiations with Regis Resources Ltd.

**Report:**

The McPhillamys Gold Project as per the Major Projects and Preliminary Environmental Assessment (EIS)\* includes:

- developing an open cut mine and associated infrastructure to support the mine, including ore processing, stockpiling, tailings management and on-site water management infrastructure;
- extracting and processing up to 7 million tonnes of ore a year for up to 15 years;
- developing a water supply pipeline between the site and the Western Coalfield;
- developing ancillary infrastructure, including site access and internal haul roads, workshop, stores, water supply, power supply and other minor site infrastructure; and
- progressively rehabilitating the site

\*Sourced from the NSW Planning (DPE) Major Projects Assessment website

[http://majorprojects.planning.nsw.gov.au/index.pl?action=view\\_job&job\\_id=9505](http://majorprojects.planning.nsw.gov.au/index.pl?action=view_job&job_id=9505)

The proposed mine site is located 8 kilometres from Blayney, in the Blayney and Cabonne local government areas.

The proposed water supply pipeline is located within the Blayney, Cabonne, Bathurst and Lithgow local government areas. This project represents a capital investment of \$250 million with 200 jobs during construction jobs and 250 jobs for the mine operations.

Correspondence from Regis Resources Ltd, enclosed following this report, has requested commencement of formal discussions with Blayney Shire Council with the view to negotiating an appropriate VPA.

A VPA is an agreement entered into by a planning authority (such as the Minister for Planning or Council) and a Developer. The NSW Government encourages Councils and developers to work with the community to ensure that the VPA provides a public benefit that relates to the development. The guidelines stipulate that a fair, reasonable and transparent VPA negotiation process is undertaken and appropriate infrastructure is identified through an assessment of local community needs.

In summary; a VPA is a public document, and is only entered into if the development is approved and has been placed on public exhibition for at least 28 days. It is another vehicle that enables planning authorities and developers to work together to deliver innovative infrastructure outcomes alongside development proposals. Being a State Significant Development, Council does not receive the Development Application fees nor local Developer Contributions.

Should the project be approved by the DPE, there may be conditions of consent for a financial or in kind contribution to be made for a particular piece or pieces of infrastructure. However, there will be most likely other impacts of this development as identified in the Social Impact Assessment (SIA) which will demonstrate either added demand or impost for; employment, services, traffic movements and community infrastructure in the Blayney Shire.

A VPA may as a guide include a combination of an upfront % of capital costs of the development payment with an ongoing annual contribution based on a price per tonnage output, work force or production. In agreeing to commence VPA discussions, there are public interest, transparency considerations and fundamental principles that will be followed so that Council's role, position and submissions or to the DPE in regard to conditions of consent to this proposed development are not compromised.

**Risk/Policy/Legislation Considerations:**

As experienced with the Newcrest Cadia Gold Mine Project which involved 3 local government areas (LGA's) a committee including other local government areas may be required to consider the SIA.

Council will consider any Draft Offer to endorse for public exhibition for 28 days. Council is required to consider and accept by resolution on the final VPA after the public exhibition period, which would only be executed subject to DPE consent granted for the development.

The Environmental Planning and Assessment Act (1979), Subdivision 2 'Planning Agreements' sections 7.4 to 7.10 provides the statutory framework for Planning Agreements.

The DPE has issued a Draft Practice Note 'Planning Agreements' (2016) which is attached under separate cover for Council information. A draft VPA Policy framework was exhibited in early 2017 by the NSW Government, and submissions from local government, industry and peak organisations are currently 'under consideration' before being finalised and may be viewed at the following website

<https://www.planning.nsw.gov.au/-/media/Files/DPE/Practice-notes/vpa-draft-practice-note-2016-11.ashx>

Similarly, the Mining and Energy Related Councils NSW have been negotiating with the NSW Minerals Council to develop guidelines for VPA's however are yet to reach consensus. A progress update, Road Calculator and updated Schematic are attached under separate cover to this report for information.

Planning Agreements allow flexibility and innovation in infrastructure so that the whole community can benefit from development.

A Planning Agreement is a voluntary agreement that is entered into by a planning authority and a developer. It may require a developer to; dedicate land free of cost, pay a monetary contribution or provide any other material of public benefit to be used for public infrastructure or another public purpose.

Whilst it can be a requirement that a VPA be entered into as a condition of consent, the consent authority, in this case the NSW DPE cannot refuse to grant development consent on the ground that a VPA has not been entered into between Blayney Shire Council and Regis Resources Ltd.

A VPA may be used to achieve many different planning outcomes including;

- Compensation for loss or damage caused by development
- Meeting demand for public infrastructure created by development
- Prescribing inclusions in development
- Providing planning benefits to the wider community
- Recurrent funding

Whilst Council does not have a VPA Policy, and is currently in a preliminary draft, the DPE advise that such a Policy should not be formulaic nor merely represent an attempt at formal compliance.

**Budget Implications:**

Unless Council choose to engage a professional VPA negotiator, which is not recommended, the cost of entering into these negotiations is nil. Any cost to prepare along with public notification of a VPA is minimal and considered normal operations of Council.

**Enclosures (following report)**

- |   |                                     |        |
|---|-------------------------------------|--------|
| 1 | Correspondence from Regis Resources | 1 Page |
|---|-------------------------------------|--------|

**Attachments (separate document)**

- |   |  |          |
|---|--|----------|
| 2 | Progress with VPA Guidelines   | 2 Pages  |
| 3 | VPA Schematic  | 1 Page   |
| 4 | Mining and Energy Related Councils and NSW Minerals Council - Roads Contribution Framework | 21 Pages |
| 5 | VPA Draft Practice Note  | 30 Pages |



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31 October 2018

Rebecca Ryan  
General Manager  
Blayney Shire Council  
91 Adelaide Street  
Blayney NSW 2799

Cc: Tony McPaul (Regis)

### **McPhillamys Gold Project - Voluntary Planning Agreement**

Dear Rebecca,

Regis Resources Ltd ("Regis") is proposing to develop the McPhillamys Gold Project ("McPhillamys") located approximately 8km north east of Blayney near Kings Plains. McPhillamys would be comprised of two major infrastructure components; the first includes an open cut mine, CIL gold processing plant and ancillary infrastructure, whilst the second includes a buried water transfer pipeline from the Springvale area to McPhillamys.

As part of the Environmental Impact Statement ("EIS") that is required to be submitted to the Department of Planning and Environment, Regis are required to enter into a Voluntary Planning Agreement ("VPA") with relevant planning authorities.

This letter is to acknowledge that Blayney Shire Council is considered to be a relevant planning authority for McPhillamys and as such, Regis would like to request a meeting to initiate discussions relating to the development of an appropriate VPA. Tony McPaul will be the primary contact on behalf of Regis in relation to the development of the VPA and will contact you in the near future in order to determine a suitable date and time to meet.

If you require any further information, then please do not hesitate to contact myself or Tony McPaul (copied into this email).

Yours Sincerely

A handwritten signature in blue ink that reads 'Rod Smith'.

**Rod Smith**

General Manager - NSW

Regis Resources

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M: +61 407 724 902

Email: [rsmith@regisresources.com](mailto:rsmith@regisresources.com)

**06) MCPHILLAMYS GOLD PROJECT COMMUNITY CONSULTATIVE COMMITTEE**

**Department:** Executive Services

**Author:** General Manager

**CSP Link:** 2. Local Governance and Finance

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

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**Recommendation:**

That Council nominate the General Manager as Blayney Shire Council representative and, the General Manager's delegate as alternate to the McPhillamys Gold Project Community Consultative Committee.

**Reason for Report:**

For Council to nominate a representative and alternate representative from Blayney Shire Council to sit on the McPhillamys Gold Project Community Consultative Committee.

**Report:**

The Secretary's Environmental Assessment Requirements (SEARs) included a requirement for Regis Resources Ltd to establish a Community Consultative Committee (CCC) for the project and consult with the Committee 'during the preparation of the Environmental Impact Statement (EIS)'.

Regis Resources Ltd have written to Blayney Shire Council requesting that Council nominate a representative and an alternate (should the primary representative be unable to attend a meeting) to participate in the CCC. The letter of invitation from Regis Resources General Manager NSW, Mr Rod Smith and SEARs for Application No SSD 18\_9505\* is enclosed following this report.

\*Sourced from the NSW Planning (DPE) Major Projects Assessment website [http://majorprojects.planning.nsw.gov.au/index.pl?action=view\\_job&job\\_id=9505](http://majorprojects.planning.nsw.gov.au/index.pl?action=view_job&job_id=9505)

DPE have appointed an Independent Chairperson, Mr David Johnson, a qualified geologist and environmental scientist, with experience in community consultation, mediation and stakeholder liaison. He is a Member (Commissioner) of the NSW Government's Planning Assessment Commission (PAC) advising on environmental science and planning, pollution control and waste management. He lectures in environmental science, at the Australian Catholic University and is a member of; the Lane Cove and Parramatta Councils' Independent Hearing and Assessment Panels (IHAP) and the Inner West Council Independent Planning Panel. He has worked as an Acting Commissioner in the NSW Land and Environment Court.

The Chair decides on the frequency and timing of the McPhillamys CCC meetings, however it is estimated that there would be on average between 2 and 6 meetings per year depending on what stage the project is at, ie EIS preparation, EIS review, construction, operation, rehabilitation, etc.

The CCC has an advisory and consultative role and is not a decision making or regulatory body. The purpose of the committee is to provide a forum for discussion between Regis Resources Ltd and representatives from the community, stakeholder groups and local government.

More specifically, the CCC objectives include;

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

Representatives from each of the local government areas concerned; Blayney, Cabonne and Bathurst have been invited to nominate a representative for this CCC. Whilst community representatives are appointed via a selection process overseen by the Independent Chair, the proponent and local Council will appoint their representatives directly.

If not a Councillor, it is proposed that the General Manager who has the necessary authority to share information, provide feedback and communicate with Councillors and the community, be nominated as Council's representative at this particular time of the development proposal. If there are any roads or planning issues, from time to time specialist advice may be sought from Council Directors.

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

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

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

Council's Director Planning and Environmental Services is the current Council representative on both the Flyers Creek and Cadia CCC.

#### **Budget Implications:**

Nil. Councillors travel expenses in undertaking their duties, roles and responsibilities including representing Council are addressed in Councils Payment of Expenses and Provisions of facilities to Mayors and Councillors Policy.

**Enclosures (following report)**

- |   |  |         |
|---|--|---------|
| 1 | McPhillamys Community Consultative Committee Request | 2 Pages |
|---|--|---------|

**Attachments (separate document)**

- |   |   |          |
|---|---|----------|
| 2 | Community Consultative Committee Guidelines | 25 Pages |
|---|---|----------|



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29 October 2018

Rebecca Ryan  
General Manager  
Blayney Shire Council  
91 Adelaide Street  
Blayney NSW 2799

Cc: David Johnson ([johnsons08@inet.net.au](mailto:johnsons08@inet.net.au))

Dear Rebecca,

Regis Resources Ltd ("Regis") has recently submitted their Preliminary Environmental Assessment ("PEA") to the Department of Planning and Environment ("DPE") for the McPhillamys Gold Project ("McPhillamys"). As a result of this, the DPE issued Environmental Assessment Requirements ("EARs") for the project, which outline the scope of work that is required to be completed as part of the Environmental Impact Statement ("EIS") submission for the project.

By way of background, the proposal for McPhillamys comprises of two major infrastructure components. The first of these includes an open cut mine, CIL gold processing plant and ancillary infrastructure located approximately 8km north east of Blayney near Kings Plains within the boundaries of Blayney Shire Council and Cabonne Council. The second of these is a buried water transfer pipeline from the Springvale area to McPhillamys within the boundaries of Lithgow City Council, Bathurst Regional Council and Blayney Shire Council. In summary, the proposed major infrastructure components for McPhillamys would be located within four separate Council jurisdictions.

One of the EARs issued by the DPE included a requirement to establish a Community Consultative Committee ("CCC"). The CCC provides a forum for discussion between the proponent and representatives of the community, stakeholder groups and local Council on issues directly relating to a State Significant Development such as McPhillamys. The CCC is not a decision making or regulatory body, rather it performs an advisory and consultative role.

The CCC is made up of an independent Chairperson (who is appointed by the DPE), seven community members, a representative from each of the four Councils (that McPhillamys would be located within), and three Regis representatives.

Regis has in accordance with the guidelines for establishing a CCC for McPhillamys, advertised in the relevant local media for community nominees interested in being a part of the CCC to submit an application to the Chairperson. The Chairperson then makes recommendations to the DPE as to the



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makeup of the community members. The DPE can then endorse the nominees, or make further recommendation to the Chairperson.

The independent Chairperson appointed by the DPE for the McPhillamys CCC is David Johnson.

This letter is to acknowledge that McPhillamys would lie within the boundaries of the Blayney Shire Council and as such, would like to request Blayney Shire Council to nominate a primary representative (and a proxy representative should the primary representative be unable to attend a meeting) to participate in the CCC. Regis would require the name, position and contact details of the primary (and proxy) representative by 5pm Friday 16 November 2018 so that this information can be forwarded to David.

As the independent Chairperson, David would decide on the frequency and timing of the McPhillamys CCC meetings, however it is estimated that there would be on average between two and six meetings per year depending on what stage the project is at, that is, EIS preparation, EIS review, construction, operation, rehabilitation, etc.

If you require any further information in relation to the above, then please do not hesitate to contact myself, Tony McPaul, or the independent Chairperson, David Johnson directly. Information relating to the CCC can also be found on the DPE website, where a pdf version of the CCC guidelines can be downloaded. For convenience, a downloaded pdf version of the CCC guidelines is attached to this email.

Yours Sincerely

A handwritten signature in blue ink that reads 'Rod Smith'.

**Rod Smith**

General Manager - NSW

Regis Resources

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M: +61 407 724 902

Email: [rsmith@regisresources.com](mailto:rsmith@regisresources.com)

**07) REPORT OF COUNCIL INVESTMENTS AS AT 31 OCTOBER 2018**

**Department:** Corporate Services

**Author:** Chief Financial Officer

**CSP Link:** 2. Local Governance and Finance

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

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**Recommendation:**

1. That the report indicating Council's investment position as at 31 October 2018 be received.
2. That the certification of the Responsible Accounting Officer be received and the report be adopted.

**Reason for Report:**

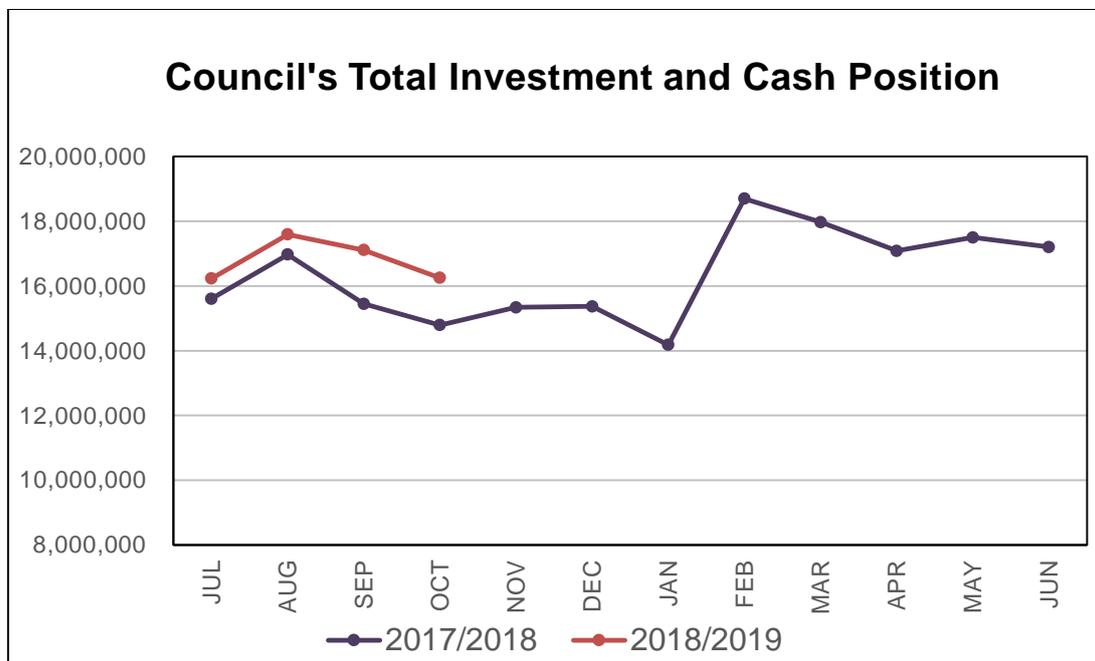
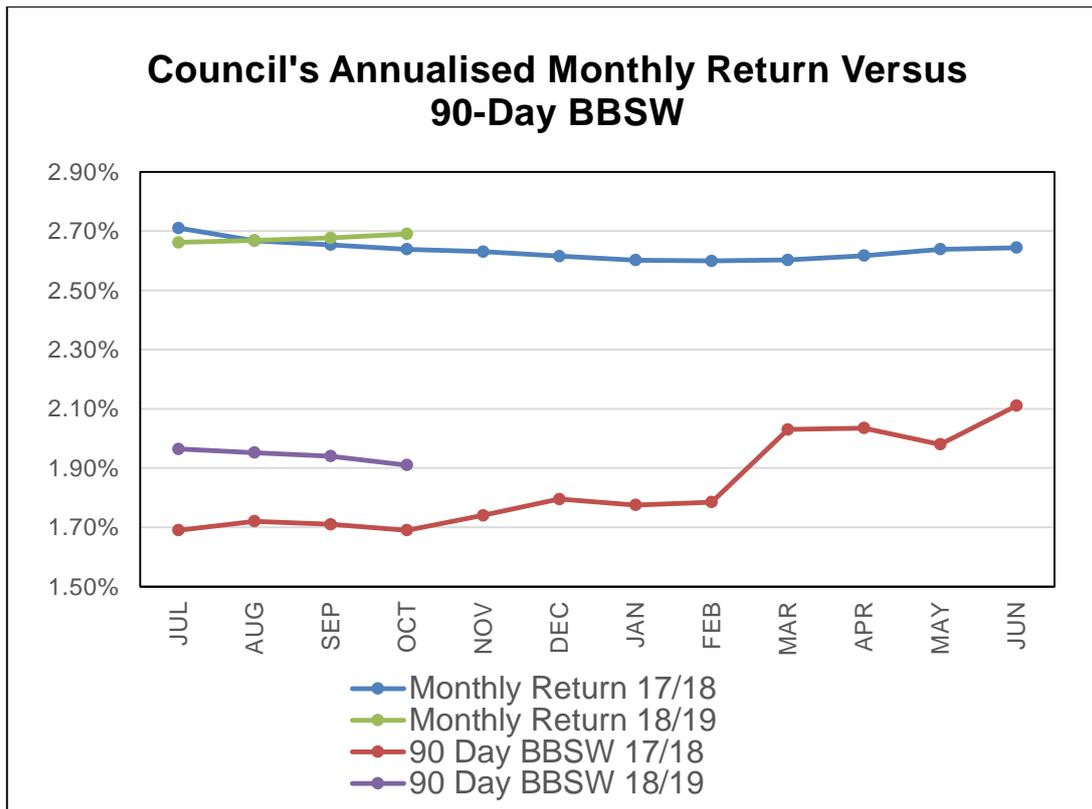
For Council to endorse the Report of Council Investments as at 31 October 2018.

**Report:**

This report provides details of Council's Investment Portfolio as at 31 October 2018.

Council's total investment and cash position as at 31 October 2018 is \$16,254,360. Investments earned interest of \$36,019 for the month of October 2018.

Council's monthly net return on Term Deposits annualised for October of 2.69% outperformed the 90 day Bank Bill Swap Rate of 1.91%.



<b>REGISTER OF INVESTMENTS AND CASH AS AT 31 OCTOBER 2018</b>				
<b>Institution</b>	<b>Rating</b>	<b>Maturity</b>	<b>Amount \$</b>	<b>Interest Rate</b>
Bankwest	A1+/AA-	13/11/2018	500,000	2.550%
AMP Bank	A1/A	20/11/2018	500,000	2.650%
Bendigo & Adelaide Bank	A2/BBB+	20/11/2018	500,000	2.550%
MyState Bank Ltd	A2/BBB	04/12/2018	500,000	2.650%
Auswide Bank Ltd	A2/BBB	11/12/2018	500,000	2.600%
Bankwest	A1+/AA-	08/01/2019	500,000	2.550%
NAB	A1+/AA-	22/01/2019	500,000	2.600%
MyState Bank Ltd	A2/BBB	05/02/2019	500,000	2.700%
MyState Bank Ltd	A2/BBB	19/02/2019	500,000	2.700%
MyState Bank Ltd	A2/BBB	05/03/2019	500,000	2.700%
AMP Bank	A1/A	19/03/2019	500,000	2.750%
ANZ	A1+/AA-	02/04/2019	500,000	2.770%
ANZ	A1+/AA-	16/04/2019	500,000	2.790%
AMP Bank	A1/A	30/04/2019	500,000	2.800%
AMP Bank	A1/A	14/05/2019	500,000	2.750%
ME Bank	A2/BBB	21/05/2019	500,000	2.750%
Auswide Bank Ltd	A2/BBB	04/06/2019	500,000	2.830%
AMP Bank	A1/A	25/06/2019	500,000	2.800%
Bankwest	A1+/AA-	02/07/2019	500,000	2.800%
Bankwest	A1+/AA-	16/07/2019	500,000	2.700%
ME Bank	A2/BBB	30/07/2019	500,000	2.830%
Bendigo & Adelaide Bank	A2/BBB+	13/08/2019	500,000	2.650%
AMP Bank	A1/A	27/08/2019	500,000	2.850%
Bendigo & Adelaide Bank	A2/BBB+	03/09/2019	500,000	2.650%
ME Bank	A2/BBB	17/09/2019	500,000	2.700%
NAB	A1+/AA-	15/10/2019	500,000	2.750%
NAB	A1+/AA-	29/10/2019	500,000	2.720%
<b>Total Investments</b>			<b>13,500,000</b>	<b>2.709%</b>
Commonwealth Bank - At Call Account *			-	1.400%
Commonwealth Bank Balance - General *			1,753,300	1.350%
Tcorp IM Cash Fund *			1,001,060	2.050%
<b>TOTAL INVESTMENTS &amp; CASH</b>			<b>16,254,360</b>	
Benchmarks:	BBSW 90 Day Index *			1.910%
	RBA Cash Rate *			1.500%

\* % Interest rates as at 31/10/2018

<b>Summary of Investment Movements - October 2018</b>		
<b>Financial Institution</b>	<b>Invst/(Recall) Amount \$</b>	<b>Commentary</b>
Bankwest	(507,545)	Term Deposit Matured 02/10/2018
Bankwest	500,000	Term Deposit Reinvested 02/10/2018
Bankwest	(508,034)	Term Deposit Redeemed 16/10/2018
NAB	500,000	New Term Deposit 16/10/2018
Tcorp IM Fund	(606,665)	Withdrawal from Fund 17/10/2018
Bankwest	(508,523)	Term Deposit Redeemed 30/10/2018
NAB	500,000	New Term Deposit 31/10/2018
Bankwest	(507,545)	Term Deposit Matured 02/10/2018

<b>Long Term Credit Rating (or Moody's, Fitch, S&amp;P or Equivalent)</b>	<b>Policy Maximum</b>	<b>Current Holding %</b>	<b>Current Holding \$</b>
TCorp IM Funds	100%	7%	1,001,060
AAA – AA Category	100%	31%	4,500,000
A Category	80%	21%	3,000,000
BBB+ to BBB Category	40%	41%	6,000,000
			14,501,060

<b>Individual Institution Limit</b>	<b>Rating</b>	<b>Policy Maximum</b>	<b>Actual Maximum</b>
AMP Bank	A1/A	3,000,000	3,000,000
ANZ	A1+/AA-	3,000,000	1,000,000
Auswide Bank Ltd	A2/BBB	3,000,000	1,000,000
Bankwest	A1+/AA-	3,000,000	2,000,000
Bendigo & Adelaide Bank	A2/BBB+	3,000,000	1,500,000
ME Bank	A2/BBB	3,000,000	1,500,000
MyState Bank Ltd	A2/BBB	3,000,000	2,000,000
NAB	A1+/AA-	3,000,000	1,500,000

<b><u>RESTRICTED CASH, CASH EQUIVALENTS &amp; INVESTMENTS</u></b>		
	<b>Actual ** 30/06/2018 \$ 000's</b>	<b>Forecast 30/06/2019 \$ 000's</b>
External Restrictions	9,122	9,122
Internal Cash Restrictions	8,093	8,093
<b>TOTAL RESTRICTED ASSETS</b>	<b>17,215</b>	<b>17,215</b>

\*\* Actual figure per audited 2017/18 Financial Reports as at report preparation date.

**CERTIFICATION – RESPONSIBLE ACCOUNTING OFFICER**

I, Tiffany Irlam, certify that the investments listed in this report have been made in accordance with s625 of the Local Government Act (1993), the Local Government (General) Regulation (2005) and Council Policy.

**Risk/Policy/Legislation Considerations:**

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

Council's current holding in the "BBB+ to BBB Category" is at 41%, above the Policy Maximum of 40%, due to the necessity to drawdown on the TCorp IM Cash Fund during October. This anomaly will be rectified in the coming month when a "BBB" rated investment matures and is replaced with a higher rated investment.

**Budget Implications:**

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

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**08) QUARTERLY BUDGET REVIEW STATEMENT - SEPTEMBER 2018**

**Department:** Corporate Services

**Author:** Chief Financial Officer

**CSP Link:** 2. Local Governance and Finance

**File No:** FM.BU.1

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**Recommendation:**

1. That the Quarterly Budget Review Statement for the quarter ending 30 September 2018 be received.
2. That the supplementary votes of \$1.47m proposed in the Quarterly Budget Review Statement be adopted resulting in a decrease to operating expenditure of \$241k, an increase in operating income of \$4.44m and an increase to capital expenditure of \$3.2m offset by capital income variations of \$4.04m

**Reason for Report:**

For Council to endorse the Quarterly Budget Review Statement for the quarter ending 30 September 2018.

**Report:**

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

The NSW Office of Local Government (OLG) developed a set of minimum requirements for reporting the financial position of Council, to facilitate explanations and major variations and recommend changes to the budget for Council approval. The report as tabled satisfies this minimum disclosure.

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

- A statement by the responsible accounting officer on council's financial position at the end of the year based on the information in the QBRS;
- Summary of Operational, Capital, Net and Restricted cash positions  
**(QBRS: Part 1)**
- Income and Expenses (Operational) Budget Review Statement in one of the following formats:

- by income and expense type including capital grants and contributions **(QBRs: Part 2)**
- by function / activity to align with the operational plan including capital grants and contributions **(QBRs: Part 4)** and further detailed, excluding capital grants and contributions **(QBRs: Part 4A)**
- Capital Expenditure and Funding Budget Review **(QBRs: Part 3)** and further detailed **(QBRs: Part 5)**
- Recommended changes to revised budget with commentary for Operational Income and Expenditure **(QBRs: Part 6)** and Capital **(QBRs: Part 7)**
- Budget Review Cash and Investments position **(QBRs: Part 8)** and narrative **(QBRs: Part 9)**
- Budget Review Key Performance Indicators **(QBRs: Part 10)**
- Contracts Budget Review Statement **(QBRs: Part 11)** and narrative **(QBRs: Part 12)**
- Consultancy & Legal Expenses Overview **(QBRs: Part 13)**
- Loans summary **(QBRs: Part 14)**.

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

The attached report provides a detailed review of Council's 2018/19 Budget Review covering the September 2018 quarter.

**Risk/Policy/Legislation Considerations:**

Clause 203 of the Local Government (General) Regulation 2005 requires that the Responsible Accounting Officer of a council prepare and submit to Council a budget review statement. The format as presented reports on an income and expense type as well as by Council activity and helps to inform Council on the anticipated Income Statement operating result for the financial year. Other information is also disclosed including budgeted capital income and expenditure; restricted cash movements and key performance indicators.

**Budget Implications:**

Overall, the net variations in Continuing Operations for the quarter of \$641k will increase the projected Net Operating Result before Capital Items to \$769k. This is due to the carryover of Roads to Recovery funding from 2017/18, additional waste disposal fees and an increase in capitalised materials and contracts in completion of major infrastructure projects carried over from 2017/18.

Capital Grants & Contributions have increased by \$4.04m with works on the Southern Cadia Access Route and Browns Creek Road projects drawing to completion by the end of 2018. A significant portion of works was carried over from 2017/18 along with matching funding from State, Federal and private partnerships.

External grant funding of \$644k was not received for works on Mandurama and Hobbys Yards Roads resulting in a 50% reduction on the capital works scheduled this year.

\$220k was received under the NSW Active Transport Program for completion of Stage 2 of the Lyndhurst Village Link Project.

\$110k from the mining VPA to fund improvements to CentrePoint's front entrance including CCTV cameras, 5 new doors including electrical upgrades for unsupervised access to the gym area and new floor coverings to the main entrance and hallway.

Supplier delays resulted in the deferral of plant replacements of \$331k last year including a 12t tipper and dog trailer due for delivery in 2018/19. An additional \$166k is requested due to a change in resourcing requirements for scheduled plant replacements in 2018/19. An additional \$75k is also requested to purchase a new Skid Steer and \$70k to fund a replacement bucket & major repairs to the Hyundai Wheel Loader. In total \$644k is to be funded from the Plant Reserve.

A variation of \$43k is also sought to purchase a new vehicle for the Manager Tourism & Communications. Running costs of \$17k have also been budgeted offset by a \$3k leaseback contribution.

**Enclosures (following report)**

- |   |  |          |
|---|--|----------|
| 1 | Quarterly Budget Review Statement - September 2018 | 23 Pages |
|---|--|----------|

**Attachments (separate document)**

Nil



# **Quarterly Budget Review 2018-2019**

## **Period ending 30 September 2018**

Blayney Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/18 to 30/09/18

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Blayney Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/18 to 30/09/18

**Report by Responsible Accounting Officer**

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

30 September 2018

It is my opinion that the Quarterly Budget Review Statement for Blayney Shire Council for the quarter ended 30/09/18 indicates that Council's projected financial position at 30/6/19 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed:  \_\_\_\_\_

date: 6/11/2018

Tiffany Irlam  
Responsible Accounting Officer

Blayney Shire Council

PART 1:

**Income & Expenses Budget Summary**

**Quarterly Budget Review Statement**

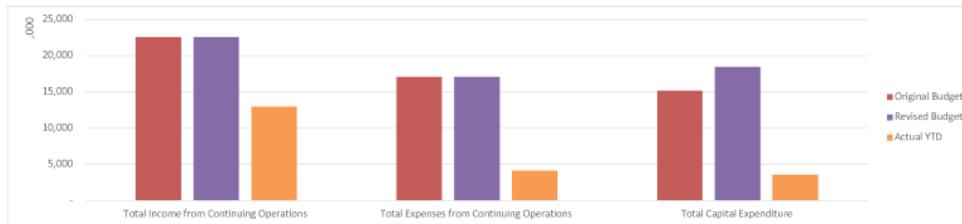
for the period 01/07/18 to 30/09/18

Budget review for the quarter ended 30 September 2018

**Income & Expenses - Council Consolidated**

(\$000's)

	Original Budget \$ 000	Carry Forwards \$ 000	Other than by QBRs \$ 000	Revised Budget Last Qtr	Variations for this Sep Qtr	Revised Budget Current	Actual YTD figures
<b>Total Income from Continuing Operations</b>	22,603	-	-	22,603	4,437	27,040	12,971
<b>Total Expenses from Continuing Operations</b>	17,084	-	-	17,084	(241)	16,843	4,142
<b>Net Operating Result from Continuing Operations</b>	<b>5,519</b>	-	-	<b>5,519</b>	<b>4,678</b>	<b>10,197</b>	<b>8,829</b>
<b>Total Capital Expenditure</b>	15,193	3,298	-	18,491	3,210	21,701	3,578



Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 30/09/18 and should be read in conjunction with the total QBRs report

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Blayney Shire Council

**Quarterly Budget Review Statement**

for the period 01/07/18 to 30/09/18

**Income & Expenses Budget Review Statement**

Budget review for the quarter ended 30 September 2018

**Income & Expenses - Council Consolidated**

(\$000's)	Original Budget 2018/19	Other than by QBRS	Revised Budget 2018/19	Variations for this Sep Qtr	Notes	Projected Year End Result	Actual YTD figures
<b>Income</b>							
Rates and Annual Charges	10,929		10,929	45	b,f	10,974	10,828
User Charges and Fees	1,949		1,949	105	d,j	2,054	516
Interest and Investment Revenues	378		378	(4)	f	374	107
Other Revenues	218		218	67	a,c,i	285	41
Grants & Contributions - Operating	3,534		3,534	187	e	3,721	420
Grants & Contributions - Capital	5,391		5,391	4,037	e,j,k	9,428	1,031
Net gain from disposal of assets	174		174	-		174	28
Share of Interests in Joint Ventures	30		30	-		30	-
<b>Total Income from Continuing Operations</b>	<b>22,603</b>	<b>-</b>	<b>22,603</b>	<b>4,437</b>		<b>27,040</b>	<b>12,971</b>
<b>Expenses</b>							
Employee Costs	6,817		6,817	88	g,h,i	6,905	1,557
Borrowing Costs	288		288	-		288	59
Materials & Contracts	1,682		1,682	(379)	g,i,k	1,303	163
Depreciation	5,410		5,410	5	i	5,415	1,335
Legal Costs	46		46	15	h	61	14
Consultants	399		399	-		399	28
Other Expenses	2,442		2,442	30	l,k	2,472	986
Net Loss from disposal of assets	-		-	-		-	-
Share of interests in Joint Ventures	-		-	-		-	-
<b>Total Expenses from Continuing Operations</b>	<b>17,084</b>	<b>-</b>	<b>17,084</b>	<b>(241)</b>		<b>16,843</b>	<b>4,142</b>
<b>Net Operating Result from Continuing Operation</b>	<b>5,519</b>	<b>-</b>	<b>5,519</b>	<b>4,678</b>		<b>10,197</b>	<b>8,829</b>
Discontinued Operations - Surplus/(Deficit)							
<b>Net Operating Result from All Operations</b>	<b>5,519</b>	<b>-</b>	<b>5,519</b>	<b>4,678</b>		<b>10,197</b>	<b>8,829</b>
<b>Net Operating Result before Capital Items</b>	<b>128</b>	<b>-</b>	<b>128</b>	<b>641</b>		<b>769</b>	<b>7,798</b>

\* This is not a projection of the year end result as rates and annual charges are levied in full in July. There are other income and expenditure items that vary in nature when paid or received (fixed or variable e.g. weekly, monthly or annually).

Blayney Shire Council

**Quarterly Budget Review Statement**

for the period 01/07/18 to 30/09/18

**Income & Expenses Budget Review Statement**

Budget review for the quarter ended 30 September 2018

**Income & Expenses - Council Consolidated**

(\$000's)	Original Budget 2018/19	Other than by QBRs	Revised Budget 2018/19	Variations for this Sep Qtr	Notes	Projected Year End Result	Actual YTD figures
<b>Income</b>							
Governance	3		3			3	-
Administration	403		403	50	a	453	69
Public Order & Safety	54		54	1	k	55	22
Health	12		12			12	3
Environment	1,459		1,459	127	b,c,d	1,586	1,481
Community Services & Education	1		1			1	-
Housing & Community Amenities	313		313			313	38
Sewer Supplies	1,621		1,621			1,621	1,089
Manufacturing & Construction	479		479			479	86
Recreation & Culture	2,529		2,529			2,529	102
Transport & Communication	5,066		5,066	4,223	e,j,k	9,289	1,187
Economic Affairs	208		208	8	i	216	12
General Purpose Revenue	10,455		10,455	28	f	10,483	8,882
<b>Total Income from Continuing Operations</b>	<b>22,603</b>	<b>-</b>	<b>22,603</b>	<b>4,437</b>		<b>27,040</b>	<b>12,971</b>
<b>Expenses</b>							
Governance	477		477	7	k	484	143
Administration	4,070		4,070	(323)	g,k	3,747	1,089
Public Order & Safety	491		491	3	k	494	117
Health	69		69			69	16
Environment	1,441		1,441			1,441	263
Community Services & Education	19		19			19	10
Housing & Community Amenities	722		722	35	h	757	149
Sewer Supplies	1,407		1,407			1,407	304
Recreation & Culture	2,892		2,892			2,892	698
Manufacturing & Construction	498		498			498	79
Transport & Communication	4,664		4,664	3	k	4,667	1,167
Economic Affairs	334		334	34	i	368	107
<b>Total Expenses from Continuing Operations</b>	<b>17,084</b>	<b>-</b>	<b>17,084</b>	<b>(241)</b>		<b>16,843</b>	<b>4,142</b>
<b>Net Operating Result from Continuing Operations</b>	<b>5,519</b>	<b>-</b>	<b>5,519</b>	<b>4,678</b>		<b>10,197</b>	<b>8,829</b>
Discontinued Operations - Surplus/(Deficit)							
<b>Net Operating Result from All Operations</b>	<b>5,519</b>	<b>-</b>	<b>5,519</b>	<b>4,678</b>		<b>10,197</b>	<b>8,829</b>
<b>Net Operating Result before Capital Items</b>	<b>128</b>		<b>128</b>	<b>641</b>		<b>769</b>	<b>7,798</b>

Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 30/09/18 and should be read in conjunction with the total QBRs report

Blayney Shire Council  
PART 3A: Quarterly Budget Review Statement  
for the period 01/07/18 to 30/09/18

Operating Income & Expenses Budget Review Statement (By Function/Activity - Detailed)

Budget review for the quarter ended 30 September 2018  
Operating Income & Expenses - Council Consolidated

	Operating Income				Operating Expenditure									
	Original Budget \$ 000	Revised Budget \$ 000	Variations for Sep-18	Notes	Projected Year End Result	Actual YTD figures	%	Original Budget \$ 000	Revised Budget \$ 000	Variations for Sep-18	Notes	Projected Year End Result	Actual YTD figures	%
<b>Governance</b>														
Council	3	3	-		3	-	0.0%	477	477	7	k	484	143	29.5%
<b>Administration</b>														
Corporate Services	220	220	-		220	47	21.4%	2,782	2,782	4	k	2,786	750	26.9%
Engineering & Works	179	179	50	a	229	21	9.2%	1,015	1,015	(327)	g	688	253	36.8%
Environmental	5	5	-		5	1	20.0%	273	273	-		273	86	31.5%
	<b>404</b>	<b>404</b>	<b>50</b>		<b>454</b>	<b>69</b>	<b>15.2%</b>	<b>4,070</b>	<b>4,070</b>	<b>(323)</b>		<b>3,747</b>	<b>1,089</b>	<b>29.1%</b>
<b>Public Order &amp; Safety</b>														
Rural Fire Service	46	46	-		46	-	0.0%	357	357	-		357	77	21.6%
Animal Control	8	8	-		8	3	37.5%	99	99	3	k	102	32	31.4%
Emergency Services	-	-	-		-	-	0.0%	35	35	-		35	8	22.9%
Other Public Order & Safety	-	-	-		-	-	0.0%	-	-	-		-	-	0.0%
	<b>54</b>	<b>54</b>	<b>-</b>		<b>54</b>	<b>3</b>	<b>37.5%</b>	<b>491</b>	<b>491</b>	<b>3</b>		<b>494</b>	<b>117</b>	<b>23.7%</b>
<b>Health</b>														
Administration/Food Control	12	12	-		12	3	25.0%	69	69	-		69	16	23.2%
	<b>12</b>	<b>12</b>	<b>-</b>		<b>12</b>	<b>3</b>	<b>25.0%</b>	<b>69</b>	<b>69</b>	<b>-</b>		<b>69</b>	<b>16</b>	<b>23.2%</b>
<b>Environment</b>														
Noxious Plants	-	-	-		-	-	0.0%	71	71	-		71	71	100.0%
Domestic Waste Management	1,177	1,177	(42)	b,c	1,135	1,108	97.6%	898	898	-		898	108	12.0%
Other Waste Management	240	240	169	c,d	409	373	91.2%	213	213	-		213	36	16.9%
Street Cleaning	-	-	-		-	-	0.0%	99	99	-		99	20	20.2%
Urban Stormwater Drainage	42	42	-		42	-	0.0%	161	161	-		161	28	17.4%
	<b>1,459</b>	<b>1,459</b>	<b>127</b>		<b>1,586</b>	<b>1,481</b>	<b>93.4%</b>	<b>1,442</b>	<b>1,442</b>	<b>-</b>		<b>1,442</b>	<b>263</b>	<b>18.2%</b>
<b>Community Services &amp; Education</b>														
Child Care	-	-	-		-	-	0.0%	10	10	-		10	10	100.0%
Aged & Disabled	-	-	-		-	-	0.0%	-	-	-		-	-	0.0%
Youth Services	1	1	-		1	-	0.0%	2	2	-		2	-	0.0%
Community Services Administration	-	-	-		-	-	0.0%	7	7	-		7	7	100.0%
	<b>1</b>	<b>1</b>	<b>-</b>		<b>1</b>	<b>-</b>	<b>0.0%</b>	<b>19</b>	<b>19</b>	<b>-</b>		<b>19</b>	<b>10</b>	<b>52.6%</b>

Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/18 and should be read in conjunction with the total QBRS report

Blayney Shire Council  
PART 3A: Quarterly Budget Review Statement  
for the period 01/07/18 to 30/09/18

Operating Income & Expenses Budget Review Statement (By Function/Activity - Detailed)

Budget review for the quarter ended 30 September 2018  
Operating Income & Expenses - Council Consolidated

(\$000's)	Operating Income				Operating Expenditure							
	Original Budget \$ 000	Revised Budget \$ 000	Variations for Sep-18	Projected Year End Result	Actual YTD figures	%	Original Budget \$ 000	Revised Budget \$ 000	Variations for Sep-18	Projected Year End Result	Actual YTD figures	%
<b>Housing &amp; Community Amenities</b>												
Housing	-	-	-	-	-	0.0%	-	-	-	-	-	0.0%
Town Planning	130	130	-	130	21	16.2%	415	415	35	450	55	12.2%
Street Lighting	18	18	-	18	116	0.0%	116	116	-	116	22	19.0%
Public Cemeteries	90	90	-	90	17	18.9%	71	71	-	71	18	25.4%
Public Conveniences	-	-	-	-	-	0.0%	120	120	-	120	54	45.0%
	<b>238</b>	<b>238</b>	<b>-</b>	<b>238</b>	<b>38</b>	<b>16.0%</b>	<b>722</b>	<b>722</b>	<b>35</b>	<b>757</b>	<b>149</b>	<b>19.7%</b>
<b>Recreation &amp; Culture</b>												
Public Libraries	40	40	-	40	1	2.5%	212	212	-	212	10	4.7%
Public Halls	17	17	-	17	2	11.8%	147	147	-	147	48	32.7%
Centrepoin Sport & Leisure	435	435	-	435	93	0.0%	989	989	-	989	258	26.1%
Sporting Grounds	17	17	-	17	4	23.5%	314	314	-	314	44	14.0%
Parks & Gardens	3	3	-	3	1	33.3%	1,128	1,128	-	1,128	318	28.2%
Blayney Showground	3	3	-	3	1	33.3%	80	80	-	80	15	18.8%
Other Cultural Services	-	-	-	-	-	0.0%	22	22	-	22	5	22.7%
	<b>515</b>	<b>515</b>	<b>-</b>	<b>515</b>	<b>102</b>	<b>19.8%</b>	<b>2,892</b>	<b>2,892</b>	<b>-</b>	<b>2,892</b>	<b>698</b>	<b>24.1%</b>
<b>Mining Manufacturing &amp; Construction</b>												
Building Control	131	131	-	131	22	16.8%	164	164	-	164	17	10.4%
Quarries & Pits	348	348	-	348	63	18.1%	334	334	-	334	62	18.6%
	<b>479</b>	<b>479</b>	<b>-</b>	<b>479</b>	<b>85</b>	<b>17.7%</b>	<b>498</b>	<b>498</b>	<b>-</b>	<b>498</b>	<b>79</b>	<b>15.9%</b>
<b>Transport &amp; Communication</b>												
Local Roads	1,229	1,229	187	1,416	108	7.6%	3,620	3,620	-	3,620	953	26.3%
Regional Roads	325	325	-	325	83	25.5%	117	117	-	117	28	23.9%
State Roads	230	230	-	230	-	0.0%	177	177	-	177	9	5.1%
Bridges - Local	28	28	-	28	-	0.0%	459	459	-	459	103	22.4%
Bridges - Regional	-	-	-	-	-	0.0%	-	-	-	-	-	0.0%
Footpaths	-	-	-	-	-	0.0%	107	107	-	107	24	22.4%
Kerb and Gutter	-	-	-	-	-	0.0%	86	86	-	86	25	29.1%
Other Transport and Communication	-	-	-	-	-	0.0%	97	97	3	100	25	25.0%
	<b>1,812</b>	<b>1,812</b>	<b>187</b>	<b>1,999</b>	<b>191</b>	<b>9.6%</b>	<b>4,663</b>	<b>4,663</b>	<b>3</b>	<b>4,666</b>	<b>1,167</b>	<b>25.0%</b>

Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/18 and should be read in conjunction with the total QBRS report

Blayney Shire Council  
PART 3A: Quarterly Budget Review Statement  
for the period 01/07/18 to 30/09/18

**Operating Income & Expenses Budget Review Statement (By Function/Activity - Detailed)**

Budget review for the quarter ended 30 September 2018  
Operating Income & Expenses - Council Consolidated

(\$000's)	Operating Income					Operating Expenditure								
	Original Budget \$ 000	Revised Budget \$ 000	Operating Variations for Sep-18	Notes	Projected Year End Result	Actual YTD figures	%	Original Budget \$ 000	Revised Budget \$ 000	Operating Variations for Sep-18	Notes	Projected Year End Result	Actual YTD figures	%
<b>Economic Affairs</b>	17	17	8	f	25	5	20.0%	243	243	26	i	269	74	27.5%
Tourism & Area Promotion	8	8	-		8	-	0.0%	12	12	-		12	2	16.7%
Industrial Development & Promotion	113	113	-		113	7	0.0%	26	26	-		26	11	0.0%
Real Estate	70	70	-		70	7	10.0%	53	53	8	i	61	20	32.8%
Other Business - Private Works	208	208	8		216	12	5.6%	334	334	34		368	107	29.1%
<b>General Purpose Revenue</b>	10,455	10,455	28	f	10,483	8,882	84.7%	-	-	-		-	-	0.0%
General Purpose Revenues	1,572	1,572	-		1,572	1,074	68.3%	1,407	1,407	-		1,407	304	21.6%
<b>Surplus/(Deficit) From Ordinary Activities Before Capital Grants &amp; Contributions</b>	17,212	17,212	400		17,612	11,940	67.8%	17,084	17,084	(241)		16,843	4,142	24.6%

\*Note expense figures include depreciation

Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/18 and should be read in conjunction with the total QBRS report

Blayney Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/18 to 30/09/18

**Income & Expenses Budget Review Statement**  
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

Notes Details	Variations to:	
	Income \$000	Expenditure \$000
a Diesel Fuel Rebate: expected increase due to increased plant usage	50	
	<b>50</b>	-
b Align budget for Waste with levy raised		
- Domestic Waste Annual Charge	(54)	
- Non Domestic Waste Annual Charge & Levy	67	
	<b>13</b>	-
c Recycling Relief Funding	11	
	<b>11</b>	-
d Additional one off waste disposal fee	102	
	<b>102</b>	-
e Roads to Recovery funding carried over from 2017/18	187	
	<b>187</b>	-
f Decrease to Pensioner Concession Write-offs to reflect statutory 45% position	32	
Decrease in forecast interest due to low outstanding debtors	(4)	
	<b>28</b>	-
g Plant Operations		
- Increased plant running costs		279
- Offset by increased plant hire income		(606)
	-	<b>(327)</b>
h Expected increase in Town Planning expenses		
- Salaries & wages		20
- Legal expenses		15
	-	<b>35</b>
i Economic Affairs		
- New leaseback vehicle running costs, depreciation and fringe benefits tax	3	17
- Back to business week seminar, carryover from 2017/18 unexpended grants	5	5
- Maintenance costs for 32 Plumb Street		8
- Other minor budget adjustments		4
	<b>8</b>	<b>34</b>
j Infrastructure funding:		
- Cadia Contribution towards Southern Cadia Access Route	2,158	
- Resources for Regions - Southern Cadia Access Route	1,043	
- No external funding received for Mandurama Road	(401)	
- Regional Roads Repair funding not successful for Hobbys Yards Rd	(243)	
- NSW Active Transport Program - Lyndhurst Village Link Project Stage 2	220	
- Browns Creek Road - State Contribution	600	
- Browns Creek Road - Federal Contribution	660	
	<b>4,037</b>	-
k Other minor budget adjustments	1	17
	<b>1</b>	<b>17</b>
	<b>4,437</b>	<b>(241)</b>
<b>Net adjustment to operating result</b>		<b>4,678</b>

Blayney Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/18 to 30/09/18

**Capital Budget Review Statement**

Budget review for the quarter ended 30 September 2018

**Capital Budget - Council Consolidated**

(\$000's)	Original Budget 2018/19	Carry Forwards	Revised Budget 2018/19	Variations for this Sep Qtr	Notes	Projected Year End Result	Actual YTD figures
<b>Capital Expenditure</b>							
New Assets							
- Plant & Equipment	1,521	82	1,603	687	7	2,290	190
- Land & Buildings	37	83	120	-		120	78
- Sewer	10	-	10	-		10	-
- Roads, Bridges, Footpaths	356	-	356	-		356	-
- Other	1,513	-	1,513	247	6,8	1,760	166
Renewal Assets (Replacement)							
- Plant & Equipment	-	-	-	-		-	-
- Land & Buildings	2,757	563	3,320	174	1,8,12	3,494	148
- Roads, Bridges, Footpaths	8,138	2,271	10,409	2,037	2,3,4,5	12,446	2,814
- Sewer	243	83	326	-		326	56
- Other	247	216	463	65	8,9,10,11	528	49
Loan Repayments (Principal)	371	-	371	-		371	77
<b>Total Capital Expenditure</b>	<b>15,193</b>	<b>3,298</b>	<b>18,491</b>	<b>3,210</b>		<b>21,701</b>	<b>3,578</b>
<b>Capital Funding</b>							
Rates & Other Untied Funding	2,947	-	2,947	(1,248)		1,699	774
Capital Grants & Contributions	5,391	-	5,391	4,037	j,k	9,428	1,031
Reserves:							
- External Resrtictions/Reserves	853	1,450	2,303	(223)	iii,iv	2,080	1,245
- Internal Restrictions/Reserves	1,999	1,848	3,847	644	ii	4,491	500
New Loans							
Receipts from Sale of Assets	2,820	-	2,820	-		2,820	-
Receipts from Sale of Assets							
- Plant & Equipment	853	-	853	-		853	28
- Land & Buildings	330	-	330	-		330	-
<b>Total Capital Funding</b>	<b>15,193</b>	<b>3,298</b>	<b>18,491</b>	<b>3,210</b>		<b>21,701</b>	<b>3,578</b>
<b>Net Capital Funding - Surplus/(Deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>

Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/18 and should be read in conjunction with the total QBRS report

Blayney Shire Council

Quarterly Budget Review Statement

PART 4A:

for the period 01/07/18 to 30/09/18

Capital Budget Review Statement

Budget review for the quarter ended 30 September 2018

Capital Budget - Council Consolidated

(\$000's)	Original Budget 2018/19	Carry Forwards	Other than by QBRS	Revised Budget 2018/19	Variations for this Sep Qtr	Notes	Projected Year End Result	Actual YTD figures	%
<b>Capital Expenditure</b>									
<b>LAND &amp; BUILDINGS</b>									
Renewable Energy Project - Innovations Fund	N	65	-	65	-	-	65	78	120%
Rural Fire Service - Shed Replacement - Mandurama	R	-	-	-	1	14	1	1	100%
Public Conveniences Blayney - Heritage Park	R	10	-	10	-	-	10	-	0%
SCCF1 - Public Amenities Upgrade - Barry	R	19	9	28	-	-	28	-	0%
SCCF1 - Public Conveniences Upgrade - Neville	R	37	18	55	-	-	55	-	0%
SCCF1 - Public Conveniences Upgrade - Lyndhurst	N	37	18	55	-	-	55	-	0%
SCCF1 - Mandurama - Recreation Ground Shelter Upgrade	R	51	11	62	-	-	62	-	0%
Blayney Library Building Entrance & Internal Improvements	R	-	20	20	29	8	49	-	0%
Blayney Library Painting	R	-	8	8	-	-	8	-	0%
Blayney - Library - Adelaide St	R	7	-	7	-	-	7	-	0%
Blayney Library Access Improvements	R	-	-	-	4	14	4	4	100%
Blayney Community Centre	R	5	-	5	-	-	5	-	0%
CentrePoint - Building & Pool Upgrade	R	1,858	-	1,858	-	-	1,858	-	0%
CentrePoint - Mechanical Heating Unit and Ducting	R	-	497	497	-	-	497	115	23%
CentrePoint - Entrance Improvements & Internal Improvements	R	-	-	-	110	13	110	-	0%
Blayney - Showground Commentators Box	R	20	-	20	-	-	20	-	0%
Blayney - Showground Multipurpose Covered Arena	R	750	-	750	-	-	750	28	4%
Newbridge Hall - Repainting	R	-	-	-	30	1	30	-	0%
<b>TOTAL LAND &amp; BUILDINGS</b>		<b>2,794</b>	<b>646</b>	<b>3,440</b>	<b>174</b>		<b>3,614</b>	<b>226</b>	<b>6%</b>
<b>OTHER STRUCTURES</b>									
Blayney Cemetery - Muslim Section	N	10	-	10	-	-	10	8	80%
Public Cemeteries - Infrastructure Renewals	R	-	48	48	-	-	48	-	0%
SCCF1 - Redmond Oval - Fence Renewal	R	39	-	39	19	10	58	-	0%
SCCF1 - Newbridge Recreation Ground - Fence Renewal	R	38	-	38	18	10	56	13	23%
SCCF1 - Blayney Skate Park	N	183	90	273	-	-	273	8	2%
Carcoar Sportsground - Resurface Multipurpose Court 1	R	70	-	70	16	11	86	-	0%
Lyndhurst Showground - BBQ & Seating	N	-	-	-	1	14	1	1	100%
Town Challenge - Exercise Equipment	N	-	8	8	4	14	10	11	110%
Revive Pound Flat 2	R	-	-	-	31	9	31	-	0%
VEP Blayney	R	20	16	36	-	-	36	13	36%
VEP Carcoar	R	15	10	25	(6)	14	19	-	0%
VEP Lyndhurst	R	12	8	20	-	-	20	1	5%
VEP Millthorpe	R	22	23	45	3	14	48	1	2%
VEP Mandurama	R	10	-	10	-	-	10	-	0%
VEP Neville	R	5	8	13	-	-	13	18	138%
VEP Barry & Hobbys Yards	R	5	-	5	-	-	5	-	0%
VEP Newbridge	R	11	7	18	-	-	18	-	0%
<b>TOTAL OTHER STRUCTURES</b>		<b>440</b>	<b>216</b>	<b>656</b>	<b>86</b>		<b>742</b>	<b>72</b>	<b>10%</b>
<b>INFRASTRUCTURE</b>									
<b>Local Roads - Construction</b>									
Forest Reefs Road	R	999	-	999	-	-	999	-	0%
Southern Cadia Access Route	R	1,176	706	1,882	1,395	2	3,277	1,329	41%
Browns Creek Road (RTR)	R	-	211	211	1,286	4	1,497	1,208	81%
Mandurama Road	R	802	381	1,183	(401)	3	782	-	0%
Newbridge Road	R	687	-	687	-	-	687	-	0%
Initial Sealing - Selby Street	N	48	-	48	(48)	-	-	-	0%
Initial Sealing - Copper & Cherry St	N	39	-	39	-	-	39	6	15%
Initial Sealing - Peach Street	N	31	-	31	-	-	31	-	0%
Initial Sealing - Village Rd	N	29	-	29	-	-	29	-	0%
Initial Sealing - Ramsay Street	N	-	-	-	48	-	48	10	-
Heavy Patching	R	480	-	480	-	-	480	-	0%
Gravel Resheeting	R	350	-	350	-	-	350	15	4%
<b>TOTAL LOCAL ROADS CONSTRUCTION</b>		<b>4,641</b>	<b>1,298</b>	<b>5,939</b>	<b>2,280</b>		<b>8,219</b>	<b>2,568</b>	<b>31%</b>
<b>Local Roads - Reseal Program</b>									
Reseal Program	R	370	-	370	-	-	370	-	0%
<b>TOTAL RESEAL PROGRAM</b>		<b>370</b>	<b>-</b>	<b>370</b>	<b>0</b>		<b>370</b>	<b>-</b>	<b>0%</b>
<b>Regional Roads</b>									
Hobbys Yards Road	R	485	-	485	(243)	5	242	-	0%
<b>TOTAL REGIONAL ROADS</b>		<b>485</b>	<b>-</b>	<b>485</b>	<b>(243)</b>		<b>242</b>	<b>-</b>	<b>0%</b>

Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/18 and should be read in conjunction with the total QBRS report

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Blayney Shire Council

**Quarterly Budget Review Statement**

PART 4A:

for the period 01/07/18 to 30/09/18

**Capital Budget Review Statement**

Budget review for the quarter ended 30 September 2018

**Capital Budget - Council Consolidated**

(\$000's)

	Original Budget 2018/19	Carry Forwards	Other than by QBRS	Revised Budget 2018/19	Variations for this Sep Qtr	Notes	Projected Year End Result	Actual YTD figures	%
<b>Bridges</b>									
Browns Creek Road Cowriga Creek	R 2,323	45	-	2,368			2,368	219	9%
Wombiana Lane	R 54	-	-	54			54	-	0%
Hines Lane, Grubbenbun Creek	R -	110	-	110			110	-	0%
Kinds Lane, Grubbenbun Creek	R -	160	-	160			160	-	0%
Lucan Road, Limestone Creek	R -	140	-	140			140	-	0%
Winterbottons Lane, Unknown	R -	140	-	140			140	-	0%
Leabeater St Grubbenbun Creek	R -	120	-	120			120	-	0%
Carcoar Road - Cowriga Creek	R 40	38	-	78			78	-	0%
Culvert Renewal - Garland Road - Yangoora Rd +1.46km	R 106	-	-	106			106	-	0%
<b>TOTAL BRIDGES</b>	<b>2,523</b>	<b>753</b>	<b>-</b>	<b>3,276</b>	<b>0</b>		<b>3,276</b>	<b>219</b>	<b>7%</b>
<b>Footpaths</b>									
Renewals	R 44	-	-	44			44	-	0%
George St Victoria St Millthorpe (Child Care Centre)	R 18	-	-	18			18	-	0%
SCCF1 - Lyndhurst Village Link Project - Stage 1	N 130	64	-	194			194	134	69%
Lyndhurst Village Link Project - Stage 2	N -	-	-	-	220	8	220	-	-
Blayney Belubula River Walk - Stage 1	N 208	103	-	311			311	-	0%
Belubula St Carcoar - VEP Carcoar	N -	-	-	-	6	14	6	6	-
<b>TOTAL FOOTPATHS</b>	<b>400</b>	<b>167</b>	<b>-</b>	<b>567</b>	<b>226</b>		<b>793</b>	<b>140</b>	<b>18%</b>
<b>Stormwater</b>									
Stormwater Drainage Renewals	R 60	-	-	60			60	27	45%
Naylor Street Stability Works	R -	53	-	53			53	-	0%
<b>TOTAL STORMWATER</b>	<b>60</b>	<b>53</b>	<b>-</b>	<b>113</b>	<b>0</b>		<b>113</b>	<b>27</b>	<b>24%</b>
<b>Kerb &amp; Cutter</b>									
Renewals	15	-	-	15			15	-	0%
<b>TOTAL - RENEWALS</b>	<b>15</b>	<b>-</b>	<b>-</b>	<b>15</b>	<b>0</b>		<b>15</b>	<b>-</b>	<b>0%</b>
<b>TOTAL INFRASTRUCTURE</b>	<b>8,494</b>	<b>2,271</b>	<b>-</b>	<b>10,765</b>	<b>2,263</b>		<b>13,028</b>	<b>2,954</b>	<b>23%</b>
<b>PLANT &amp; EQUIPMENT</b>									
<b>Light Vehicle</b>									
Light Vehicle Replacement	N 296	-	-	296	43	12	339	47	14%
<b>TOTAL LIGHT VEHICLE</b>	<b>296</b>	<b>-</b>	<b>-</b>	<b>296</b>	<b>43</b>		<b>339</b>	<b>47</b>	<b>14%</b>
<b>Minor Plant</b>									
Slasher	N 15	-	-	15			15	-	0%
Fuel Trailer	N 25	-	-	25			25	-	0%
Small Plant & Tools	N 32	-	-	32			32	2	6%
<b>TOTAL MINOR PLANT</b>	<b>72</b>	<b>-</b>	<b>-</b>	<b>72</b>	<b>0</b>		<b>72</b>	<b>2</b>	<b>3%</b>
<b>Major Plant</b>									
P15 - Hilux 4wd workshop	N 43	-	-	43	65	7	108	-	0%
P17 - Isuzu NPR 200 2 t. tipper - P & G	N 66	-	-	66	20	7	86	-	0%
P32 - Scania 12t Tipper	N -	-	-	-	256	7	256	-	0%
P42 - Isuzu NPR65 Truck	N -	82	-	82	10	7	92	-	0%
P46 - Hino Flocon	N 282	-	-	282	40	7	322	-	0%
P56 - Hyundai Wheel Loader - Bucket Replacement	N -	-	-	-	70	7	70	66	94%
P58 - Loader Cat 950	N 308	-	-	308			308	-	0%
P240 - Hino Street sweeper	N 282	-	-	282	31	7	313	-	0%
New - Dog Trailer	N -	-	-	-	77	7	77	-	0%
New - Skid-Steer	N -	-	-	-	75	7	75	-	0%
<b>TOTAL MAJOR PLANT</b>	<b>961</b>	<b>82</b>	<b>-</b>	<b>1,063</b>	<b>644</b>		<b>1,707</b>	<b>66</b>	<b>4%</b>

Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/18 and should be read in conjunction with the total QBRS report

Blayney Shire Council

**Quarterly Budget Review Statement**

PART 4A:

for the period 01/07/18 to 30/09/18

**Capital Budget Review Statement**

Budget review for the quarter ended 30 September 2018

**Capital Budget - Council Consolidated**

(\$000's)		Original Budget 2018/19	Carry Forwards	Other than by QBRS	Revised Budget 2018/19	Variations for this Sep Qtr	Notes	Projected Year End Result	Actual YTD figures	%
<b>Information Technology</b>										
	N	41	-	-	41			41	20	49%
	N	42	-	-	42			42	43	102%
	N	65	-	-	65	(1)	14	64	-	0%
	N	5	-	-	5			5	1	20%
	N	5	-	-	5			5	1	20%
	N	-	-	-	-	1	14	1	1	100%
		<b>158</b>	<b>-</b>	<b>-</b>	<b>158</b>	<b>0</b>		<b>158</b>	<b>66</b>	<b>42%</b>
<b>Other Plant &amp; Equipment Purchases</b>										
	N	3	-	-	3	(1)	14	2	-	0%
	N	-	-	-	-	1	14	1	1	100%
	N	11	-	-	11			11	8	73%
		<b>14</b>	<b>-</b>	<b>-</b>	<b>14</b>	<b>0</b>		<b>14</b>	<b>9</b>	<b>64%</b>
		<b>1,521</b>	<b>82</b>	<b>-</b>	<b>1,603</b>	<b>687</b>		<b>2,290</b>	<b>190</b>	<b>8%</b>
<b>Sewerage Services</b>										
	N	10	-	-	10			10	-	0%
	R	78	-	-	78			78	-	0%
	R	15	-	-	15			15	-	0%
	R	50	-	-	50			50	-	0%
	R	100	-	-	100			100	-	0%
	R	-	53	-	53	(3)	14	50	35	70%
	R	-	30	-	30			30	18	60%
	N	-	-	-	-	3	14	3	3	
		<b>253</b>	<b>83</b>	<b>-</b>	<b>336</b>	<b>0</b>		<b>336</b>	<b>56</b>	<b>17%</b>
<b>Principal Loan Repayments</b>										
		199	-	-	199			199	49	25%
		75	-	-	75			75	18	24%
		43	-	-	43			43	10	23%
		54	-	-	54			54	-	0%
		<b>371</b>	<b>-</b>	<b>-</b>	<b>371</b>	<b>0</b>		<b>371</b>	<b>77</b>	<b>21%</b>
<b>Other Business Undertakings</b>										
	N	1,320	-	-	1,320			1,320	3	0%
		<b>1,320</b>	<b>-</b>	<b>-</b>	<b>1,320</b>	<b>0</b>		<b>1,320</b>	<b>3</b>	<b>0%</b>
		<b>15,193</b>	<b>3,298</b>	<b>-</b>	<b>18,491</b>	<b>3,210</b>		<b>21,701</b>	<b>3,578</b>	

Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/18 and should be read in conjunction with the total QBRS report

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Blayney Shire Council

**Quarterly Budget Review Statement**

for the period 01/07/18 to 30/09/18

**Capital Budget Review Statement  
Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

Notes	Details	Variations to: Expenditure \$000
1	Newbridge Hall painting - \$19k from Public Reserve Management Fund PRFM & \$11k from VEP	30 <b>30</b>
2	Finalisation of Southern Cadia Access Route	1,395 <b>1,395</b>
3	Mandurama Road - no external funding received, scheduled works reduced accordingly	(401) <b>(401)</b>
4	Finalisation of Browns Creek Road project	1,286 <b>1,286</b>
5	Hobby's Yards Road - no repair funding received, scheduled works reduced accordingly	(243) <b>(243)</b>
6	Lyndhurst Village Link Project - Stage 2.	220 <b>220</b>
7	Budget adjustments for Plant replacements: - Hyundai Loader Bucket - Hilux 4wd workshop - Scania 12t Tipper: carried over from 2017/18 - Dog Trailer: carried over from 2017/18 - Isuzu NPR 200 2 t. tipper - P & G: increased capacity required for plant - Hino Flocon: increased capacity required for plant - Hino Street sweeper: change in supply cost from original budget - Skid-Steer - new - Isuzu NPR65 Truck: Increased capacity required for plant	70 65 256 77 20 40 31 75 10 <b>644</b>
8	Blayney Library shelving project funding carried forward	29 <b>29</b>
9	Revive Pound Flat - PRMF funding carried over from 2017/18	31 <b>31</b>
10	SCCF1 - Funding carried forward - Redmond Oval - Fence Renewal - Newbridge Recreation Ground - Fence Renewal	19 18 <b>37</b>
11	Carcoar Sportsground - Resurface Multipurpose Court 1: Funding carried forward	16 <b>16</b>
12	Leaseback vehicle - Manager Tourism & Communications	43 <b>43</b>
13	CentrePoint improvements to the entrance and unsupervised access to the gym	110 <b>110</b>
14	Minor budget adjustments	13 <b>13</b>
<b>TOTAL</b>		<b>3,210</b>

Blayney Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/18 to 30/09/18

**Cash & Investments Budget Review Statement**

Budget review for the quarter ended 30 September 2018

**Cash & Investments - Council Consolidated**

(\$'000's)	Opening Balance 1/07/2018	Approved changes other than by QBRS	Revised Budget	Variations for this Sep Qtr	Notes	Projected Year End Result	Actual YTD figures
<b>Externally Restricted <sup>(1)</sup></b>							
Developer Contributions - General	812	(249)	563			563	563
Developer Contributions - Sewer	888	-	888			888	888
Unexpended Grants	460	(347)	113	(113)	iii	-	-
Sewerage Services	4,808	(148)	4,660			4,660	4,660
Domestic Waste Management	987	-	987			987	987
Voluntary Planning Agreement - Mining	217	-	217	(110)	iv	107	217
Rates Special Variation - Mining	918	(706)	212			212	212
<b>Total Externally Restricted</b>	<b>9,090</b>	<b>(1,450)</b>	<b>7,640</b>	<b>(223)</b>		<b>7,417</b>	<b>7,527</b>
<small>(1) Funds that must be spent for a specific purpose</small>							
<b>Internally Restricted <sup>(2)</sup></b>							
Plant and Vehicle Replacement	766	(82)	684	(644)	ii	40	110
Employees Leave Entitlement	764	-	764			764	764
Asset Reserve - Transport	1,907	(1,344)	563			563	563
Asset Reserve - Buildings	149	-	149			149	149
Asset Reserve - Parks & Recreation	322	-	322			322	322
Asset Reserve - Stormwater	105	(53)	52			52	52
Blayney Sports Facility Master Plans	126	-	126			126	126
Blayney Town Works	5	-	5			5	5
Cemeteries	49	(48)	1			1	1
CentrePoint	866	(249)	617			617	617
Election Reserve	40	-	40			40	40
Environmental Projects – Belubula river	53	-	53			53	53
I.T Reserve	96	-	96			96	96
King George Oval	161	-	161			161	161
Property Account	1,145	-	1,145			1,145	1,145
Quarry	174	-	174			174	174
Village Enhancement Program	75	(72)	3	(3)	v	-	-
Financial Assistance Grant	1,290	-	1,290	(1,290)	i	-	-
<b>Total Internally Restricted</b>	<b>8,093</b>	<b>(1,848)</b>	<b>6,245</b>	<b>(1,937)</b>		<b>4,308</b>	<b>4,378</b>
<small>(2) Funds that Council has earmarked for a specific purpose</small>							
<b>Unrestricted</b> (ie. available after the above Restricti	32	3,298	3,330	2,160		5,490	5,126
<b>Total Cash &amp; Investments</b>	<b>17,215</b>	<b>-</b>	<b>17,215</b>	<b>-</b>		<b>17,215</b>	<b>17,031</b>

Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/18 and should be read in conjunction with the total QBRS report

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Blayney Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/18 to 30/09/18

**Cash & Investments Budget Review Statement**

**Investments**

Investments have been invested in accordance with Council's Investment Policy.

**Cash**

The Cash at Bank figure included in the Cash & Investment Statement totals \$17,113

This Cash at Bank amount has been reconciled to Council's physical Bank Statements. The date of completion of this bank reconciliation is 28/10/18

**Reconciliation Status**

The YTD Cash & Investment figure reconciles to the actual balances held as follows:

		\$ 000's
Cash at Bank (as per bank statements) - General Fund		2,008
Cash at Bank (as per bank statements) - Online Saver		-
Investments on Hand		15,105
less: Unpresented Cheques	(Timing Difference)	(91)
add: Undeposited Funds	(Timing Difference)	9
less: Identified Deposits (not yet accounted in Ledger)	(Require Actioning)	-
add: Identified Outflows (not yet accounted in Ledger)	(Require Actioning)	-
less: Unidentified Deposits (not yet actioned)	(Require Investigation)	-
add: Unidentified Outflows (not yet actioned)	(Require Investigation)	-
<b>Reconciled Cash at Bank &amp; Investments</b>		<b>17,031</b>
<b>Balance as per Review Statement:</b>		<b>17,031</b>
Difference:		-

**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

**Notes Details**

		Variations \$000
i	2018/19 advance payment of Financial Assistance Grant paid in 2017/18	(1,290)
		<b>(1,290)</b>
ii	Budget adjustments for Plant Replacement Program	(644)
		<b>(644)</b>
iii	Carryover of Unexpended Grants & Contributions:	
	Town Challenge - Exercise Equipment	(4)
	Revive 2 - Pound Flat	(31)
	Blayney Library - Shelving Project	(29)
	Back to Business Week	(5)
	Resources for Regions - Southern Cadia Access	(4)
	Growing Local Economies - Business Case Development Grant	(3)
	PRMF - Lyndhurst Showground BBQ & Covered Seating	(1)
	CBP17 - Carcoar Sportsground - Resurface Multipurpose Court 1	(16)
	SCCF Round 1 - Recreation Groun Refurbishment Projects	(20)
		<b>(113)</b>
iv	Funding from VPA for front entrance improvements & unsupervised gym access to CentrePoint	(110)
		<b>(110)</b>
v	Minor adjustments	(3)
		<b>(3)</b>
	<b>TOTAL</b>	<b>(2,160)</b>

Blayney Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/18 to 30/09/18

**Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)**

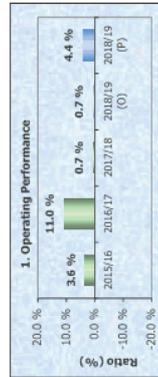
Budget review for the quarter ended 30 September 2018

(\$000's)	Current Projection Amounts Indicator 18/19	18/19	Original Budget 18/19	Actuals Prior Periods 17/18	16/17
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NSW Local Government Industry Key Performance Indicators (OLG):

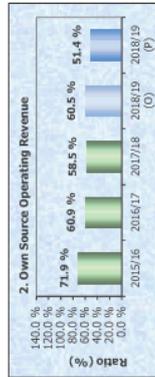
<b>1. Operating Performance</b>					
Operating Revenue (excl. Capital) - Operating Expenses	769	4.4 %	#	0.7 %	11.0 %
Operating Revenue (excl. Capital Grants & Contributions)	17612		#		

This ratio measures Council's achievement of containing operating expenditure within operating revenue.



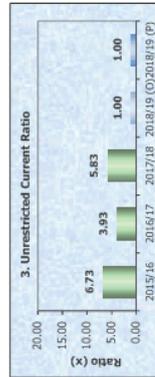
<b>2. Own Source Operating Revenue</b>					
Operating Revenue (excl. ALL Grants & Contributions)	13891	51.4 %	#	60.5 %	60.9 %
Total Operating Revenue (incl. Capital Grants & Conti)	27040		#		

This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants & contributions.



<b>3. Unrestricted Current Ratio</b>					
Current Assets less all External Restrictions	1	1.00		1.00	3.93
Current Liabilities less Specific Purpose Liabilities	1				

To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.



Blayney Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/18 to 30/09/18

**Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)**

Budget review for the quarter ended 30 September 2018

(\$000's)	Current Projection Amounts Indicator 18/19	Budget 18/19	Actuals Prior Periods 17/18	Actuals 16/17
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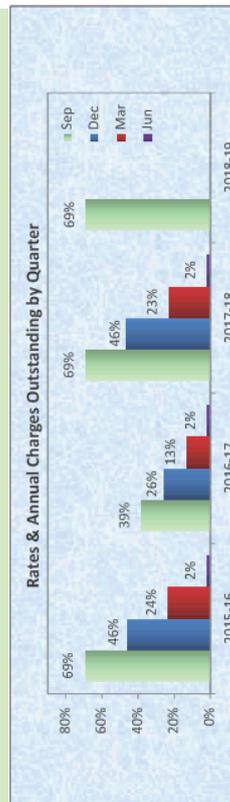
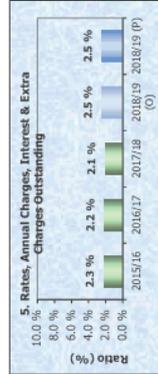
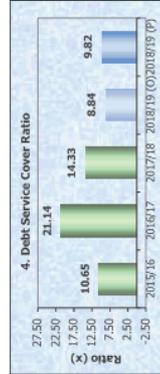
NSW Local Government Industry Key Performance Indicators (OLG):

4. Debt Service Cover Ratio	6472	9.82	14.33	21.14
Operating Result before Interest & Dep. exp. (EBITDA)	#	#		
Principal Repayments + Borrowing Interest Costs				

This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.

5. Rates, Annual Charges, Interest & Extra Charges Outstanding	2.5	2.5 %	2.1 %	2.2 %
Rates, Annual & Extra Charges Outstanding				
Rates, Annual & Extra Charges Collectible				

To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.



**Quarterly Budget Review Statement**  
for the period 01/07/18 to 30/09/18

Blayney Shire Council

**Contracts Budget Review Statement**

Budget review for the quarter ended 30 September 2018

**Part A - Contracts Listing - contracts entered into during the quarter**

Contractor	Contract detail & purpose	Contract Value	Start Date	Duration of Contract	Budgeted (Y/N)	Notes
<b>Contracts Entered &gt; \$50,000</b>						
<b>Contracts Paid &gt; \$50,000</b>						
Agile Arbor	Tree Removal	72,364		Completed	Y	
Atlas Air conditioning Group	Pool Heating Upgrade	100,589		Ongoing	Y	
Boral Cement	Supply & delivery of road construction material	52,570		Ongoing	Y	
Boral Construction Materials	Supply & delivery of road construction material	54,761		Ongoing	Y	
Downer EDI Works P/L	Road Sealing	442,337		Ongoing	Y	
Hadlow Earthmoving	Waste Facility Management and Plant Hire	198,930		Ongoing	Y	
Hanson Construction Materials	Supply & delivery of road construction material	631,803		Ongoing	Y	
IT Vision	Annual License Fee	54,159		Ongoing	Y	
JHA Recruitment	Temporary Staff	52,774		Ongoing	Y	
Josh Nixon Excavations	Equipment Hire	61,023		Ongoing	Y	
Kerfab	Plant repairs and transport	72,298		Completed	Y	
Midwest Traffic Management	Traffic Control	229,560		Ongoing	Y	
Olisplus	Supply of Fuel	185,762		Ongoing	Y	
Rollers Australia	Roller Hire	58,894		Ongoing	Y	
Sunny Afternoons	Renewable Energy Project	81,865		Completed	Y	
Tree of Us Tree Services	Tree Removal	62,833		Completed	Y	
TCN Contracting	Equipment Hire	64,768		Ongoing	Y	
VEC Civil Engineering	Bridge Replacement Program	436,962		Ongoing	Y	

Notes:

1. Minimum reporting level is 1% of estimated income from continuing operations of Council or \$50,000 - whatever is the lesser.
2. Contracts for employment are not required to be included.

Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/18 and should be read in conjunction with the total QBRS report



Blayney Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/18 to 30/09/18

**Consultancy & Legal Expenses Budget Review Statement**

Consultancy & Legal Expenses Overview

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies	88,647	Y
Legal Fees	14,039	Y

**Definition of a consultant:**

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

**Comments**

Expenditure included in the above YTD figure but not budgeted includes:

**Details**

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**Quarterly Budget Review Statement**  
for the period 01/07/18 to 30/09/18

Blayney Shire Council  
**PART 8:**

**Loans Summary**

Budget review for the quarter ended 30 September 2018

**(A) External Loans**

	<b>LOAN DETAILS</b>	<b>Original Principal</b>	<b>Opening Balance 1/07/18</b>	<b>Drawdown</b>	<b>Interest Year to date</b>	<b>Repayments Year to date</b>	<b>Closing Balance 30/09/18</b>	<b>Scheduled completion date</b>
2	Millthorpe Sewer	900,000	610,295		12,249	22,737	599,807	26-Feb-28
4	Blayney Works Depot	600,000	250,257		4,245	13,708	240,794	04-Dec-23
5	Blayney Works Depot	600,000	276,681		4,184	12,933	267,933	21-Dec-24
7	Blayney Bridges Program (LIRS)	1,000,000	618,937		8,866	33,022	594,782	22-Jan-24
8	Bridge Replacement Program	3,000,000	2,975,261		29,529	54,514	2,950,277	15-Feb-38
		<b>6,100,000</b>	<b>4,731,432</b>		<b>59,074</b>	<b>136,913</b>	<b>4,653,594</b>	

Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/18 and should be read in conjunction with the total QBRS report

**09) 2017/18 AUDITED FINANCIAL STATEMENTS**

**Department:** Corporate Services

**Author:** Chief Financial Officer

**CSP Link:** 2. Local Governance and Finance

**File No:** FM.FR.1

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**Recommendation:**

1. That Council adopt the 2017/2018 Financial Statements and accept the Auditor's Report, as submitted by NSW Audit Office.
2. That the 2017/2018 transfers to and from Council's restricted cash be adopted.

**Reason for Report:**

For the 2017/2018 audited financial statements to be presented to Council.

**Report:**

Section 413(3) of the Local Government Act 1993, requires Council to prepare Financial Reports and refer those reports to audit within 4 months after the end of the financial year (s416 (1)). On completion, section 419 of the Act requires Council to present its audited financial statements, together with the signed auditor's reports, at a meeting of the Council. The date of the above meeting must be no more than 5 weeks after the signing of the auditor's report.

For the 2018 financial year Council has presented a net operating result of \$6.58m, with a net operating result before the inclusion of grants and contributions for capital purposes of \$496k.

After the exclusion of non-cash items incorporated into the income statement there is a cash surplus from operating activities of \$13.1m. This operating cash surplus contributed to funding Council's capital works program for the year, with the remainder of the required funding coming from the proceeds from asset sales and Council's reserves.

Council expended \$14m on new non-financial assets throughout the year. A large amount of this was spent on improving Council's road infrastructure and ongoing expenditure on plant and fleet replacement.

## Income Statement

for the year ended 30 June 2018

Original unaudited budget 2018	\$ '000	Notes	Actual 2018	Restated Actual 2017
<b>Income from continuing operations</b>				
<i>Revenue:</i>				
10,555	Rates and annual charges	3a	10,530	10,479
1,846	User charges and fees	3b	2,435	2,399
375	Interest and investment revenue	3c	413	514
227	Other revenues	3d	356	221
3,450	Grants and contributions provided for operating purposes	3e,f	3,642	6,419
8,924	Grants and contributions provided for capital purposes	3e,f	6,085	2,314
<i>Other income:</i>				
713	Net gains from the disposal of assets	5	180	159
–	Net share of interests in joint ventures and associates using the equity method	16	188	144
<b>26,090</b>	<b>Total income from continuing operations</b>		<b>23,829</b>	<b>22,649</b>
<b>Expenses from continuing operations</b>				
6,516	Employee benefits and on-costs	4a	6,501	6,545
202	Borrowing costs	4b	176	157
2,224	Materials and contracts	4c	2,535	3,476
5,400	Depreciation and amortisation	4d	5,457	5,051
2,598	Other expenses	4e	2,579	2,674
<b>16,940</b>	<b>Total expenses from continuing operations</b>		<b>17,248</b>	<b>17,903</b>
<b>9,150</b>	<b>Operating result from continuing operations</b>		<b>6,581</b>	<b>4,746</b>
<b>9,150</b>	<b>Net operating result for the year</b>		<b>6,581</b>	<b>4,746</b>
9,150	Net operating result attributable to Council		6,581	4,746
226	Net operating result for the year before grants and contributions provided for capital purposes		496	2,432

## Statement of Financial Position

as at 30 June 2018

\$ '000	Notes	2018	Restated 2017	Restated 1 July 2016
<b>ASSETS</b>				
<b>Current assets</b>				
Cash and cash equivalents	6a	2,715	9,743	1,075
Investments	6b	14,500	7,500	16,000
Receivables	7	2,113	1,288	640
Inventories	8	1,417	1,063	839
Other	8	67	63	52
Non-current assets classified as 'held for sale'	9	–	650	–
<b>Total current assets</b>		<b>20,812</b>	<b>20,307</b>	<b>18,606</b>
<b>Non-current assets</b>				
Receivables	7	76	126	208
Infrastructure, property, plant and equipment	10	210,712	199,623	194,456
Investments accounted for using the equity method	16	24,444	20,975	20,545
Intangible assets	11	126	173	241
<b>Total non-current assets</b>		<b>235,358</b>	<b>220,897</b>	<b>215,450</b>
<b>TOTAL ASSETS</b>		<b>256,170</b>	<b>241,204</b>	<b>234,056</b>
<b>LIABILITIES</b>				
<b>Current liabilities</b>				
Payables	12	1,148	2,143	748
Income received in advance	12	260	221	196
Borrowings	12	317	202	190
Provisions	13	1,850	1,753	1,623
<b>Total current liabilities</b>		<b>3,575</b>	<b>4,319</b>	<b>2,757</b>
<b>Non-current liabilities</b>				
Payables	12	2	2	1
Borrowings	12	4,439	1,780	1,982
Provisions	13	860	779	717
<b>Total non-current liabilities</b>		<b>5,301</b>	<b>2,561</b>	<b>2,700</b>
<b>TOTAL LIABILITIES</b>		<b>8,876</b>	<b>6,880</b>	<b>5,457</b>
<b>Net assets</b>		<b>247,294</b>	<b>234,324</b>	<b>228,599</b>
<b>EQUITY</b>				
Accumulated surplus	14	103,603	93,741	88,709
Revaluation reserves	14	143,691	140,583	139,890
Council equity interest		247,294	234,324	228,599
<b>Total equity</b>		<b>247,294</b>	<b>234,324</b>	<b>228,599</b>

**Restricted Cash**

In finalisation of the 2017/18 Financial Statements there were some changes to restricted cash balances as reported to Council on 20 August 2018.

The external restrictions show \$1.088m transfers in and \$1.109m transfers out (nett \$21k).

The internal restrictions show \$4.096m transfers in and \$3.619m transfers out (nett \$477k).

The total Restricted Cash balance at 30 June 2018 was \$17.183m with unrestricted cash of \$32k.

A summary of Council's internal and external restrictions is detailed below.

2018 \$ '000	Opening balance	Transfers to restrictions	Transfers from restrictions	Closing balance
<b>Details of restrictions</b>				
<b>External restrictions – included in liabilities</b>				
Nil				
<b>External restrictions – other</b>				
Nil				
Developer contributions – general	812	109	(109)	812
Developer contributions – sewer fund	860	28		888
Specific purpose unexpended grants	179	281		460
Sewerage services	4,482	326		4,808
Domestic waste management	848	139		987
Rates – special variation mining	713	205		918
Voluntary Planning Agreement - Mining	1,217		(1,000)	217
<b>External restrictions – other</b>	<b>9,111</b>	<b>1,088</b>	<b>(1,109)</b>	<b>9,090</b>
<b>Total external restrictions</b>	<b>9,111</b>	<b>1,088</b>	<b>(1,109)</b>	<b>9,090</b>
<b>Internal restrictions</b>				
Nil				
Plant and vehicle replacement	219	547		766
Employees leave entitlement	661	103		764
Transport Reserve	2,454	920	(1,467)	1,907
Buildings Reserve	157		(8)	149
Parks & Recreation Reserve	347	7	(32)	322
Stormwater Reserve	51	54		105
Blayney Sports Facility Master Plan	153		(27)	126
Blayney town works	5			5
Cemeteries	41	48	(40)	49
CentrePoint Sport & Leisure Centre	997		(131)	866
Election reserve	78		(38)	40
Environmental projects – Belubula river	54		(1)	53
Financial Assistance Grant	1,229	1,290	(1,229)	1,290
Inala units	96		(96)	–
I.T reserve	96			96
King George Oval	170		(9)	161
Property account	545	1,052	(452)	1,145
Quarry	174			174
Village enhancement program	89	75	(89)	75
Other				
<b>Total internal restrictions</b>	<b>7,616</b>	<b>4,096</b>	<b>(3,619)</b>	<b>8,093</b>
<b>TOTAL RESTRICTIONS</b>	<b>16,727</b>	<b>5,184</b>	<b>(4,728)</b>	<b>17,183</b>

### Performance Indicators

These indicators are intended to be indicative of the financial health and presence of good business management practices being conducted at Council.

Notes to the Financial Statements  
for the year ended 30 June 2018

Note 25(a). Statement of performance measures – consolidated results

\$ '000	Amounts	Indicator	Prior periods		Benchmark
	2018	2018	2017	2016	
<b>Local government industry indicators – consolidated</b>					
<b>1. Operating performance ratio</b>					
Total continuing operating revenue <sup>(1)</sup> excluding capital grants and contributions less operating expenses	<u>128</u>	<b>0.74%</b>	10.63%	7.12%	> 0.00%
Total continuing operating revenue <sup>(1)</sup> excluding capital grants and contributions	<u>17,376</u>				
<b>2. Own source operating revenue ratio</b>					
Total continuing operating revenue <sup>(1)</sup> excluding all grants and contributions	<u>13,734</u>	<b>58.54%</b>	60.92%	64.24%	> 60.00%
Total continuing operating revenue <sup>(1)</sup>	<u>23,461</u>				
<b>3. Unrestricted current ratio</b>					
Current assets less all external restrictions <sup>(2)</sup>	<u>11,276</u>	<b>5.83x</b>	3.93x	7.23x	> 1.5x
Current liabilities less specific purpose liabilities <sup>(3, 4)</sup>	<u>1,933</u>				
<b>4. Debt service cover ratio</b>					
Operating result <sup>(1)</sup> before capital excluding interest and depreciation/impairment/amortisation	<u>5,761</u>	<b>14.33x</b>	21.14x	19.39x	> 2x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)	<u>402</u>				
<b>5. Rates, annual charges, interest and extra charges outstanding percentage</b>					
Rates, annual and extra charges outstanding	<u>223</u>	<b>2.07%</b>	2.20%	2.23%	< 10% regional & rural
Rates, annual and extra charges collectible	<u>10,778</u>				
<b>6. Cash expense cover ratio</b>					
Current year's cash and cash equivalents plus all term deposits	<u>17,215</u>	<b>14.26 mths</b>	15.7 mths	17.3 mths	> 3 mths
Monthly payments from cash flow of operating and financing activities	<u>1,207</u>				

**Risk/Policy/Legislation Considerations:**

S416 of the Local Government Act (1993) states that Council's financial statements must be prepared and audited by 31 October 2018. Council's audited financial statements were lodged with the Office of Local Government on 25 October 2018.

S418 of the Local Government Act (1993) requires Council give notice to the public on presentation of the financial statements at least 7 days prior to the meeting and invite submissions to be received.

Submissions close 26 November 2018.

**Budget Implications:**

The income statement reports Council's original budget against actual results. As at 30 June 2018 the Income from Continuing Operations was \$23.83m compared to \$26.01m budgeted. This variation was due to a number of forecast capital grants being unsuccessful and a delay in recognition of funding for capital works running behind schedule. Profit on sale of assets was also less than anticipated due to the disposal of 6 timber bridges replaced during the financial year with an impact upon loss on disposal of \$266k.

Actual operating expenditure of \$17.25m compared to \$16.94m budgeted. This resulted in a net operating result from continuing operations of \$6.581m. Net operating result from continuing operations before grants and contributions provided for capital purposes of \$496k compared favourably to \$226k budgeted.

Council's original budget for capital expenditure for 2017/18 was \$19.26m before the inclusion of carryover works from 2016/17. Council completed \$13.99m in capital works with a further \$3.30m carried over for completion in 2018/19.

As part of the 2017/18 Financial Report preparation process Council undertook a revaluation of Buildings and Operational Land. During this process Council staff identified a significant error in the valuation of CentrePoint and the Blayney Showground pavilion. This resulted in correction of a prior period error of \$4.82m and reinstatement of the opening balance of Property, Plant & Equipment as at 1 July 2016. Additional depreciation of almost \$100k annually will be incurred to offset the increased valuation.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

- |   |   |           |
|---|---|-----------|
| 1 | Annual Financial Statements 2017-18 - Blayney Shire Council | 129 Pages |
|---|---|-----------|

**10) PROPOSED FEE - REDMOND OVAL - MILLTHORPE SENIOR CRICKET****Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 4. Community, Sport, Heritage and Culture**File No:** FM.FC.1**Recommendation:**

1. That the report on Proposed Fee – Redmond Oval: Millthorpe Senior Cricket be received.
2. That the proposed fee of \$570 for Millthorpe Senior Cricket be exhibited for a period of not less than 28 days.

**Reason for Report:**

For Council to consider a new hire fee to be introduced at Redmond Oval for Millthorpe Senior Cricket.

**Report:**

Council is in receipt of a new booking for Redmond Oval by Millthorpe Senior Cricket that has joined the Molong District Cricket Association after an absence of nearly 20 years.

Current fees in place in the 2018/19 Operational Plan for Redmond Oval are charged on a User Pay Principle and are as follows:

Description	GST inclusive fee
Millthorpe Junior Cricket	\$570
Millthorpe Junior Soccer	\$793
Millthorpe Senior Soccer	\$852
Millthorpe Junior Rugby Union	\$399

No hire fee exists for this purpose and a fee of \$570 is proposed. Council is obligated under the Local Government Act (1993) to exhibit this fee and consider submissions prior to adoption.

**Risk/Policy/Legislation Considerations:**

Local Government Act s.610A states that Council must not determine a fee until it has given public notice and has considered any submissions made during the period of public notice.

**Budget Implications:**

Council will derive additional revenue following exhibition and adoption of this fee.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**11) 2020 ELECTION SERVICES****Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 2. Local Governance and Finance**File No:** GO.RP.1

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**Recommendation:**

That the Blayney Shire Council (“the Council”) resolves:

- a. pursuant to s. 296(2) and (3) of the *Local Government Act 1993* (NSW) (“the Act”) that an election arrangement be entered into by contract for the Electoral Commissioner (NSW Electoral Commission) to administer all elections of the Council.
- b. pursuant to s. 296(2) and (3) of the Act, as applied and modified by s.18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.

**Reason for Report:**

For Council to determine the conduct of the 2020 Local Government Election.

**Report:**

Council is in receipt of advice that it must pass a resolution to endorse NSW Electoral Commission (NSWEC) to conduct the 2020 Local Government Elections if they wish for the NSWEC to conduct the election. This resolution must be furnished to the NSWEC by 11 March 2019.

In 2016 Council participated in a joint tender with a number of NSW Councils for election services. The exercise resulted in Council appointing the NSWEC. Due to time constraints for submission of a resolution such an exercise is not considered worthwhile.

The NSWEC has a long association of provision of such services and have also presented opportunities for Council to share a Returning Officer and resources with adjoining Councils to minimise election costs.

**Risk/Policy/Legislation Considerations:**

Council is obligated under s.296 of the Government Act to make a resolution to engage the NSW Electoral Commission at least 18 months prior to conduct of the next ordinary election.

**Budget Implications:**

There is no impact on the 2018/19 Operational Plan. Provision will be made in the 2019/20 and 2020/21 Operational Plans. Council makes an annual provision to transfer funds to an election restricted asset reserve to lessen the impact on cash flow caused by the election cycle.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**12) APPOINTMENT OF INDEPENDENT MEMBERS AND ALTERNATE COUNCILLOR - AUDIT, RISK AND IMPROVEMENT COMMITTEE**

**Department:** Corporate Services

**Author:** Director Corporate Services

**CSP Link:** 2. Local Governance and Finance

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

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**Recommendation:**

1. That Council endorse the appointment of Phil Burgett and Donna Rygate as the 2 Independent Members to the Audit Risk and Improvement Committee.
2. That Council appoint an alternate Councillor to the Audit, Risk and Improvement Committee.

**Reason for Report:**

For Council to endorse the appointment of Independent Members to the Audit, Risk and Improvement Committee and consider appointment of an alternate Councillor representative.

**Report:**

Blayney Shire Council, Cabonne Council and Central Tablelands Water have each established an Audit, Risk and Improvement Committee. The Councils convene meetings of their committees on the same day at the same location, at different times and share the same 2 independent members. This provides a cost effective solution to all Councils obligations for conduct of Audit, Risk and Improvement Committee meetings.

The outgoing independent members were Steve Kent, appointed 2011, and Phil Burgett, appointed 2014.

The term for independent members is an election term and the Charter for Blayney limits appointment term to 2 election terms or 8 years. Following the 2017 Council election and review of Committee Charters by all Councils it was agreed to call for Expressions of Interest for Appointment of Independent Members through a joint process. Applications closed 26 October 2018 and a joint meeting of representatives to assess applications was held 13 November 2018.

Applicants are expected to satisfy a selection criteria including knowledge and experience in local government; financial reporting; auditing requirements and risk management governance.

A total of 7 applications were received through the Expression of Interest process and appointment of independent members will be subject to concurrence and endorsement by all Councils. Following the panel assessment of applications it was recommended that the following 2 applicants be appointed:

1. Phil Burgett
2. Donna Rygate

The appointment of these applicants as independent external members will permit the Audit, Risk and Improvement Committee to have its complement of independent external members and support a framework of internal governance within Council.

At the August 2018 Council meeting following adoption of the Audit, Risk and Improvement Committee Charter it was noted that Council's alternate delegate conflicted with requirements of the Charter, and Internal Audit Guidelines from the Office of Local Government, to exclude the Mayor. Councillor representatives on this committee currently include Councillor Somerville and Councillor Ferguson as alternate. A copy of the Charter requirement is shown below:

### ***Composition and Tenure***

#### ***Members (voting)***

- *One Councillor (excluding the Mayor)*
- *Two independent external members, being community representatives, with demonstrated knowledge / experience in the field of Internal Audit.*

Accordingly, Council is requested to consider the appointment of a Councillor as an alternate Councillor to the Audit Risk and Improvement Committee.

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

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

The objective of the Committee is to provide independent assurance and assistance to Council with respect to the following key areas as per Section 428A of the Local Government Amendment (Governance and Planning) Bill 2016. Such areas include compliance; risk management; fraud control; internal control; financial management; governance; service reviews; other matters prescribed by the regulations, and execution of Council functions.

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

**Budget Implications:**

Costs associated with calling of Expressions of Interest have been shared by participating Councils with Blayney conducting oversight and administration of the process.

Audit, Risk and Improvement Committee meeting costs including sitting fees for independent members and associated service reviews / audits are provided for in Council's 2018/19 Operational Plan for this purpose.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**13) MINUTES OF THE BLAYNEY SHIRE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD 31 OCTOBER 2018**

**Department:** Corporate Services

**Author:** Director Corporate Services

**CSP Link:** 2. Local Governance and Finance

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

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**Recommendation:**

That the minutes of the Blayney Shire Audit, Risk and Improvement Committee meeting held 31 October 2018 be received.

**MINUTES OF THE MEETING OF BLAYNEY SHIRE COUNCIL AUDIT, RISK AND IMPROVEMENT COMMITTEE HELD IN THE COMMUNITY CENTRE WEDNESDAY 31 OCTOBER 2018**

The meeting commenced at 9:00am

**1. Present**

Phil Burgett	(Independent)
Steve Kent	(Independent Chair) – Via teleconference
Cr. David Somerville	(Councillor)
Rebecca Ryan	(General Manager)
Tiffany Irlam	(Chief Financial Officer)
Anton Franze	(Director Corporate Services – Secretariat)

**2. Apologies**

Karen Taylor (NSW Audit Office), Leanne Smith (Intentus - NSW Audit Office Contract Auditor), Cr. Scott Ferguson (Mayor).

**3. Declarations of Interest**

Steve Kent declared that he had taken on Bayside Council as a client in the capacity of Chief Audit Executive.

**4. Adoption of Previous Minutes**

Minutes of the meeting held 12 July 2018 were adopted.  
(Phil Burgett / Cr. David Somerville)

**5. Risk Management Update including Risk Register**

No report tabled with vacant WHS and Risk Coordinator position. Projects in progress include:

- BCP testing on a function basis
- Review of good practice

Update on progress of cashless trial at waste facility and CentrePoint was provided.

**6. Business Improvement Activities/Interim Audit Management Letter**

- Interim Audit Management Letter tabled and discussed.
- Update on IT improvements identified in the Interim Audit.
- Purchase orders raised after purchase issue discussed. While practice exists for Purchase Orders to be raised does Council know percentage of orders raised after purchase? Council to investigate further and provide a response.
- A matter raised from minutes of last meeting for inclusion on future agendas is Industry Issues. It would be informative to receive updates on industry reports received e.g. ICAC or NSW Audit Office. Updates could include an understanding where Blayney sits in comparison; the key learnings / observations; and assessment against performance audits by NSW Audit Office.

**7. 2017/18 Audited Financial Reports**

Overview was provided by Chief Financial Officer; statements lodged 25/10/2018. Chair acknowledged work of the Chief Financial Officer and team with preparation and finalisation of the financial reports.

**8. 2017/18 Engagement Closing Report**

Engagement closing report from NSW Audit Office noted. Management working on progressing matters raised.

**9. External Audit Arrangements for 2018/19 and beyond**

Notification has been received from the NSW Audit Office that Intentus has been appointed as external auditor for a 3 year period with an option to extend for a further 2 years commencing from the year ending 30 June 2019. Letter from NSW Audit Office was noted.

**10. Expression of Interest for Review of Procurement and Project Management: Errowanbang Road**

Update was provided on responses to Expressions of Interest and appointment process. Constructive Solutions was the successful candidate and will be undertaking the review over the coming months.

**11. Expression of Interest for Appointment as an Independent Member of Audit Committee**

Update of process provided, Applications closed 26 October 2018 and Cabonne Council, Central Tablelands Water and Blayney Shire Council will convene a date to undertake the assessment process.

**12. Status of prior report recommendations**

Only matter outstanding from previous meeting is the Voluntary Planning Agreement (VPA) Procedure. It has now been determined that a policy should be developed rather than procedures. Timing for finalisation is December 2018. Matters raised from Interim Audit Management Letter and Final Audit Closing report will be added and reported upon at next meeting.

**13. Any major developments/issues since last meeting**

- EIS for McPhillamys Mine Project; stakeholder interest and social impact progressing;
- Crown Land Negotiation Program review is continuing;
- Drought Communities Program – risks presented with money from government and associated conditions / timeframe;
- Residential Land Development update.

**14. Any other business**

- Future Agenda items to include legislative responsibilities listed in Charter to ensure committee covers requirements;
- Audit, Risk and Improvement Committee Annual Report to follow;
- Request for Strategic Audit Plan to be tabled at next meeting.

There being no further business the meeting closed at 10:30am

**Risk/Policy/Legislation Considerations:**

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

The objective of the Committee is to provide independent assurance and assistance to Council with respect to the following key areas as per Section 428A of the Local Government Amendment (Governance and Planning) Bill 2016. Such areas include compliance; risk management; fraud control; internal control; financial management; governance; service reviews; other matters prescribed by the regulations, and execution of Council functions.

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

**Budget Implications:**

Costs associated with holding of Committee meetings, sitting fees for independent members and associated service reviews / audits are provided for in Council's 2018/19 Operational Plan for this purpose.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**14) DIRECTOR INFRASTRUCTURE SERVICES MONTHLY REPORT****Department:** Infrastructure Services**Author:** Director Infrastructure Services**CSP Link:** 1. Public Infrastructure and Services**File No:** GO.ME.1

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**Recommendation:**

That the Director Infrastructure Services Monthly report for November 2018 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**Street Tree Management

For some years, Council has had to address various issues related to the existence of Golden Elm trees in the western end of Rowlands Street in Blayney, such as damage to the sewer and water networks.

The trees are an asset to the streetscape, offering good summer shade, however are limited in location to only the last 70m of the streetscape. The first 180m primarily planted out with Crepe Myrtle.

The trees are also being impacted by Elm Leaf Beetle, and in consultation with local residents it has been agreed the most appropriate course of action is to remove the Golden Elm and continue the overall theme of Crepe Myrtle along the street.

A date for removal is yet to be determined with the contractor, however once identified further engagement with residents will occur, including a letter drop and face to face on the day.

**Major Works**Southern Cadia Access Route

Works on Cadia Road continue, with a further 1.7km of the route linking to the Cabonne Council boundary sealed in the week commencing 4 November.

Resources are now focussed on preparation of the base layer (DGB20) on the 2km section South of the Cadia quarry, including construction of widening works associated with the new mine access road intersection.

The project remains on schedule to be completed by mid-December.

### Browns Creek Road

Guardrail has now been installed on the Sugarloaf Creek bridge approaches, with outstanding works only being the installation of the headwall to a new culvert located in proximity to the bridge, and line marking placement.

### Road Maintenance Works

We have completed maintenance grading around the Neville area on Kentucky Road, McKellars Lane, Felltimber Road, Kings Plains Road, Village Road, and moving onto Gallymont and Snake Creek Roads.

### Village Sealing Program

The initial bitumen sealing of Ramsey Street in Lyndhurst, and Copper, Cherry and Peach Streets in Mandurama has been completed. As previously advised the initial sealing of Village Road from the Newbridge railway overbridge for the extent of the 50km/h zone in Newbridge is included within the 2018/19 Operational Plan, however these works have been deferred in order to align it with works to replace the railway overbridge.

### Footpaths

The Lyndhurst Shared Path project continues to progress, with the path being extended from the Grubbenbun Creek bridge toward the Rural Fire Station.

Council staff are investigating options to help improve the area in front of the RFS and existing water bore/tank due to the potential conflict between vehicles and pedestrians.

Council has experienced a failure on one section of the works with extensive cracking in a recent pour. This has necessitated the removal of the section to repour. We have discussed this issue with the supplier, and understand it is due to the concrete curing too rapidly on the surface.

## **Major Contracts**

### Browns Creek Road Bridges

The Contractor has completed construction of concrete piers and headstocks in preparation for installation of bridge girders.

The Contractor has notified Council of a delay incurred with obtaining oversize transport approvals for movement of the bridge girders from the Port of Melbourne, after arriving from Tasmania. Approval has now been received, and crews will start back on the week commencing 12 November. At the time of writing the report, the delivery of the girders has not yet been finalised, however it is expected in the short term.

Council crews have recently returned to site, to continue placement of base/sub base material to raise the approaches and in preparation for installation of approach slabs by the bridge Contractor. Bulk earthworks have also commenced on the alignment on the Blayney approach.

Project completion prior to the Christmas period is now at risk due to the delay in obtaining VicRoads approval for transfer of the girders.

### **Assets**

Assets staff have completed inspections of the entire pathway, and kerb and gutter networks across the shire. This information is now being used to finalise the renewal program and identify maintenance priorities for pathways.

Staff are also working on developing a number of funding submissions for roads and pathways and continuing to refine base data for the Transport asset class.

### **Parks and Recreation**

With warmer weather the Parks and Recreation team have started to focus on parks and gardens maintenance, mowing, weed spraying and watering of trees/plants.

During the changeover period from Winter to Summer sports, focus has been directed to reopening of cricket wickets and ground renovation, and repairs and maintenance to irrigation systems.

Staff have also spent time preparing villages for spring events, including the Millthorpe Garden Ramble, Carcoar Show, Lyndhurst Market, Carcoar Cup, Pony Club events, and Blayney Farmers Markets.

At the request of the Lyndhurst RSL Sub-Branch Council investigated concerns related to the pencil pines around the Carcoar War Memorial. It was agreed that the trees should be removed to protect the area, and for ease of maintenance.

Garden beds in Innes Park and Carrington Park have also been rejuvenated with plantings of Petunias.

### **Heavy Plant and Fleet**

Quotations have been called for 2 medium rigid trucks, one for Parks and Recreation, and one for Sewerage Services.

### **Centroc Energy Group**

#### Electric Vehicles

The Energy Group has for some time been looking at electric vehicle technology and a steering committee was formed to establish a better understanding of the electric vehicle industry the changes and impacts to council, as well as the charging infrastructure which is required to support this. There has been a number of technical reports written describing the electric vehicle market which is expected to be greater than that of the internal combustion engine within the next 10 years. This is not new to Government and some of this work stems from the ACT Government who have committed to all newly leased government passenger vehicles being zero emissions by 2020-2021.

The steering committee are looking to undertake a study to identify some of the challenges this movement has to Councils in our region as well as a benefits analysis. Work has also commenced in understanding how we may be able to better understand the process for installing electric vehicle charging stations and the likely costs.

The driver for this has primarily come from the tourism sector, which has identified this industry as one which is limited by insufficient capacity in our region, restricting travellers with these types of vehicles from accessing our towns and villages.

**Wastewater**

There was a breakdown on the decanter at the sewerage treatment plant which has resulted in damage to components of the decanter rendering it inoperable. Contractors have been engaged to repair the damage which is expected to be resolved within 10 days. A temporary diesel driven pumping unit has been hired in to decant water from the IDEA tank during settling periods. A staff roster is in place to monitor and maintain the pumping equipment during this time. There is not anticipated to be any adverse environmental impact during this period.

**Risk/Policy/Legislation Considerations:**

Information report only.

**Budget Implications:**

Information report only.

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**15) MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD 17 OCTOBER 2019****Department:** Infrastructure Services**Author:** Director Infrastructure Services**CSP Link:** 4. Community, Sport, Heritage and Culture**File No:** TT.ME.1

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**Recommendation:**

1. That the minutes of the Blayney Traffic Committee Meeting, held on Friday 17 October 2018, be received and noted.
2. That Council endorse the Traffic Management Plan for the Orange Cycle Club series of events for 2019. The events are to be classified as Class 2 events with modification of the TCP to provide for additional "Cycle Race in Progress" signage on Spring Hill, Spring Terrace and Long Swamp Roads at the intersections with Forest Reefs Road, and subject to the conditions detailed in the Director Infrastructure Services' Report.
3. That Council endorse the Traffic Management Plan for the Orange Running Festival, to be held on 3 March 2019 on roads in the vicinity of Forest Reefs and Spring Terrace, in the Orange City LGA, as a Class 2 event, with the modification of the TCP to provide for 2 additional VMS signs located on Forest Reefs Road on the western approaches to Spring Terrace Road and Spring Hill Road, a minimum 7 days prior to the event advising "Side Road Closed Detour via Millthorpe" and subject to the conditions detailed in the Director Infrastructure Services' Report.
4. That Council, approve the proposed traffic changes, at the intersection of Collins and Belubula Streets, Carcoar, and:-
  - a. construct a gravel 'turn head' and associated drainage works at the end of the two-way section of Collins Street, Carcoar;
  - b. erect 'No Through Road' (g9-18) signs at the intersection of Rodd Street and Jones Street, Carcoar;
  - c. erect 'No Entry' (r2-4 RTA) signs at the south-eastern end of Collins Street;
  - d. erect a 'One Way' (r2-2 Right) sign at the entry to the southern end of Collins Street from Belubula Street; and
  - e. erect a 'No Right Turn' (r2-6 Right RTA) sign north of the Collins Street / Belubula Street intersection.
5. That Council:
  - a. erect bicycle warning signs (W6-7) at locations identified in Schedule A, excluding those identified with a red circle, in accordance with the Director Infrastructure Services Report.;
  - b. seek Roads and Maritime Services approval for the installation of bicycle warning signs (W6-7) on the Orange Road, as identified in Schedule A with a red circle, and associated repeater signs; and
  - c. advise Orange City and Cabonne Councils of its decision, and request installation of similar signage on the cycling routes within their LGA.

**MINUTES OF THE BLAYNEY TRAFFIC COMMITTEE MEETING**  
**HELD ON FRIDAY 17 OCTOBER 2018 AT BLAYNEY SHIRE COUNCIL**

Meeting commenced at 10:00am.

**PRESENT -**

**Members:** Cr Bruce Reynolds (Blayney Shire Council - Chair), Jackie Barry (Roads & Maritime Services Representative), Reg Rendall (Paul Toole Representative), S/C Jason Marks (NSW Police).

**Present:** Grant Baker (Director Infrastructure Services), Andrew Cutts (Tablelands Area Road Safety Officer), Nikki Smith (Administration Officer).

**APOLOGIES**

Sgt Colin Sheil (NSW Police).

**DECLARATION OF INTEREST**

NIL.

**CONFIRMATION OF MINUTES**

**RESOLVED:** That the minutes of the previous Traffic Committee Meeting held on Friday, 17 August 2018 be confirmed to be a true and accurate record of that meeting.

(Reg Rendall /Bruce Reynolds)

**MATTERS ARISING FROM THE MINUTES**

NIL

**CORRESPONDENCE**

NIL

**REPORTS**

**20181017:01 – Orange Cycle Club Racing - 2019**

**RECOMMENDED:** That Council endorse the Traffic Management Plan for the Orange Cycle Club series of events for 2019. The events are to be classified as Class 2 events with modification of the TCP to provide for additional "Cycle Race in Progress" signage on Spring Hill, Spring Terrance and Long Swamp Roads at the intersections with Forest Reefs Road, and subject to the conditions detailed in the Director Infrastructure Services' Report.

**ACTION:** Council to notify Orange Cycle Club that Council have intentions of scheduling roadworks in 2019 within their proposed routes.

(Reg Rendall/Jason Marks)

**20181017:02 – Orange Running Festival – 3 March 2019**

**RECOMMENDED:** That Council endorse the Traffic Management Plan for the Orange Running Festival, to be held on 3 March 2019 on roads in the vicinity of Forest Reefs and Spring Terrace, in the Orange City LGA, as a Class 2 event, with the modification of the TCP to provide for 2 additional VMS signs located on Forest Reefs Road on the western approaches to Spring Terrace Road and Spring Hill Road, a minimum 7 days prior to the event advising “Side Road Closed Detour via Millthorpe” and subject to the conditions detailed in the Director Infrastructure Services’ Report.

**ACTION:** Requirements for wording of signage prior to and on the event day.  
(Jackie Barry/Jason Marks)

**20181017:03 – Intersection Collins & Belubula Street, Carcoar**

**RECOMMENDED:** That Council, approve the proposed traffic changes, at the intersection of Collins and Belubula Streets, Carcoar, and:-

- a. construct a gravel ‘turn head’ and associated drainage works at the end of the two-way section of Collins Street, Carcoar.
- b. erect ‘No Through Road’ (g9-18) signs at the intersection of Rodd Street and Jones Street, Carcoar.
- c. erect ‘No Entry’ (r2-4 RTA) signs at the south-eastern end of Collins Street.
- d. erect a ‘One Way’ (r2-2 Right) sign at the entry to the southern end of Collins Street from Belubula Street.
- e. erect a ‘No Right Turn’ (r2-6 Right RTA) sign north of the Collins Street / Belubula Street intersection.

(Reg Randell/Jason Marks)

**20181017:04 – Bicycle Signs – Forest Reefs/Tallwood/Browns Creek**

**RECOMMENDED:**

1. That Council erect bicycle warning signs (W6-7) at locations identified in Schedule A, excluding those identified with a red circle, in accordance with the Director Infrastructure Services Report.
2. That Council seek Roads and Maritime Services approval for the installation of bicycle warning signs (W6-7) on the Orange Road, as identified in Schedule A with a red circle, and associated repeater signs.
3. That Council advise Orange City and Cabonne Councils of its decision, and request installation of similar signage on the cycling routes within their LGA.

(Reg Rendall/Jackie Barry)

**ACTION:** Final locations to be discussed with Orange Treadlies.

**20171017:05 - TRAFFIC COMMITTEE REGISTER**

That the information be noted.

**INFORMAL MATTERS****Traffic Data - Victoria Street, Millthorpe**

**ACTION:** Council to provide NSW Police with detailed data identifying times.

**Traffic Data – Forest Reefs Road, Millthorpe**

**ACTION:** Council to provide NSW Police with detailed data identifying times.

**Victoria and Park Streets, Millthorpe**

**ACTION:** Council to:"

- relocate garbage bin receptacle outside Pharmacy to provide better sight vision for vehicles at the intersection.
- write to Millthorpe Public School advising that employees are welcome to park in the carpark at Redmond Oval to reduce parking issues in Victoria Street.

**Intersection – Adelaide and Church Streets, Blayney**

Refer Item No. 20171017:11.

**Intersection – Millthorpe and Browns Creek Roads, Blayney**

Council to obtain traffic count data.

**Speed Zone Review – Neville (20171215:11)**

RMS have scheduled Neville for SZR in 2019/20.

**Speed Zone Review – Lyndhurst (20171215:13)**

RMS currently working on Lyndhurst SZR.

**Intersection - Collins and Belubula Streets, Carcoar (20171215:01)**

Refer Item No. 20181017:03 above.

**20181017:06 – Monthly Road Safety Reports – June, July & August 2018.**

That the information be noted.

**ACTION:** “Hold My Hand” signage sites identified and to be installed at: Heritage Park, CentrePoint, Carrington Park, Showground carpark, Redmond Oval near School. Suggestion to place signs near Blayney Early Learners, Blayney Pre-school and Millthorpe Little Learning Centre.

**20181017:07 – Chifley Local Area Command – Serious/Fatal Motor Vehicle Accidents Reports – August 2018.**

That the information be noted.

**FUTURE MEETING DATES - 2018**

**Future Meeting Dates 2018**

- Friday, 7 December 2018

**MEETING CLOSED**

The meeting closed at 11.42am.

**COUNCIL ISSUES**

**Development of Policy and Guidelines for Advisory Signs.**

**Enclosures (following report)**

Nil

**Attachments (separate document)**

Nil

**16) MINUTES OF THE BLAYNEY SHIRE ACCESS ADVISORY MEETING HELD ON THURSDAY 25 OCTOBER 2018**

**Department:** Planning and Environmental Services

**Author:** Director Planning and Environmental Services

**CSP Link:** 4. Community, Sport, Heritage and Culture

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

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**Recommendation:**

1. That the minutes of the Blayney Shire Access Advisory Committee, held Thursday 25 October 2018, be received and noted.
2. That Council note the Access Committee supports the webcasting of Blayney Shire Council meetings over the internet.
3. That Council write to the Hon Paul Toole MP, member for Bathurst seeking increased NSW Government support in providing access to subsidised disability transport to health related services to Bathurst and Orange for Blayney Shire Council residents.
4. That Council endorses the Blayney Shire Disability Inclusion Action Plan Annual Report as at 30 June 2018.
5. That Council review the condition of the footpath and layback at the corner of Farm Lane and Ogilvy Street Blayney intersection and consider the renewal of the footpath and installation of a new layback.
6. That Council inform the Access Committee when accessible seating and car parking will be installed at King George Oval.

**MINUTES OF THE BLAYNEY SHIRE ACCESS ADVISORY COMMITTEE MEETING HELD ON THURSDAY 25 OCTOBER 2018 AT THE BLAYNEY SHIRE COMMUNITY CENTRE**

Meeting commenced at 6.00pm.

**PRESENT**

Councillor Scott Denton (chair), Councillor Bruce Reynolds, Jenny McMahon, Greg Hooper, Tom Williams and Mark Dicker (Director Planning and Environmental Services (DPES)).

**APOLOGIES**

Shane Oates

**CONFIRMATION OF PREVIOUS MINUTES**

The minutes of the previous meeting held on 7 June 2018 were confirmed to be a true and accurate record of that meeting.

(Jenny McMahon/Tom Williams)

**DISCLOSURES OF INTEREST**

Nil

**BUSINESS ARISING FROM PREVIOUS MEETING****CentrePoint Sport and Leisure Centre**

The committee were advised that Council was successful in obtaining \$1.9M from the Federal Government for the major \$3.89M major upgrade.

Architect and specialist engineers are currently reviewing all documentation and to MasterPlan the centre.

Council is aiming for timing of the project as follows;

- February 2019 - tender exhibition commencement,
- April Council meeting - engagement of contractor,
- June 2019 - commence works,
- January 2020 – pool reopened.

The Committee were advised Council had been unsuccessful in its application under the NSW Governments Resources for Regions round 6 grant program, which \$1.2M was sought.

A new accessible toilet / change room in the pool hall and 2 new accessible car parks off Ogilvy St costing \$91,000 have been funded through the NSW Government Stronger Country Communities round 2 funding.

**Audit of accessible car parking across Blayney Shire**

The committee were advised Councils Infrastructure Services Department have undertaken a draft report. This report will be emailed to the committee once finalised. The report then will allow for Council to plan any upgrading works required into the Long Term Financial Plan.

**\$5,000 per annum for access consulting**

The committee were advised this money is yet to be drawn down as there were only 2 businesses, 1 in Millthorpe and 1 in Blayney identified at this stage.

**Millthorpe (Boomerang St, Victoria Road, George St)**

The committee had a lengthy discussion regarding Millthorpe and in particular the intersection of (Boomerang St, Victoria Road, George St) and potentially new accessible car parking for the Millthorpe school off Boomerang St.

The item is to be placed on the next agenda, following inspection by Councils General Manager, Director of Infrastructure Services and Councillor Reynolds.

**BUSINESS ADVISED****Millthorpe Railway Station, On Request Service**

The committee were advised Transport NSW is overseeing these works and full accessibility compliance has been assured.

**Webcasting of Council meetings**

The committee discussed the benefits of webcasting Council meetings, and the accessibility opportunities this provides to the community.

**RECOMMENDED;** That Council note the Access Committee supports the webcasting of Blayney Shire Council meetings over the internet.

(Jenny McMahon/Tom Williams)

**Blayney Shire Council website**

The committee have been asked to review Councils website for any access improvements prior to the next meeting.

**Cashless trial**

The committee discussed that the Blayney Waste Facility has gone cashless and that a 6 month cashless trial is currently underway at CentrePoint.

**Transport Services for social support**

The committee discussed transport services for disabled persons and that there should be greater assistance provided by the NSW Government.

**RECOMMENDED;** That Council write to the Hon Paul Toole MP, member for Bathurst seeking increased NSW Government support in providing access to subsidised disability transport to health related services to Bathurst and Orange for Blayney Shire Council residents.

(Bruce Reynolds/Jenny McMahon)

**Disability Inclusion Action Plan**

The committee was provided with a copy of the Annual Report of the Disability Inclusion Action Plan to 30 June 2018.

General discussion was had, in particular regarding training on disability awareness provided to Councillors and Council staff in August 2018.

**RECOMMENDED;** That Council endorses the Annual Report of the Disability Inclusion Action Plan to 30 June 2018.

**GENERAL BUSINESS****Farm Lane and Ogilvy Street intersection**

The committee discussed the need for this intersection to be upgraded through review of the footpath and installation of a layback.

**RECOMMENDED;** That Council review the condition of the footpath and layback at the corner of Farm Lane and Ogilvy Street Blayney intersection and consider the renewal of the footpath and installation of a new layback.

(Jenny McMahon/Tom Williams)

**King George Oval**

The committee asked where the previous recommendation and Council resolution was up to seeking construction of accessible seating and car parking at King George Oval.

**RECOMMENDED;** That Council inform the Access Committee when accessible seating and car parking will be installed at King George Oval.  
(Jenny McMahon/Tom Williams)

**FUTURE AGENDA ITEMS**

To be advised 2 weeks prior to next meeting.

**FUTURE MEETING DATES**

- To be advised

**MEETING CLOSE**

The meeting closed at 7:30pm.

**Enclosures (following report)**

- |   |  |         |
|---|--|---------|
| 1 | Disability Inclusion Action Plan 2017/18 Annual Report | 3 Pages |
|---|--|---------|

**Attachments (separate document)**

Nil

**Blayney Shire Disability Inclusion Action Plan  
Strategies and Actions - 2017/18 Annual Report as at 30 June 2018**

<b>Attitudes and behaviours</b>						
<b>Strategy</b>	<b>Actions</b>	<b>Responsibility</b>	<b>CSP Reference</b>	<b>Outcome</b>	<b>Timeframe</b>	<b>Status</b>
<b>1. Raise awareness of the contribution that people with disability make in the community</b>	Include positive images of people with disability in general promotional material.	Executive Services	CSP 6.2	Increased number of documents including diversity	Ongoing	In progress.
	Use of correct language in all media and publications when referencing people with disabilities.	Executive Services	CSP 6.2	Establishment of standard and staff informed	Ongoing	Media and Publications inclusive.
<b>2. Ensure that customer service staff and other staff who have contact with the community continue to be educated in disability awareness</b>	Integrate training on access into Council staff inductions.	Executive Services	CSP 6.3	Included in induction training	2018	Free Mental Health First Aid Training provided for Interagency members, attended by 2 staff. Disability Awareness training planned in 2018/19 Training Plan. Scheduled for 27 August 2018.
<b>3. Work with local disability organisations and community to make events, activities and facilities accessible and inclusive</b>	Partner with community organisations and groups to promote events, activities and services.	Corporate Services	CSP 6.3	Opportunities to partner identified	2018	Quarterly Blayney Interagency Meeting held at Community Centre. Engagement with event organisers through event management approval process to raise awareness to make events more accessible.
<b>Create Liveable Communities</b>						
<b>Strategy</b>	<b>Actions</b>	<b>Responsibility</b>	<b>CSP Reference</b>	<b>Outcome</b>	<b>Timeframe</b>	<b>Status</b>
<b>1. Improve accessible paths of travel to key destinations</b>	Identify the suitability of paths of travel to key destinations such as recreation facilities, parks and community facilities.	Infrastructure Services	CSP 5.2	Assessment completed	2018	Programmed condition assessments undertaken of pathway network, and repairs/upgrades prioritised accordingly. New works prioritised as per Blayney Shire Active Movement Strategy, which included broad community consultation, including with the Blayney Shire Access Committee.  Active Movement Strategy Works completed:- Montgomery Steet, Millthorpe Ewin/Tucker Street, Blayney Lindsay Street, Blayney Renewals completed:- Olive Street, Mandurama Montgomery Steet, Millthorpe

**Blayney Shire Disability Inclusion Action Plan  
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<b>Create Liveable Communities</b>						
<b>Strategy</b>	<b>Actions</b>	<b>Responsibility</b>	<b>CSP Reference</b>	<b>Outcome</b>	<b>Timeframe</b>	<b>Status</b>
<b>2. Contribute towards liveable and accessible public places</b>	Promote universal access principles for new and upgraded buildings and facilities in public places.	Infrastructure Services & Planning and Environmental Services	CSP 4.1	Access principles included in project	Ongoing	New Mandurama Park toilet block finalised and compliant with universal access principles. Successful funding application for compliant toilet upgrades at Neville, Lyndhurst, Barry and new compliant BBQ/picnic shelter at Mandurama. Successful funding application for shared pathways in Blayney and Lyndhurst. Wayfinding signage is upgraded/provided as issues are identified. All Construction Certificate applications are assessed in accordance with the Building Code of Australia and the Disability (Access to Premises - Buildings) Standards 2010.
	Consider the particular needs of children with disability in the design, layout and security of parks and playgrounds.	Infrastructure Services	CSP 4.1	Playgrounds are safe and inclusive	Ongoing	Safety audit undertaken of all Blayney Shire playgrounds (2017) with prioritisation of works identified. Funding application lodged to renew and upgrade playgrounds across the Blayney Shire.
<b>3. Promote universal access to all Council events within the community</b>	Promote disability inclusion in community events and festivals e.g. availability of accessible toilet facilities.	Executive Services	CSP 1.6	Promotion of inclusive events by Council	Ongoing	Event organisers informed on disability inclusion including suggestions on considerations with Council's Event Management approval process. "Tips for making your event more accessible" brochure on Council's website.
<b>5. Improve accessible public toilet facilities and parking</b>	Review, update and promote the location of accessible facilities and parking on Council's Mobility Map.	Infrastructure Services	CSP 4.3	Development of Mobility map	Ongoing	National Public Toilet Map data verified and updated. <a href="http://www.toiletmap.gov.au">www.toiletmap.gov.au</a>
	Promote needs of people with disability to event organisers of special events particularly where parking is temporary and movement around venue may be restricted.	Corporate Services	CSP 2.1	Events include accessible parking	Ongoing	Through Event management approval process event organisers are asked to consider accessible parking with event planning.
<b>7. Improve and promote community transport options available within the region</b>	Promote local transport options including bus timetables and accessible transport services for all ages.	Corporate Services	CSP 4.1	Opportunities to promote identified	2018	Information being gathered to update website.

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<b>Employment</b>						
<b>Strategy</b>	<b>Actions</b>	<b>Responsibility</b>	<b>CSP Reference</b>	<b>Outcome</b>	<b>Timeframe</b>	<b>Status</b>
<b>1. Develop employment opportunities for people with disability</b>	Make reasonable adjustment to workplaces to facilitate work placement and employment opportunities for people with disability.	Executive Services	CSP 5.1	Workplace capable of supporting people with disabilities	Ongoing	Modifications made to ground floor of administrative office to accommodate people with disabilities.
<b>Systems and Processes</b>						
<b>Strategy</b>	<b>Actions</b>	<b>Responsibility</b>	<b>CSP Reference</b>	<b>Outcome</b>	<b>Timeframe</b>	<b>Status</b>
<b>1. Ensure accessible and inclusive community engagement across all areas of Council</b>	Include the principles of access and inclusion in Council's service delivery.	Corporate Services	Social Justice Principles	Consistency in messaging and communication	Ongoing	Principles of access inclusion in Media and Publications. Website review being undertaken to determine features to cater for the hearing and visually impaired.
	Promote Council's implementation of access and inclusion principles and recognise the rights and contribution of people with disability in the community.	Corporate Services	CSP6.3	Promotion of the DIAP has been undertaken	Ongoing	Access and mobility promoted on Council website including adopted plan. Introduction of program proposed for 2018/19 to assist business. Council has included \$5k in its Operational Plan to be used as a contribution to assist businesses if they require an access consultant report when lodging a DA and/or CC.
<b>3. Improve regulatory processes within Council</b>	Utilise the Access Advisory Committee to provide comment on capital projects and development applications that relate to council buildings; facilities and infrastructure.	Planning and Environmental Services	CSP 3.4	Process in place for Access Advisory Committee to review proposals	Ongoing	DA's and Council projects including CentrePoint major project have been referred to Access Committee on an as needs basis.
	Internal process to ensure that access is not overlooked when developing new facilities; buildings, parks, playgrounds, footpaths.	Infrastructure Services	CSP 4.1	Review of internal processes for planning works	Ongoing	Design staff have undertaken accessibility training. Construction staff routinely reminded to maintain vigilance when preparing works for construction, and direct concerns to design staff for potential changes. Further staff training programmed for 2018/19.

17) **MINUTES OF THE BLAYNEY SHIRE CEMETERY FORUM MEETING HELD ON THURSDAY 25 OCTOBER 2018**

**Department:** Planning and Environmental Services

**Author:** Director Planning and Environmental Services

**CSP Link:** 5. The Natural Environment

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

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**Recommendation:**

That the minutes of the Blayney Shire Cemetery Forum, held Thursday 25 October 2018, be received and noted.

**MINUTES OF THE BLAYNEY SHIRE CEMETERY FORUM MEETING HELD ON THURSDAY 25 OCTOBER 2018**  
**BLAYNEY SHIRE COMMUNITY CENTRE**

Meeting commenced at 5.05pm.

**PRESENT**

Councillor David Kingham (Chair), Councillor John Newstead, Kevin Radburn (Senior), Kevin Radburn, Helen Dent, Vicki Pulling, Mark Dicker (Director Planning and Environmental Services (DPES)).

**APOLOGIES**

Janelle Adams

**CONFIRMATION OF MINUTES**

The minutes of the previous meeting held on 7 June 2018 were confirmed to be a true and accurate record of that meeting.

(Vicki Pulling/ Kevin Radburn)

**DECLARATIONS OF INTEREST**

Nil

**BUSINESS ARISING**

**Cemetery Brochure**

DPES advised that this matter has not been actioned as yet, but will be done so ASAP.

**Muslim Cemetery**

The committee were advised Blayney Muslim section is progressing. Approximately 6 trees have been removed, surveyor has marked the correct alignment and concrete quotes are currently being sought.

Kevin Radburn Senior advised he had spoken to Don Fenton and advised no Muslim cemetery had been created at Hobbys Yards, even though the committee had previously recommended to do so. The committee agreed with the creation of a significant cemetery at Blayney there was no need to construct a Muslim cemetery at Hobbys Yards.

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

Committee were advised Council had been informed it was unsuccessful with the OEH Heritage grant application seeking \$90k to restore derelict grave sites.

There was a general discussion on how to spend the \$5k within Councils operational plan. It was agreed it might be worthwhile that once the new WHS and Risk Coordinator starts they could undertake an assessment.

### **Rabbits**

The committee were advised rabbits are again becoming a problem within cemeteries in particular Blayney. Councils Ranger is looking to undertake an eradication program; notification requirements are being investigated as LLS undertook the program last time.

## **BUSINESS ADVISED**

### **Lyndhurst**

Vicki Pulling asked if the recently installed seat could be relocated to the position that was originally advised and as per the map supplied. DPES advised now has a map and it will be provided to Councils Supervisor Parks and Recreation for consideration.

### **Niche Walls**

The committee were advised Millthorpe Niche Wall is completed, Newbridge sandstone cap has been sent back for the second time due to it being cracked.

## **FUTURE MEETINGS**

To be advised, likely February 2019

## **MEETING CLOSE**

The meeting closed at 5.50pm.

## **Enclosures (following report)**

Nil

## **Attachments (separate document)**

Nil