



15 July 2020

Dear Councillor,

Your attendance is requested at an Ordinary Council Meeting of the Blayney Shire Council to be held in the Chambers, Blayney Shire Community Centre on Monday, 20 July 2020 at 6.00pm for consideration of the following business -

- (1) Livestreaming Video and Audio Check
- (2) Acknowledgement of Country
- (3) Recording of Meeting Statement
- (4) Apologies for non-attendance
- (5) Disclosures of Interest
- (6) Public Forum
- (7) Mayoral Minute
- (8) Confirmation of Minutes - Ordinary Council Meeting held on 22.06.20
- (9) Matters arising from Minutes
- (10) Reports of Staff
 - (a) Executive Services
 - (b) Corporate Services
 - (c) Infrastructure Services
 - (d) Planning and Environmental Services
- (11) Closed Meeting

Yours faithfully

Rebecca Ryan
General Manager

Meeting Calendar 2020

July

<u>Time</u>	<u>Date</u>	<u>Meeting</u>	<u>Location</u>
10.00am	3 July 2020	Special Central NSW Joint Organisation Board Meeting	Online
6.00pm	20 July 2020	Council Meeting	Online
5.00pm	21 July 2020	Financial Assistance Committee Meeting	Online
5.00pm	29 July 2020	Access Advisory Committee Meeting	CentrePoint
2.30pm	31 July 2020	Upper Macquarie County Council Meeting	Kelso

August

<u>Time</u>	<u>Date</u>	<u>Meeting</u>	<u>Location</u>
5.30pm	3 August 2020	Cultural Centre Working Group Meeting	Community Centre
9.00am	7 August 2020	Country Mayors Meeting	Sydney
10.00am	7 August 2020	Traffic Committee Meeting	Community Centre
10.30am	12 August 2020	Central Tablelands Water Meeting	Blayney
9.00am	14 August 2020	Mining and Energy Related Councils Meeting	Orange - TBC
6.00pm	17 August 2020	Council Meeting	Community Centre
10.00am	27 August 2020	Central NSW Joint Organisation Board Meeting	Canberra - TBC

September

<u>Time</u>	<u>Date</u>	<u>Meeting</u>	<u>Location</u>
9.00am	2 September 2020	Audit Risk and Improvement Committee	Community Centre
6.00pm	21 September 2020	Council Meeting	Community Centre

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HELD ON MONDAY 20 JULY 2020

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LIVE STREAMING OF COUNCIL MEETINGS

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

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

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

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

01) MINUTES OF THE PREVIOUS COUNCIL MEETING HELD 22 JUNE 2020**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 22 June 2020, being minute numbers 2006/001 to 2006/18 be confirmed.

MINUTES OF THE BLAYNEY SHIRE COUNCIL ORDINARY MEETING HELD IN THE CHAMBERS, BLAYNEY SHIRE COUNCIL COMMUNITY CENTRE, ON 22 JUNE 2020, COMMENCING AT 6.00PM

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

General Manager (Mrs R Ryan), Director Corporate Services (Mr A Franze), Director Infrastructure Services (Mr G Baker), Director Planning & Environmental Services (Mr M Dicker) 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 form had been submitted:

Councillor /Staff	Interest	Item	Pg	Report	Reason
Cr Ferguson	Non Pecuniary (Significant)	3	14	Blayney Train Station Art Culture Hub Project	Contracting on refurbishment project for Sydney Trains

PUBLIC FORUM

Lanai Whittaker – CentrePoint Lane Hire for Private Swim Teachers

CONFIRMATION OF MINUTES**MINUTES OF THE PREVIOUS EXTRA ORDINARY COUNCIL MEETING HELD 9 JUNE 2020****2006/001****RESOLVED:**

That the Minutes of the Extra Ordinary Council Meeting held on 9 June 2020, being minute numbers 2006/E001 to 2006/E006 be confirmed.

(Newstead/Reynolds)

CARRIED

MATTERS ARISING FROM THE MINUTES

Nil

EXECUTIVE SERVICES REPORTS**CENTREPOINT OPERATIONAL REVIEW****2006/002****RESOLVED:**

That Council;

1. Note the findings of the CentrePoint Operational Review conducted by Council during the period the facility was closed for renovations.
2. Proceed to issue YMCA with an Agreement, for up to 2 years, to provide the operational management of CentrePoint Sport and Leisure Centre Blayney in 2020/21.
3. Authorise the General Manager to negotiate and execute the Management Agreement and associated documentation with YMCA for the operational management of CentrePoint Sport and Leisure Centre Blayney in financial year 2020/21.
4. Notes that a further report will be brought back to Council, prior to the September QBRS to vote the required supplementary funds to the 2020/21 Operational Plan following acceptance of the Management Agreement.

(Somerville/Ewin)

CARRIED

The Mayor, Cr Ferguson, having declared an interest departed the Chair and left the meeting. The Deputy Mayor, Cr Ewin, assumed Chair.

BLAYNEY TRAIN STATION PLATFORM ART CULTURAL HUB PROJECT**2006/003****RESOLVED:**

That Council approves the General Manager to sign and execute a Community Use Licence Agreement with Sydney Trains for the Blayney Train Station 'Platform' Project for a period of 5 years with a 5 year option, with the intention of establishing a Sub-Licence Agreement with the Blayney Town Association.

(Somerville/Newstead)

CARRIED

The Mayor, Cr Ferguson, returned to the meeting and resumed the Chair.

- 2006/004** **SHOWGROUND STIMULUS PHASE ONE FUNDING DEED**
RESOLVED:
That Council;
1. Endorse the General Manager signing and execution of the NSW Department of Planning, Industry and Environment – Crown Lands Showground Stimulus Phase One, Funding Offer for the Blayney Showground for the road improvement works for \$95,040 (inc GST)
2. Approve the supplementary vote of \$86,400 for the Blayney Showground Project into the 19/20 Operational Plan.
(Kingham/Ewin)
CARRIED

- 2006/005** **DROUGHT STIMULUS PACKAGE FUNDING DEED**
RESOLVED:
That Council endorse the General Manager signing and execution of the NSW Department of Planning, Industry and Environment Drought Stimulus Package Funding Offer for \$900,000
(Denton/Newstead)
CARRIED

- 2006/006** **DEVELOPMENT COORDINATOR PROGRAM**
RESOLVED:
That Council endorse the Blayney Town Association’s decision in declining the Funding Agreement for the Blayney Development Coordinator position, and reallocate this \$10,000 to the Village Enhancement Program budget.
(Somerville/Ewin)
CARRIED

CORPORATE SERVICES REPORTS

- 2006/007** **REPORT OF COUNCIL INVESTMENTS AS AT 31 MAY 2020**
RESOLVED:
1. That the report indicating Council’s investment position as at 31 May 2020 be received.
2. That the certification of the Responsible Accounting Officer be received and the report be adopted.
(Reynolds/Somerville)
CARRIED

- 2006/008** **2020/2021 COUNCILLOR AND MAYORAL REMUNERATION**
RESOLVED:
1. That the Councillor annual fee be \$11,835 and the additional Mayoral annual fee be \$24,853 for the 2020/21 financial year effective from 1 July 2020, unchanged from the 2019/20 year, pending receipt of the 2020 Determination from the Local

Government Remuneration Tribunal.

2. That a further report on 2020/21 Councillor and Mayoral Remuneration be brought back to Council upon receipt of the 2020 Determination from the Local Government Remuneration Tribunal.

(Reynolds/Somervaille)

CARRIED

ADOPTION OF RECYCLED WATER QUALITY POLICY

2006/009

RESOLVED:

1. That the submission on the Recycled Water Quality Policy be noted.
2. That the Recycled Water Policy be adopted and included in Council's policy register.

(Reynolds/Denton)

CARRIED

ADOPTION OF 2020/21 - 2023/24 DELIVERY PROGRAM AND 2020/21 OPERATIONAL PLAN

2006/010

RESOLVED:

1. That in accordance with s402-406 of the Local Government Act 1993, the 2020/21 Operational Plan be adopted by Council.
2. That Council adopt the Revenue Policy for 2020/21, as outlined in the 2020/21 Operational Plan.
3. That Council adopt the Statement of Rating Structure and their respective short names as contained in the Operational Plan 2020/21 and make the Ordinary Rate and charges, including sewer charges and domestic waste management charges, pursuant to s494 and s496 of the Local Government Act 1993 and Waste Management Levy pursuant to s501 of the Local Government Act 1993 detailed in the tables below:

Rating Structure for the 2020/21 Rating Year						
Name of Category/Sub Category	No. of Assess-ments	Base Rate	Ad Valorem	Land Value	Total Yield	% Yield from Base Amount
Residential						
Ordinary Rate	1163	\$333.00	0.00185029	\$217,126,406	\$789,026	49.08%
Sub Category - Blayney & Carcoar	1350	\$333.00	0.00415281	\$119,463,580	\$945,660	47.54%
Sub Category - Millthorpe	326	\$333.00	0.00169217	\$ 70,460,560	\$227,789	47.66%
Business						
Ordinary Rate	92	\$433.00	0.00397368	\$14,256,570	\$96,487	41.29%
Sub Category - Blayney	167	\$433.00	0.00799604	\$16,722,400	\$206,024	35.10%
Sub Category - Millthorpe & Carcoar	57	\$433.00	0.00540017	\$8,949,900	\$73,012	33.80%

Farmland						
Ordinary Rate	734	\$550.00	0.00215797	\$841,580,790	\$2,219,806	18.19%

Rating Structure for the 2020/21 Rating Year						
Name of Category/Sub Category	No. of Assess-ments	Base Rate	Ad Valorem	Land Value	Total Yield	% Yield from Base Amount
Mining						
Ordinary Rate	1	\$1,077.00	0.03765962	\$426,000	\$17,120	6.29%
Sub Category - Gold		\$1,077.00	0.04000000			
Sub Category - Gold / Copper Combined	1	\$1,077.00	0.04094445	\$110,000,000	\$4,504,967	0.02%
Total Yield	3,891			\$1,398,986,206	\$9,079,890	

2020/21 Waste Charges		
Charge Category and Description	Annual Charge	No. of Properties
Waste Management Levy		
Waste Management Levy <i>This is waste management charge is applied to all properties funding waste disposal services for the Blayney Shire.</i>	\$30	3,999
Domestic Waste Management		
Domestic Waste Management Service Charge <i>This is applied to properties that have a residence within the waste collection area.</i>	\$340	2,564
Domestic Waste Management Availability Charge <i>This charge is applied to properties within the waste collection area that do not have a service but it is available i.e. vacant land.</i>	\$60	216
Commercial (Non-Domestic) Waste Management		
Non-Domestic Waste Management Service Charge <i>This is applied to properties for non-domestic properties within the waste collection area.</i>	\$440	331
Non-Domestic Waste Management Availability Charge <i>This charge is applied to properties within the waste collection area that do not have a service but it is available i.e. vacant land.</i>	\$60	94
Non-Domestic Waste Service Management Charge for Charity and Not Profit Organisations <i>This is applied to the above properties for non-domestic properties within the waste collection area</i>	\$120	16
Extra Services		
Additional Garbage Charge – per red bin	\$280	92
Additional Recycling Charge – per yellow bin	\$120	29
TOTAL YIELD		\$1,187,130

2020/21 Residential Sewerage Charges			
	Access Charge	No of Properties	Total Yield
Connected	\$668	1,507	\$1,006,676
Vacant (Unconnected)	\$344	102	\$35,088
Estimated Total Yield			\$1,041,764

2020/21 Commercial Sewerage Charges				
	Annual Charge (Prior to SDF Factor)	No. of Properties	Quarter Charge before SDF applied	Min. quarterly amount charged
20mm Water Service	\$556	161	\$ 139	\$167
25mm Water Service	\$852	21	\$ 213	\$167
32mm Water Service	\$1,392	18	\$ 348	\$167
40mm Water Service	\$2,180	11	\$ 545	\$167
50mm Water Service	\$3,400	24	\$ 850	\$167
80mm Water Service	\$8,680	1	\$2,170	
100mm Water Service	\$13,608	6	\$3,402	
150mm Water Service	\$30,620	2	\$7,655	
Vacant/Unmetered	\$344	55		
Estimated Total Yield				\$ 378,000

2020/21 Future Sewerage Infrastructure Subsidy Charges			
	Access Charge	No of Properties	Total Yield
Connected - Residential	\$55	1,507	\$82,885
Connected - Business	\$55	206	\$11,330
Estimated Total Yield			\$94,215

2020/21 Liquid Waste Charges		
Commercial (Non-Residential)		
	Annual Fee	No. of Properties
Annual Trade Waste Fee	\$104	62
Annual Trade Waste Fee (Large Dischargers Category 3)	\$384	1
Liquid trade Waste User Charges with Trade Waste Agreement (Category 1, Category 2/2s)	\$2.10	23
Liquid trade Waste User Charges with No Trade Waste Agreement	\$20.35	12
Excess Mass Chargers for Category (3 Dischargers)	\$As per the table	
Water Testing Charges (if required)	\$270.00 per quarter	1
Estimated Total Yield		\$62,559

4. That the schedule of financial assistance under the Community Financial Assistance Program, pursuant to s.356 Local Government Act be adopted.
5. That the Youth Week Grants Program, Tourism Events Development Fund, the Local Heritage Assistance Program and the Village Enhancement Program incorporating the Development Coordinator Program, that financially assist others under s356 Local Government Act (1993) be adopted.
6. That the public submissions on the 2020/21 – 2023/24 Delivery Program and 2020/21 Operational Plan be noted.

(Reynolds/Newstead)

CARRIED

- 2006/011** **RESIDENTIAL DEVELOPMENT PROJECT - LAND SALES**
RESOLVED:
1. That Council endorse the action of the General Manager to accept the offer for sales of Lot 2 and Lot 11 at Streatfeild Close (Lot 2 and Lot 11 DP1264136) at the listed price of \$145,000 each.
 2. That Council endorse execution of relevant contracts and associated documentation by the Mayor and General Manager under Council seal.
- (Kingham/Somervaille)
CARRIED

- 2006/012** **MINUTES OF THE BLAYNEY SHIRE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD 3 JUNE 2020**
RESOLVED:
- That the minutes of the Blayney Shire Audit, Risk and Improvement Committee meeting held 3 June 2020 be received.
- (Somervaille/Newstead)
CARRIED

INFRASTRUCTURE SERVICES REPORTS

- 2006/013** **DIRECTOR INFRASTRUCTURE SERVICES MONTHLY REPORT**
RESOLVED:
- That the Director Infrastructure Services Monthly Report for June 2020 be received and noted.
- (Kingham/Newstead)
CARRIED

- 2006/014** **OPEN SPACE PROJECTS - STRATEGIC PLANNING**
RESOLVED:
1. That the draft schematic landscape designs for the Frape / Beaufort Street Park and Belubula River Precinct be endorsed for the purpose of public exhibition for 28 days.
 2. That a further report, detailing any submissions received, be presented to Council following the conclusion of the exhibition period.
- (Newstead/Ewin)
CARRIED

MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD 12 JUNE 2020

2006/015

RESOLVED:

1. That the minutes of the Blayney Traffic Committee Meeting, held on Friday 12 June 2020, be received and noted.
2. That Council install line marking on Water Street, including road centreline, and fog lines to provide 3.0m lane widths between Adelaide and Osman Streets.

(Reynolds/Newstead)

CARRIED

PLANNING AND ENVIRONMENTAL SERVICES REPORTS

BLAYNEY SHIRE LOCAL STRATEGIC PLANNING STATEMENT

2006/016

RESOLVED:

That Council

1. Note that two (2) submissions were received during the community consultation of the draft Local Strategic Planning Statement
2. Adopt the Blayney Shire Local Strategic Planning Statement
3. Authorise the General Manager to approve any minor formatting amendments to correct minor clerical errors or issues which do not significantly change or alter the content or intent of the document.

(Somerville/Newstead)

CARRIED

DA2020/27 - CONSTRUCTION OF A SHED - 14 OSMAN STREET, BLAYNEY

2006/017

RESOLVED:

That Council consents to Development Application DA27/2020 for the construction of a shed at Lot 12 Section 10 DP758121 and Lot 1 DP355933, being 14 Osman Street, Blayney.

(Newstead/Reynolds)

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

FOR

AGAINST

Councillor Ewin
 Councillor Ferguson
 Councillor Kingham
 Councillor Somerville
 Councillor Reynolds
 Councillor Newstead
 Councillor Denton

Total (7)

Total (0)

CARRIED

DELEGATES REPORTS

**REPORT OF THE CENTROC BOARD MEETING AND
CENTRAL NSW JOINT ORGANISATION MEETING HELD 4
JUNE 2020**

2006/018

RESOLVED:

That the Deputy Mayoral Report from the Centroc Board Meeting and Central NSW Joint Organisation Meeting held 4 June 2020 via Zoom be received and noted.

(Ewin/Somerville)

CARRIED

There being no further business, the meeting concluded at 7.25pm.

The Minute Numbers 2006/001 to 2006/018 were confirmed on 20 July 2020 and are a full and accurate record of proceedings of the Ordinary Meeting held on 22 June 2020.

Cr S Ferguson
MAYOR

Mrs R Ryan
GENERAL MANAGER

02) COUNCIL RESOLUTION REPORT**Department:** Executive Services**Author:** General Manager**CSP Link:** 2. Local Governance and Finance**File No:** GO.ME.1**Recommendation:**

That Council notes the Resolution Report to June 2020.

Reason for Report:

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

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

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

Report:

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

Council currently has 18 resolutions 'in progress'.

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

Date of Meeting	Res. No	Resolution	Owner	Comments
18-Apr-17	1704/015	Planning Proposal to amend Blayney Local Environmental Plan 2012 - Flood Planning Map RESOLVED That Council forward a Planning Proposal to the Minister for Planning and Environment seeking to amend the flood planning map within the Blayney Local Environmental Plan 2012.	DPES	DPE approved Gateway time extension to 19 March 2021. Communication strategy to be developed prior to exhibition commencing.

Date of Meeting	Res. No	Resolution	Owner	Comments
19-Aug-19	1908/004	<p>Electric Vehicle Charger Stations RESOLVED 2. When the preferred charging station solution is determined a report be provided to Council with location and recommended fees based on a full cost recovery User Pays Policy.</p>	MWW	Meeting with interested businesses undertaken. Electrician engaged to assess each site. Electric vehicle toolkit now available online (CNSWJO)
19-Aug-19	1908/019	<p>Minutes of the Blayney Shire Access Advisory Committee Meeting held on 17 July 2019 RESOLVED 4. That Council proceed to cost the upgrade of the identified non-compliant car parking in the 2018 audit of accessible car parking across Blayney Shire for future grant funding opportunities and/or Operational Plan inclusion.</p>	DPES	In progress.

Date of Meeting	Res. No	Resolution	Owner	Comments
16-Sep-19	1906/016	<p>Planning Proposal to Amend Blayney Local Environment Plan 2012 - RU1 Primary Production to E2 Environmental Conservation - Cadia Biodiversity Offset Areas</p> <p>RESOLVED</p> <p>1. That Council proceed to endorse the amendment to the Blayney Local Environmental Plan 2012,</p> <p>2. That Council, in exercising its delegation under Section 3.36 of the Environmental Planning and Assessment Act 1979, as endorsed by NSW Planning, Industry & Environment in the Gateway Determination, forward the relevant documents to Parliamentary Counsel for opinion, to amend the Blayney Local Environmental Plan 2012 by rezoning Lot 201 DP 1037198 and Lot 1422 DP 1168271 from RU1 Primary Production to E2 Environmental Conservation, and the making of the Local Environmental Plan.</p>	MP	In progress. DPIE approved Gateway time extension to March 2021.

Date of Meeting	Res. No	Resolution	Owner	Comments
17-Feb-20	2003/013	<p>Sale of Land for Unpaid Rates RESOLVED</p> <p>2. That Council, pursuant to s.713 of the Local Government Act, 1993:</p> <p>a. Sell the listed properties at a public auction to be held at the Blayney Shire Council Chambers on Friday 22 May 2020 commencing at 10:00 am;</p> <p>b. Authorise Council staff to proceed with the necessary arrangements pertaining to the sale of the properties as set out by the Local Government Act 1993; and</p> <p>c. Authorise the General Manager to set the reserve price on the day of auction.</p> <p>3. That Council not withdraw any property from the sale unless all unpaid rates and charges are paid in full.</p> <p>4. That Council undertake land title searches to verify land descriptions and owners for the preparation of sale documents.</p> <p>5. That Council advertise all land in accordance with the Local Government Act, 1993.</p> <p>6. That Council call for quotations for an auctioneer to conduct the auction.</p> <p>7. That Council endorse execution of relevant contracts and associated documentation by the Mayor and General Manager under Council seal, if required.</p>	DCS	The new date of Tuesday 10 November 2020 has been prepared and scheduled to be tabled at the 20 July 2020 Council Meeting.

Date of Meeting	Res. No	Resolution	Owner	Comments
17-Feb-20	2002/024	<p>Amendment To Lease Agreement - Blayney Solar Farm RESOLVED</p> <p>1. That Council agree to extend the lease commencement to 30 September 2020;</p> <p>2. That Council endorse execution of the lease, as amended, of Lot 222 DP 1175708 and Lot 3 DP1103517 being 31 and 33 Gerty Street, Blayney and associated documentation by the Mayor and General Manager under Council seal, if required.</p>	DCS	Yet to receive executed copy of lease.
16-Mar-20	2003/002	<p>Tourism Event Development Fund Applications RESOLVED</p> <p>1. That Council approves the following event under the 2019/20 Tourism Event Development Program;</p> <ul style="list-style-type: none"> • \$500 for the Millthorpe Village Committee 'Millfest' event <p>2. That subject to receipt of no objections before 5:00pm on Thursday 19 March, Council delegate to the General Manager to approve \$1,000 for Antica Australis 'Ancient Southern Lands' event under the Tourism Event Development Program.</p>	MTC	The Antica Australis' event has been postponed to March 2021 due to COVID-19. Millfest application is pending confirmation that the event is going ahead pending potential COVID-19 restrictions.

Date of Meeting	Res. No	Resolution	Owner	Comments
16-Mar-20	2003/013	<p>Minutes of the Blayney Shire Access Advisory Committee held 27 February 2020</p> <p>RESOLVED</p> <p>That Council;</p> <ol style="list-style-type: none"> 1. Investigate funding opportunities to upgrade path of travel doors to and within CentrePoint 2. Consider any immediate improvements that can be undertaken to the entrance of the Blayney Library 3. Ensure upgrading of the front entrance is included as part of the planned library toilet upgrade project. 4. Write to the building owner of the National Australia Bank highlighting the current accessibility issue and outline assistance Council can provide to create compliant accessible access 5. Note the Blayney Shire Access Committee endorsement of the 6 monthly review to 31 December 2019 of the Blayney Shire Disability Inclusion Action Plan 6. Write to the Hon Paul Toole MP for the Bathurst seeking that the Travel Card for seniors is considered for community transport use in regional NSW where public transport options are limited 	DPES	<p>In progress.</p> <p>2 and 3. New accessible doors included in Drought Stimulus Package funding project. Works programmed for early 2021.</p>

Date of Meeting	Res. No	Resolution	Owner	Comments
16-Mar-20	2003/014	<p>Minutes of the Blayney Cemetery Forum meeting held 27 February 2020 RESOLVED That;</p> <ol style="list-style-type: none"> 1. Council, after engaging the village committees and cemetery forum members to ascertain quantities, print the Blayney Shire Cemetery brochure for distribution 2. Council, as an alternative to repairing individual grave sites, investigate use of the 2019/20 budget allocation to clean up significantly dilapidated and derelict graves sites in the Blayney Cemetery by placing new identification plaques and removing damaged and derelict pieces of grave sites 3. A separate report be prepared for Council to endorse the Draft Cemetery Management Plan for public exhibition 4. Council consider urgently top dressing and native seeding of the lawn section of the Blayney Cemetery 5. Council consider not using chemicals around the headstones in lawn sections of cemeteries 6. Council prepare an information sheet for families when considering final resting options. 	DPES	In progress.
20-Apr-20	2004/006	<p>Councillor Superannuation Discussion Paper RESOLVED That Council receive submissions from Councillors to form a response to the Office of Local Government on Council's preferred option regarding payment of superannuation for Councillors.</p>	DCS	Due date for submissions amended to August 2020. Collection of responses in progress.

Date of Meeting	Res. No	Resolution	Owner	Comments
18-May-20	2005/004	<p>Sale of Land Frape Street Blayney RESOLVED That Council approves the engagement of current Blayney Real Estate Agents and delegate to the General Manager the authority to implement a Sales Strategy and accept offers for sale of the 2 Residential Blocks; 11B and 11A Frape Street (Lots 1 and 2 DP 1263957) Blayney.</p>	GM	Title deed being amended from Lyndhurst Shire Council to Blayney Shire Council.
18-May-20	2005/011	<p>Leabeater Street Bridge Scope Confirmation RESOLVED That Council approve an allocation of \$420,000 for the replacement of Leabeater Street bridge, contingent on receiving 50% grant funding.</p>	MO	Funding application unsuccessful. New Engineering and Safety Report to be sought.
9-Jun-20	2006/E003	<p>Orange360 Funding Agreement 2020 – 2024 RESOLVED That Council: 1. Approve the execution of the 4 year Funding Agreement between Council and TDO Limited trading as Orange360 for \$60,000 pa (CPI indexed annually).</p>	MTC	In progress

Date of Meeting	Res. No	Resolution	Owner	Comments
22-Jun-20	2006/002	<p>CentrePoint Operational Review RESOLVED That Council;</p> <ol style="list-style-type: none"> 1. Note the findings of the CentrePoint Operational Review conducted by Council during the period the facility was closed for renovations. 2. Proceed to issue YMCA with an Agreement, for up to 2 years, to provide the operational management of CentrePoint Sport and Leisure Centre Blayney in 2020/21. 3. Authorise the General Manager to negotiate and execute the Management Agreement and associated documentation with YMCA for the operational management of CentrePoint Sport and Leisure Centre Blayney in financial year 2020/21. 4. Notes that a further report will be brought back to Council, prior to the September QBRS to vote the required supplementary funds to the 2020/21 Operational Plan following acceptance of the Management Agreement. 	DPES	In progress
22-Jun-20	2006/003	<p>Blayney Train Station Platform Art Cultural Hub Project RESOLVED That Council approves the General Manager to sign and execute a Community Use Licence Agreement with Sydney Trains for the Blayney Train Station 'Platform' Project for a period of 5 years with a 5 year option, with the intention of establishing a Sub-Licence Agreement with the Blayney Town Association.</p>	GM	In progress.

Date of Meeting	Res. No	Resolution	Owner	Comments
22-Jun-20	2006/008	<p>2020/2021 Councillor and Mayoral Remuneration RESOLVED</p> <p>1. That the Councillor annual fee be \$11,835 and the additional Mayoral annual fee be \$24,853 for the 2020/21 financial year effective from 1 July 2020, unchanged from the 2019/20 year, pending receipt of the 2020 Determination from the Local Government Remuneration Tribunal.</p> <p>2. That a further report on 2020/21 Councillor and Mayoral Remuneration be brought back to Council upon receipt of the 2020 Determination from the Local Government Remuneration Tribunal.</p>	DCS	Report from the Local Government Remuneration Tribunal has been received and a further report prepared and scheduled to be tabled at the July 2020 Council meeting.
22-Jun-20	2006/014	<p>Open Space Projects - Strategic Planning RESOLVED</p> <p>1. That the draft schematic landscape designs for the Frape / Beaufort Street Park and Belubula River Precinct be endorsed for the purpose of public exhibition for 28 days.</p> <p>2. That a further report, detailing any submissions received, be presented to Council following the conclusion of the exhibition period.</p>	DIS	Currently on public exhibition until 23 July 2020
22-Jun-20	2006/015	<p>Minutes of the Traffic Committee Meeting Held 12 June 2020 RESOLVED</p> <p>2. That Council install line marking on Water Street, including road centreline, and fog lines to provide 3.0m lane widths between Adelaide and Osman Streets.</p>	DIS	Programmed

Risk/Policy/Legislation Considerations:

Nil

Budget Implications:

Nil

03) RISK, WORK HEALTH AND SAFETY QUARTERLY REPORT

Department: Executive Services

Author: WHS and Risk Coordinator

CSP Link: 2. Local Governance and Finance

File No: GO.ME.1

Recommendation:

That Council receive and note the Risk, Work Health and Safety Report for the quarter April 2020 to June 2020.

Reason for Report:

To update Council on Risk, Work Health and Safety activities and performance for the period of April 2020 to June 2020.

Report:

While COVID-19 restrictions start to ease, the postponed Wellbeing programs are now slowly resuming. WHS & Risk Coordinator continues to review sites such as NSW Health for updated information on the pandemic.

The WHS & Risk Coordinator has been working on COVID-19 safety plans for businesses, sporting groups, camping facilities and committee groups.

A Community Group COVID-19 kit has been coordinated to assist Hall Committees and sporting groups in meeting COVID-19 requirements. The kit consists of signage, posters, safety plan and attendance register.

NSW Health Inspectors are visiting local businesses checking that COVID-19 requirements such as hand sanitiser and attendance registers are in place.

CentrePoint was visited on 25 June. NSW Health requested the “COVID safe business” poster be on the door which has been attended to and completed

Permanent Hand sanitiser stations are now in place at Council Chambers and Depot for staff and visitor use.

Office personnel are integrating back into the office. Staff are still maintaining social distance and hand hygiene requirements.

20 freestanding pedal activated hand sanitiser bollards are being installed around Blayney Shire local government area at public toilets, recreation grounds, children’s playgrounds and sporting facilities for public use. This was a project initiative funded by the Newcrest Community Support Fund.

72 Council staff had flu vaccinations in May. A significant increase from 2019. Social distancing and infection control measures were in place in line with COVID-19 restrictions.

Drug and Alcohol testing for Council staff has recommenced after being on hold due to COVID-19.

Council's Health and Safety Committee met on 18 June and actions have been allocated to appropriate staff.

King George Oval canteen and storage areas were broken into. on or about the 2 June. Damage to the canteen shutter was sustained and defibrillator stolen. A second attempt to break into the canteen was discovered on 2 July. Slight damage, no access gained this time. Police informed on both occasions.

StateCover

The Wellbeing 2020 Program has recommenced with COVID-19 restrictions easing. Skin checks have been tentatively booked for 15 & 16 October. Manual handling session dates are yet to be confirmed for August.

The Online WHS Self-Audit begins on the 13 July. The Self-Audit evaluates the implementation and effectiveness of Council's WHS management systems, and identifies any emerging issues. Council then benefits from being provided an action plan, prepared by StateCover's WHS experts, tailored to Council's specific results and needs.

Council received the WHS Rebate from Statecover of \$19,364. This rebate is based on the actual base tariff of Councils workers compensation premium which will fund various approved WHS projects.

Statewide

Council's Insurance renewal has been finalised for 2020/2021 with Statewide Mutual Insurance.

Council has opted to go with Zurich this term for motor vehicle claims.

Excess limits were reviewed alongside Council's claim history and the number of under deductible claims made over the past 6 years. As a result; excess was increased for both Public Liability and Property. Crime insurance cover will include a Hardware Endorsement and Cyber will be covered under the Crime policy.

By increasing excess level as noted, the annual premium has fallen by approximately \$19,000.

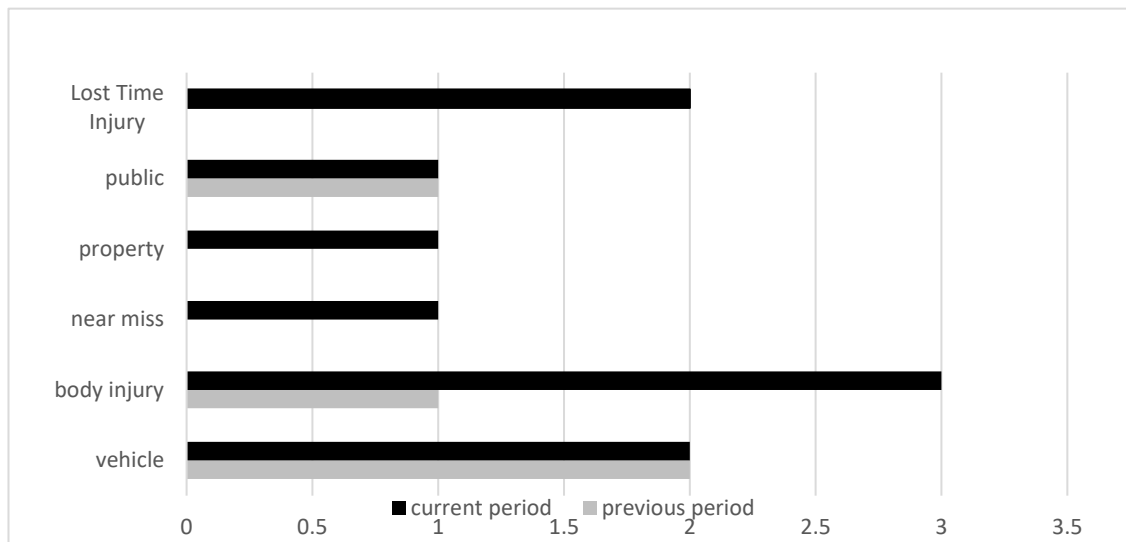
Contents valuations of all Council buildings were conducted in May and the report will be provided.

1. Performance Summary

WHS Performance Indicators	Current report period	Previous Reporting Period
New WHS Quality Improvements	7	1
WHS Quality Improvements closed	1	4
Training /refresher sessions BSC staff	1	0
Workplace inspections	1	4
Project Site Contractor Inspections	0	0
StateCover audits conducted	0	0
StateWide initiatives conducted	0	0

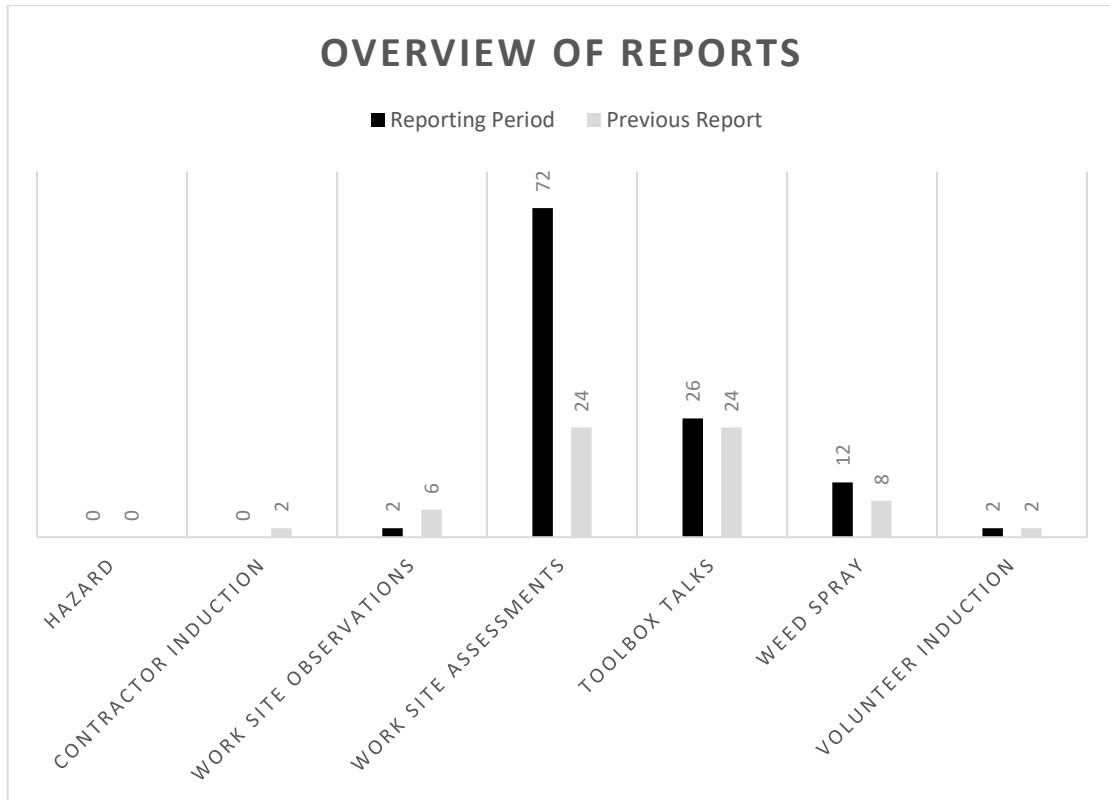
2. Reported incidents received from April 2020 to June 2020

Includes staff and public incidents, accidents to person and property.



3. Reports received from April 2020 to June 2020

A summary of staff generated internal reporting documents which is received and reviewed by WHS and Risk Coordinator.



Risk/Policy/Legislation Considerations:

Nil

Budget Implications:

Nil

Enclosures (following report)

Nil

Attachments (separate document)

Nil

04) BCO ALLIANCE**Department:** Executive Services**Author:** General Manager**CSP Link:** 2. Local Governance and Finance**File No:** GR.LR.3**Recommendation:**

That Council authorise the Mayor and General Manager to sign the BCO Alliance Memorandum of Understanding at a formal event on a date to be organised.

Reason for Report:

For Council to endorse the establishment of a formal strategic alliance with Orange City and Cabonne Councils.

Report:

Strategic Alliances of Councils, whereby the delivery of services and resources are shared or works contracted by one council for another, is not new to local government. In fact, Blayney Shire and Cabonne Councils were founding members of the WBC Strategic Alliance.

The WBC Alliance was established in 2004 as a response to impending mergers at the time. After some initial projects and easy wins, an Executive Officer was engaged in 2008 until the Alliance ceased in 2017. This position led the collaborative project work, joint tendering and purchasing with accumulated estimated and real savings over the 15 years totalling \$5million.

In line with the final WBC Alliance report presented to Council in March 2017, Council has been committed to strengthening connections and engaging with like minded rural councils in the region.

A meeting was held in late June with the Mayors and General Managers of Blayney, Cabonne and Orange City to discuss the proposed strategic alliance of the 3 Councils.

Blayney, Cabonne and Orange City have worked collaboratively on a number of strategic documents over the past few years including the Regional Economic Development Strategy and the BCO Sub-Regional Rural and Industrial Land Strategy. Pooling tourism and destination marketing resources to establish Orange360 is an example of what Councils working together can achieve.

The organisational scale, size and geographical fit are considered a positive for this new strategic alliance between Blayney Shire, Cabonne and Orange City Councils.

A draft Memorandum of Understanding has been prepared and now follows this report for Council information. When each Council has had the opportunity to consider and approve this MOU, Mayors and General Managers will sign at a combined formal Council event, on a date to be organised.

All Councillors will be invited to attend the BCO Alliance MOU signing event with an information and networking session planned for August.

Risk/Policy/Legislation Considerations:

The Local Government Act (1993) provides the framework that enables councils to work together to share knowledge, resources and services.

A guidance paper 'Collaboration and Partnerships between Council's (2007)' outlines the legislative considerations, provides case studies and offers practical advice in regards to strategic planning, identifying opportunities for collaborative partnerships and developing a business plan.

This paper is accessible on the Office of Local Government (OLG) website <https://www.olg.nsw.gov.au/wp-content/uploads/Collaboration-and-Partnerships-between-Councils-A-Guidance-Paper-2007.pdf>

There are several governance models Councils use to share services which includes;

- An arrangement supported by a formal agreement or MOU,
- A committee of council under the Local Government Act (1993),
- A Joint Organisation as legislated by the Local Government Act (1993),
- An incorporated association under the Associations Incorporation Act (2009); or
- A council-owned company under the Corporations Act (2001)

JO's are a local government entity with legal powers to support Councils to work together to improve regional and rural outcomes and may support member Councils through sharing staff, expertise and resources. The BCO Alliance will not diminish the membership or engagement from Blayney, Cabonne and Orange with the Central NSW JO.

The BCO Alliance will operate under a formal agreement and MOU.

The NSW Auditor General performance audit focussed on Shared Service in Local Government and the subsequent report published in 2018, recommended the following:

1. *Councils should base their decision to engage in shared services on a sound needs analysis, a review of service delivery models and a strong business case, which clearly identifies the expected costs and benefits. This should align with councils' Delivery Program and Community Strategic Plan.*
2. *Councils should collect baseline information, monitor and evaluate services that will be shared. They should also ensure that services perform to expectations.*

3. *Councils should ensure that the governance models they select to deliver shared services are fit for purpose. They should ensure clear roles, responsibilities, accountability and transparency of decisions.*
4. *Councils should build the capability of councillors and council staff in the areas of assessing and managing shared services, leading to better understanding of opportunities and management of risk.*

The report may be found on the NSW Audit website

<https://www.audit.nsw.gov.au/our-work/reports/shared-services-in-local-government>

It is envisaged the first Strategic Plan of the BCO Alliance will address each of the recommendations from the NSW Audit Office report.

Budget Implications:

There is no request for any financial contribution for the BCO Alliance. Any costs which at this stage is limited to staff time, Councillor travel and meeting expenses is considered within the current budget allowances.

Enclosures (following report)

1 BCO Alliance Memorandum of Understanding 2 Pages

Attachments (separate document)

Nil

The BCO Alliance – Memorandum of Understanding

Purpose

To create a formal voluntary strategic alliance between the 3 Councils; Blayney Shire, Cabonne and Orange City that delivers operational efficiencies, progress on strategic regional matters, benchmarking best practice and improved financial performance for each member Council.

Objectives

We will deliver better value services to our communities by retaining each Council as its own entity.

Working collaboratively and sharing resources will achieve economies of scale, build capacity and increase workplace productivity and ensure the long term financial sustainability of each individual Council.

Services

This Alliance will provide cooperation and goodwill to undertake the following:

- Joint tenders and purchasing arrangements
- Open exchange and sharing of technical expertise and information
- Workforce and staff secondment, professional development opportunities
- Cross border works / roads construction and/or maintenance
- Councillor and staff training/networking
- Review and coordination of Strategic Documents and Instruments
- Sharing of Services and Plant
- Regional Economic Development Strategy
- Regional Tourism Marketing via Orange360
- Integrated Planning and Reporting
- Internal Audit
- Waste Collection and Disposal
- Natural Resource Management
- Disability, Cultural and Social Planning
- Crown Lands and Aboriginal Heritage
- GIS

This list is not exhaustive nor limited.

Principles

- The cost of any service provided will be on the basis of the real cost which includes all legislated overheads (Workers Compensation, Superannuation etc) however will not have a profit margin or administrative charge.

The BCO Alliance – Memorandum of Understanding

- Any expenses incurred to undertake a regional activity will be shared on an equitable basis subject to the scale and scope of the contract relative to each member Council.
- Any costs to undertake a procurement or tendering activity will be shared on an equal basis.
- Any staff time or Council resources allocated to supporting the Alliance activities and objectives whilst recorded, are provided on in kind basis.

Governance

A governing body, the Board comprising of the Mayor and General Manager from each Council will provide Political, Community and Organisational leadership oversight to the Alliance.

The Board will meet every 6 months in September and March, or as required.

The Alliance Chair, will alternate every 2 years between the 3 Mayors in Council alphabetical order, commencing with the Mayor of Orange City Council.

The Directors and Managers from each Council, with the General Managers will identify focus areas and issues to implement and develop a Strategic Plan for implementation in 2021/22.

This inaugural Strategic Plan will be presented to the Board, in December 2020.

Review Period

The Alliance shall carry out a formal review of the Strategic Plan on a 12 monthly basis to ensure it is meeting its aims and objectives and savings and benefits to the ratepayers and residents of the member Councils are being achieved.

Agreement

A formal agreement will be prepared, endorsed by each Council and signed by the Mayors and General Managers by September 2020.

Secretariat

Secretariat Services shall be provided by the General Manager whose Mayor is the Chair of the Board. This arrangement reduces Administrative Overheads, ensures direct links with decision makers and provides for focused Secretarial Services.

Union Support

It is proposed that the Alliance be referred to the relevant Unions for their support and endorsement.

05) SHOWGROUND STIMULUS PHASE ONE (2) FUNDING DEED

Department: Executive Services

Author: General Manager

CSP Link: 1. Public Infrastructure and Services

File No: GS.LI.1

Recommendation:

That Council;

1. Endorse the General Manager signing and execution of the NSW Department of Planning, Industry and Environment – Crown Lands Showground Stimulus Phase One (2), Funding Offer for the Blayney Showground for the new front fence, gates, signage and entry statement project for \$122,784 (inc GST)
2. Approve the carryover of \$111,622 for the Blayney Showground Project from 19/20 into the 20/21 Operational Plan.

Reason for Report:

To seek Council endorsement of the NSW Department of Planning, Industry and Environment – Crown Lands Showground Stimulus Phase One (2), Funding Offer for the Blayney Showground for the replacement of the boundary fencing, signage and overnight parking area works.

Report:

Council submitted an application under the NSW Showground Stimulus Funding program in late April for a number of projects at the Blayney Showground. This included; installation of a new front fence, gates, signage and entry statement and the construction of a new access road on the eastern side of the Showground, for livestock and commercial vehicles.

The new front fence, gates, signage and entry statement project was approved for funding and Council received a Letter of Offer for \$122,784 (inc GST) for this upgrade that will improve safety for showground users, facilitate additional usage and optimise value to the community.

The new gates will provide for a safer entry, and replacement fence will ensure non authorised entry is prevented.

The entrance and boundary fencing, overnight camping area upgrade project was included in the recently endorsed Blayney Showground and Equestrian Sports Facilities Strategic Plan (20/25) as a short term priority.

Risk/Policy/Legislation Considerations:

A Letter of Offer was received on 26 June 2020, and the General Manager has signed the acceptance in accordance with Council delegation, to expedite funding disbursement and enable commencement of works.

Council must complete the project within 3 months of the Letter of Offer. This is a stimulus package project that will be undertaken by local contractors in accordance with Council's procurement policies. Council needs to provide evidence on the number and expenditure of local trades and suppliers engaged to deliver the project.

Budget Implications:

This funding, \$111,622 (\$122,784 inc GST) was received in late June, and will be carried over as an unexpended grant to 20/21.

The whole of life cost of the project is estimated at \$2,000 per annum for minor maintenance and depreciation.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

06) IPART RATES REVIEW NSW GOVERNMENT RESPONSE**Department:** Executive Services**Author:** General Manager**CSP Link:** 2. Local Governance and Finance**File No:** GR.RP.4**Recommendation:**

For Council Consideration

Reason for Report:

For Council to consider the NSW Government Response to the IPART Review of the Local Government Rating System and determine a course of action if deemed appropriate.

Report:

In December 2015 IPART commenced a review into the NSW Local Government Rating System. A public consultation process with submissions invited was commenced by IPART and Council made a submission to this process. An Issues Paper was released in April 2016 with an Interim Report sent to the Minister in June 2016. A Draft Report was released in August 2016 with a Public Hearing held in Dubbo in October 2016.

The final report was released in June 2019 with public consultation sought and Council made a further submission to this process. A chronology of the process and the final report can be found on the IPART website:

<https://www.ipart.nsw.gov.au/Home/Industries/LocalGovernment/Reviews/Local-Government-Rating-System/Local-Government-Rating-System?qDh=2>

On 18 June 2020 the NSW Government released a formal response to the IPART Review into Local Government Rating System which can be found on the Office of Local Government website at <https://www.olg.nsw.gov.au/wp-content/uploads/2020/06/IPART-Rating-Review-Government-Response.pdf>

Risk/Policy/Legislation Considerations:

Of the 42 recommendations, 20 were noted by the Government with no further action proposed. This included Item 34, which states '*Any difference in the rate charged by a council to a mining category compared to its average business rate should primarily reflect differences in the council's costs of providing services to the mining properties*'.

Details on how this recommendation will work in practice is yet to be released.

Council will be required to justify the differences to the base rate and ad valorem component for the mining rate compared to the average business rate category. The impact of a mine is not limited to roads, and can include community recreation, environmental and sporting facilities, economic growth or decline, housing and residential development.

The Blayney Shire Community Strategic Plan identifies Councils dependence on mining rate income and notes this as a significant risk to the financial sustainability of the organisation.

Budget Implications:

Whilst it is acknowledged that the detail on how Council may justify and reflect the differences is to be determined, this has a potential to impact on Council's financial sustainability.

Currently Mining Rate income accounts for \$4.5m, over 50% of Council total rate income of \$9.07m.

The 20/21 mining rate compared to the business rate is as follows

Name of Category/Sub Category	No. of Assessments	Base Rate	Ad Valorem	Total Yield
Business				
Ordinary Rate	92	\$433	0.00397368	\$96,487
Sub Category - Business Blayney	167	\$433	0.00799604	\$206,024
Sub Category - Business Millthorpe & Carcoar	57	\$433	0.00540017	\$73,012
Mining				
Ordinary Rate	1	\$1,077	0.03765962	\$17,120
Sub Category - Mining Gold		\$1,077	0.04000000	
Sub Category - Mining Gold / Copper Combined	1	\$1,077	0.04094445	\$4,504,966

Enclosures (following report)

Nil

Attachments (separate document)

Nil

07) LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM

Department: Executive Services

Author: General Manager

CSP Link: 1. Public Infrastructure and Services

File No: GS.LI.1

Recommendation:

That Council:

1. accept the Australian Government Local Roads and Community Infrastructure Grant Agreement for \$537,301 and authorise the General Manager to sign the funding agreement
2. approve the nomination of the Newbridge Road Rehabilitation Project.

Reason for Report:

Council has received a formal letter of offer from the Australian Government for a grant of \$537,301 (ex GST) under the Local Roads and Community Infrastructure (LRCI) Program.

The purpose of this report is to seek Council endorsement to accept this funding and sign the Grant Agreement.

Report:

On 22 May 2020 the Australian Government announced a new \$500 million LRCI Program.

Funding allocations for the LRCI Program have been calculated in a similar way to how the Roads to Recovery Program and the road component of the Financial Assistance Grants works. This formula takes into consideration road length and population and is based on recommendations of Local Government Grants Commissions.

Blayney Shire Council has been allocated \$537,301 and received a Letter of Offer, Funding Agreement and Works Schedule – Project Nomination Form which is being administered by the Commonwealth Department of Infrastructure, Transport, Regional Development and Communications (The Department).

Council have been reviewing potential projects in line with the funding guidelines and agreed that the Newbridge Road Rehabilitation Project be nominated as Blayney Shire Council's project.

Risk/Policy/Legislation Considerations:

This is a federal government program in response to the COVID-19 pandemic provided for local road and community infrastructure projects that involve the construction, maintenance and/or improvements to council-owned assets (including natural assets) that are generally accessible to the public.

Projects will need to deliver benefits to the community, such as improved accessibility, visual amenity and safety benefits and we are required to submit a work schedule that outlines the project for approval.

The project extends from approximately 550m North of the Main Western Railway underpass in a southerly direction, extending toward the Village Road intersection. This incorporates two road segments in Council's asset system, a full segment on the northern side of the underpass (420m) and part of the southern segment. Council's road condition assessment (2019) identified the pavement condition as 3 and 2, and seal condition of 4 and 1. It should be noted that the rating of the second segment is aggregated along its entire length resulting in a higher condition rating.

It is proposed to undertake minor widening and pavement strengthening works to improve road safety and driver comfort, whilst delivering improved accessibility for the Newbridge community.

There are significant risks in improving the speed at which vehicles can travel along this dangerous section of road, which includes 3 right angle corners at the approaches to the railway underpass. Warning signage on the approaches will also need to be taken into consideration.

The project activity period is from July 2020 to 31 December 2021.

Budget Implications:

This project is not funded in Council's Long Term Financial Plan, and early conversations with Transport for NSW and John Holland Group, who are responsible for the railway land and network were not promising for a solution in the short term. Newbridge Progress Association and local land holders have raised their concerns about the safety and condition of the road pavement for many years.

It is anticipated the project will take between 12 and 16 weeks, subject to ground conditions to complete. Council staff have capacity to undertake this CAPEX project and works will be programmed to be undertaken in the 2020/21 financial year.

The total project cost for of road widening and pavement strengthening works is \$650k. Newbridge Road is identified in the Blayney Shire Developer Contributions Plan (2013) and with a current balance of \$683k, it is proposed that \$112,699 be allocated from Developer Contributions - General.

The Write Down expense for this work is estimated at between \$37,000 and \$64,350, subject to Auditors advice on how the Base layer of pavement is treated at year end. The revised annual Whole of Life Cost is estimated to be an additional \$4,000 per annum.

50% of grant funds will be received upon the Department's approval of the works schedule and Council execution of the Funding Agreement. Funding will then be paid in instalments subject to completion of works and submission of quarterly reports.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

08) BUILDING BETTER REGIONS FUNDING ROUND IV - KICKING GOALS FOR GIRLS

Department: Executive Services

Author: General Manager

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

File No: GS.LI.1

Recommendation:

That Council authorise the General Manager to sign and accept the Building Better Regions Funding Agreement for \$750,000 for the Kicking Goals for Girls Project at King George Oval, Blayney.

Reason for Report:

To brief Council of the funding announced for the Kicking Goals for Girls Project at King George Oval and seek approval to execute the Funding Agreement with the Commonwealth Government for \$750k.

Report:

At the December 2019 meeting, Council approved the funding submissions for the CentrePoint Sport and Leisure Centre 'Swimming towards Utility Efficiency' and King George Oval 'Kicking Goals for Girls' projects (**Resolution No 1912/004**).

The \$200million Round 4 Infrastructure Projects Stream was specifically aimed to supporting projects in drought-affected areas that provide both economic and social benefits.

In early June, the successful applications were announced which included Blayney Shire Council's 'Kicking Goals for Girls' project at King George Oval.

This project includes the construction of both home and away change rooms which includes; male and female team showers, toilets and team strapping/treatment space, repurposing of current change rooms into new accessible public toilets and new change rooms for both male and female referees/game officials. The project will provide opportunities for increasing female participation in sport and offer inclusive and accessible public amenities.

Risk/Policy/Legislation Considerations:

Council staff are negotiating the project delivery, timeframe and works schedule in preparation of the final Building Better Regions Funding Grant Agreement. It will be more cost effective to close the grandstand facility and undertake the works as one project.

Given the delay in the funding assessment and announcement, the necessary procurement process and COVID-19 lockdown which impacted on the 2020 football season, it is planned that the project be completed next year.

Council will be finalising design and project cost, via a tender process by February 2021, with construction works programmed to be undertaken as soon as the 2021 football season is finished.

This project has been a major priority of the Blayney Shire Sports Council and supported by sporting and town community groups. It has been endorsed by the Blayney Community Strategic Plan (2018), Blayney Sport and Recreation Master Plan (2017) and the Blayney Community Plan (2017). A working group of key sporting user groups, including the Blayney Women's League Tag, Junior and Senior Rugby League, Senior Rugby, Blayney High School, Little Athletics and Blayney Netball assisted with establishing the evidence and demonstrating the need for this upgrade to Blayney's premier sporting field.

These groups will remain engaged for their feedback whilst Council finalises the design concepts into structural drawings and specifications.

Budget Implications:

BBRF Round 4 funds of \$750k account for 71% of a total project value of \$1.056m, with a co-contribution of \$306k. This funding was announced in time to be included in the adopted 20/21 Operational Plan and is summarised below.

Kicking Goals for Girls King George Oval	
Total Project Cost	\$1.056m
BBRF 4 Funds Sought	\$750k (71%)
Council Cash Contribution	\$306k (29%)
Source of Council Funds	\$250k 2021/22 Operational Plan \$56k KGO Reserve
Asset Write Off	Nil
Additional Whole of Life Cost	\$24k per annum

Enclosures (following report)

Nil

Attachments (separate document)

Nil

09) REPORT OF COUNCIL INVESTMENTS AS AT 30 JUNE 2020

Department: Corporate Services

Author: Chief Financial Officer

CSP Link: 2. Local Governance and Finance

File No: FM.AU.1

Recommendation:

1. That the report indicating Council's investment position as at 30 June 2020 be received.
2. That the certification of the Responsible Accounting Officer be received and the report be adopted.

Reason for Report:

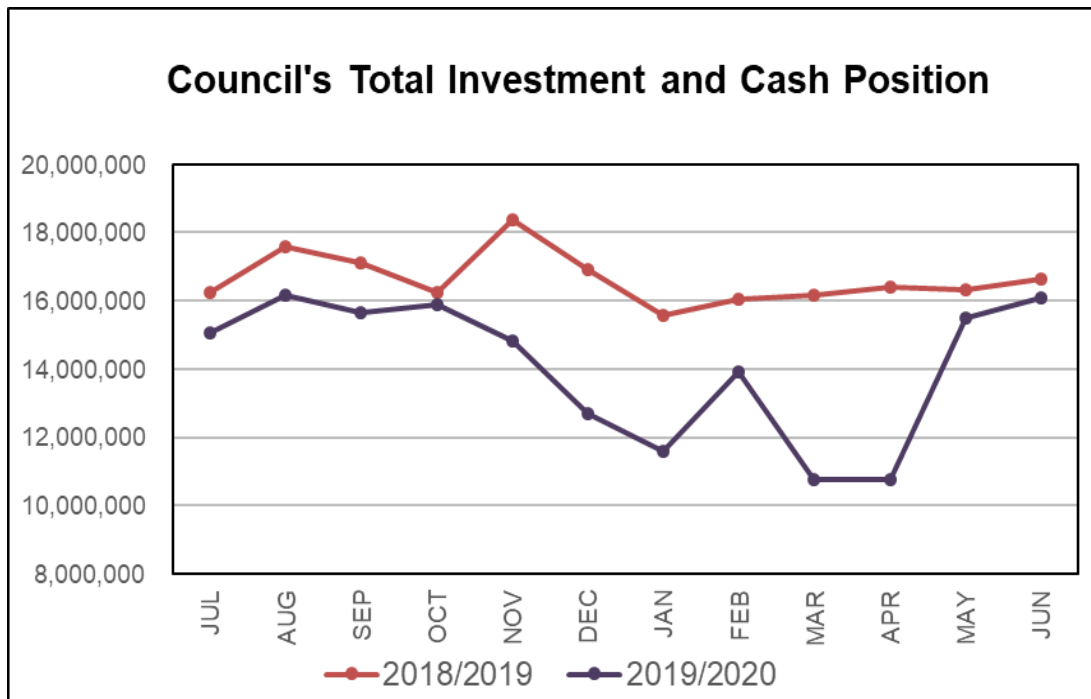
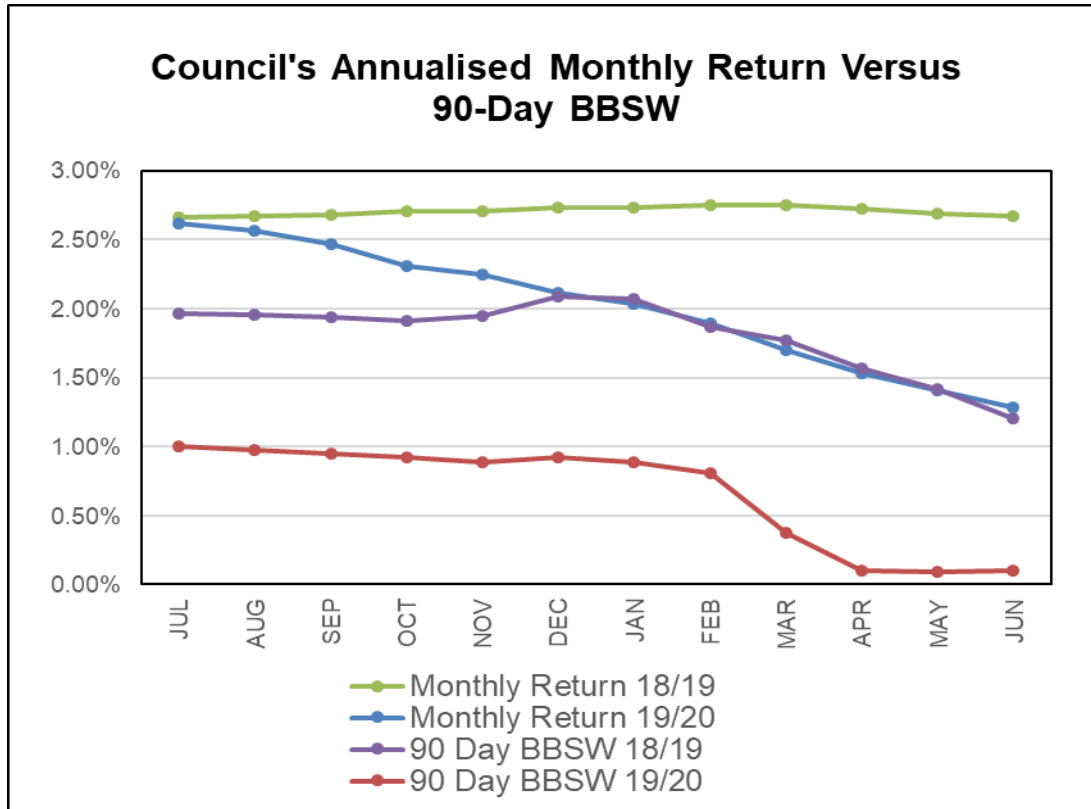
For Council to endorse the Report of Council Investments as at 30 June 2020.

Report:

This report provides details of Council's Investment Portfolio as at 30 June 2020.

Council's total investment and cash position as at 30 June 2020 is \$16,071,776. Investments earned interest of \$13,709 for the month of June 2020.

Council's monthly net return on Term Deposits annualised for June of 1.28% outperformed the 90 day Bank Bill Swap Rate of 0.10%.



REGISTER OF INVESTMENTS AND CASH AS AT 30 JUNE 2020				
Institution	Rating	Maturity	Amount \$	Interest Rate
NAB	A1+/AA-	14/07/2020	500,000	1.550%
NAB	A1+/AA-	21/07/2020	500,000	1.350%
NAB	A1+/AA-	28/07/2020	500,000	1.600%
AMP Bank	A2/BBB+	04/08/2020	500,000	2.000%
Macquarie Bank	A1/A+	18/08/2020	500,000	1.500%
NAB	A1+/AA-	01/09/2020	500,000	1.170%
ME Bank	A2/BBB	15/09/2020	500,000	1.600%
Bendigo & Adelaide Bank	A2/BBB+	29/09/2020	500,000	1.500%
Auswide Bank Ltd	A2/BBB	13/10/2020	500,000	1.700%
NAB	A1+/AA-	27/10/2020	500,000	1.040%
CBA	A1+/AA-	11/11/2020	500,000	0.720%
NAB	A1+/AA-	17/11/2020	500,000	0.970%
Macquarie Bank	A1/A+	24/11/2020	500,000	1.550%
Macquarie Bank	A1/A+	01/12/2020	500,000	0.850%
NAB	A1+/AA-	08/12/2020	500,000	0.960%
NAB	A1+/AA-	12/01/2021	500,000	0.960%
MyState Bank Ltd	A2/BBB+	02/03/2021	500,000	1.650%
AMP Bank	A2/BBB+	16/03/2021	500,000	1.800%
Macquarie Bank	A1/A+	23/03/2021	500,000	0.850%
Bank of Queensland	A2/BBB+	30/03/2021	500,000	1.050%
NAB	A1+/AA-	11/05/2021	500,000	0.970%
NAB	A1+/AA-	25/05/2021	500,000	1.000%
Westpac	A1+/AA-	01/06/2021	500,000	0.940%
Westpac	A1+/AA-	08/06/2021	500,000	0.940%
Westpac	A1+/AA-	22/06/2021	500,000	0.980%
Total Investments			12,500,000	1.248%
Commonwealth Bank - At Call Account ⁽¹⁾			2,300,806	0.750%
Commonwealth Bank Balance - General ⁽¹⁾			1,270,970	0.100%
TOTAL INVESTMENTS & CASH			16,071,776	
Benchmarks:	BBSW 90 Day Index ⁽¹⁾			0.102%
	RBA Cash Rate ⁽¹⁾			0.250%

1. % Interest rates as at 30/06/2020

Summary of Investment Movements - June 2020		
Financial Institution	Investment/(Recall) Amount \$	Commentary
Macquarie Bank	(503,967)	Term Deposit Matured 02/06/2020
Macquarie Bank	500,000	Term Deposit Reinvested 02/06/2020
Bank of Queensland	500,000	New Term Deposit 03/06/2020
NAB	500,000	New Term Deposit 03/06/2020
NAB	500,000	New Term Deposit 03/06/2020
Westpac	500,000	New Term Deposit 03/06/2020
Westpac	500,000	New Term Deposit 03/06/2020
NAB	(505,169)	Term Deposit Matured 16/06/2020
NAB	500,000	Term Deposit Reinvested 16/06/2020
CBA	(501,184)	Term Deposit Redeemed 24/06/2020
Westpac	500,000	New Term Deposit 24/06/2020
Macquarie Bank	(504,438)	Term Deposit Matured 30/06/2020
Macquarie Bank	500,000	Term Deposit Reinvested 30/06/2020

Long Term Credit Rating (or Moody's, Fitch, S&P or Equivalent)	Policy Maximum	Current Holding %	Current Holding \$
TCorp IM Funds	100%	0%	-
AAA – AA Category	100%	56%	7,000,000
A- Category	40%	16%	2,000,000
BBB+ Category ⁽²⁾	30%	20%	2,500,000
BBB Category ⁽²⁾	10%	8%	1,000,000
BBB- Category and below: Local ⁽³⁾ ADI's	5%	0%	-
			12,500,000

2. BBB+ / BBB categories are not to exceed 30% collectively

3. ADI's located within the Local Government Area

Individual Institution Limit	Rating	Policy Maximum	Current Holding
AMP Bank	A2/BBB+	1,000,000	1,000,000
Auswide Bank Ltd	A2/BBB	500,000	500,000
Bank of Queensland	A2/BBB+	1,000,000	500,000
Bendigo & Adelaide Bank	A2/BBB+	1,000,000	500,000
CBA	A1+/AA-	5,000,000	500,000
Macquarie Bank	A1/A+	2,00,000	2,000,000
ME Bank	A2/BBB	500,000	500,000
MyState Bank Ltd	A2/BBB+	1,000,000	500,000
NAB	A1+/AA-	5,000,000	5,000,000
Westpac	A1+/AA-	5,000,000	1,500,000

<u>RESTRICTED CASH, CASH EQUIVALENTS & INVESTMENTS</u>		
	Actual 30/06/2019 \$ 000's	Forecast 30/06/2020 \$ 000's
External Restrictions	9,713	7,904
Internal Cash Restrictions	6,777	6,877
TOTAL RESTRICTED ASSETS	16,490	14,781 ⁽⁴⁾

4. Forecast figures are unaudited 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 s625 of the Local Government Act (1993). Investments made are in accord with the framework established within Council's Investment Policy.

Budget Implications:

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

Enclosures (following report)

Nil

Attachments (separate document)

Nil

10) 2020/21 COUNCILLOR AND MAYORAL REMUNERATION**Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 2. Local Governance and Finance**File No:** CM.CI.1**Recommendation:**

That Councillor and Mayoral remuneration be paid at the maximum level for the Rural Council category, per the 2020 Local Government Remuneration Tribunal Determination, being \$12,160 for Councillors and \$26,530 for the additional Mayoral annual fee effective from 1 July 2020.

Reason for Report:

For Council to determine Councillor and Mayoral Remuneration for the 2020/21 year following receipt of the determination from the Local Government Remuneration Tribunal.

Report:

Council at its June 2020 meeting determined Councillor and Mayoral fees for 2020/21 remain unchanged pending receipt of the report from the Local Government Remuneration Tribunal (**Resolution No 2006/008**). Council is now in receipt of the Tribunal's 2020 Annual Report and Determination and in a position to determine 2020/21 fees.

The Tribunal's report, attached under separate cover; provides details of the matters and submissions that it had taken into account in its determination. The Tribunal has determined that an increase in fees for Councillors and Mayors was not appropriate given the current economic and social circumstances (Report clause 68).

Blayney Shire Council is one of the 57 councils within the Rural Council category determined under s.239 of the Local Government Act for the purposes of the annual fees.

A comparison of 2019/20 fees to the relevant 2020/21 scale of fees for this category is shown below:

Remuneration	2019/20 Fees \$	LGRT 2020 Determination	
		Minimum \$	Maximum \$
Councillor	11,260	9,190	12,160
Mayor (payable in addition to Councillor fee)	24,853	9,780	26,530

Council had historically adopted the maximum fees recommended by the Tribunal; however, at the June 2014 meeting in response to an impending SRV and community consultation process, resolved there be no increase in the 2014/15 year.

Since then Council has approved the increase of fees by the Tribunal recommended % increase, which was not the maximum. An increase in 2020/21 is proposed to reset Council to its historical and accepted practice of adopting the maximum.

Risk/Policy/Legislation Considerations:

Under s.248 of the Local Government Act Council may fix an annual fee, and in doing so must fix it in accordance with the appropriate determination of the Remuneration Tribunal.

Budget Implications:

Provision for indexation of 2.5% to Mayoral and Councillor fees is provided for in the 2020/21 Operational Plan. A further \$1,230, representative of the compound effect of adoption of lower fees in prior years, will be required to be voted in the first Quarterly Budget Review Statement (QBRs).

Enclosures (following report)

Nil

Attachments (separate document)

- | | | |
|---|---|----------|
| 1 | Local Government Remuneration Tribunal Report and Determination | 24 Pages |
|---|---|----------|

11) SALE OF LAND FOR UNPAID RATES**Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 2. Local Governance and Finance**File No:** IM.CO.3**Recommendation:**

1. That the report on the Sale of Land for Unpaid Rates and Charges be received and noted.
2. That Council, pursuant to s.713 of the Local Government Act, 1993:
 - a. Sell the listed properties at a public auction to be held at the Blayney Shire Council Chambers on Tuesday 10 November 2020 commencing at 10:00 am;
 - b. Authorise Council staff to proceed with the necessary arrangements pertaining to the sale of the properties as set out by the Local Government Act 1993; and
 - c. Authorise the General Manager to set the reserve price on the day of auction.
3. That Council not withdraw any property from the sale unless all unpaid rates and charges are paid in full.
4. That Council undertake Land Title searches to verify land descriptions and owners for the preparation of Sale documents.
5. That Council advertise all land in accordance with the Local Government Act, 1993.
6. That Council endorse execution of relevant contracts and associated documentation by the Mayor and General Manager under Council seal.

Reason for Report:

For Council to consider a report on land on Council's records that satisfy the conditions for Sale of Land for Unpaid Rates and Charges, under s.713 of the Local Government Act 1993 and to resolve to commence the process of selling these properties for unpaid rates and charges.

Report:

Council at its meeting held 17 February 2020 resolved for the conduct of an auction for the sale of land for unpaid rates and associated processes scheduled for 22 May 2020 (Resolution No. 2002/013). Due to Covid-19 restrictions imposed in March 2020, the proposed auction was postponed to a date to be determined. As of 9 May 2020, the government has given the green light for live auctions subject to physical distancing requirements, good hygiene practices and exclusion of any person experiencing COVID-19 symptoms.

Council records indicate that there are 6 properties with in excess of 5 years rates owing and an amount outstanding of \$79,283.46 in total.

In accordance with s.713(1) of the Local Government Act 1993, the properties shown below are eligible to be sold as rates and charges have been outstanding for more than five (5) years. In accordance with s.713(3) of the Local Government Act the relevant General Manager's Certificates will be prepared and signed for each property.

It is proposed that the auction for the sale of land for unpaid rates and charges be scheduled for Tuesday 10 November 2020 at the Blayney Shire Community Centre commencing at 10:00 am.

Properties proposed to be sold at auction are as follows:

Property Details	Rates and Charges Outstanding
Assessment No. A334849 Lot 20 Section 9 DP978887; Lot 1 DP197207. Elizabeth Anne Pollard and Michael John Pollard	13 Peach Street, Mandurama \$5,872.82 land and building 2,024m ²
Assessment No. A335471 Lot 3 DP7159; Lots 1/5 DP132088; Lots 125/128,134,140,141 DP75039; Lot 1 DP999206; Lots 131/133 DP1080934. Hugh Charles Gordon The Official Trustee in Bankruptcy including Estate of Charles Stewart Gordon	945 Village Road, Blayney \$52,626.09 vacant land 373.06ha
Assessment No. A344991 Lots 9 & 10 DP 1138533 Colourtone Pty. Ltd.	Danvers Street, Carcoar \$5,564.51 vacant land 2,350m ²
Assessment No. A345890 Lot 65 DP1147347 Richard Glasson	Village Road, Blayney \$4,309.21 vacant land 3,422m ²
Assessment No. A348636 Lot 12 DP1173235 Edward James Earl	6370 Midwestern Highway, Lyndhurst \$4,013.81 vacant land 2,225m ²
Assessment No. A325913 Lot 1 DP572821 Estate of Doris Maude Cheney	31 Church Street, Millthorpe \$6,897.02 vacant land 782m ²

All efforts have been made to contact owners or owner representatives, including the issue of reminder notices, pre-legal demand letters, referral to a Mercantile Agent and notification of intended sale of land for unpaid rates and charges letters in an attempt to recover the outstanding rates and charges.

The collection of Rates in this manner is a last resort, with many other recovery processes and attempts to contact the owners having been exhausted. The action constitutes good financial management, preventing the excessive build-up of large outstanding debts.

Of the properties listed 2 were newly identified by the Valuer General through a data matching exercise and are in the names of deceased estates that have been administered and finalised.

Pursuant to legislation, advertisements will be placed in the Government Gazette and at least one newspaper to advertise the sale. Council has engaged local agent, Ray White Emms Mooney, to conduct the auction and Outstanding Collections to assist with the process leading up to the auction.

Prior to the auction date Council may be approached by landowners to make arrangements for the repayment of the rates and charges outstanding, as allowed by s.715(2) of the Local Government Act 1993. In this situation it is recommended that Council not accept any arrangements and advise the landowner that it will not withdraw the property from the sale of land for unpaid rates and charges until such time as the total amount of rates and charges owing are paid in full.

All proceeds of sale are paid to the Council and in accordance with s.718 of the Local Government Act, 1993 are to be discharged in the following order:-

- a) Reimbursement of Council expenses associated with the sale, then;
- b) Discharge of any rate or charge in respect of the land due to the Council, or any other rating authority, and any debt in respect of the land (being a debt of which the Council has notice) due to the Crown.

Should insufficient funds be recovered to satisfy all rates, charges and debts, then a pro rata of funds to debts occurs with all debts then deemed as satisfied. Where the proceeds from the sale of land do not cover the costs of sale or amount of rates and charges owing then the balance will need to be borne by Council. Unpaid rates and charges would be funded from the provision for bad and doubtful debts.

Surplus funds are held within Council's Trust Fund pending discharge to persons having interest in the properties. Where no claim is forthcoming the balance of sale proceeds are remitted to the State Government in accordance with the Unclaimed Money Act.

It is anticipated that where a property is sold all costs relating to the sale will be recovered through the sale proceeds.

Risk/Policy/Legislation Considerations:

Council is empowered under s.713 of the Local Government Act to sell land on which a rate or charge has remained unpaid for more than five years from the date on which it became payable.

Under s.715 Council must fix a time and place for sale, between 3 and 6 months from publication in a newspaper. Council is also required to ascertain the identity of any person that has interest in the land.

The recent COVID-19 Legislative Amendment (Emergency Measures – Miscellaneous) Act prevents legal action by Council unless consideration of the following measures has been undertaken:

- Mediation;
- Financial counselling;
- Other financial arrangement; or
- Deferral / waiver of interest.

Properties listed are either deceased estates or untraceable owners. Council has made all attempts to engage untraceable owners or executors of estates to negotiate an outcome.

Council is also empowered under s.713 to sell land parcels passed in by private treaty. However, land may only be sold to a council, a councillor, a relative of a councillor, a member of staff of the council or any relative of a member of staff of the council, by public auction, and is precluded to be sold by private treaty.

Budget Implications:

Council has provision in the 2020/21 Operational Plan for conduct of a Sale of Land for Unpaid rates. There is a risk that Council will be out of pocket in the event that a land parcel remains unsold or proceeds do not exceed costs incurred.

Council is obligated to conduct a number of statutory processes including property searches, statutory notification by advertisement in newspapers and gazettal of intended sale. Such costs are not recoverable in the event that the rates and charges outstanding on the property are settled.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

12) REVIEW OF AGENCY INFORMATION GUIDE**Department:** Corporate Services**Author:** Director Corporate Services**CSP Link:** 2. Local Governance and Finance**File No:** IM.CO.3**Recommendation:**

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

Reason for Report:

For Council to review and adopt Council's Agency Information Guide.

Report:

Council is required under Section 21 of the Government Information (Public Access) Act to adopt an Agency Information Guide.

Section 21 of the Government Information (Public Access) Act also prescribes that Council must review its agency information guide and adopt a new agency information guide at intervals of not more than 12 months. Council last adopted this guide at its July 2019 meeting.

An "agency information guide" is a guide that:

- a) describes the structure and functions of the Council, and
- b) describes the ways in which the functions (including, in particular, the decision-making functions) of the Council affect members of the public, and
- c) specifies any arrangements that exist to enable members of the public to participate in the formulation of the Council's policy and the exercise of the Council's functions, and
- d) identifies the various kinds of government information held by the Council, and
- e) identifies the kinds of government information held by the Council that the Council makes (or will make) publicly available, and
- f) specifies the manner in which the Council makes (or will make) government information publicly available, and
- g) identifies the kinds of information that are (or will be) made publicly available free of charge and those kinds for which a charge is (or will be) imposed.

Council must make government information publicly available as provided by its agency information guide. This is done via Council's website. A review of Council's current document was undertaken with amendments and updates effected, and it is enclosed following this report for Council information.

Risk/Policy/Legislation Considerations:

Council must adopt an Agency Information Guide on an annual basis pursuant to s.21 of the Government Information (Public Access) Act.

Budget Implications:

Nil

Enclosures (following report)

1 Blayney Shire Council Agency Information Guide 13 Pages

Attachments (separate document)

Nil

BLAYNEY SHIRE COUNCIL



AGENCY INFORMATION GUIDE

Prepared in accordance with the provisions of Section 20 of the
Government Information (Public Access) Act 2009.

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STRUCTURE AND FUNCTIONS OF COUNCIL

INTRODUCTION

Blayney Shire Council has adopted this Agency Information Guide (Guide) in accordance with section 20 of the Government Information (Public Access) Act 2009 (GIPA Act).

By describing Council's functions, responsibilities and organisational structure, the Guide aims to promote a better understanding of Council's work in our community. It also describes the various types of information held by Council, how that information can be accessed and how members of the public can participate in Council's decision making processes.

OVERVIEW

Blayney Shire Council is constituted under the Local Government Act 1993 and was proclaimed in August 1978.

The Council is an undivided area, with seven (7) Councillors. The Mayor is elected for a 2 year term by the Councillors from among their numbers.

The roles of the Councillors, as members of the body corporate are:

- to direct and control the affairs of the Council in accordance with the Local Government Act and other applicable legislation;
- to participate in the optimum allocation of the Council's resources for the benefit of the area;
- to play a key role in the creation and review of the Council's policies, objectives and criteria relating to the exercise of the Council's regulatory functions;
- to review the performance of the Council and its delivery of services, management plans and revenue policies of the Council;

The role of a Councillor is, as an elected person:

- to represent the interests of the residents and ratepayers;
- to provide leadership and guidance to the community;
- to facilitate communication between the community and the Council.

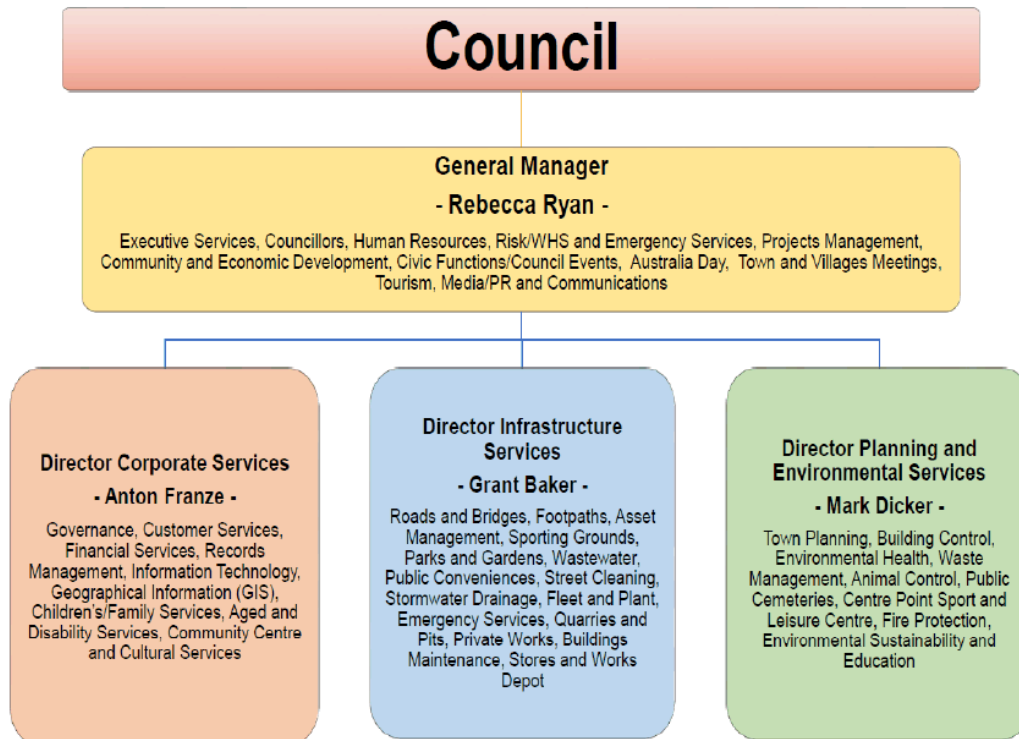
The Mayor presides at meetings of the Council, carries out the civic and ceremonial functions of the office, exercises, in cases of necessity, the decision making functions of the body politic, between its meetings and performs any other functions that the Council determines.

The Principal Officer of the Council is the General Manager. The General Manager is responsible for the efficient operation of the Council's organisation and for ensuring the implementation of Council decisions. The General Manager is also responsible for the day to day management of the Council, the exercise of any functions delegated by the Council, the appointment, direction and where necessary, the dismissal of staff, as well as the implementation of Council's Equal Employment Opportunity Management Plan.

To assist the General Manager in the exercise of these functions, there are three Directorates of Council. These Directorates are Corporate Services, Planning and Environmental Services and Infrastructure Services. Each of these Directorates is headed by a Director.

ORGANISATIONAL STRUCTURE

The functional structure of the organisation is set out in the below diagram:



COUNCIL FUNCTIONS

Council has functions conferred or imposed on it by the Local Government Act, 1993. These functions are:

SERVICE FUNCTIONS	REGULATORY FUNCTIONS	ANCILLARY FUNCTIONS	REVENUE FUNCTIONS	ADMINISTRATIVE FUNCTIONS	ENFORCEMENT FUNCTIONS
Including: * Provision of community health, recreation, education & information services * Environmental protection * Waste removal & disposal * Land & property, industry & tourism development & assistance * Civil Infrastructure Planning * Civil Infrastructure Maintenance & Construction	Including: * Approvals * Orders * Building Certificates	Including: * Resumption of land * Powers of entry and inspection	Including: * Rates * Charges * Fees * Borrowings * Investments	Including: * Employment of staff * Management plans * Financial reporting * Annual reports	Including: * Proceedings for breaches of the Local Government Act & Regulations and other Acts & Regulations * Prosecution of offences * Recovery of rates and charges

As well as the Local Government Act, Council has powers under a number of other Acts including:

- | | |
|--|---|
| <i>Biosecurity Act 2015</i> | <i>Impounding Act 1993</i> |
| <i>Coastal Management Act 2016</i> | <i>Library Act 1939</i> |
| <i>Community Land Development Act 1989</i> | <i>Privacy & Personal Information Protection Act 1998</i> |
| <i>Companion Animals Act 1998</i> | <i>Protection of the Environment Operations Act 1997</i> |
| <i>Contaminated Land Management Act 1997</i> | <i>Public Health Act 2010</i> |
| <i>Conveyancing Act 1919</i> | <i>Recreation Vehicles Act 1983</i> |
| <i>Environmental Planning and Assessment Act 1979</i> | <i>Roads Act 1993</i> |
| <i>Fire and Rescue NSW Act 1989</i> | <i>State Emergency & Rescue Management Act 1989</i> |
| <i>Fluoridation of Public Water Supplies Act 1957</i> | <i>State Emergency Service Act 1989</i> |
| <i>Food Act 2003</i> | <i>Strata Schemes Development Act 2015</i> |
| <i>Government Information (Public Access) Act 2009</i> | <i>Strata Schemes Management Act 2015</i> |
| <i>Heritage Act 1977</i> | <i>Swimming Pools Act 1992</i> |
| | <i>Unclaimed Money Act 1995</i> |

HOW COUNCIL FUNCTIONS AFFECT MEMBERS OF THE PUBLIC

As a service organisation, the majority of the activities of Blayney Shire Council have an impact on the public. The following is an outline of how the broad functions of Council affect the public.

Service functions affect the public as Council provides services and facilities to the public. These include provision of human services such as child care services and libraries, halls and community centres, recreation facilities, infrastructure and the removal of garbage.

Regulatory functions place restrictions on developments and buildings to ensure that they meet certain requirements affecting the amenity of the community and not endanger the lives and safety of any person. Members of the public must be aware of, and comply with, such regulations.

Ancillary functions affect only some members of the public. These functions include, for example, the resumption of land or the power for Council to enter onto a person's land. In these circumstances, only the owner of the property would be affected.

Revenue functions affect the public directly in that revenue from rates and other charges paid by the public is used to fund services and facilities provided to the community.

Administrative functions do not necessarily affect the public directly but have an indirect impact on the community through the efficiency and effectiveness of the service provided.

Enforcement functions only affect those members of the public who are in breach of certain legislation. This includes matters such as the non-payment of rates and charges and unregistered dogs.

Community planning and development functions affect areas such as cultural development, social planning and involves:

- Advocating and planning for the needs of our community. This includes initiating partnerships; participating on regional, State or Commonwealth working parties; and preparation and implementation of the Community Plan.
- Providing support to community and sporting organisations through provision of grants, training and information.
- Facilitating opportunities for people to participate in the life of the community through the conduct of a range of community events such as Australia Day Awards and Youth Week, as well as promoting events of others.

HOW THE MEMBERS OF THE PUBLIC CAN PARTICIPATE IN COUNCIL'S POLICY DEVELOPMENT AND THE EXERCISE OF FUNCTIONS

There are a number of avenues available to members of the public to enable participation in policy development and the general activities of Council. These avenues can be broken down into two categories, namely:

- representation;
- personal participation.

1. REPRESENTATION

Local Democracy

Councils in New South Wales are elected every four years. The next election for Blayney Shire is scheduled for September 2021.

At each election for Blayney Shire Council, voters elect seven Councillors for a four-year term. The Mayor is elected for a 2 year term by the Councillors from among their numbers. All residents of the area who are on the electoral roll are eligible to vote. Property owners who live outside of the area and rate paying lessees can also vote, but must register their intention to vote on the non-residential roll. Voting is compulsory.

Making Representations to Councillors

Residents are able to raise issues with, and make representations to, the elected Councillors. The Councillors, if they agree with the issue or representation, may pursue the matter on the resident's behalf thus allowing members of the public to influence the development of policy.

Appointments with Mayor

After speaking to Councillors and/or appropriate staff, members of the public may make an appointment with the Mayor to discuss issues that require further attention.

2. PERSONAL PARTICIPATION

Open Council Meetings

Blayney Shire Council meets regularly at Ordinary Council meetings to discuss local issues and make decisions on behalf of the community. All meetings of Council are open to the public and residents are welcome to attend, unless closed for specific reasons under the *Local Government Act*. Meetings are also [streamed](#) from Council's website for viewing by members of the public and residents. Ordinary [Council meetings](#) are held on the third Monday of the month.

Public Address to Council

Members of the public are able to attend [Council meetings](#) (third Monday of each month – except January) in the Blayney Shire Community Centre - Council Chamber, 41 Church Street, Blayney.

The opportunity is offered to interested persons to address Council prior to meetings on any matters that are within its jurisdiction. A [Public Forum Speaker Request Form](#) must be completed and lodged before scheduled deadline of 4.30pm on the day of the Council meeting. Forms are available from Council's website: <http://www.blayney.nsw.gov.au/Your-Council/Council-Meetings-and-Committees/Public-Participation/Public-Participation>

Section 355 Committees

There are several [Committees](#) to which Council has delegated a function of Council to under s.355 of the Local Government Act. Council has the following Community Committees comprising and including members of the public:

- Blayney Shire Access Advisory Committee
- Blayney Shire Audit, Risk and Improvement Committee
- Blayney Shire Council Australia Day Committee
- Blayney Shire Financial Assistance Committee
- Blayney Shire Sports Council
- Blayney Shire Council Tourism, Towns & Villages Committee
- Cemetery Forum
- Cultural Centre Working Group
- Blayney Shire Floodplain Management Committee

Community Committee meeting times are promoted on Council's website and meeting calendar within Council [Business Paper](#) Agendas. Invitations for membership of committees are called after Council elections and as committee vacancies arise. Notification of vacancies are publicised on Council's website and in the local newspaper. Members of the public interested in being involved with any community committee should contact Council in the first instance to enquire of any vacancies.

Public Exhibitions / Submissions to Council

[Public exhibition](#) of Council documents are a key way for the community to participate in local government. Members of the community can submit feedback on proposed policies, plans, projects or development that Council is considering. Members of the public can, either personally or in writing, address any matter that falls within Council jurisdiction.

Information provided to Council in correspondence, submissions or requests, including personal information such as names and addresses may be made publicly available in accordance with the Government Information (Public Access) Act (GIPA).

INFORMATION HELD BY BLAYNEY SHIRE COUNCIL

Council holds a wide range of information, in both hard copy and electronic form in respect of the wide range of functions undertaken by it. That information is contained in:

1. Records – either physical or electronic
2. Policy documents
3. General Information

1. RECORDS

Prior to 1996 Council had a "hard copy" records system, with material being held as physical records. Since then, Council's records have been maintained in electronic format, physical records being dispensed with, except for development/building/construction applications.

Council's records are not available on the website however this information may be made available either by informal release or via an access application, unless there is an overriding public interest against disclosure of the information, in accordance with the provisions of GIPA.

Members of the public who require an informal release or an access application can do so by contacting the Right to Information Officer at Council on telephone (02) 6368 2104.

2. POLICY DOCUMENTS

Council's policies are maintained in a policy register – access to which is available from Council's website using the following link: <http://www.blayney.nsw.gov.au/Your-Council/Council-Policies>

3. GENERAL INFORMATION

The following list of general information held by Council has been divided into four sections as outlined by the Government Information (Public Access) Regulation 2009:-

1. Information about Council;
2. Plans and Policies;
3. Information about [Development Applications](#);
4. Approvals, Orders and other Documents.

The Government Information (Public Access) Regulation 2009 requires that these documents held by Council, are to be made publicly available for inspection, free of charge. The public is entitled to inspect these documents either on Council's website (unless there is an unreasonable additional cost to Council to publish these documents on the website) or at the offices of the Council during ordinary office hours or at any other place as determined by the Council. Any current and previous documents of this type may be inspected by the public free of charge. Copies can be supplied for reasonable copying charges.

These documents are:

a. Information about Council

- The model code of conduct prescribed under section 440 (1) of the LGA
- Council's adopted Code of Conduct
- Code of Meeting Practice
- Annual Report
- Annual Financial Reports
- Auditor's Report
- Community Strategic Plan
- Delivery and Operational Plan including resourcing strategy documentation such as Workforce Plan; Long-term Financial Plan; and Asset Management Plans
- EEO Management Plan
- Payment of Expenses and the Provision of Facilities to the Mayor and Councillors Policy
- Annual Reports of Bodies Exercising Functions Delegated by Council
- Any Codes referred to in the Local Government Act
- Returns of the Interests of Councillors, Designated Persons and Delegates
- Agendas and Business Papers for any meeting of Council or any Committee of Council
- Minutes of any meeting of Council or any Committee of Council
- Departmental Representative Reports presented at a meeting of Council
- Land Register
- Register of Investments
- Register of Delegations
- Register of Graffiti removal works
- Register of current Declarations of Disclosures of Political donations
- Register of Voting on Planning Matters

b. Plans and Policies

- Local Policies adopted by Council concerning approvals and orders
- Plans of Management for Community Land
- Environmental Planning Instruments, Development Control Plans and Contribution Plans

c. Information about Development Applications

Development Applications and any associated documents received in relations to a proposed development:

- Home Warranty Insurance documents
- Construction Certificates
- Occupation Certificates
- Structural Certification Documents
- Town Planner Reports
- Submissions received on Development Applications
- Heritage Consultant Reports
- Tree Inspection Consultant Reports
- Acoustic Consultant Reports
- Land Contamination Consultant Reports
- Records of decisions on Development Applications including decisions on appeals
- Records describing general nature of documents that Council decides to exclude from public view including internal specifications and configurations, and commercially sensitive information

d. Approvals, Orders and Other Documents

- Applications for approvals under part 7 of the LGA
- Applications for approvals under any other Act and any associated documents received
- Records of approvals granted or refused, any variation from Council Policies with reasons for the variation, and decisions made on appeals concerning approvals
- Orders given under Part 2 of Chapter 7 of the LGA, and any reasons given under section 136 of the LGA
- Orders given under the Authority of any other Act
- Records of Building Certificates under the Environmental Planning and Assessment Act 1979
- Plans of land proposed to be compulsorily acquired by Council
- Compulsory Acquisition Notices
- Leases and Licenses for use of Public Land classified as Community Land

HOW MEMBERS OF THE PUBLIC MAY ACCESS AND AMEND COUNCIL DOCUMENTS CONCERNING THEIR PERSONAL AFFAIRS

As far as practicable, Council documents will be accessible by members of the public during office hours.

Persons interested in obtaining access to documents or who wish to seek an amendment to the Council's records concerning their personal affairs, should contact a Customer Service Officer. If you experience difficulty in obtaining documents or information you should contact Council's Public Officer.

ACCESS TO INFORMATION HELD BY THE COUNCIL

Blayney Shire Council is dedicated to good public decision making, transparency and accountability, and will provide access to information in accordance with the provisions of the GIPA Act.

Council has adopted a policy on access to information (Policy 2G: Access to Information), to facilitate public access to the information held by Council. This policy is publicly available from Council's policy register on Council's website using the following link:
<http://www.blayney.nsw.gov.au/Your-Council/Council-Policies>

In accordance with the GIPA Act, Council will make information available to the public in the following ways, unless there is an overriding public interest against disclosure of information:

OPEN ACCESS INFORMATION

Through the mandatory disclosure of open access information (see above, Information Held by Council) – where practicable, this information will be made available free of charge on Council's website. Where it is not practicable for Council to provide open access information on the website, the information will be made available free of charge in at least one other format.

To access information that is not currently available on Council's website, please contact Council's Right to Information Officer on (02) 6368 2104.

PROACTIVE RELEASE OF INFORMATION

Through the proactive release of as much information as possible – this information will be made available free of charge, or at the lowest reasonable cost.

INFORMAL ACCESS REQUESTS

In response to an informal request (without the need for a formal application, unless there are good reasons to require one) – this information will be made available free of charge, subject to any reasonable conditions that may be imposed by Council. Council may require a written record of an informal request to access information.

FORMAL ACCESS APPLICATIONS

In response to a formal access application (for information that Council does not provide proactively or informally) – application fees and processing charges apply as per the GIPA Act.

The GIPA Act sets out the procedure for making and dealing with formal access applications. An application for information that is not already available by other means must be made on the [Formal Access Application](#) form, which is available at the Council Chamber or on Council's website using the following link: <http://www.blayney.nsw.gov.au/Your-Council/Access-to-Information>

A formal application is not a valid application unless it is accompanied by an application fee of \$30. The application fee counts as payment of the first hour of any processing charge that may be payable by the applicant. Processing charges for dealing with formal access applications are charged at a rate of \$30 per hour for each hour of processing time.

Enquiries regarding formal access applications should be made to Council's Right to Information Officer on (02) 6368 2104.

ADDITIONAL INFORMATION**COPYRIGHT**

Some information may be subject to copyright laws and the consent of the copyright owner will be required before releasing copies of such information. Alternatively, Council may grant 'view only' access to such material.

Council's Governance team will advise if the information is subject to copyright.

DISCLOSURE LOG

Council's [Disclosure Log](#) lists information released under a formal access application under the GIPA Act that is considered to be of interest to the wider public.

It should be noted that applicants can object to inclusion in Council's Disclosure Log.

PUBLIC OFFICER – RIGHT TO INFORMATION OFFICER

The Director Corporate Services has been appointed as the Public Officer. Amongst other duties, the Public Officer may deal with requests from the public concerning the Council's affairs and has the responsibility of assisting people to gain access to public documents of the Council. The Director Corporate Services is also Council's Right to Information Officer and, as such, is responsible for determining applications for access to documents or for the amendment of records. If you have any difficulty in obtaining access to Council documents, you may wish to refer your enquiry to the Public Officer. Also, if you would like to amend a document of Council which you feel is incorrect it is necessary for you to make written application to the Public Officer (Right to Information Officer) in the first instance.

Enquiries should be addressed as follows:

General Manager
Blayney Shire Council
PO Box 62
BLAYNEY NSW 2799

Email: council@blayney.nsw.gov.au

INFORMATION AND PRIVACY COMMISSION

If you require any other advice or assistance about access to information you may contact the Information and Privacy Commission by telephone on 1800 472 679 (free call), in person at Level 17, 201 Elizabeth Street, Sydney 2000, in writing to GPO Box 7011 Sydney NSW 2001 or by email at ipcinfo@ipc.nsw.gov.au. Further information may also be obtained from website: www.ipc.nsw.gov.au

Adopted:	11/10/2010	Minute No. 1010/012
Date of Approval by IPC	09/12/2010	
Lasted Reviewed:	20/06/2011	1106/006
	10/12/2012	1212/003
	08/07/2013	1307/006
	14/07/2014	1407/006
	13/07/2015	1507/007
	18/07/2016	1607/012
	17/07/2017	1707/006
	16/07/2018	1807/007
	15/07/2019	1907/008
	XX/07/2020	
Next Review:	19/07/2021	

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

That the Director Infrastructure Services Monthly Report for July 2020 be received and noted.

Reason for Report:

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

Report:**Topical Matters**Fixing Local Roads

Council was recently notified of its successful application to the NSW Governments Fixing Local Roads Program, of \$1,864,435 for the rehabilitation of Carcoar Street, between Orange Road and Martha Street. The overall project is valued at \$2.9m and will enable pavement renewal to be undertaken to provide for a 45 year pavement life, the modification of kerb and gutter alignments to provide a consistent road width and improve parking availability around the King George Oval precinct.

Council has allocated within the 2020/21 Operational Plan \$1.1m for its component of the works.

Funding programs

Council has recently submitted a funding application to the NSW Government Community Building Partnership program to replace the remainder of the existing playing field fencing around King George Oval. It is proposed to replace it with white powder coated weld mesh fence similar to that already installed at KGO and around the Blayney Showground ring.

An application has also been submitted to the Crown Reserves Improvement Fund to install an IT backbone and sensors/controllers for the remote monitoring and control of lighting, irrigation and access to Blayney Showground, King George Oval and Redmond Oval. With technical support from an experienced contractor in Building Management Systems, the concept has been developed to ensure that the system is modular and could be expanded to cover all Council's facilities into the future.

Major WorksWombiana Lane Culvert

This work has now been finalised with the backfilling and adjustment of approaches.

Road Maintenance Works

Maintenance grading has been undertaken on Dunstaffnage Lane, Halls Road, Wombiana Lane and at various locations in the Greghamstown district.

Gravel re-sheeting has been undertaken on Beneree Road, Myers Lane, Dicksons Lane, Old Lachlan Road, and Pitlochry Lane.

Other road maintenance works including pot hole patching, vegetation management, and signage work have been undertaken on Belubula Way, Neville Road, Carcoar Road, Burnt Yards Road, Tallwood Road, Mandurama Road, Gap Road, Garland Road, Hobbys Yards Road, Longswamp Road, Errowanbang Road, Panuara Road and Watsonsons Lane.

Footpaths

Works are almost completed on the Icely Street footpath in Carcoar from the Public School up toward the Mid-Western Highway, at the time of writing. Other tasks have included concrete works for the Carcoar Sports Ground carpark driveway, and preliminary work to amend drainage prior to construction of the footpath along Eulamore Street linking Naylor Street to Uralba Village in Carcoar.

Major ContractsCarcoar Sportsground Amenities Block

Construction of the amenities block is now complete, with driveway and footpath installation underway. The carpark has also been constructed and will be sealed upon completion of the driveway and footpath works.

It is anticipated that a community fun day be held to formally open the facility in August/September.

Central West Equestrian and Livestock Centre (CWELC)

Works associated with the main project have now been completed, with a final report submitted to NSW Government.

Works to install a new storage shed, and upgrade of power to be funded through the NSW Government Club Grant program have been confirmed with user groups and will now progress for completion by end of this calendar year.

Assets

Assets staff have completed the running of the valuation and reconciliation to the end of 2019 financial year of the Transportation Asset Class.

Staff are also finalising the reconciliation and additions for the end of financial year reporting on other asset classes.

Parks and Recreation

With the ongoing easing of COVID-19 pandemic restrictions the Parks and Recreation team have been preparing Redmond Oval, King George Oval and the Blayney Showground for the return of winter sport (Senior Soccer and Rugby Union).

Routine maintenance has continued with the flat leaf weed spraying program throughout the Shire, as well as environmental weed spraying in cemeteries and along river planting areas. The mowing of villages, cemeteries and Blayney parklands has also continued.

The native planting areas at the Pound Flat and Mandurama Ponds open space areas has also seen environmental weed spraying, whipper snipping and mowing undertaken.

NSW Crown Lands have previously engaged a Consultant to audit all NSW Showgrounds to assess facilities and prepare a prioritised list of safety works. NSW Crown Lands previously provided funding to address a priority action for immediate response to upgrade a poor wiring configuration, and provide for additional power points in the bar area of the Pavilion. Council staff are currently undertaking some of the lower priority building repair/maintenance issues identified.

Wastewater

The construction of a Recycled Water Treatment Plant at the Blayney Sewerage Treatment Plant continues to progress through the approvals phase with Council staff working through the Section 60 application with DPIE.

Council has now awarded the contract for the design and construction of an additional 33.6kW of Solar PV at the Blayney Sewerage Treatment Plant. Works are anticipated to be completed by the end of August.

Fleet & Plant

Council continues to await delivery of one flail mower, which has been delayed due to supply chain issues associated with COVID-19, and remains as being delivered in July.

The 2020/21 heavy plant and light fleet replacement program will commence shortly.

Risk/Policy/Legislation Considerations:

Information report only.

Budget Implications:

Information report only.

14) RENEWABLE ENERGY ACTION PLAN REVIEW**Department:** Infrastructure Services**Author:** General Manager**CSP Link:** 1. Public Infrastructure and Services**File No:** ET.LI.2**Recommendation:**

That Council endorse the Renewable Energy Action Plan 2020.

Reason for Report:

For Council to endorse the updated Renewable Energy Action Plan.

Report:

Following the production of the Renewable Energy Action Plan in 2017, Council has been proactive in identifying energy efficiency and renewable energy opportunities. NSW Government funding was successfully attained to implement rooftop solar on 4 of Council's facilities (Sewerage Treatment Plant, Depot, CentrePoint and the Council Offices) leading to savings in the order of \$15,000 per year in electricity costs.

Commencing last year, Council engaged Constructive Energy to review the 2017 Renewable Energy Action Plan (REAP). Following a workshop and review of electricity usage, market conditions, emerging technologies and business models the finalised REAP 2020 is now presented and attached under separate cover to Council for endorsement.

A number of short and medium term projects have been identified, which include;

- Installation of smart metering and load control across all Council energy consumption sites
- Investigation and site assessment, business case development of a potential medium scale solar array
- Investigate opportunities for behind the meter (BtM) solar and battery installation
- Implement energy efficiency as a factor into procurement process
- Commence renegotiations for energy contract 3-6 months prior to existing contract expiry
- Develop and Business Case for a Village Microgrid
- Installation of EV Chargers and investment in EV Fleet

Risk/Policy/Legislation Considerations:

The following criteria was developed to assist in evaluating the relative importance of projects identified in the REAP, that will be considered by Council prior to implementation.

1. Benefit/Cost – does the project have positive financial impact?
2. Community benefit – how does the wider community benefit from this project?
3. Logic – is the project practical, defensible, sound, ethical, enduring?
4. Leadership – will the project stimulate positive change in others?

Council's primary objective is to save and reduce its own energy consumption, and ultimately produce 100% of its' own energy demands. With this comes the opportunity to share electricity between sites via a virtual retailer model.

Budget Implications:

The installation of solar on the 4 Council sites has delivered savings in the order of \$11,800 pa and revenue of around \$3,500 pa with a combined value to Council of \$15,300 pa.

This equates to about 37% of usage costs for those sites and, in terms of the \$201k project funding, a combined yield of approximately 7.6%. These results vindicate State Government and Council's investment in the solar PV installations and demonstrate that it is possible to fund similar projects within the envelope of current finance rates.

The cost to Council to review and update the REAP of \$6,864 has been funded by the Sewerage Fund.

Enclosures (following report)

Nil

Attachments (separate document)

1 Renewable Energy Action Plan

48 Pages

15) MINUTES OF THE FLOODPLAIN RISK MANAGEMENT COMMITTEE MEETING HELD 7 JULY 2020

Department: Infrastructure Services

Author: Director Infrastructure Services

CSP Link: 1. Public Infrastructure and Services

File No: EM.PL.2

Recommendation:

1. That the Minutes of the Floodplain Risk Management Committee Meeting held on Tuesday 7 July 2020, be received and noted.
2. That Council adopt the revised Terms of Reference of the Blayney Shire Floodplain Risk Management Committee.

MINUTES OF THE BLAYNEY SHIRE COUNCIL FLOODPLAIN RISK COMMITTEE MEETING HELD 7 JULY 2020 VIA ZOOM COMMENCING AT 10:03AM**PRESENT**

Members: Cr David Sommerville (Blayney Shire Council - Chair), Reg Rendall (NSW SES), Simon Morton (DPIE), Craig Ronan (NSW SES), Tom Williams (Community Representative).

Present: Grant Baker (Director Infrastructure Services), Mark Dicker (Director Planning and Environmental Services).

APOLOGIES

Nil.

CONFIRMATION OF MINUTES

RESOLVED: That the Minutes of the Floodplain Risk Management Committee Meeting held on Wednesday 7 December 2016, be confirmed as a true and accurate record of that meeting.

(Reg Rendall/Mark Dicker)

MATTERS ARISING FROM THE MINUTES

Nil.

DECLARATION OF INTEREST

Nil.

REPORTS**20200707:01 Review of Terms of Reference**

RECOMMENDATION: That the Floodplain Risk Management Committee recommend to Council the formal adoption of the revised Terms of Reference of the Blayney Shire Floodplain Risk Management Committee.

(Reg Rendall/Simon Morton)

20200707:02 Grant Funding Applications

ACTION: That the Committee note the funding applications submitted to the NSW Floodplain Management Program, and the successful application for funding to undertake the Blayney Retarding Basins Study.

(Tom Williams/Reg Rendall)

20200707:03 Retarding Basins Study

ACTION: That the Committee note the progress report on the Blayney Retarding Basins Study.

(Reg Rendall/Mark Dicker)

FUTURE MEETING DATES - 2020

- Tuesday, 28 July 2020
- Tuesday, 13 October 2020
- Tuesday, 5 January 2021

There being no further business, the meeting concluded at 10.45am.

Enclosures (following report)

1 Terms of Reference - As amended

4 Pages

Attachments (separate document)

Nil

Terms of Reference

Name

The name shall be the Blayney Shire Council Floodplain Risk Management Committee hereafter called "the Committee".

Purpose

The purpose of the Committee, established under Section 355 of the Local Government Act 1993 is to assist Council in the review, development and implementation of one or more floodplain risk management plans for the Blayney Shire Local Government Area, in accordance with the NSW Government's Flood Prone Land Policy and Floodplain Development Manual, 2005 hereafter called "the manual".

1. Roles

1.1 To provide assistance with the following matters:

- 1.1.1 Formulating objectives (in accordance with Ecologically Sustainable Development principles), strategies and outcomes sought from the process;
- 1.1.2 Providing a link between the local community and Council;
- 1.1.3 Considering and making recommendations to council on appropriate development controls for use until the management plan is completed, approved and implemented;
- 1.1.4 Providing input into known flood behaviour as part of the flood study;
- 1.1.5 Identifying management options and providing input into their consideration as part of the management study;
- 1.1.6 Identifying implementation strategies for the management plan;
- 1.1.7 Monitoring and assessing the effectiveness of the management plan during and after its implementation;
- 1.1.8 Coordinating and monitoring the public education programs essential to the long term viability of the management plan; and
- 1.1.9 Coordination with catchment management authority plans, emergency management planning and other advisory bodies.

1.2 The Committee will support and participate in community engagement, education and awareness activities in respect to the Study and the plan.

2. Roles

2.1 Elected members of Council should assess the community, political and policy implications of any actions contemplated with the objective of producing an equitable result for the local government area served.

2.2 Council staff should provide local specialist advice and coordinate:

- 2.2.1 Input from council, the local community and other committee members;
- 2.2.2 The production and presentation of agendas and reports;
- 2.2.3 The management of consultants;
- 2.2.4 The management of financial assistance for the project; and
- 2.2.5 Formulation of draft recommendations to the Committee.

2.3 Community representatives

- 2.3.1 Form a link between the committee and residents in the Study area; inform the community of the deliberations of the committee and foster a wider understanding of the process;
- 2.3.2 Provide historical advice on local problems and perceived solutions;

- 2.3.3 Consider in detail implications of matters which may impact on the local community; and
- 2.3.4 Facilitate formal representations to the committee on behalf of the public.
- 2.4. Other agency officers and representatives
 - 2.4.1 Provide technical advice in respect to their areas of expertise;
 - 2.4.2 Ensure alignment and consistency with State plans and policies, for example, the NSW Flood Prone Land Policy, Water Management Act;
 - 2.4.3 Provide advice and ensure alignment with plans in place to deal with flooding.
- 2.5. The NSW State Emergency Service representative should:
 - 2.5.1 Consider the implications of any actions in regard to risk assessment, flood warning and response plans for the management and evacuation of flood-prone areas, and with regard to the State Emergency Services Act 1989.
- 2.6 The Committee will not request that the NSW State Emergency Service:
 - 2.6.1 Approve private or site specific flood plans or flood emergency response plans prepared for proposed developments; or
 - 2.6.2 Approve incorporation of private or site specific flood plans prepared for proposed developments into the local flood plan

3. Committee Membership

- 3.1 Officers/staff/representatives or members of the following groups will be invited to sit on the Committee:
 - One Councillor nominated by Blayney Shire Council.
 - NSW State Emergency Service
 - NSW Department of Planning, Industry and Environment.
 -
 - 2 (minimum) Community representatives
 - Invited officers or staff of other relevant government or academic agencies.
- 3.2 Appointments
 - Blayney Shire Council – Director Infrastructure Services
 - Blayney Shire Council – Director Planning and Environmental Services
- 3.3 Alternates
 - The Councillor Delegate may nominate an alternative.

4. The Committee

- 4.1 **Chairperson**

The chairperson shall be the Blayney Shire Council nominated Councillor or their nominated alternate.

In the absence of the Chairperson, the Committee shall elect a Deputy Chairperson for that meeting.
- 4.2 **Secretary**

The Blayney Shire Council, Director Infrastructure Services or their delegate.
Notwithstanding, the Committee may elect one of its own number as Secretary.
- 4.3 **Resignation**
 - 4.3.1 Resignation from the Committee should be tendered, in writing to the Director Infrastructure Services.
 - 4.3.2 Resignation will take effect from the date of receipt of notice of resignation, or a later date if specified in the notice of resignation.

5. Meetings

5.1 Meetings will be hosted on an as needed basis in line with the milestones and would generally be held to meet the requirements and timelines of the project(s) that the Committee may be considering.

5.2 Quorum

5.2.1 A quorum will be 5.

5.2.2 If a quorum is not reached within 15 minutes of the appointed starting time, the meeting shall:

- Be adjourned to a time determined by the Chairperson in consultation with the staff member performing secretariat duties to ensure the adjourned time does not clash with other scheduled meetings or:
- Continue as an inquorate discussion

5.3 Venue

Meetings shall be held at the Blayney Shire Community Centre, 41 Church St, Blayney.

5.3 Decisions and Voting

The Committee shall strive to seek decisions that are a consensus of all members.

Where a final decision is required by the Committee, the decision will be made based on simple majority vote by the voting members present. Each voting member of the Committee present at any meeting shall have one vote on any matter;

5.4 Resolutions

Once adopted by Blayney Shire Council, every resolution passed at any Meeting of the Committee shall be binding on all members thereof, whether present there or not.

5.5 Minutes

The minutes of all Meetings of the Committee shall be forwarded to the Blayney Shire Council.

6. Interaction with the Public

6.1 Community members can forward their submission and/or recommendations to the Committee via any member of the Committee or by contacting the Secretary.

5. Term

The Committee shall dissolve at the General Election of Blayney Shire Council. Council may dissolve the Committee at any time, and any authority conferred by Council to this Committee may be withdrawn – either wholly or in part – by resolution of Council.

6. Amending the Terms of Reference

Recommendations for amendments to the Terms of Reference can be made at any time provided that suggested changes are noted on the Agenda, a quorum is present at the meeting and the majority of voting members present support the recommendation.

Amendments to the Terms of Reference must be approved by Council.

7. Insurance

7.1 Public Liability

Members of the Delegated Committees are covered by Council's Public Liability policy whilst acting within the scope of their duties for and on behalf of Council. This will normally cover activities associated with the use of the facility by the Committee.

Council Details

Address:	Blayney Shire Council 91 Adelaide Street, BLAYNEY NSW 2799 PO Box 62 BLAYNEY NSW 2799	Website:	www.blayney.nsw.gov.au
		Email:	council@blayney.nsw.gov.au
		Phone:	(02) 6368 2104
		Fax:	(02) 6368 3290

16) 2020/21 OPERATIONAL PLAN - YMCA CENTREPOINT FEE AMENDMENTS

Department: Planning and Environmental Services

Author: Director Planning and Environmental Services

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

File No: FM.FC.1

Recommendation:

1. That Council endorse and place on public exhibition for a period of 28 days the amended fees and charges for CentrePoint proposed by YMCA for 2020/21.
2. Should no written submissions be received during the public exhibition, the 2020/21 Operational Plan be amended to include the new 2020/21 CentrePoint fees and charges.

Reason for Report:

For Council to endorse amended fees and charges for CentrePoint proposed by YMCA for 2020/21 and for the proposed amendment to be placed on public exhibition.

Report:

At the 22 June 2020 meeting, Council resolved to engage YMCA for up to 2 years to manage CentrePoint Sport and Leisure Centre (**Resolution No. 2006/002**).

YMCA will take full operational management on Monday 31 August 2020.

YMCA have reviewed the fees and charges in the 2020/21 Operational Plan, as adopted by Council at the 22 June meeting (**Resolution No. 2006/010**).

The YMCA proposed fees are predominantly the same as Councils current Operational Plan, however the following changes are noted;

	Current	Proposed
Child (under 3 with paying adult) free	New	New
Adult Gym & classes casual entry	\$15	\$13.50
Concession Gym & classes casual entry	\$10.50	\$11
Gym induction/Fitness Assessment	\$30	Complimentary
Personal Training	\$50	\$60
Creche	Per hour	Per session
Several short term membership options	New	New

Memberships		Inclusion of fortnightly direct debit option
Joining Fee	New	\$20
Membership Fob	\$10.50	\$10
Learn to Swim, Squad and private LTS		Inclusion of fortnightly direct debit option
School Swimming Carnival's (inc 2 x 1 hour practice sessions)	\$390 or \$670	Removed

Note with no charge for school swimming carnivals schools who wish to have pre carnival practice/s will have to pay, in the form of lane hire.

The proposed schedule of YMCA CentrePoint Fees and Charges follows this report.

Risk/Policy/Legislation Considerations:

Whilst the changes are predominantly consistent with the endorsed 2020/21 Operational Plan, Council has a statutory obligation under section 610F(3) of the Local Government Act (1993) to give public notice for 28 days of the proposed amendments.

Subject to there being no objections, the new fees and charges will be adopted.

Budget Implications:

Nil

Enclosures (following report)

- | | | |
|---|--|---------|
| 1 | Proposed Schedule of YMCA CentrePoint Fees and Charges | 2 Pages |
|---|--|---------|

Attachments (separate document)

Nil

Function/ Activity	Fee Name	Pricing Principle	Total Fee 2020/21	GST Incl.	Fortnightly Direct Debit Rate
CentrePoint	Casual Admission Fees				
CentrePoint	Casual Swim				
CentrePoint	- Adult	User Pay	\$ 6.50	±	
CentrePoint	- Child	User Pay	\$ 4.50	±	
CentrePoint	- Child (under 3 with a paying adult)		Free		
CentrePoint	- Family (Up to 2 adults and all children at one address)	User Pay	\$ 16.00	±	
CentrePoint	Gym & Classes Casual Entry				
CentrePoint	- Adult	User Pay	\$ 13.50	±	
CentrePoint	- Concession (Student & Senior)	User Pay	\$ 11.00	±	
CentrePoint	- Healthy Life for Life & Gentle Tai Chi	User Pay	\$ 7.00	±	
CentrePoint	Dry Courts Casual Entry				
CentrePoint	- All Ages per person	User Pay	\$ 4.00	±	
CentrePoint	Gym Induction/Fitness Assessment				
CentrePoint	Complimentary when signing up - includes one 30 minute induction				
CentrePoint	Gym Program & or PT (One Hour)				
CentrePoint	- All Ages	User Pay	\$ 60.00	±	
CentrePoint	Group Training Rate - 45 Mins (max 4 clients)				
CentrePoint	- 2 Client (per person)	User Pay	\$ 30.00	±	
CentrePoint	- 3 Client (per person)	User Pay	\$ 25.00	±	
CentrePoint	- 4 Client (per person)	User Pay	\$ 20.00	±	
CentrePoint	Crèche (per session)				
CentrePoint	- Per Child	User Pay	\$ 4.00	±	
CentrePoint	Short Term Options (Valid to 30 June 2021)				
CentrePoint	Pool Access - Includes Aqua Aerobics				
CentrePoint	- Adult - 10 Visit Pass	User Pay	\$ 63.00	±	
CentrePoint	- Concession (Child, Student & Senior)	User Pay	\$ 43.00	±	
CentrePoint	Full Centre Access (Gym, Classes, Pool and Dry Courts)				
CentrePoint	- Adult - 10 Visit Pass	User Pay	\$ 145.00	±	
CentrePoint	- Concession (Child, Student & Senior)	User Pay	\$ 105.00	±	
CentrePoint	Concession - Class only membership				
CentrePoint	- Concession - 3 months	User Pay	\$ 130.00	±	
CentrePoint	Memberships				
CentrePoint	Aquatic Membership - Includes Aqua Aerobics		Upfront		Direct Debit
CentrePoint	- Concession (Child, Student & Senior)	User Pay	\$ 522.00	±	\$ 20.00
CentrePoint	- Adult	User Pay	\$ 600.00	±	\$ 23.00
CentrePoint	- Family (2 adults and 3 children)	User Pay	\$ 1,302.00	±	\$ 50.00
CentrePoint	Fitness Membership (Gym and classes)		Upfront		Direct Debit
CentrePoint	- Concession (Child, Student & Senior)	User Pay	\$ 600.00	±	\$ 22.00
CentrePoint	- Adult	User Pay	\$ 702.00	±	\$ 27.00
CentrePoint	- Family (2 adults and 3 children)	User Pay	\$ 1,302.00	±	\$ 55.00
CentrePoint	CentrePoint Membership (Gym, Pool, Classes, Dry Courts)		Upfront		Direct Debit
CentrePoint	- Concession (Child, Student & Senior)	User Pay	\$ 750.00	±	\$ 28.00
CentrePoint	- Adult	User Pay	\$ 1,200.00	±	\$ 49.00
CentrePoint	- Family (2 adults and 3 children)	User Pay	\$ 1,800.00	±	\$ 90.00
CentrePoint	Joining Fee			±	
CentrePoint	- Fitness & CentrePoint Memberships	User Pay	\$ 20.00	±	
CentrePoint	- Pool Membership	User Pay	\$ -	±	
CentrePoint	Fob fee & replacement Fob	User Pay	\$ 10.00	±	
CentrePoint	Fitness Passport				
CentrePoint	- Swim/Gym/Class per visit per holder	User Pay	TBC	±	
CentrePoint	Swimming Lessons				
CentrePoint	Swimming Lessons (includes entry fee for child)				
CentrePoint	- Swimming Lessons - Per Child	User Pay	\$ 150.00		\$ 30.00
CentrePoint	- Fitness Passport holder charge, per child PLUS Fitness Passport each entry	User Pay	\$ 100.00		\$ 20.00
CentrePoint	Swim Squad - School Term				
CentrePoint	- 1 Session per week	User Pay	\$ 80.00	±	\$ 16.00
CentrePoint	- 2 Sessions per week	User Pay	\$ 150.00	±	\$ 30.00
CentrePoint	- 4 Sessions per week	User Pay	\$ 270.00	±	\$ 54.00
CentrePoint	Private Lessons				
CentrePoint	- Learn to swim per half hour	User Pay	\$ 45.00	±	\$ 90.00

CentrePoint	- Fitness Passport holder charge per lesson PLUS Fitness Passport each entry	User Pay	\$ 40.00	±	\$ 80.00
CentrePoint	Miscellaneous				
CentrePoint	Instructors				
CentrePoint	- LTS instructor per hour	User Pay	\$ 50.00	±	
CentrePoint	Venue Hire				
CentrePoint	Scout Hall and Aerobic Room Venue Hire				
CentrePoint	- Per Hour	User Pay	\$ 30.00	±	
CentrePoint	- Half Day (3-5hours)	User Pay	\$ 100.00	±	
CentrePoint	- Full Day	User Pay	\$ 200.00	±	
CentrePoint	Dry Courts Hire				
CentrePoint	- Per 1/2 Court per hour	User Pay	\$ 25.00	±	
CentrePoint	- Per Court per hour	User Pay	\$ 50.00	±	
CentrePoint	- Per Court per 1/2 day	User Pay	\$ 120.00	±	
CentrePoint	- Per Court per full day	User Pay	\$ 200.00	±	
CentrePoint	Lane Hire				
CentrePoint	- 1 Lane per hour	User Pay	\$20 + Pool Entry	±	
CentrePoint	CentrePoint Birthday Parties				
CentrePoint	<i>Minimum 10 Children per Booking</i>				
CentrePoint	- Catered per child	User Pay	\$ 22.00	±	
CentrePoint	- Non catered per child	User Pay	\$ 16.00	±	
CentrePoint	NSW Companion Card Entry				
CentrePoint	- Entry for person who shows NSW Companion Card	User Pay	No charge		
CentrePoint	NDIS Fees				
CentrePoint	- Services and prices as per NDIS support catalogue	User Pay	-		
CentrePoint	Definitions				
CentrePoint	Family: Members must reside at the same address, must be immediate family, children must be under 18 years of age				
CentrePoint	Concession: Must hold and present a valid concession card				
CentrePoint	Student: A full time high school, tertiary or uni student. Valid student card must be presented.				

Matters to be dealt with in closed committee

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

17) REQUEST FOR VARIATION - WASTE COLLECTION AND PROCESSING CONTRACT

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