



**Bland Shire Council**  
**Business Paper**  
**Ordinary Council Meeting**  
**22 October 2019**



# OUR VISION, MISSION AND VALUES



**ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST**  
**A guiding checklist for Councillors, Officers and Advisory Committees**

**Ethical Decision Making**

- Is the decision or conduct legal?
- Is it consistent with Government policy, Council's objectives and Code of Conduct?
- What will the outcome be for you, your colleagues, the Council, anyone else?
- Does it raise a conflict of interest?
- Could your possible conflict of interest lead to private gain or loss at public expense?
- Can the decision be justified in terms of public interest?
- Would it withstand public scrutiny?

**Conflict of Interest**

- A conflict of interest is a clash between private interest and public duty. There are two types of conflict: Pecuniary – regulated by the Local Government Act and Office of Local Government and, Non-pecuniary – regulated by Codes of Conduct and policy. ICAC, Ombudsman, Office of Local Government (advice only).

**The test for conflict of interest**

- Is it likely I could be influenced by personal interest in carrying out my public duty?
- Would a fair and reasonable person believe I could be so influenced?
- Conflict of interest is closely tied to the layperson's definition of "corruption" – using public office for private gain.
- Important to consider public perceptions of whether you have a conflict of interest

**Identifying Problems**

1<sup>st</sup> - Do I have private interest affected by a matter I am officially involved in?

2<sup>nd</sup> - Is my official role one of influence or perceived influence over the matter?

3<sup>rd</sup> - Do my private interests conflict with my official role?

Whilst seeking advice is generally useful, the ultimate decision rests with the person concerned.

**Agency Advice**

Officers of the following agencies are available during office hours to discuss the obligations placed on Councillors, Officers and Advisory Committee members by various pieces of legislation, regulation and Codes.

<b>Contact</b>	<b>Phone</b>	<b>Email</b>	<b>Website</b>
Bland Shire Council	6972 2266	<a href="mailto:council@blandshire.nsw.gov.au">council@blandshire.nsw.gov.au</a>	<a href="http://www.blandshire.nsw.gov.au">www.blandshire.nsw.gov.au</a>
ICAC	8281 5999 Toll Free: 1800 463 909	<a href="mailto:icac@icac.nsw.gov.au">icac@icac.nsw.gov.au</a>	<a href="http://www.icac.nsw.gov.au">www.icac.nsw.gov.au</a>
Office of Local Government	4428 4100	<a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>	<a href="http://www.olg.nsw.gov.au">www.olg.nsw.gov.au</a>
NSW Ombudsman	9286 1000 Toll Free: 1800 451 524	<a href="mailto:nswombo@ombo.nsw.gov.au">nswombo@ombo.nsw.gov.au</a>	<a href="http://www.ombo.nsw.gov.au">www.ombo.nsw.gov.au</a>

## Common Acronyms Used in Bland Shire Council Reports and Documents

ABS	Australian Bureau of Statistics
ACAT	Aged Care Assessment Team
AFZ	Alcohol Free Zone
AGM	Annual General Meeting
ALIA	Australian Library and Information Association
AMP	Asset Management Plan
AMRC	NSW Association of Mining Related Councils
BCA	Building Code of Australia
BDCP	Bland Development Control Plan
BEC	Business Enterprise Centre
BFMC	Bush Fire Management Committee
BFMP	Bush Fire Management Plan
BSC	Bland Shire Council
BWW	Business West Wyalong
CASA	Civil Aviation Safety Authority
CBD	Central Business District
CDAT	Community Drug Action Team
CDO	Community Development Officer
CENTROC	Central West Regional Group of Councils
CEO	Chief Executive Officer
CIV	Capital Improved Value
CLRS	Councillors
CPD	Continuing Professional Development
CPI	Consumer Price Index
CPP	Cowal Partnering Program
Cr	Councillor
CRO	Community Relations Officer
CSP	Community Strategic Plan
CSU	Childrens Services Unit
CT	Community Technology
CWA	Country Women's Association
DA	Development Application
DAES	Director Asset & Engineering Services
DCCDS	Director Corporate, Community & Development Services
DCP	Development Control Plan
DEMO	District Emergency Management Officer
DEOCON	District Emergency Controller
DisPlan	Disaster Plan (Local DisPlan, District DisPlan, State DisPlan)
DP	Delivery Program

DPI	Department of Primary Industries
DWMC	Domestic Waste Management Charges
DWMS	Domestic Waste Management Services
EA	Executive Assistant
EAP	Employee Assistance Program
ED	Economic Development
EEO	Equal Employment Opportunity
EFO	Electoral Funding Authority
EOI	Expression of Interest
EPAA	Environmental Planning & Assessment Act
ERA	Eastern Riverina Arts
EWSA	Educator Workplace Safety Audit
EWV	Events West Wyalong
EYLF	Early Years Learning Framework
FAG	Financial Assistance Grant
FDC	Family Day Care
FFTF	Fit for the Future
FRRR	Foundation for Rural and Regional Renewal
FYI	For your information
GHMS	Grain Harvest Management Scheme
GIPA	Government Information (Public Access) Act
GM	General Manager
GTAN	Government Training & Assistance Network
GWCC	Goldenfields Water County Council
HACC	Home and Community Care
HR	Human Resources
ICAC	Independent Commission Against Corruption
IPART	Independent Pricing and Regulatory Tribunal
IPR or IP&R	Integrated Planning and Reporting
ITAV	It Takes A Village Program
JO	Joint Organisation
K&G	Kerb and gutter
KPI	Key Performance Indicator
LALC	Local Aboriginal Lands Council
LBDC	Little Bangs Discovery Club
LCGMCAC	Lake Cowal Gold Mine Closure Advisory Committee
LEMC	Local Emergency Management Committee
LEMO	Local Emergency Management Officer
LEOC	Local Emergency Operations Centre
LEOCON	Local Emergency Operations Controller

LEP	Local Environmental Plan
LG	Local Government
LGA	Local Government Act or Local Government Area
LGNSW	Local Government New South Wales
LIAC	Legal Information Access Centre
LTFP	Long Term Financial Plan
M	Million
Manex	Management Executive
MHDA	Mental Health Drug & Alcohol
MLC	Member of the Legislative Council
MML	Murrumbidgee Medicare Local
MOW	Meals on Wheels
MoU	Memorandum of Understanding
MP	Member of Parliament
MPHN	Murrumbidgee Primary Health Network
MPR	Multi Purpose Room
MR	Main Road
MRU	Mobile Resource Unit
NAIDOC	National Aboriginal & Islander Observance Committee
NFAR	No further action required
NGO	Non-Government Organisation
NQF	National Quality Framework
NSRF	National Stronger Regions Fund
NSWEC	New South Wales Electoral Commission
NSWPLA	New South Wales Public Libraries Association
NSWRFS	NSW Rural Fire Service
OGM	Office of the General Manager
OLG	Office of Local Government
OP	Operational Plan
P&G	Parks & Gardens
PA	Per Annum
PC	Personal Computer
PCBU	Person Conducting a Business or Undertaking
PHaMs	Personal Helpers and Mentors
PLA	Public Library Association
POEO	Protection of the Environment Operations Act & Regulations
PSITAB	NSW Public Sector Industry Advisory Board
PSSA	NSW Primary Schools Sports Association
QBR	Quarterly Budget Review Statement

R2R	Roads to Recovery
Rd	Road
RDA	Regional Development Australia
RDO	Rostered Day Off
Rec	Recreation
REROC	Riverina Eastern Regional Organisation of Councils
RFBI	Royal Freemasons' Benevolent Institution
RFS	Rural Fire Service
RMAP	Risk Management Action Plan
RMS	Roads & Maritime Services
RRL	Riverina Regional Library
RTO	Registered Training Organisation
RV	Recreational Vehicle
SEDTA	Senior Economic Development & Tourism Advisor

SEPP	State Environmental Planning Policy
SES	State Emergency Service
SH	State Highway
SLA	Service-level agreement
SLNSW	State Library New South Wales
SRC	Summer Reading Club
SRV	Special Rate Variation
St	Street
STW	Sewerage Treatment Works
TASAC	Tourist Attraction Signposting Assessment Committee
TCORP	Treasury Corporation
TSR	Travelling stock route
TVET	TAFE Delivered Vocational Education & Training
USU	United Services Union

UV	Unimproved Value
VC	Victoria Cross
VIC	Visitor Information Centre
VPA	Voluntary Planning Agreement
WAPS	Workforce Assessment Plan & Strategy
WHS	Work Health & Safety
WWBC	West Wyalong Bowling Club
WWFHG	West Wyalong Family History Group
WWRL	West Wyalong Rugby League

## 1.0 OPENING MEETING AND ACKNOWLEDGEMENT OF COUNTRY

*Let us acknowledge the Wiradjuri people, their elders past and present, traditional custodians of the land we now share.*

*Let us be inspired by the resilience, innovation and perseverance of past generations.*

*Let us honour those who protect this great land,*

*may you draw strength from your God or Faith*

*so that we may, here today, on behalf of our community, - build a vibrant future together.*

*("Pause for Reflection").*

## 2.0 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

### 2.1 Attendance

#### Councillors

Cr Bruce Baker

Cr Rodney Crowe

Cr Penny English

Cr Kerry Keatley

Cr Tony Lord

Cr Liz McGlynn

Cr Brian Monaghan

Cr Murray Thomas

Cr Jan Wyse

#### Staff

Director Asset & Engineering Services – Will Marsh

Executive Assistant – Julie Sharpe

### 2.2 Apologies

General Manager – Ray Smith

### 2.3 Applications for a leave of absence by Councillors

## 3.0 CONFIRMATION OF MINUTES

### 3.1 Ordinary Meeting held on 17 September 2019

- Corrections
- Business Arising
- Confirmation

#### 4.0 DISCLOSURES OF INTERESTS

Councillor/ Officer	Item	Nature of Interest	How Managed
		<input type="radio"/> Non-Pecuniary <input type="radio"/> Pecuniary	<input type="radio"/> Verbal Disclosure <input type="radio"/> Written Disclosure <input type="radio"/> Left meeting

#### 5.0 PRESENTATION(S) AND PUBLIC FORUM

#### 6.0 MAYORAL MINUTE(S)

#### 7.0 REPORTS OF COMMITTEES

#### 8.0 REPORTS TO COUNCIL

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**9.0 NOTICES OF MOTIONS / QUESTIONS WITH NOTICE**

- 9.1 Cinema Contract – Independent Audit (Cr Thomas)
- 9.2 Increasing the Height of Fencing at Mirrool Landfill (Cr Baker)
- 9.3 Letter to MLHD (Cr McGlynn)

**10.0 CONFIDENTIAL MATTERS**

**11.0 CONCLUSION OF THE MEETING**



## REPORTS OF COMMITTEES

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**Our Leadership - A well run Council acting as the voice of the community**

*DP10.6 Regular consultation with key industry, business and stakeholders*

<b>Committee</b>	<b>Date/s</b>	<b>Minutes attached</b>
<b>Australia Day Awards Committee of the Whole</b> <i>(Whole Council)</i>		
<b>Australian Rural Roads Group Inc</b> <i>(Mayor Monaghan, Cr McGlynn - alternate, Cr Thomas - alternate)</i>		
<b>Bland Rural Fire District Zone Liaison Committee</b> <i>(Cr Keatley)</i>		
<b>Bland – Temora RFS Zone Bushfire Management Committee</b> <i>(Cr Baker)</i>	27 <sup>th</sup> March 2019	
<b>Community Reference Group</b> <i>(Whole Council)</i>	13 <sup>th</sup> August 2019 8 October 2019	✓
<b>Country Mayors Association of NSW</b> <i>(Mayor Monaghan)</i>	2 <sup>nd</sup> August 2019	
<b>Cowal Gold Project Community Environmental Monitoring &amp; Consultative Committee (CEMCC)</b> <i>(Mayor Monaghan, Cr Thomas - alternate)</i>	28 <sup>th</sup> August 2019 4 <sup>th</sup> December 2019	
<b>Goldenfields Water County Council Board</b> <i>(Cr McGlynn)</i>		
<b>Internal Audit Committee</b>		
<b>Lachlan Valley Noxious Plants Advisory Committee</b> <i>(Cr Crowe)</i>		
<b>Local Traffic Advisory Committee</b>		
<b>Murrumbidgee Primary Health Network Board</b> <i>(Cr Monaghan)</i>		

<b>Newell Highway Taskforce</b> <i>(Cr Lord)</i>	12 <sup>th</sup> November 2019	
<b>NSW Association of Mining &amp; Energy Related Councils (MERC)</b> <i>(Cr McGlynn, Cr Thomas - alternate)</i>	7 <sup>th</sup> & 8 <sup>th</sup> November 2019	
<b>NSW Public Libraries Association</b> <i>(Cr Wyse)</i>	14 <sup>th</sup> November 2019	
<b>Riverina Eastern Regional Organisation of Councils (REROC)</b> <i>(Mayor Monaghan)</i>	1 <sup>st</sup> August 2019	
<b>Riverina Joint Organisation</b> <i>(Mayor Monaghan)</i>	1 <sup>st</sup> August 2019	
<b>Riverina Regional Library Advisory Committee</b> <i>(Cr Wyse)</i>	27 <sup>th</sup> March 2019 30 <sup>th</sup> October 2019	

**Recommendation:**

**That the Council receive and note the delegate and committee reports from Councillors and Committee meeting minutes as presented.**

**MINUTES OF THE BLAND SHIRE COMMUNITY REFERENCE GROUP MEETING  
HELD IN THE BLAND SHIRE COUNCIL CHAMBERS ON TUESDAY 13 AUGUST  
2019 COMMENCING AT 6.30PM**

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**Present:**

**Amanda Stitt, Allan Schirmer, Barry Cooper, Ross Harmer, Marina Uys, Cr Brian Monaghan (Mayor), Cr Liz McGlynn (Deputy Mayor), Cr Jan Wyse, Cr Murray Thomas, Cr Rodney Crowe, Cr Kerry Keatley, Cr Penny English, Cr Bruce Baker, Ray Smith (General Manager), Craig Sutton (Community Relations Officer), Rebecca McDonell (Community Development Officer).**

**WELCOME**

Mayor Brian Monaghan welcomed everyone to the meeting at 6.32pm.

**APOLOGIES**

Cr Tony Lord.

**BUSINESS ARISING**

**1. Country Hope Public Art proposal**

Rebecca McDonell advised that a preferred location for the Hope sign has been identified in McCann Park and a grant application from Country Hope had been submitted to Council's September meeting for consideration.

**NEW BUSINESS**

**2. The Green Corridor**

Amanda Stitt presented a PowerPoint presentation suggesting some proposed works/improvements at Cooina Park including – a plaque explaining the meaning of Cooina as "Happy Place", more sculptures, the 25<sup>th</sup> anniversary of the "walking and cycling track", signage along the corridor, the removal/replacement of totem poles, more tree plantings, resurfacing of walkways, an all-weather footpath, bird nest boxes, additional garbage bins and tables and chairs and lighting of the poppet head.

Allan Schirmer endorsed Mrs Stitt's comments and presentation.

Craig Sutton updated the meeting about works currently being undertaken by Council at Cooina Park – which forms part of a natural heritage reserve.

The list of suggestions will be considered by Council where appropriate as part of future planning for Cooina Park and the Natural Heritage Reserve.

**3. West Wyalong Knockout 50<sup>th</sup> Anniversary**

Barry Cooper informed the meeting that the West Wyalong rugby league knockout will celebrate its 50<sup>th</sup> anniversary in 2020 and to mark the occasion suggested Council construct a media box as proposed in the original plans for the redevelopment of Ron Crowe Oval.

Mr Cooper said the construction of a media box would allow West Wyalong Community Radio to possibly conduct outside broadcasts of local rugby league matches to residents of the Bland Shire.

General Manager Ray Smith told the meeting that the proposed former location for the media box was deemed too far from the ground for media and officials while the suggested alternate location would block the view of spectators.

He advised that the Director of Engineering and Assets Services, Will Marsh, has met with a representative from the West Wyalong Rugby League Club and is investigating options and plans for consideration.

There are no allocated funds in Council's 2019-2020 budget for construction of a media box at Ron Crowe Oval.

#### **4. John Wayne Festival**

Ross Harmer put forward a proposal for Council and or a community group to consider holding a John Wayne Festival.

Mr Harmer said his recent efforts to celebrate the 50<sup>th</sup> anniversary of the release of the movie "True Grit" had uncovered a widespread fan base for John Wayne and suggested a themed festival has the potential to attract similar interest to the Elvis festival in Parkes.

Mayor Monaghan suggested a Wild Fest Festival incorporating John Wayne and other Wild West themed activities and entertainment.

### **GENERAL BUSINESS**

#### **5. Street Furniture**

Barry Cooper said that some of the street furniture in West Wyalong's Main Street has recently been damaged and needs repair/replacement.

#### **6. Town Clock**

Barry Cooper made a follow up enquiry regarding his proposal to install a town clock in West Wyalong's Main Street which digitally displays the time and temperature.

#### **7. Pedestrian Crossing**

On behalf of a local resident, Cr Thomas suggested a pedestrian crossing be installed adjacent to the IGA supermarket in Main Street.

Ray Smith explained that the Main Street is currently classed as a state highway and the RMS has previously advised it will not approve any additional pedestrian crossings in Main Street. Mr Smith said Council can consider the request again when control of the street is transferred from the State Government to Council as planned,

### **DATE OF NEXT MEETING**

The next Community Reference Group meeting will be held on Tuesday 8 October 2019 at the Bland Shire Council Chambers at 6.30pm.

### **CLOSE**

There being no further business the meeting closed at 7.14 pm.

# REPORTS TO COUNCIL

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## Section 1 - Office of the General Manager

### 8.1 Annual Community Forums – 2019-2020



**Our Leadership - A well run Council acting as the voice of the community**

*DP12.1 Review Council's customer service charter and monitor Council services to ensure they are provided in a professional, timely and friendly manner and are responsive to community needs*

**Author:** General Manager

#### **Introduction**

Councillors at the October workshop discussed possible dates and times for the conduct of the annual community forums with the intent of meeting at each of the following locations:

- Barmedman
- Mirrool
- Naradhan
- Quandialla
- Tallimba
- Ungarie
- Weethalle

There has to be sufficient lead time for council staff to seek agenda items from the residents of each of the above villages as well as arranging venues. Therefore, the suggested dates below take this into consideration.

#### **Financial Implications**

Minor costs associated with the hire of a bus, if deemed necessary, and the provision of bottles of water.

#### **Summary**

The suggested dates and times are as follows:

- Naradhan – Ungarie on Thursday 28 November 2019 (5.30pm and 7.30pm)
- Mirrool to Barmedman on Thursday 5 December 2019 (5.30pm and 7.30pm)
- Weethalle – Tallimba on Thursday 27 February 2020 (5.30pm and 7.30pm)
- Quandialla – Thursday 26 March 2020 (5.30pm)

#### **Recommendation:**

**That the annual community forums be conducted as follows:**

- **Naradhan – Ungarie on Thursday 28 November 2019 (5.30pm and 7.30pm)**
- **Mirrool – Barmedman on Thursday 5 December 2019 (5.30pm and 7.30pm)**
- **Weethalle – Tallimba on Thursday 27 February 2020 (5.30pm and 7.30pm)**
- **Quandialla – Thursday 26 March 2020 (5.30pm)**

## 8.2 Constitutional Referendums and Council Polls.



### Our Leadership - A well run Council acting as the voice of the community

*DP10.2 Ensure Councillors take ownership and a strong leadership role.*

**Author:** General Manager

#### **Introduction**

The NSW Office of Local Government has issued general circulars 19-23 and 19-24 relating to constitutional referendums and council polls.

Under S.16 of the Local Government Act 1993, a council must obtain the approval of its electors at a constitutional referendum to do each of the following:

- Divide a council area into wards or abolish wards
- Change the number of councillors
- Change the method of electing the mayor
- Change the method of election for councillors where the council's area is divided into wards.

A copy of both circulars has been included as attachments to this report.

#### **Financial Implications**

If Council was to decide to conduct a constitutional referendum or a council poll there would be additional costs incurred that would be calculated by the NSWEC based on the number of enrolled electors.

#### **Summary**

The Bland Shire Council area has always been undivided and I can see no benefit in even contemplating dividing the Shire into wards.

Bland Shire Council has been, I believe, operating very well with nine (9) elected councillors and I see no benefit in either increasing (maximum of 12) or reducing (minimum of 7) the number of elected representatives. The current ratio of councillors to electors appears to be serving the Shire well.

The current method of voting for the mayor is based on the Local Government Act whereby the elected councillors vote for the mayor who holds that term of office for two (2) years. Therefore, there are two (2) elections per term of the council. The alternative is to choose to have the mayor elected by the community which would mean holding that term of office for the four-year term of the council.

Any decision to make any changes must be notified to the NSWEC by 9 December 2019.

If a referendum was to be held on any of the above issues the results would not become effective until the council elections scheduled for September 2024.

**Recommendation:**

**That the information from the NSW Office of Local Government relating to constitutional referendums and council polls is received and noted confirming no changes to the existing local government area of the Bland Shire, no changes to the number of councillors and no change to the method of election of the mayor.**

<b>Circular Details</b>	Circular 19-23 / 30 September 2019 / A658394
<b>Previous Circular</b>	N/A
<b>Who should read this</b>	Councillors / General Managers / Governance staff
<b>Contact</b>	Council Governance Team / 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>
<b>Action required</b>	Information

## Constitutional referendums and council polls

### What's new or changing

- Councils are reminded to inform the NSW Electoral Commissioner (NSWEC) if they have resolved for the NSWEC to administer a constitutional referendum or poll in conjunction with the 2020 local government elections.

### What this will mean for your council

- Under section 16 of the *Local Government Act 1993*, a council must obtain the approval of its electors at a constitutional referendum to do each of the following:
  - divide a council area into wards or abolish wards
  - change the number of councillors
  - change the method of electing the mayor
  - change the method of election for councillors where the council's area is divided into wards.

### Key points

- Councils should notify the NSWEC as soon as possible if they wish to enter into an arrangement for the administration of a referendum or poll.
- If a council resolves that a constitutional referendum or poll is to be conducted, it must comply with the notification requirements contained in Schedule 10 of the *Local Government (General) Regulation 2005*.
- Any changes approved at a referendum will come into effect at the September 2024 local government elections.

### Where to go for further information

- For councils considering or that have resolved to have the NSWEC conduct a constitutional referendum or poll, contact Steve Robb at the NSW Electoral Commission on telephone 9290 5431 or [Steve.Robb@elections.nsw.gov.au](mailto:Steve.Robb@elections.nsw.gov.au).
- See the attachment to this Circular for further information.



**Tim Hurst**  
**Deputy Secretary**  
**Local Government, Planning and Policy**



## Attachment

### Conducting a constitutional referendum

If a council resolves to conduct a constitutional referendum it must comply with the notification requirements contained in Schedule 10 of the *Local Government (General) Regulation 2005*.

It is of critical importance that the referendum question or questions are carefully framed to ensure that workable decisions are achieved. All questions put at a referendum should be clear, concise, and capable of being responded to with a 'yes' or 'no' answer.

If more than one referendum question is being asked on a particular subject then extra care needs to be taken to ensure that the possible combinations of 'yes' and 'no' answers do not produce a conflicting decision.

Councils are responsible for the preparation and publicity of the required explanatory material. Councils must ensure this material presents a balanced case both for and against any proposition to be put to a constitutional referendum.

### Dividing an area into wards or abolishing wards

After receiving elector approval at a constitutional referendum, and before dividing its area into wards, a council must undertake the consultation required by section 210A of the *Local Government Act 1993* (the Act). This includes consulting with the Electoral Commissioner and the Australian Statistician and public exhibition of the proposal. (Compliance with section 210A is not required where approval has been given by electors at a referendum to abolish wards.)

Any changes to wards will come into effect for the electoral term commencing in September 2024.

### Changing the number of councillors

Section 224(2) of the Act requires that not less than 12 months before an ordinary election the council must determine the number of its councillors for the following term. If, as a result of doing so, a council has determined to change the number of its councillors, it must also obtain approval for the change at a constitutional referendum. Approval would have the effect of changing the number of councillors for the electoral term commencing in September 2024.

If following the approval of a reduction in councillor numbers, a casual vacancy occurs in the office of a councillor (but not a mayor elected by the councillors), and the reduction has not yet taken effect, the vacancy must not be filled if the number of councillors will remain at or above the number approved at the referendum (section 294B of the Act).

### Changing the method of electing the mayor

The Act provides two methods by which a mayor can be elected — by popular vote at an ordinary election or by vote among the councillors. Section 228 of the Act permits a council to change the way the mayor is elected by seeking approval of its electors at a constitutional referendum.

Councils with areas that are divided into wards are reminded that section 280(2) of the Act requires the same number of councillors is to be elected for each ward. A popularly elected mayor is not to be included in this count. In such circumstances, councils should be mindful that changing the method of electing the mayor could result in an increase or decrease in the number of councillors to be elected.

If electors at a constitutional referendum conducted in conjunction with the 2020 ordinary elections approve a change to the way the mayor is elected, that change will come into effect for the electoral term commencing in September 2024.

*Changing the method of electing councillors*

The councillors for an area that is divided into wards are to be elected in accordance with either method of election prescribed under section 280 or 281 of the Act.

The method of election under section 280 (method 1) is to apply unless a decision made at a constitutional referendum is in force, which requires the method of election to be conducted under section 281 (method 2).

The decision made at a constitutional referendum to alter the method of election to method 2 must also specify the number of councillors to be elected by the ward electorate and the number of councillors to be elected by the area electorate.

If electors at a constitutional referendum conducted in conjunction with the 2020 ordinary elections approve a change to the method for electing councillors, this change will come into effect for the electoral term commencing in September 2024.

<b>Circular Details</b>	Circular No 19-24 / 30 September 2019 / A658288
<b>Previous Circular</b>	N/A
<b>Who should read this</b>	Councillors / General Managers / Governance staff
<b>Contact</b>	Council Governance Team / 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>
<b>Action required</b>	Information

## Ward boundary and name changes

### What's new or changing?

- Councils must review their ward boundaries and notify the NSW Electoral Commission (NSWEC) of any finalised changes to ward boundaries and/or names before **9 December 2019**.

### What this will mean for your council

- Under section 211 of the *Local Government Act 1993* councils that are divided into wards must keep ward boundaries under review to ensure the difference in elector numbers between wards does not exceed 10%. For information on how the variation is to be calculated, please consult the attachment to this Circular.
- Before altering ward boundaries, councils must:
  - consult the NSWEC and the Australian Statistician; and
  - prepare and publicly exhibit a plan detailing any proposed alteration (the ward boundary plan).
- After public exhibition, councils must also notify the NSWEC of the final changes.

### Key points

- Local government ordinary elections are to be held on **12 September 2020**.
- Councils must:
  - consult with the NSWEC prior to exhibiting a new boundary plan; and
  - notify the NSWEC after new boundaries are finalised.
- The NSWEC maintains a website to assist councils review ward boundaries and provide guidance on the process for consulting with it.
- Councils must publicly exhibit the ward boundary plan for at least 28 days and consider any submissions made during the 42-day consultation period.
- The closing date for councils to notify the NSWEC of final ward boundary and name changes for the next ordinary elections is **9 December 2019**.

### Where to go for further information

- For more information consult the NSWEC's website [here](#) or contact Bronwyn Butland at NSWEC on 9290 5928 or [bronwyn.butland@elections.nsw.gov.au](mailto:bronwyn.butland@elections.nsw.gov.au).



**Tim Hurst**  
Deputy Secretary  
Local Government, Planning and Policy

2  
**Attachment**

To ascertain if there is a difference greater than 10% in the number of electors between wards, councils need to determine the percentage variation between the numbers of electors between wards.

For example: Local Government Area with 4 wards, with a total of 10,000 electors in the Area:

**Ward 1** = 2,630 electors  
**Ward 2** = 2,367 electors  
**Ward 3** = 2,553 electors  
**Ward 4** = 2,450 electors  
**Total** = 10,000 electors

The difference between wards 1 and 2 (greatest and least numbers of electors) = 263, or 10% of 2,630.

In the above example, the arrangement does not result in a variation of more than 10% between the number of electors and each ward of the Area. If, however, the variation becomes greater than 10%, councils are required to alter their ward boundaries in compliance with section 211 of the *Local Government Act 1993*.

## 8.3 Release of Information and Privacy Commission (IPC) Guidelines – Returns of Interest



**Our Leadership - A well run Council acting as the voice of the community**

*DP10.2 Ensure Councillors take ownership and a strong leadership role.*

**Author:** General Manager

### **Introduction**

The NSW Office of Local Government has issued Circular No 19-21 regarding guidelines for local councils on the disclosure of information contained in the returns disclosing the interests of councillors and designated persons.

A full copy of the circular has been included as an attachment to this report.

The main issue for consideration by councillors relates to the availability to the public of the content of those returns by being placed on council's website. Do councillors believe that the content of their returns should not be made publicly available. If so, then council would need to identify what are the overriding reasons for not releasing this information to the public.

### **Financial Implications**

Nil to this report

### **Summary**

In respect to Bland Shire Council, the following are 'designated persons' under the Act.

- All Councillors
- General Manager
- Director Assets & Engineering
- Director Corporate & Community Services
- Manager Development & Regulatory Services
- Building & Environmental Health Surveyor

### **Recommendation:**

**That council determine if the content of the 'returns of interest' completed by councillors and other designated persons should not be made publicly available on council's website.**

<b>Circular Details</b>	Circular No 19-21 / 26 September 2019 / A664471
<b>Previous Circular</b>	<i>19-08 Consultation on revised IPC Guideline 1 Returns of Interests</i>
<b>Who should read this</b>	Councillors / General Managers / Governance staff
<b>Contact</b>	Council Governance / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a> / (02) 4428 4100
<b>Action required</b>	Information

## Release of IPC Guideline 1 Returns of Interests

### What's new or changing?

- The Information and Privacy Commission (IPC) has finalised and issued *Guideline 1: For local councils on the disclosure of information contained in the returns disclosing the interests of councillors and designated persons* (Guideline 1).
- Councils should review the positions they currently identify as designated persons in light of Guideline 1 by applying the principles set out in the attachment to this circular.

### What this will mean for your council

- Guideline 1 states that councillors' and designated persons' returns of interests must be made publicly available free of charge on councils' websites, unless there is an overriding public interest against disclosure of the information contained in them or to do so would impose unreasonable additional costs on the council.
- Where a council decides that there is an overriding public interest against the disclosure of some of the information contained in a return, consideration should be given to releasing an edited copy of the return (for example redacting the individual's signature and residential address).
- Where information is deleted from a return, councils should keep a record indicating, in general terms, the nature of the information redacted from the return in accordance with section 6(5) of the *Government Information (Public Access) Act 2009* (GIPA Act).
- Councils should be mindful when identifying a position as the position of a designated person or a committee as a committee whose members are designated persons, that the consequence of this is that the council will be required to publish information contained in those persons' returns of interests on their websites.
- The Office of Local Government (OLG) would encourage councils to review the positions and committee memberships that they currently identify as those of designated persons with this consequence in mind.
- OLG would encourage councils to apply the principles set out in the attachment to this circular when identifying positions and committee memberships as those of designated persons.

## Key points

- Section 6 of the GIPA Act provides for the mandatory proactive release by NSW public sector agencies (including councils) of open access information. The GIPA Act provides that open access information must be made publicly available free of charge on a website maintained by the agency.
- Councillors' and designated persons' returns of interests are prescribed as open access information for local government under Schedule 1 to the *Government Information (Public Access) Regulation 2018*.

## Where to go for further information

- Guideline 1 and further information on open access information requirements for local government is available on the IPC's website at [www.ipc.nsw.gov.au](http://www.ipc.nsw.gov.au).
- The attachment to this circular provides guidance on the principles councils should apply when identifying positions and committee memberships as those of designated persons.
- See the [Guide to Completing Returns of Interests](#) which is available on OLG's website, for information on how to complete returns of interests and what information to include.
- Contact the IPC at 1800 472 679.
- Contact OLG's Council Governance Team on 02 4428 4100.



**Tim Hurst**  
**Deputy Secretary**  
**Local Government, Planning and Policy**

## ATTACHMENT

### Identifying “designated persons”

#### The obligation to complete returns of interests

Under the *Model Code of Conduct for Local Councils in NSW* (the Model Code of Conduct), councillors and designated persons are required to complete and submit returns of interests within 3 months of:

- becoming a councillor or designated person
- 30 June of each year, and
- becoming aware of a new interest that must be disclosed in the return.

#### Who is a “designated person”?

Under clause 4.8 of the Model Code of Conduct, designated persons include:

- the general manager
- senior staff of councils for the purposes of section 332 of the *Local Government Act 1993*
- any other member of staff or delegate of the council who holds a position identified by the council as the position of a designated person because it involves the exercise of a function that could give rise to a conflict of interest, and
- a member of a committee of the council identified by the council as a committee whose members are designated persons because the functions of the committee involve the exercise of functions that could give rise to a conflict of interest.

#### Identifying “designated persons”

The requirement to publish returns of interests is designed to operate as a transparency mechanism to ensure that key decision makers in councils appropriately disclose and manage pecuniary interests they may have in matters they are dealing with.

Councils should be mindful when identifying a position as the position of a designated person or a committee as a committee whose members are designated persons, that the consequence of this is that the council will be required to publish personal information about those persons on their websites.

Councils should weigh this consequence against the risk that the requirement to publish returns of interests is designed to address to ensure that this is a proportionate mitigation of that risk. This assessment should be based on a consideration of the nature, responsibilities and functions of a role or a committee and the type and level of delegations it exercises.

Positions or committee memberships involving the performance of low-level administrative or regulatory functions that carry limited or no discretion or financial delegations, should not be identified as positions of designated persons.

The types of positions or committee memberships that should be identified as designated persons are those that exercise functions or decision-making that involve the potential for significant risk to the council, including of damage to the council’s reputation, where conflicts of interest are not disclosed and appropriately managed.



## 8.4 NSW Local Government General Elections – 2020 Confirmation of Election Costs



**Our Leadership - A well run Council acting as the voice of the community**

*DP10.1 Ensure councillors are provided with appropriate support and resources to carry out their civic duties.*

**Author:** General Manager

### **Introduction**

Further to my report to the September Meeting of Council we have now received the cost estimates from the NSWEC for the conduct of the Bland Shire general council elections to be conducted on Saturday 12 September 2020.

Council, at the September Meeting, resolved to engage the NSWEC to conduct these elections, along with any polls or referendums that the council may wish to conduct and there is a separate report to this meeting regarding constitutional referendums.

I have highlighted in the 'financial implications' section the increase in the election costs from 2016 together with comments regarding the subsidy being provided by the NSW Government towards these costs.

### **Financial Implications**

The IPART Report contained a summary of each council's elections costs for 2016, a recommended cost for 2020 by the NSWEC and a recommended cost for 2020 by IPART. I have since been advised by a senior member of the NSWEC that the estimates next to their name were not provided by the NSWEC, but instead, were an estimate prepared by IPART staff.

The details for Bland Shire Council were as follows:

NSWEC 2016 - \$44,000.00  
NSWEC 2020 - \$62,000.00  
IPART 2020 - \$72,000.00

The estimates received from the NSWEC shows a cost of **\$65,329.00** (excluding GST) which is slightly higher than the original estimate of \$62,000.00 that was prepared by IPART. However, this revised estimate includes the government subsidy.

The Minister has indicated that the Government's subsidy will result in an indicative weighted average cost per elector of \$8.21 compared to \$12.72 if there had been no subsidy.

In 2016 Bland Shire had 4,282 enrolled electors, so based on the Minister's calculation the indicative cost for the Bland Shire should be \$35,155.22. Possibly slightly more given a slight increase in the Shire's population, but nowhere near the estimate from the NSWEC.

Based on the estimates from the NSWEC the cost per elector, for the Bland Shire, will be \$15.25, a significant amount over the 'indicative' cost of \$8.21.

Council has established an 'election reserve' into which funds are allocated on an annual basis. The reserve will sit at \$52,000.00 in 2020/21 thus leaving a shortfall of approximately \$14,000.00. These additional funds will need to be allocated from reserves.

If the rate pegging limit was applied to the election costs the amount would be \$45,188.00 based on the 2016 actual costs.

### **Summary**

It would appear that the subsidy being provided by the NSW Government will favour the larger councils with the greater number of electors and, once again, the smaller rural councils have to meet increase costs well above the rate pegging limit.

I believe that Council should express its concern to the Minister with the ongoing cost shifting that is making it impossible for Councils such as Bland to meet the financial benchmarks placed on us by the State Government.

### **Recommendation:**

- 1. That the information regarding the estimated cost to the Bland Shire for the conduct of the September 2020 general local government elections is received and noted: and**
- 2. That a letter be written to the NSW Minister for Local Government expressing council's disappointment at the increase in the election costs despite the NSW Governments subsidy.**

## 8.5 Southern Lights Project – Progress Update – October 2019



**Our Places - Maintain & improve the Shire's assets & infrastructure**

*DP5.1 Facilitate the delivery of accessible services and facilities*

**Author:** General Manager

### **Introduction**

Council has received a further update on this project dated 8 October 2019 and a full copy of the correspondence has been included as an attachment to this report.

Council will be well aware by now that the NSW Government has declined to fund this project, therefore, in order for the project to proceed and to achieve the many benefits that have been identified with its inception, individual councils will now need to determine if they wish to fund the project.

More information on the financial implications is provided below.

### **Financial Implications**

Essential Energy has provided an indicative pricing, applicable to Bland Shire Council, for the cost of deploying LED lights with Smart Controllers which is \$459,937.

It is important to note that this is indicative pricing only – the tender for the Smart Controllers is currently out and the final price is likely to change depending on the outcome of the procurement process. In addition, Southern Lights consultants, Next Energy, have not had the opportunity to double check these numbers against our own modelling scenarios. It is our goal to do so by the end of the year.

This estimate from Essential Energy does not reflect any potential savings from the SLUOS costs and a 4-year payback period could be achieved based on the energy and SLUOS savings that the lights will generate.

Also Council can choose to take up the capital inclusive lighting tariff and not pay anything up front. This will need further consideration when preparing the council estimates for 2020/2021.

## **Summary**

Southern Lights is an ambitious project that aims to replace over 75,000 street lights across southern NSW with smart enabled LED lighting. Stretching from Bega to Broken Hill the project encompasses 41 LGAs and will service a population of over one million people.

### **Recommendation:**

**That the progress report on the Southern Lights Project is received and noted and that the General Manager continue to provide council with progress reports as and when further details become available.**



8 October 2019

Mr Ray Smith  
General Manager  
Bland Shire Council  
PO Box 21  
WEST WYALONG NSW 2671

Dear Ray

### **Southern Lights Agreed Deployment Approach and Update**

We are writing to provide you with an update on the Southern Lights NSW initiative. As you would be aware the objective of Southern Lights NSW is to provide enabling infrastructure that delivers better, safer, brighter, cheaper lighting and smarter and connected communities. Southern Lights NSW has sought to do this by working closely and collaboratively with the owner of the street lights, Essential Energy.

Our goal is to replace over 75,000 street lights across 41 LGAs with smart-enabled LED lighting. In order to achieve this in a timely fashion Southern Lights NSW and Essential Energy have agreed on a deployment approach to assist and guide participating councils with their decision-making for their individual LGAs. The Agreed Deployment Approach proposes a series of defaults for deployment and has been used by Essential Energy as the basis for their quotations to councils for the deployment of the new lights.

The **attached** Agreed Deployment Approach is the outcome of extensive, multiple discussions between Southern Lights NSW and Essential Energy about the issues that will impact on a successful deployment. The document contains detailed advice on technology options and the shared views of Essential Energy, the Southern Lights Steering Committee and our independent specialist advisors.

The Southern Lights Group recognise that, while councils are the responsible road authority, few have a deep knowledge of the technical and regulatory complexity of street lighting in NSW. The Southern Lights team intend that the attached advice will give Council a deeper understanding of the technologies and their potential while providing advice on suggested deployment. The advice includes:

- LED light types and suggested usages
- Timing of Bulk Lamp Replacements
- Funding options



CANBERRA REGION  
JOINT ORGANISATION



- Smart control systems
- Data ownership
- Colour temperature
- Dimming

While summarising the agreed default approach to deployment, the document is only intended to guide and inform council decision making. It is not intended to restrict a council's ability to negotiate specific arrangements with Essential Energy to suit their individual circumstances. The document is supported by a glossary of terms that can be found on the Southern Lights NSW website ([www.southernlightsnsw.org.au](http://www.southernlightsnsw.org.au)).

Work continues on optimising the future of this innovation and Councils are encouraged to stay abreast of this evolving space.

We would also like to take this opportunity to update you on other Southern Lights' NSW activities:

- **Imminent Roll-Out of LED Lighting** – after much planning and negotiating the first of the new smart-ready LED street lights will be deployed in Albury City's LGA in October. This is very exciting; with a roll-out of over 8,000 lights, Albury City will be the first participating council to receive the latest LED smart-ready street lights that are the result of the procurement activities which we were involved in with Essential Energy from December 2018 until April 2019.

Following Albury City, the next lights to be deployed will be in the City of Bathurst, then Orange City and Wagga Wagga City with others to follow. We anticipate that by early 2020 over 27,000 smart-ready LED lights will be operating in the Southern Lights NSW Region. The new LED lighting is expected to reduce energy consumption by up to 57% and dramatically reduce the maintenance costs generating substantial savings for councils.

- **Smart-ready LED Light Tender** - we successfully completed a tender for smart-ready LED lighting in April, when procurement was accepted by the Essential Energy Board. Councils have had a significant win here, not just in terms of lower pricing and more energy efficient lights, but also in securing Essential Energy's agreement to be the first utility in Australia to offer a 100% LED portfolio to its councils and discontinue all legacy lighting. The standard LED lights are now on the Approved Materials List for Essential Energy, however we are still addressing some concerns that Essential Energy has expressed in relation to the Zhaga-enabled lights. These are the lights that include a port for Smart-City sensors. We are working through these issues and are consulting with suppliers in order to satisfactorily address the concerns. Meetings relating to the issues are on-going.
- **Smart Controls System Tender** – we have been focussed recently on the preparation of the tender specifications for the Smart Control System which enables the lights to communicate with a Central Management System. The tender, which is generating worldwide interest, was released on 16 September. Given the scope of the procurement we anticipate that it

will be completed by early 2020. Southern Lights NSW is represented on the tender specification and tender evaluation committees and has been very active in both. Again, though the joint work of councils and JO's, Southern Lights NSW has been successful in getting Essential Energy to be the first utility in Australia to stage a full smart controls tender. This tender has generated significant international interest.

- **Southern Lights NSW Website Update** – we have completed a revision of the website to provide more information on the project as it has grown. To catch up on information on the project go to [www.southernlightsnsw.org.au](http://www.southernlightsnsw.org.au)
- **Joint LED Modelling** – we have jointly developed a model for LED upgrades that has not only allowed councils to understand the cost and benefits of an LED upgrade (and prompted Essential Energy to develop a similar model properly incorporating all the costs and benefits) it has been instrumental in informing the pricing process. We have used the model as the basis for debating the details of the roll out, particularly relating to cost. Councils can double-check the quotes provided to them by Essential Energy by asking Southern Lights NSW to run the numbers through the modelling.
- **AER Pricing Decision Delivers Lower Street Lighting Pricing** – From the 1 July 2019, council street lighting charges declined by an estimated \$7 million (about 1/3) with about 50% of this flowing to Southern Lights NSW member councils as recurrent savings. Importantly, these are recurrent savings over the next 5 years. Southern Lights NSW was an active participant in the negotiations, working with Essential Energy to identify savings that could be passed through to councils. We have **attached** (Appendix One) the estimated savings for each of the participating councils, please note these are estimates only prepared for us by Essential Energy.
- **Mandatory NSW Public Lighting Code** – the new Code commenced on 1 July. Southern Lights NSW was the only party from regional NSW involved in the Departmental consultations on the NSW Public Lighting Code. A compromise position was successfully negotiated by Southern Lights NSW with Essential Energy on key items such as repair times and penalties, which led to the Department of Planning, Industry & Environment agreeing to mandate the Code as a licence condition on all Distribution Network Services Providers (DNSPs). The Code, will for the first time be mandatory, something that local government has been requesting for over a decade. It will see legally defined service levels for street lighting in NSW with maximum repair times, higher penalties, mandatory reporting and a greater council say over technology choice.
- **Funding support** – you may already be aware that the approach Southern Lights NSW made to the NSW Government last October for funding towards the project has not received approval. We provided the State with a comprehensive Business Case, which included the preparation of individual costings for each of the 75,000 lights included in the project.

However, we were advised in early June that the State is still formulating its connectivity strategy and consequently it was not in a position to provide funding.

In August, we approached the NSW Sustainability Programs Division of the Department of Planning, Industry and Environment seeking funding towards the project's administration costs, specifically to assist in meeting the cost of technical advice; however we received advice in early September that funding was not available. We were advised that the NSW Climate Change Fund's Accelerated Public Lighting Program's remit is to accelerate the removal of mercury vapour public lights in NSW, of which there are very few in regional NSW.

While it is very disappointing that a project like Southern Lights, which creates so many benefits not just for the participating councils but for NSW as a whole has not attracted funding support, it has continued regardless because of the strong business case and the commitment of the participating councils. There may still be an opportunity, however, to receive funding support for the smart controls and smart city aspects of the deployment in 2020

- **Energy Savings Certificates (ESCs) for Spot Replacements** – we are currently clarifying the ability for councils to claim Energy Savings Certificates on LED spot replacements. Each Council's accreditation process will need to be in place prior to the replacements being made.

Councils should note that they will need to have arrangements in place with an Accredited Certificate Provider (ACP) to provide ESCs before the bulk rollout of the new LED lights occurs. Councils that do not have an ACP in place prior to the rollout will not be eligible to receive the environmental credits that are required to generate the ESCs.

- **T-Corp Funding** – we are in discussions with T-Corp about its ability to fund the deployment of the LED lights and Smart Controls System. The project falls outside T-Corp's usual operating parameters, however because of the benefits that will flow to councils it is something they are interested in supporting if possible. We have provided them with information to assist in the decision-making process.

We are also finalising a Briefing Paper on Funding Options to assist councils in their consideration of a number of financial and accounting issues related to utility-owned street lighting. We anticipate that this paper will be finalised within the next two weeks.

The Southern Lights NSW steering committee continues to meet regularly with Essential Energy to progress the project. It is expected that deployment of the project will take approximately 3 years, with a Simple Payback for most councils of around 4 years for the LEDs being deployed. If you would like to know more about the project, please contact one of our Steering Committee members:

1. *Central NSW Councils* – Jenny Bennett, Kate Barker or Deb Taylor (Bathurst Regional City)



2. *Canberra Region JO* – Gabbi Cusack or Mark Shorter (Eurobodalla Shire)
3. *Riverina and Murray Joint Organisation* – Bridgett Leopold or Brad Ferris (Albury City)
4. *Riverina Eastern Regional Organisation of Councils* – Julie Briggs, Kate Hardy or Tony Donoghue (Coolamon Shire)

Southern Lights NSW is continuing to use Next Energy as our expert consultants on the project. The team from Next Energy is happy to provide briefings to groups of councils on the project and the technology that will be used. REROC is continuing to provide the day-to-day management support for Southern Lights NSW at no charge to the project.

Yours sincerely

On behalf of the **Southern Lights NSW** Steering Committee



Julie Briggs  
Chief Executive Officer  
Riverina Eastern Regional Organisation of Councils  
Email: [jbriggs@reroc.com.au](mailto:jbriggs@reroc.com.au)  
Ph: (02)69319050  
Web: [www.southernlightsnsw.org.au](http://www.southernlightsnsw.org.au)

## APPENDIX ONE

### ESTIMATED ANNUAL COST SAVINGS FOR SOUTHERN LIGHTS NSW COUNCILS: REDUCTION IN SLUOS CHARGES

COUNCILS	Annual SLUOS (New)	Annual SLUOS (Old)	Annual (Diff)
Balranald Shire Council	\$ 18,593.72	\$ 32,561.40	-\$ 13,967.68
Bathurst Regional Council	\$ 497,601.63	\$ 753,396.00	-\$ 255,794.37
Bega Valley Shire Council	\$ 177,659.72	\$ 287,120.52	-\$ 109,460.80
Berrigan Shire Council	\$ 72,327.38	\$ 127,329.96	-\$ 55,002.58
Bland Shire Council	\$ 56,580.56	\$ 94,696.92	-\$ 38,116.36
Blayney Shire Council	\$ 57,882.08	\$ 93,054.60	-\$ 35,172.52
Broken Hill City Council	\$ 157,256.90	\$ 283,373.52	-\$ 126,116.62
Cabonne Shire Council	\$ 68,801.40	\$ 113,534.04	-\$ 44,732.64
Carrathool Shire Council	\$ 22,568.41	\$ 38,442.24	-\$ 15,873.83
City Of Albury	\$ 616,385.16	\$ 917,366.16	-\$ 300,981.00
City Of Wagga Wagga	\$ 517,263.94	\$ 857,344.68	-\$ 340,080.74
Coolamon Shire Council	\$ 26,971.62	\$ 46,886.04	-\$ 19,914.42
Cowra Shire Council	\$ 129,654.22	\$ 201,057.72	-\$ 71,403.50
Edward River Council	\$ 58,426.09	\$ 102,804.96	-\$ 44,378.87
Eurobodalla Shire	\$ 204,197.17	\$ 263,833.68	-\$ 59,636.51
Federation Council	\$ 108,918.02	\$ 184,492.32	-\$ 75,574.30
Forbes Shire Council	\$ 85,047.12	\$ 142,801.44	-\$ 57,754.32
Goulburn Mulwaree Council	\$ 229,200.84	\$ 399,937.92	-\$ 170,737.08
Greater Hume Shire Council	\$ 58,717.17	\$ 98,821.68	-\$ 40,104.51
Griffith City Council	\$ 210,833.77	\$ 369,697.44	-\$ 158,863.67
Gundagai Council	\$ 83,443.71	\$ 142,477.08	-\$ 59,033.37
Hay Shire Council	\$ 33,530.26	\$ 60,139.80	-\$ 26,609.54
Hilltops Council	\$ 115,043.34	\$ 203,226.96	-\$ 88,183.62
Junee Shire Council	\$ 37,000.66	\$ 58,912.44	-\$ 21,911.78
Lachlan Shire Council	\$ 78,026.17	\$ 134,609.52	-\$ 56,583.35
Leeton Shire Council	\$ 99,496.80	\$ 162,744.00	-\$ 63,247.20
Lockhart Shire Council	\$ 21,149.30	\$ 33,549.48	-\$ 12,400.18
Murray River Council	\$ 90,351.10	\$ 157,914.60	-\$ 67,563.50
Murrumbidgee Council	\$ 36,166.93	\$ 62,817.36	-\$ 26,650.43
Narrandera Shire Council	\$ 55,052.14	\$ 89,870.40	-\$ 34,818.26
Oberon Council	\$ 35,434.72	\$ 60,141.24	-\$ 24,706.52
Orange City Council	\$ 471,507.46	\$ 755,322.24	-\$ 283,814.78
Parkes Shire Council	\$ 149,255.35	\$ 230,947.20	-\$ 81,691.85
Queanbeyan-Palerang Regional Council	\$ 453,566.73	\$ 731,140.20	-\$ 277,573.47
Snowy Monaro Regional Council	\$ 119,835.20	\$ 200,890.32	-\$ 81,055.12
Snowy Valleys Council	\$ 91,979.42	\$ 155,208.36	-\$ 63,228.94
Temora Shire Council	\$ 51,865.70	\$ 88,993.56	-\$ 37,127.86
Upper Lachlan Council	\$ 37,300.51	\$ 66,862.80	-\$ 29,562.29
Weddin Shire Council	\$ 39,261.52	\$ 69,743.28	-\$ 30,481.76
Wentworth Shire Council	\$ 58,430.47	\$ 92,359.92	-\$ 33,929.45
Yass Valley Council	\$ 64,790.44	\$ 109,618.68	-\$ 44,828.24
<b>TOTAL</b>			<b>-\$ 3,478,667.81</b>

## 8.6 West Wyalong Community Theatre – Progress Update – October 2019



**Our Leadership - A well run Council acting as the voice of the community**

*DP10.2 Ensure Councillors take ownership and a strong leadership role*

**Author:** General Manager

### **Introduction**

This report provides councillors with an update on the progress of the West Wyalong Community Theatre project following the release of the NSW Public Works Advisory report.

- The Construction Certificate Stage 1 drawings have been completed
- Remediation works (as per the hazardous materials report) are ready to commence once a construction certificate has been issued by ProCert for stage 1.
- An acoustic consultant has been engaged to provide advice on the best approach to achieve satisfactory acoustics for the proposed uses and between floors.
- Quotations have been received for the upgrade to the electrical supply.

### **Financial Implications**

Councillors will recall the Public Works Report submitted to the October Workshop and the fact that the revised estimated cost of this project will be close to \$1.3M.

When you take into account the \$452,000.00 grant there will be a shortfall of around \$800,000.00.

Council was always aware that there would be a shortfall but obviously not to this extent.

An application for a grant of \$300,000.00, from Evolution Mining, has been submitted and council is anxiously awaiting the outcome.

### **Summary**

The current extension of time for this project is to February 2020 and there will be further discussions with the project supervisor over the next few weeks to determine if any further extension will be required.

### **Recommendation:**

- 1. That the progress report, as at October 2019, on the Community Theatre project is received and noted; and**
- 2. That council reconfirms its financial commitment to this project with any additional funds required being allocated from the Community Facilities Reserve.**

## 8.7 Access Incentive Grant – Masonic Lodge Bland 337



**Our People - A Strong, healthy, connected and inclusive community**

*DPS 8.2 - In collaboration with users provide facilities that are accessible to acceptable standards*

**Author:** Community Development Officer

### **Introduction**

Masonic Lodge Bland 337 has applied to Council for an Access Incentive Grant of \$4000 to assist with the cost of installing a 3 stage stair lift to facilitate easier access to the upper floor of the existing Masonic Hall. The intention of the Masonic Lodge Bland 337 is to facilitate easier access to the upper floor of the Masonic Hall for the benefit of aged & disabled people & people with reduced mobility. The completion of this project will be of benefit not only to members but also to members of the public wishing to visit the historic display of Masonic Memorabilia.

The Masonic Lodge has received a quote to the value of \$16,499.70 for the completion of the work and is seeking a grant from Council for \$4000, having committed to fund the remaining balance of the work from its own reserves. If successful in the application, Masonic Lodge plans to implement the project immediately.

### **Financial Implications**

There is currently \$13,000 remaining in Councils Access Incentive Scheme Grant budget.

### **Summary**

This project accords with item 9.1.2.4 in Council's Disability Inclusion Action Plan 2017 – 2021 as noted below:

*Promotion and administration of Councils Access Incentive Scheme to improve access to local businesses and community organisation premises with Main Street hospitality outlets prioritised.*

The application further meets all requirements within the Access Incentive Grant Policy aim, objectives and guidelines and is compatible with identified Council priorities as listed in the Community Strategic Plan.

### **Recommendation:**

**That Council approve an Access Incentive Scheme Grant application from Masonic Lodge Bland 337 for \$4000 towards the purchase and installation of a 3 stage stair lift to facilitate easier access to the upper floor of the Masonic Hall.**

## Section 2 – Corporate & Community Services

### 8.8 FINANCIAL STATEMENTS – SEPTEMBER 2019



**Our Leadership - A well run Council acting as the voice of the community**

*DP10.4 Ensure the long term financial sustainability of Council through effective and prudent financial management.*

**Author**            **Director Corporate, Community & Development Services**

#### **Introduction**

The financial report is provided in accordance with the Local Government (General) Regulation 2005.

#### **Financial Implications**

**STATEMENT OF BANK BALANCES, RATES COLLECTIONS AND INVESTMENTS FOR THE MONTH OF SEPTEMBER, 2019.**

#### **BANK BALANCES AS AT 30<sup>TH</sup> SEPTEMBER, 2019**

<b>ACCOUNT</b>	<b>BALANCE</b>
General Fund	\$ 4,487,871.23
BCard	\$ 15,990.00
	<b>\$ 4,503,861.23</b>
Invested Funds	
Fixed Deposits	\$ 30,700,000.00
Deposits at Call	\$ 3,721,957.81
	<b>\$ 34,421,957.81</b>
Net Balance	<b>\$ 38,925,819.04</b>
Percentage of investment to Net Balance	88.43%

**STATEMENT OF BANK BALANCES AS AT 30.09.19**  
**SUBMITTED TO THE ORDINARY MEETING OCTOBER 15TH, 2019**

<b>BALANCE as at 01.09.19</b>	<b>\$ 2,877,672.68</b>
<b>Add Receipts</b>	
<u>Receipts over \$150,000</u>	
26/09/19 ATO GST Refund August 2019	\$ 248,813.00
30/09/19 RMS Flood Damage NATDIS August 2019	\$ 2,959,425.00
<u>Receipts under \$150,000</u>	
	\$ 932,464.57
<i>Total Receipts for September 2019</i>	<b>\$ 4,140,702.57</b>
<b>Less Payments</b>	
<u>Payments over \$150,000</u>	
05/09/19 Keys Earthmoving Flood Damage – Richards Lane	-\$ 215,113.14
12/09/19 Keys Earthmoving Flood Damage – Storms Lane, Marbunga Rd, Tidds Lane	-\$ 155,132.51
18/9/19 Dan Ford Fencing & Earthmoving Flood Damage – Harris Lane, Grahams Lane	-\$ 273,910.45
26/09/19 Cleary Earth & Civil Flood Damage – Parkinsons Lane, Schirmers Lane, Hannan Road	-\$ 280,462.60
<u>Payments under \$150,000</u>	
	-\$ 1,621,427.77
<i>Total Payments for September 2019</i>	<b>-\$ 2,546,046.47</b>
<b>CASH BALANCE</b>	<b><u>\$ 4,472,328.78</u></b>
Limit of Overdraft Arranged with Bank	\$ 350,000.00

## ACCOUNTS SUMMARY

The following is a summary of accounts paid for the period September 01, 2019 to September 30, 2019.

I CERTIFY,

That the accounts included in the accounts summary and totalling as detailed under:-

<b>Fund</b>	<b>Voucher No.s</b>	<b>Total</b>
Cheques	025759 - 025774	\$ 124,831.24
Auto-pay      Creditors	E018706– E019039	\$ 1,941,101.74
Auto-pay      Payroll	01/09/19 – 22/09/19	\$ 468,145.15
September Bank Charges & Commission etc		\$ 2,357.58
Direct Debits	Repayments & Vehicle Lease	\$ 9,610.76
		<b>\$ 2,546,046.47</b>

1. Are fully supported by vouchers and invoices and have been fully registered.
2. The responsible officer concerned has certified that the goods for which respective accounts are submitted have been rendered to order and/or that the services for which respective accounts are submitted have been rendered according to order.
3. Official orders have been issued for the supply of such goods and services. The goods for which respective accounts are submitted have been checked with the entries in the goods order book.
4. The prices and computations of every account are correct.
5. The prices for the goods supplied or services rendered under the contract or quotation in accordance therewith and in all cases the prices charged are according to order and as far as I am able to ascertain fair and reasonable.
6. The provisions of the Local Government Act, 1993 and Regulations in connection therewith have been complied with.

Further I also certify that the Ledger has been reconciled with the bank statements for the last preceding monthly period.

.....  
Director of Corporate, Community & Development Services

## CERTIFICATE OF GENERAL MANAGER

This accounts summary, a copy of which was submitted to each member of Council on the 15<sup>th</sup> October 2019, has been checked and is fully supported by vouchers and invoices. These vouchers have been duly certified as to receipt of goods, the rendition of services, to prices and computations, and to costings.

.....  
General Manager

## CERTIFICATE OF CHAIRMAN OF ORDINARY MEETING

I certify that this accounts summary, covering amounts totalling \$2,546,046.47 was submitted to the Ordinary Meeting on the 15<sup>th</sup> October 2019 and that the amounts are presented to Council for confirmation of payment.

.....  
Chairman of Ordinary Meeting

## RATES REPORT

**Below is a summary of outstanding rates**

Total rates income levied (2019/20)	\$ 10,063,122.18
Rates received as at 30/09/2019	\$ 3,682,668.88
% of rates received to date	36.59%

The total rates income includes rates in arrears and accumulated interest.

### Summary

The information provided is in accordance with the Local Government (General) regulation 2005 and that the financial position of Council is satisfactory and the external investments are held in accordance with section 625 of the Local Government act 1993.

### Recommendation:

- 1. That Council receive and note the statement of Bank Balances, Rates Collections and Investments for the month of September, 2019**
- 2. That Council confirms the payment of accounts, for the period 01 September to 30 September 2019, summarised in the accounts summary totalling \$2,546,046.47.**



**INVESTMENTS**

The following table gives details of Council's Funds invested at 30th September 2019. The funds consist of monies from the Bank Accounts of the Trust Funds, Reserve Accounts, Sewerage Fund and Combined General Account.

DATE	INVESTED WITH WHOM	INVESTED AMOUNT	TERM	YIELD	DATE DUE
15-April-2019	Bank of QLD (Term Deposit)	1,000,000.00	182 days	2.45%	14-October-2019
29-July-2019	NAB (Term Deposit)	1,000,000.00	210 days	1.83%	24-February-2020
15-February-2019	NAB (Term Deposit)	1,000,000.00	367 days	2.70%	17-February-2020
08-August-2019	NAB (Term Deposit)	1,500,000.00	210 days	1.80%	05-March-2020
08-November-2018	Bank of QLD (Term Deposit)	1,000,000.00	550 days	2.80%	11-May-2020
11-September-2019	Bankwest (Term Deposit)	2,000,000.00	180 Days	1.60%	09-March-2020
08-September-2019	Bendigo Bank (Term Deposit)	400,000.00	365 days	1.65%	08-September-2020
08-September-2019	Bendigo Bank (Term Deposit)	400,000.00	365 days	1.65%	08-September-2020
08-September-2019	Bendigo Bank (Term Deposit)	400,000.00	365 days	1.65%	08-September-2020
14-June-2019	AMP (Term Deposit)	1,000,000.00	182 days	2.40%	13-December-2019
16-July-2019	Bank of QLD	1,000,000.00	184 days	1.90%	16-January-2020
12-March-2019	AMP (Term Deposit)	2,000,000.00	275 days	2.80%	12-December-2019
29-November-2016	Westpac (FRN)	2,000,000.00	1826 days	3MBBSW+1.2%	29-November-2021
02-November-2018	AMP (Term Deposit)	1,000,000.00	364 days	2.65%	01-November-2019
08-July-2019	AMP (Term Deposit)	1,000,000.00	550 days	2.15%	08-January-2021
28-February-2019	ME Bank (Term Deposit)	2,000,000.00	334 days	2.65%	28-January-2020
08-April-2019	NAB (Term Deposit)	2,000,000.00	183 days	2.47%	08-October-2019
13-November-2018	CUA (Term Deposit)	1,000,000.00	336 days	2.77%	15-October-2019
24-April-2019	AMP (Term Deposit)	2,500,000.00	188 days	2.70%	29-October-2019
24-July-2019	Bankwest (Term Deposit)	2,500,000.00	180 days	1.85%	20-January-2020
20-June-2019	Bank of QLD	2,000,000.00	547 days	2.10%	18-December-2020
01-March-2019	MyState Bank (Term Deposit)	2,000,000.00	364 days	2.75%	28-February-2020
	ANZ Deposit at Call	50,859.87	Cash at Call		
	CBA Deposit at Call	\$3,671,097.94	Cash at Call		
	<b>TOTAL:</b>	<b>34,421,957.81</b>			

I certify that the above investments have been made in accordance with Section 625 of the Local Government Act 1993, the Regulation and Council's Investment Policies.

I certify that the above investment has been reconciled with Council's General Ledger Accounts.

\_\_\_\_\_  
General Manager

## Section 3 – Asset, Engineering, Development & Regulatory Services

### 8.9 Draft Community Participation Plan



**Our Leadership - A well run Council acting as the voice of the community**

*DP13.2 Develop, implement and promote best practice governance policies and procedures*

**Author:** Manager Development and Regulatory Services

#### **Introduction**

Amendments to the *Environmental Planning and Assessment Act 1979* (EP&A Act) have introduced a requirement for all NSW planning authorities, including local councils, to have a Community Participation Plan (CPP) in effect by December 2019.

A CPP is to detail how and when a planning authority (Council) will undertake community participation when exercising relevant planning functions. Further, the EP&A Act requires a planning authority (Council) to have regard for the following functions when preparing a CPP:

- (a) The community has a right to be informed about planning matters that affect it.
- (b) Planning authorities should encourage effective and ongoing partnerships with the community to provide meaningful opportunities for community participation in planning.
- (c) Planning information should be in plain language, easily accessible and in a form that facilitates community participation in planning
- (d) The community should be given opportunities to participate in strategic planning as early as possible to enable community views to be genuinely considered.
- (e) Community participation should be inclusive and planning authorities should actively seek views that are representative of the community
- (f) Members of the community who are affected by proposed major development should be consulted by the proponent before an application for planning approval is made.
- (g) Planning decisions should be made in an open and transparent way and the community should be provided with reasons for those decisions (including how community views were taken into account).
- (h) Community participation methods (and the reasons given for planning decisions) should be appropriate having regard to the significance and likely impact of the proposed development.

A CPP must also include mandatory requirements that are detailed in Schedule 1 of the EP&A Act, including public exhibition periods and requirements for plans, development applications, and other matters, and the giving of reasons for decisions made by Council.

A draft CPP has been prepared on the basis of the above considerations. The draft CPP has been designed to make participation in planning clearer for the community. It does this by setting out in one place how and when the community can participate in the planning system, Council's functions and different types of proposals.

Councillors were briefed regarding the draft Community Participation Plan on 30 July 2019 at the Councillor workshop.

### **Financial Implications**

There will be no financial impact associated with the exhibition of the draft Community Participation Plan.

### **Summary**

The purpose of this report is for Council to consider the draft Community Participation Plan as required by the provisions of the Environmental Planning and Assessment Act 1979.

The reports recommend that Council endorse the draft Community Participation Plan for the purposes of public exhibition and should no submissions be received the plan be adopted.

### **Recommendation:**

- 1. That Council place the draft Community Participation Plan on public exhibition for a period of 28 days: and**
- 2. That if no submissions are received, Council delegate authority to the General Manager to adopt the Community Participation Plan.**



# COMMUNITY PARTICIPATION PLAN



BLAND SHIRE COUNCIL  
*west aysling*



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# COMMUNITY PARTICIPATION IN PLANNING DECISIONS

Bland Shire Council (Council) recognises community participation throughout the planning system delivers better planning results for residents, businesses and visitors of the Bland Shire.

Ultimately, our responsibility is to deliver the objectives of various Acts, including the *Environmental Planning and Assessment Act 1797* (EP&A Act) including the promotion of orderly and economic use of land, facilitating ecologically sustainable development and promoting social economic wellbeing.

Community participation is an overarching term covering how we engage the community in our work under the EP&A Act, including re-zonings and making decisions on proposed development. The level of extent of community participation will vary depending on the scope of the proposal under consideration and the potential impact of the decision.

The Community includes anyone who is affected by the planning system and includes individuals, community groups, Aboriginal communities, peak bodies representing a range of interests, businesses and State and Commonwealth Government agencies.

## OBJECTIVES

The community participation plan objectives are to ensure

- participation is open and inclusive
- is easy
- is relevant
- is timely
- is meaningful

Community participation provides access to community knowledge, ideas and expertise and builds community confidence in the planning system.

Community participation creates a shared sense of purpose, direction and understanding of the need to manage growth and change, while preserving local character.

# WHAT IS OUR COMMUNITY PARTICIPATION PLAN?

Our Community Participation Plan (CPP) is designed to make participation in planning clearer for the community. It does this by setting out in one place how and when you can participate in the planning system, our functions and different types of proposals.

This CPP also establishes our community participation objectives which we use to guide our approach to community engagement. Table 1 below outlines what functions the CCP applies to.

**Table 1: What functions does the CCP apply to?**

<b>Policies</b>	Council develops policies that shape how we interact with the planning system. These may include policies on developments that do not require a development application, developer contributions or repayment schemes.
<b>Plan Making</b>	Strategic planning is an essential aspect in Councils work as it supports development and economic investment in the Shire. It involves planning for communities which integrates social, environmental and economic factors with the Shires special attributes. Examples of this work includes Planning Proposals such as re-zonings, development control plans and economic growth plans.
<b>Assessment</b>	Councillors in a Council meeting, the General Manager and various officers in councils Development and Regulatory Services department make decisions on a range of developments, consideration is given to whether land use proposals are in accordance with the strategic priorities of Council, the Region and the State. Further, Council considers whether the proposed development is in the public interest and complies with applicable legislation, policies and guidelines.



## WHO DOES THIS PLAN APPLY TO?

Our CPP is a requirement of the EP&A Act (see division 2.6 and Schedule 1 of the EP&A Act) and applies to the exercise of planning functions by Council. Planning functions are vast and may include determining Development Applications, preparing Local Environmental Plans or Development Control Plans or preparing strategic documents such as the Local Strategic Planning Statement. These functions are generally administered either by the General Manger or their delegates. In general, planning controls and their delegations are outline in Table 2.

To achieve the best planning results, we must ensure everyone can participate in a safe and open manner. All community members, stakeholders and our staff have the right to participate in a respectful environment and behave in a manner that supports everyone’s right to present their point of view.

**Table 2: Planning Functions & Delegations**

Function	Responsibility	Delegation
Strategic documents such as the Local Strategic Planning Statement and Community Participation Plan	Endorsed by Council following a public exhibition period.	Director Assets and Engineering assisted by Manager Development & Regulatory Services
Preparation of Local Environmental Plans and Development Control Plans	Endorsed by Council following a public exhibition period.	Director Assets and Engineering assisted by Manager Development & Regulatory Services
Determination or modification of development applications	Director Assets and Engineering on behalf of the General Manager	Manager Development & Regulatory Services



## OUR APPROACH TO COMMUNITY PARTICIPATION

In line with our community participation objective, we encourage open, inclusive, easy, relevant, timely and meaningful opportunities for community participation in the planning system, our planning functions and individual proposals. To achieve this, we design our engagement approach so that even where there may not be community wide consensus on the decision or outcomes, there can be acknowledgement that the process was fair with proper and genuine consideration given to community views and concerns. To achieve the benefits of community participation in the planning system we will tailor the following community participation approaches for all our planning functions.

We will provide the community with feedback on how we are responding to its input as part of our engagement activities. We will provide reports on the community's feedback to demonstrate how we have given genuine and proper consideration to their input. These reports summarise the input and describe how community views were considered in reaching a determination. Depending on the timing of a decision, these reports may be published prior, at the time of or following the making of a decision.

**Table 3: Community participation approach**

What	When	How
<b>LEVEL 1: INFORM</b>		
We will review all Development Applications to determine whether they should be placed on public exhibition in a timely manner.	We make this decision as soon as practical after the application is lodged with Council and commence public exhibition and neighbour notification as appropriate.	Advertisements in the local paper, letter mail outs, our website, social media announcements, emails, information sessions etc. as deemed appropriate.
<b>LEVEL 2: CONSULT</b>		
We consult with the community and invite them to provide their views and concerns on a development application or other planning function.	During the public exhibition period, we seek your views and concerns. We welcome feedback as a submission in a formal exhibition, or at other times if appropriate.	Public exhibition, drop in sessions, walking tours, one on one engagement, emails and phone calls ad deemed appropriate.
<b>LEVEL 3: CONSIDER</b>		
We respond to the community's views by addressing concerns raised.	In reaching a decision we consider your views and concerns, and outline how we have addressed them in the assessment.	Phone calls, emails, opportunities to speak at Council Meetings and targeted consultation as appropriate.
<b>LEVEL 4: DETERMINATION</b>		
We notify the community of decisions on proposals and detail how their views were considered in reaching the decision.	In reaching a decision we consider your views and concerns, notify you of the reasons for the decision and how community views were considered.	Updates on websites, publication of submission reports, letters to submitters. Council provides a "Reason for the Decision" on consent for each Development Application.



# THE ROLE OF EXHIBITIONS IN THE PLANNING SYSTEM

Opportunities to participate in the planning system will respond to the nature, scale and likely impact of the proposal or project being considered or assessed. A regular and valuable way for the communities to

participate in the planning system is by making a submission on a proposal during an exhibition. You can also provide us with feedback at any time.

## EXHIBITIONS

A key technique we use to encourage community participation is formal exhibition. During an exhibition we make available relevant documents that may include a draft of the policy, plan or proposed development that we are seeking community input on. In conducting an exhibition, we receive submissions and we maintain privacy of the submitter.

In reaching decisions on proposals that have been exhibited, the Council, the General Manager, Director XXX or Manager Development and Regulatory Services balances a wide range of factors to ensure that decisions are in the public interest. This includes considering the objectives of the EP&A Act, the strategic priorities of Council, the community's input, the land use priorities identified in strategic plans and applicable policies and guidelines.

### How can you get involved in a public exhibition?

- Make a formal submission on an exhibition by email or post
- Connect directly with Council staff working on a proposal, policy, plan or project

## EXHIBITION TIMEFRAMES

Section 2.21(2) of the EP&A Act details the types of proposals that must be considered in the CPP and Schedule 1 sets a minimum exhibition timeframe for most of these proposals. We will always exhibit a proposal for this minimum timeframe and will consider an extended timeframe for exhibition based on the scale and nature of the proposal. The only requirements in this plan that are mandatory are those set out in the table below and these are the same as the mandatory minimum timeframes in Schedule 1 of the EP&A Act.

Draft Community Participation Plan	28 days
Draft local strategic planning statements	28 days
Planning proposals for local environmental plans subject to a gateway determination	28 days or as specified by the gateway determination which may find, due to the minor nature of the proposal, that no public exhibition is required.
Draft development control plan	28 days
Draft contribution plans	28 days
Application for development consent for designated development	28 days
Environmental impact statement obtained under Division 5.1	28 days

Several of our functions and proposals do not have minimum exhibition timeframes. As a matter of course in line with our community participation objectives. We typically exhibit documents related to the exercise of these functions and proposals for the timeframes described in the table below.

Notification to all landowners considered by the Director Assets and Engineering to be impacted by the Development Application	10 days
Advertisement if deemed to be of significant public interest by the Director Assets and Engineering	14 days
Integrated and Advertised Development	28 days
Amendments to Development Applications	In the same manner as the original development application unless varied at the discretion of the Director Assets and Engineering.

There may be other proposals not subject to the mandatory exhibition timeframes for which we have the option to exhibit for at least 28 days and engage with the community in line with our community participation objectives. Additionally, there may be some occasions where a government priority or administrative requirement demands immediate action on proposals that prevents the implementation of our usual community participation process.

Key points to note about public exhibitions include the following:

- A public authority is not required to make available for public inspection any part of an environmental impact statement whose publication would, in the opinion of the public authority, be contrary to the public interest because of its confidential nature or of any other reason.
- Timeframes are in calendar days and include weekends.
- If the exhibition period is due to close on a weekend or a public holiday, we may extend the exhibition to finish on the first available work day.
- The period between 20 December and 10 January (inclusive) is excluded from the calculation of a period of public exhibition.

## MAKING A SUBMISSION

It is important that submissions only contain information relevant to the development or planning proposal. Council officers are required to assess proposals on planning grounds identified in relevant legislation. Issues such as a moral objection, commercial competition or personal circumstance of an applicant or objector cannot be given weight in Council's assessment. At a minimum, each submission must:

- Clearly identify the matter to which the submission relates
- State the grounds for any support or objection expressed in the submission
- Include appropriate contact details.

Late submissions may be considered at Council's discretion until a determination has been made.

## FEEDBACK

There are many ways for the community to provide feedback or raise questions outside of formal exhibition and we will always consider and respond to your views and concerns.

## CONTACT US

Write to the General Manager:  
PO Box 21, West Wyalong NSW 2671

Email: [council@blandshire.nsw.gov.au](mailto:council@blandshire.nsw.gov.au)

Phone: 02 6972 2266

Or visit Council at:  
6 Shire Street, West Wyalong

## GLOSSARY

Planning term	Definition
<b>Contribution plans</b>	A plan developed by councils for the purpose of gaining financial contributions from new development towards the cost of new and upgraded public amenities and/or services required to accommodate the new development
<b>Designated development</b>	Designated Development refers to developments that are high-impact developments (e.g. likely to generate pollution) or are located in or near an environmentally sensitive area (e.g. a coastal wetland).
<b>Development control plans</b>	A plan that provides detailed planning and design guidelines to support the planning controls in a Local Environmental Plan (LEP).
<b>Gateway Determination</b>	A gateway determination is issued following an assessment of the strategic merit of a proposal to amend or create an LEP and allows for the proposal to proceed to public exhibition.
<b>Local environmental plan (LEP)</b>	An environmental planning instrument developed by a local planning authority, generally a council. An LEP sets the planning framework for a Local Government Area.
<b>State Environmental Planning Policy (SEPP)</b>	An environmental planning instrument developed by the Department, that relates to planning matters that are state significant or are applicable across the state.

DRAFT





Bland Shire Council  
6 Shire Street  
West Wyalong NSW 2671  
Phone: 02 6972 2266  
Email: [council@blandshire.nsw.gov.au](mailto:council@blandshire.nsw.gov.au)  
[www.blandshire.nsw.gov.au](http://www.blandshire.nsw.gov.au)

## **Section 4 – Reports for Information**

**Recommendation:**

**That the following reports, provided for information only, be received and noted:**

- **8.10 - Economic Development & Tourism Report – September 2019**
- **8.11 - Community Services Report**
- **8.12 - Bland Shire Library Monthly Update**
- **8.13 - Children’s Services Monthly Update**
- **8.14 - Development Services Activity Report September 2019**
- **8.15 - Assets & Engineering Services Report**

## 8.10 Economic Development & Tourism Report – September 2019



### Our Prosperity - Growing our population and jobs

*DP14.2 Attract a diverse range of Visitors to the Shire*

*DP15.2 Continue ongoing engagement and communication with the Shire's existing industry and business including support for diversification and alternate industry or business*

*DP15.3 Lobby for and work with industry, government and education providers to ensure Bland Shire residents and businesses have access to competitive telecommunication services*

*DP16.2 through partnerships with stakeholders foster our education, learning and training industry and increase employment opportunities within the Shire*

**Author:** Ray Smith

**Introduction:** Bland Shire Council Economic Development & Tourism Report

**Financial Implications:** Nil

### The NSW Jet Flyers

The NSW Jet Flyers held their flying weekend events at the West Wyalong airport from Friday, 25 September to 27 September with 24 competitors from all over Australia.

This is one of the NSW Jet Flyers bigger events per year held here on our doorstep.



### Chainsaw Art – McCann Park

A tree in McCann Park had to be cut down due to its age and the danger of falling branches.

Brandon Kroon, a well-respected and well-known chainsaw artist from Victoria visited West Wyalong from Monday, 30 September 2019 to Friday 4 October transforming the tree into 2 sculptured birds.

The Wedge Tail Eagle and the Malleefowl are both well-known birds of the Bland Shire area. The Bland Shire was once home to the largest known Mallee fowl population in New South Wales with 34 breeding pairs recorded in the late 1980's at one site west of West Wyalong.

The Wedge-tailed Eagle is Australia's largest living bird of prey and one of the largest eagles in the world with a wingspan of up to 2.3m. The Wedge Tail eagle features prominently in 'The Dreaming' of Aboriginal Australians. Brandon has carved many an eagle but this was his first attempt with a Malleefowl and with great success.

Tourists and locals visited the park during the carving and many took the opportunity to have a chat to Brandon who was happy to stop and answer questions.

The 2 birds sit back to back on the stump in McCann Park for all to admire and will be a great attraction to visitors and locals alike.



**Bland Shire Council**  
Published by Bec McDonnell [?] · 4 October at 14:44 · 🌐

**The finished product!**  
Safe to say we are absolutely over the moon with the addition of our newest 'must see' public artwork.  
The phenomenal chainsaw sculpture consists of an Eagle and a Mallee Fowl which now proudly overlook the beautiful McCann Park in West Wyalong's Main Street. ... See more

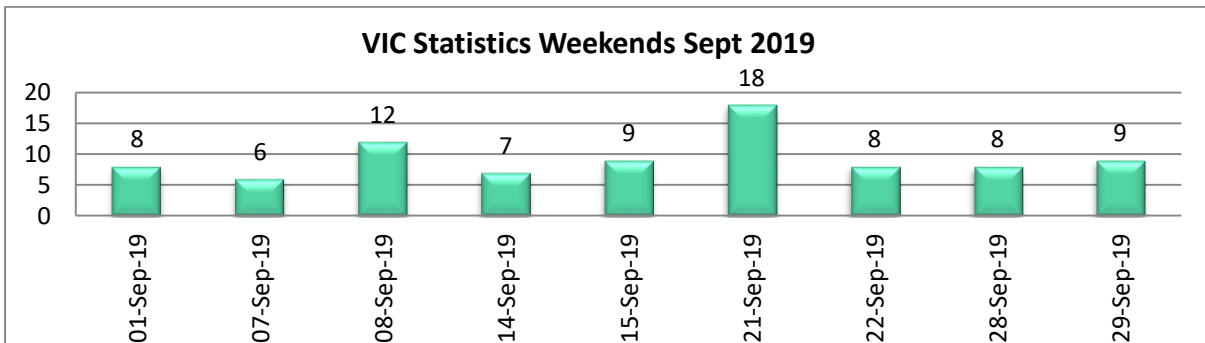
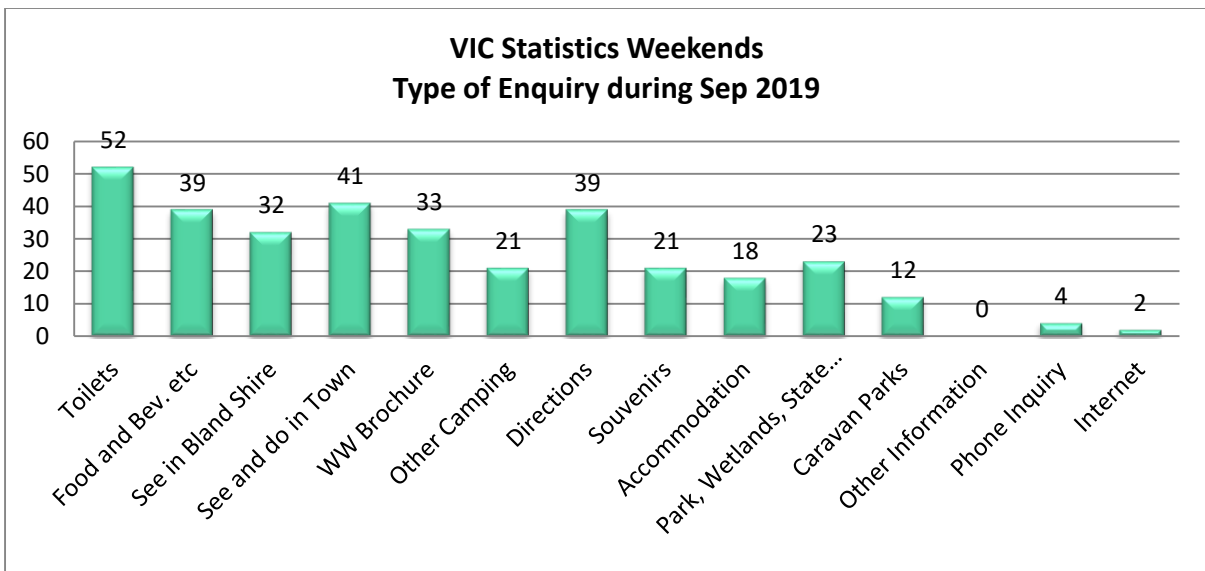
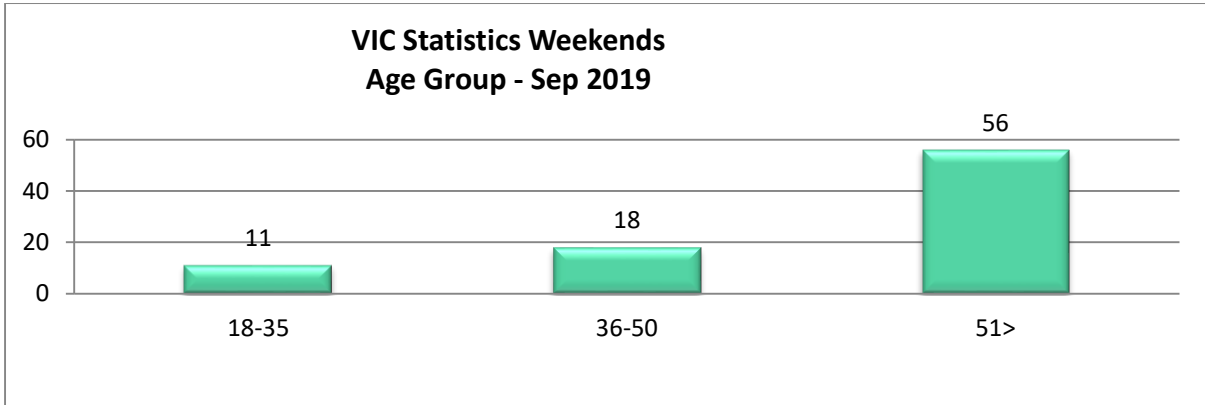
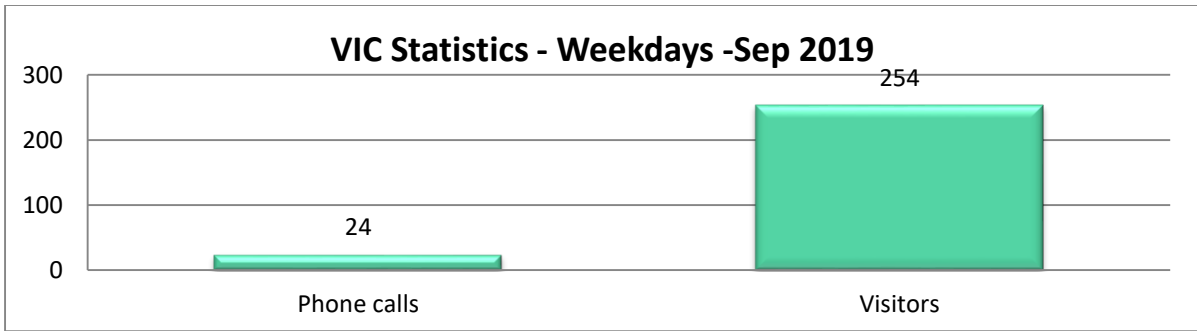


**Reach Your Post's Next Milestone** ✕  
Your post "The finished product! Safe to ..." is close to 400 likes. Boost it to reach more people.

<b>11,856</b> People reached	<b>2,661</b> Engagements	<b>Boost Post</b>
---------------------------------	-----------------------------	-------------------

👍👎👏 388      51 comments 57 shares

👍 Like      💬 Comment      ➦ Share      🌐



## Bland Shire Events: October to December 2019

OCTOBER		LOCATION
1-10	Bland Shire Library Holiday Program	West Wyalong
1-10	Vacation Care Holiday Program	West Wyalong
5	Holland Park Pool Opens for Season	West Wyalong
7	Labour Day Public Holiday	NSW
10	Barmedman Fun Day	Barmedman
12	West Wyalong Show Society Markets	West Wyalong
12	West Wyalong Rally Team – Mini Rally	West Wyalong
12	Mirrool Silo Kick	Mirrool
12	Barmedman Tractor Pull	Barmedman
12	Business West Wyalong Glitz & Glamour Awards Night	West Wyalong
19	West Wyalong Lions Charity Variety Concert	West Wyalong
25-27	Wings over West Wyalong Freeflight	West Wyalong
29	CWCI High Tea and Hats	West Wyalong

NOVEMBER		LOCATION
1	Australian Yard Dog Championships	West Wyalong
5	Melbourne Cup Ladies Day for Can Assist	West Wyalong
9	West Wyalong Show Society Markets	West Wyalong
19	Tech Savvy Seniors – Regional Road	
TBA	Barmedman Mineral Pool Opens for season	Barmedman
TBA	Flavour Festival	West Wyalong

DECEMBER		LOCATION
14	West Wyalong Show Society Markets	West Wyalong
25	Christmas Day	NSW
26	Boxing Day Public Holiday	NSW
TBA	Carols by Candlelight	West Wyalong
TBA	Library After School Christmas Activity	West Wyalong
TBA	Business West Wyalong Christmas Carnival	West Wyalong
TBA	International Day of People with a Disability	West Wyalong

## 8.11 Community Services Report



**Our People - A Strong, healthy, connected and inclusive community**

*DP3. Nurture a strong sense of community and enrich the cultural life for the residents of the Bland Shire*

**Author:** Community Relations Officer and Community Development Officer

### **Youth Wellbeing and Resilience Program**

A brief outline of programs and initiatives Council plans to deliver as part of the Youth Mental Wellbeing and Resilience Program – should the application submitted under Round 3 of the Stronger Country Communities Fund (SCCF) be successful – is outlined below.

- The delivery of the Resilience Project Digital Program and affiliated resources for staff and students at Ungarie Central School
- The Butterfly Foundation programs (1 of each session delivered at Ungarie Central School and West Wyalong High School) -  
Years 5 – 6 Building body confidence x 2  
Years 7 – 8 Savvy on Social x 2  
Years 9 – 10 Great expectations x 2  
Years 10 – 12 Busting eating disorder myths x 2  
Champion for change Youth Leadership workshop x 2  
Batyr full day workshop at West Wyalong High School
- Training and resources to enable 20 facilitators to be trained to deliver the Resourceful Adolescent Program to High School aged students across the Shire
- TAFE life skills program for a group of 20 identified at risk young people including budgeting, home rental, car maintenance, career planning and resilience building
- 3 x groups (6 sessions each) with a locally based clinical psychologist (the focus to be determined in accordance with identified needs)
- 35 crisis sessions with a locally based clinical psychologist (to be utilised by youth on an as required basis)

An outcome on all applications submitted under round 3 of the SCCF is expected in early 2010.

### **The NRMA Safer Drivers Program**

Council again teamed up with NRMA to deliver the Safer Drivers Program to a group of 10 eager 'L' Plate drivers on Tuesday 1 and Wednesday 2 October.

The course involves a three-hour group discussion with other L platers focusing on on-road risk management, followed by a two hour in-vehicle coaching session in an automatic car demonstrating a range of practical safe driving behaviours. The highly valuable course assists learner drivers in making safer driving decisions and recognising on-road risks.

Council is proud to partner with the NRMA on the delivery of this initiative and recognises the importance of ensuring opportunities such as these are made available to our young residents on a local level.

### **Griffith Movie and 10 Pin Bowling Excursion**

A group of 15 young people along with Councils Community Services staff made their way to Griffith City Cinemas on Wednesday 9 October for the ever popular Movie and 10 Pin Bowling excursion. Those in attendance had a fantastic day, having the option to select between two different movies, followed by a fun filled and highly competitive hour on the lanes. All young people demonstrated fantastic sportsmanship with extensive positive feedback received from attendees and parents.

A huge thanks must also be extended to Wyalong Community Transport for their support of this initiative in providing the bus at an extremely reduced rate ensuring the excursion is accessible for all families in the community.

### **Barmedman Event**

A highly enjoyable action packed day was had by all young people who turned out for the Barmedman Fun Day on Thursday 10 October at the Barmedman Community Recreation Ground. The event was focused around Councils new portable pump track which has been situated at Barmedman for the past few months.

Young people enjoyed the series of games and activities as well as lunch and some giveaways provided by Council. A huge thanks to all community members who turned out to support this event.



### **New Website**

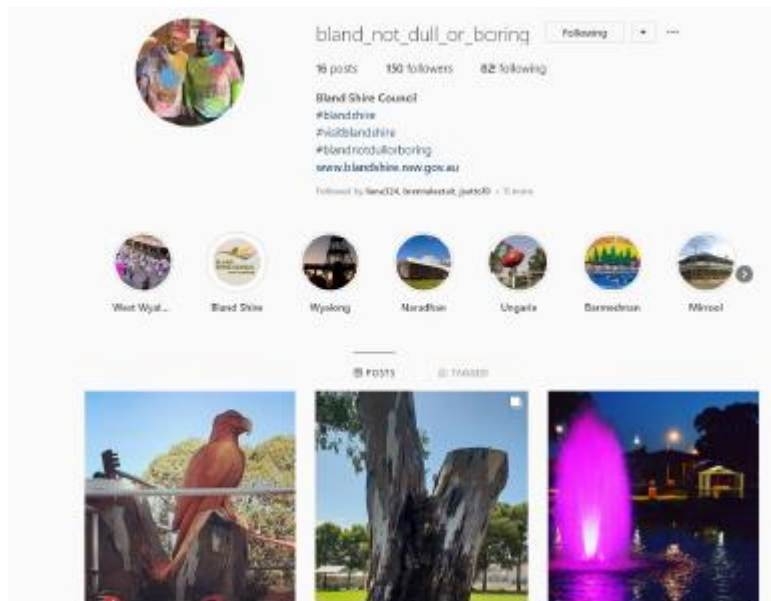
Community Services staff will soon begin the process of migrating content from the existing Council website over to the new 'Open Cities' platform. The Open Cities website has been designed specifically for local government, allowing for a multitude of additional services to be completed online and is expected to result in a much more user friendly experience for both community members and staff alike. A number of other LGA's across the country have already made the move to Open Cities with the feedback being overwhelmingly positive from other Councils.

### **New Instagram**

Bland Shire Council has recently joined the world of Instagram receiving an impressive 150 followers to date. Instagram is a hugely effective tool to promote our shire and attractions with the use images. This platform has also been shown to be more popular with younger populations so it is therefore a more effective way to engage with the youth demographic.



You can find us on Instagram at @bland\_not\_dull\_or\_boring



### Singapore Airlines Promotion

As part of a recently developed Singapore Airlines promotional campaign, local family The Wilsons were treated to an all-expenses paid trip to Singapore, during which one in a series of 3 promotional video clips were created, in part highlighting the Bland Shire.

Titled Unexpected Journeys, the light-hearted promotion clip follows popular Singapore comedian Rishi Budhrani, as he meets the Wilson family and invites them to discover the unexpected experiences in his hometown.

The video is part of a three-part series, created by Singapore Airlines to demonstrate the unexpected experiences that Singapore and Singapore Airlines have to offer travellers. It also features locals from our friends who make up the remaining communities in the renowned 'League of Extraordinary Communities', the towns of Dull in Scotland (UK) and Boring in Oregon (USA), following our collaborative efforts to combat the misconceptions our names create.

The clip, which feature shots of the now famous Weethalle silo art will form part of the inflight entertainment on all Singapore airlines flights, resulting in an amazing level of free exposure for the Bland Shire.



## Current Grant Opportunities – 22 October 2019

Grant Name/Provider	Funding available	Summary	Closing Date
Tackling Tough Times Together – Foundation for Rural and Regional Renewal	Three streams – Up to \$20,000 Up to \$60,000 Up to \$150,000	The Tackling Tough Times Together (TTTT) program gives drought affected communities across rural, regional and remote Australia the opportunity to access funds that benefit their immediate and long-term needs. Grants are available for grassroots, community-led initiatives that directly benefit local communities.	Round 2 closes – 24 October Round 3 closes – 25 February 2020
Strengthening Rural Communities – Small and Vital Grants – Foundation for Rural and Regional Renewal	Up to \$10,000	Open to small rural, regional and remote communities across Australia for a broad range of initiatives that directly and clearly benefit local communities.	Ongoing
Murrumbidgee Primary Health Network grants	Up to \$30,000	Activities to support communities living with the impacts of drought with a focus on mental health and wellbeing.	Ongoing
Regional Arts Fund Quick Response Grants – Regional Arts NSW	Up to \$1500	Program for regional artists, arts organisations and communities to respond to unique arts opportunities that present themselves at very short notice	Ongoing
National Science Week grants – Dept of Industry, Innovation & Science	\$2000-\$20,000	support local organisations and government to work together on science engagement activities that have been adapted to local needs, and to inspire wide community participation in science, technology, engineering and mathematics (STEM).	30 October 2019
NSW Recreational Fishing Trusts Fund – Recreational Fishing Trusts	Unspecified	Provides funds for recreational fishing education, access and facilities, research, and habitat rehabilitation and protection.	31 October 2019
ANZAC Community Grants – Veteran Affairs NSW	Up to \$2000	Small grants for a range of projects that commemorate and educate New South Wales communities about the service and sacrifices of current and former military servicemen and women.	11 November 2019
Community War Memorials Fund – Veteran Affairs NSW	Up to \$2000	Small grants to help conserve, repair and protect war memorials across NSW to support community commemoration.	11 November 2019
Infrastructure Grants – Sport and Recreation – Office of Responsible Gaming NSW	\$10,000-\$300,000	Liquor & Gaming NSW grants to support the building, renovation and fitout of sport and recreation infrastructure. Council are required to provide matching funding.	9 December 2019
Infrastructure Grants – Arts and Culture - Office of Responsible Gaming NSW	\$50,000-\$200,000	Grants which supports the development of high quality, accessible, sustainable and well used large scale community infrastructure projects. Councils are required to provide matching funding.	9 December 2019

Infrastructure Grants – Disaster Readiness and Community Infrastructure - Office of Responsible Gaming NSW	\$10,000-\$200,000	Grants for the development and enhancement of emergency relief facilities across New South Wales. Councils are required to make a matching financial contribution	9 December 2019
Before and After School Care Infrastructure Fund Grants	Up to \$30,000	Funding for schools and providers of before and after school care (Out of School Hours Care) that are ready to deliver new services or expand existing services.	31 December 2019
Community Commemorative Grants – Department of Veterans Affairs	Up to \$4000	The Community Commemorative Grants (CCG) are designed to provide funding for local community-based commemorative projects and activities that directly commemorate the involvement, service and sacrifice of Australia's service personnel in wars, conflicts and peace operations	31 March 2020
Local Sport Defibrillator Program	Up to \$1900	Matching grants to provide lifesaving equipment to NSW sporting facilities and clubs at a reduced cost.	8 April 2020

### **Current Council Grant Applications**

<b>Grant Name</b>	<b>Project</b>	<b>Amount Applied For</b>	<b>Status</b>
Crown Reserves Improvement Fund	Office Replacement and Fitout – West Wyalong Caravan Park	\$59,110	Pending
Crown Reserves Improvement Fund	Roof repairs to amenities blocks – West Wyalong Caravan Park	\$60,000	Pending
Crown Reserves Improvement Fund	Retiling of amenities block – West Wyalong Caravan Park	\$30,000	Pending
Crown Reserves Improvement Fund	Reconstruction of camp kitchen – West Wyalong Caravan Park	\$38,000	Pending
Crown Reserves Improvement Fund	Repairs and upgrade to kitchen – Weethalle Showground	\$17,380	Pending
Foundation for Rural and Regional Renewal – Tackling Tough Times Together	West Wyalong Christmas carnival (on behalf of Business West Wyalong)	\$20,000	Pending
Stronger Country Communities Fund Round 3	Youth Resilience Project, Coinda Park Rejuvenation, West Wyalong Fitness Trail, West Wyalong Skatepark upgrade, West Wyalong Stadium upgrade	\$776,820	Pending
Stronger Communities Program	Ungarie RSL Park mural (on behalf of Ungarie RSL)	\$19,000	Shortlisted
Evolution Cowal Partnering Program	World globe project at Ungarie RSL Park (on behalf of Ungarie RSL)	\$6000	Pending

## Pending Council Projects/Proposals

Project Description	Estimates
Adventure playground for Cooinda Park	\$350,000.00
Ron Crowe Oval – replacement of seating	TBA
Resurfacing of the West Wyalong netball courts and drainage upgrade	TBA
Install new soft fall in the McCann park playground	TBA
More shade facilities at the Holland Park pool complex	TBA
Children's Water Park at the Holland Park pool complex	\$735,000.00
Barmedman Heritage Trail	\$30,000
Bland Shire Community Events Trailer	\$96,000
Ron Crowe Oval Media Box	\$400,000 (estimate)
50 years of West Wyalong Knockout Monument (incorporating the role of mining, agriculture and rugby league in the community)	TBA

Council does not have matching funding allocated in its current budget for any of the above projects.

## 8.12 BLAND SHIRE LIBRARY MONTHLY UPDATE



Our People - A Strong, healthy, connected and inclusive community

*DP3.4 Foster a community learning culture optimising our physical and virtual spaces*

Author: Library Services Coordinator

### **Renew Our Libraries Campaign - Update**

In August 2018, the Renew Our Libraries campaign – run by the NSW Public Libraries Association – launched to advocate for increased library funding, and the creation of a long-term, sustainable funding model to invest in the future of libraries. With the support of over 90 councils, as well as libraries, election candidates and 12,000 community supporters – NSWPLA was able to achieve a commitment from the NSW Government to increase library funding by an extra \$60 million over four years.

The Renew Our Libraries campaign is now in its second stage with the aim of protecting that funding through indexation and legislation, thus ensuring long-term financial security for libraries so they can continue providing valuable services and programs into the future. In light of this, NSWPLA is asking all Councils to endorse stage two of the campaign.

### **Local History Digitalisation – Update**

The library has received its portable scanning kit and collection care material from the State Library of NSW. Consultant Ellen Forsyth (State Library) has advised that training in the use of the equipment will take place in November at the State Library. Ms Forsyth has also advised that two staff members should attend the training.

### **Tech Savvy Seniors Regional Roadshow**

Bookings are already being taken for the free two-hour technology session for seniors to be held at Bland Shire Library on Tuesday 19 November 2pm – 4pm. The session will be delivered by a TSS trainer, followed by light refreshments. Due to the time restraint, the training will focus on the use of smartphones only and at an introduction level. Seniors can bring along their own devices for technology support or trouble-shooting and ask any questions they may have.

*The TSS Regional Roadshow is a key initiative of the NSW Government's Ageing Strategy to help older Australians develop confidence and skills to better participate in the community. Delivered in partnership with Telstra, the TSS Regional Roadshow supports older people in rural areas.*

### **Summer Reading Club (SRC)**

The State Library of Queensland has just announced that it will no longer make Summer Reading Club materials available for non-Queensland libraries. In light of this, Bland Shire Library, which has run a Summer Reading Club program annually for more than ten years, will not be participating this incumbent year. However, it is anticipated that Bland Shire Library will revisit the program in 2020-21.

*The Summer Reading Club (SRC) is an annual library program that encourages sustained literacy, access to literature, and involvement with local libraries by children, young people*

and their families during the summer holidays, and aims to assist public libraries in stimulating a love of reading and building a lifelong library habit.

### Art of Aging Exhibition

The Art of Ageing exhibition is a series of photographs and stories that celebrate the lives of older people living in NSW. Primarily, the exhibition aims to challenge perceptions of ageing. While Bland Shire Library has been successful in its application to host the Art of Aging Exhibition, the exhibition will not be available until 14 July – 19 August 2021 and will be in the format of a hinged concertina (not digital).

*The Art of Ageing is an initiative under the NSW Ageing Strategy 2016–2020 to demonstrate the diversity of older people in NSW.*

### Meetings

- Public Libraries Association NSW, South West Zone Meeting to be held in Wagga Wagga on Wednesday 14 November 2019
- Library Managers, South West Zone Meeting to be held in Tocumal on Wednesday 11 March 2020

### Illustrator Ben Wood 16 – 20 September

Illustrator Ben Wood recently spent five days touring the Bland Shire as a guest of Bland Shire Library. Mr Wood, who has illustrated over 25 children’s books and is passionate about teaching visual narrative, visited with some 700 students and staff from nine schools stretching from Barmedman to Naradhan. Students and staff alike were totally engaged as Mr Wood talked about his early life and how he became a self-taught illustrator. He also demonstrated that drawing characters is as easy as starting with a shape. The students – Kinder to Year 10 – really enjoyed the workshop approach and all the tips and hints on how to draw characters. Students were then given the opportunity to create their own character with some amazing pieces of work created. From all accounts, another very successful annual “author visit” which this year was partially funded by Cowal Gold Operations.



*Illustrator Ben Wood visited nine schools stretching from Barmedman to Naradhan during his five-day tour of the Bland Shire.*

### **Crocodile Encounters**

The travelling reptile show from the Central Coast provided a fun educational and “hands-on” experience for some 50 children and their parents. The show gave the children (and adults) the opportunity to get up close and personal with lizards, snakes, turtles and crocodiles while educating them about these often misunderstood creatures. This is the second time the library has hosted a visit by Crocodile Encounters as part of its school holiday program. From all accounts, another very popular and successful event for the library.



### **Christmas Biscuit Decorating with Dagmar**

The library again called on cake decorator extraordinaire Dagmar McIntyre to conduct a session during the October school holidays. Due to the popularity of this activity, a second session was held. The sessions, which had a Christmas theme, saw 40 children participate in decorating and creating festive cookies. A great activity which saw just as many boys participate as girls.



### **Creative Libraries for Adult Learners**

As part of Adult Learners' Week, the library ran a "Creative Libraries" program for Kurrajong. The session, which ran from 11.30am to 2.30 pm on Thursday 5 September, included a tour of the newly refurbished library, experience using new technology, soap making and paper craft. A light luncheon was served and from all accounts, a wonderful day was had by all.



### **Library Statistics for September 2019**

- 168 Information Requests (*this figure was significantly down on previous months*)
- 325 Customer Service Requests – this figure includes 54 technology assists
- 315 Computer Usage
- 68 requests for Wi-Fi (ie. mobile device users)
- 45 adults attended regular programs in the library
- 266 children and parents/carers attended regular children's programs in the library
- 700 students and teaching staff participated in the library's annual Author Visit
- 278 Visitor Information Requests – this figure relates to normal library opening hours only and includes 24 telephone requests
- 20 programs were held in September + 18 sessions held as part of Author Visit



*NB. The above statistics are collected manually and may not be exact. However, the above figures are deemed a fair and reasonable indicator.*

- 3388 people through the door
- 1504 library items issued
- 51 library items reserved
- 24 new members

*NB. The above statistics are collected electronically and are deemed accurate.*

## 8.13 CHILDREN'S SERVICES MONTHLY UPDATE



**Our People - A Strong, healthy, connected and inclusive community**

*DP4.2 Provide quality, accredited and affordable Education and Care Services within Bland Shire and surrounds (Bland Preschool, Family Day Care, Mobile Resources Unit Vacation Care and Toy Library services)*

**Author:** Children's Services Coordinator

### **Staffing:**

Casual Early Childhood Teacher position is currently advertised with a closing date of 3 October. This role will be to primarily work within a Friday, Three Year Old class.

Ashely Nicholson (Cadet Early Childhood Teacher) is returning to Preschool Full time from 14 October.

### **Vacation Care:**

The Vacation Care period commenced on Monday 30 September through to and including Friday 4 October 2019.

Sally Russell from Lake Cowal Conservation Centre joined us on an excursion to the West Wyalong Wetlands. Children rode their bikes to the Wetlands and then Sally provided a day full of exploration and learning, including collecting samples from the Wetlands and examining these under the microscopes.

Children walked to West Wyalong Basketball Stadium to participate in a morning of basketball games and skill drills with Tom Apolony.

Mickayla from Balance Yoga and Wellness visited Vacation Care to teach children the art of yoga and mindfulness.

Enrolments were strong for this Vacation Care period being 18 Monday, 10 Tuesday, 22 Wednesday, 21 Thursday and 6 Friday.

### **Mobile Resource Unit Playgroup and Ungarie Preschool**

- West Wyalong Playgroup attendances have increased.
- 1 new enrolment for Ungarie Playgroup.
- Ungarie Preschool had an excursion to West Wyalong Library. During the visit children enjoyed craft and stories with Cathy. Children then visited the Children Services Unit to enjoy lunch with Bland Preschool Wednesday class.
- Mobile Resource Unit participated in the Children Services Unit West Wyalong show display, showcasing children's artworks.

## **Bland/Temora Family Day Care**

- Monitoring visits are on schedule with all being completed for the month of September.
- This month we entered a display into both the West Wyalong and Temora shows. Our show display this year consisted of the History of Bland/Temora Family Day Care and educators were able to share some of their photos and newspaper clippings right back to when Family Day Care commenced.

In Temora we had a theme of farm, which all educators completed artworks with their children and a display was formed. Both show displays looked fantastic.

- 2 Educator workplace safety audits were completed this month.

Preparations were being made by the Coordination Unit for the Book Fair which is being held in the first week back of Term 4 and promotional materials for Enrolment Open Day being held on Tuesday 15 October.

Advertisement for new Educators was promoted throughout the Children Services Unit slideshow played at Movie Night. A new educator pack has been sent out following an enquiry.

### **It takes a Village (ITAV)**

#### **Family Movie Night Update:**

On the 27 September "It takes a Village" (under FNSW) funded the Outdoor Family Movie Night along with contributions from the Bland preschool committee and local/non local businesses/organisations. The event took place at Barnardo Park and was staffed by the Children Services Unit. It was a very successful night with great feedback on the night. PCYC Cowra Supplied the movie screen and Laser Tag and Mr Whippie the ice-creams. Many local businesses/organisations supported the event also by offering free or partially subsidised support: Sally Russell under the LCCC with Bubble fun, The Old Grey Mare - Coffee Van (Hall and Co.) West Wyalong Butchery, French Hot Bake, Bernardi's Supermarket, Horse Sports and Rodeo - cooked the BBQ, Neat's Party Hire and volunteer High school students – face painting. It was a very well supported event and staff were pleased at the turn out. Outdoor staff from Council made sure the grass was freshly mowed for the event and also supplied materials needed for the night.





- 4 September – Show Day – OFFICE DAY
- 11 September – String Art – Last day with Corinella
- 19 September – String Art – Local Aboriginal Land Council West Wyalong
- 25 September – Body Scrub – Tallimba

Each Venue also enjoyed a play session.

- Between all venues visited by ITAV; 15 adults and 16 children participated.

ITAV participated in the Children Services Unit West Wyalong show display, showcasing the Toy Library service available to the community.

### **Bland Preschool**

Bland Preschool was successful in gaining a Quality Learning Environment grant of \$9025. This will be used for Yoga classes with Balance Yoga and Wellness, Splatter Gallery Art classes, transport for excursions and a new mud kitchen for outdoors.

The program consisted of

- Living Safely with dogs – Monday 2 September
- Library Visit – Tuesday 10 and Wednesday 11 September
- West Wyalong Public School Visit (incursion) – Monday 9 September
- Wyalong Public School “Greatest Show” (excursion) – Friday 13 September
- St Marys School Visit (incursion) – Thursday 19 September

On Thursday 26 September Carlie Carr, Carlie Iverach and Ashley Nicholson visited Forbes Preschool. This was a very inspirational visit with the Preschool Director, Amy, spending time to conduct a centre tour and discuss philosophy and strategies within the community based preschool sector.

Bland Preschool participated in the Children Services Unit West Wyalong show display, showcasing children’s artworks and a history of Bland Preschool, with a celebration of the 50 Year Anniversary of the preschool.



## 8.14 Development Services Activity Report – September 2019



*Our Leadership - A well run Council acting as the voice of the community*

*DP17 Lead the community by example with sustainable, effective, efficient and customer focused practices*

**Author:** Manager Development & Regulatory Services

### Planning and Building Activities Update

#### Development Applications

The Council has received the following Development Applications during September 2019:

DA No	Address	Development
DA2020/0012	48 Grenfell Street, West Wyalong	Demolition of an existing dwelling and removal of tree.
DA2020/0013	228 Quandialla Road, West Wyalong	Farm machinery shed and workshop.
DA2020/0014	156 Main Street, West Wyalong	Change of use – Reconfigure outdoor gaming and smoking area including change of hours to hotel hours.
DA2020/0015	Newell Highway, West Wyalong	Remove and replace road corridor trees.
DA2020/0016	Boltes Lane, West Wyalong	New single storey residential dwelling.

The following DA applications were approved during September 2019:

DA No	Address	Development	Approval Date
DA2020/0006	951 East Bland Lane, Quandialla	New rural fire station.	12/9/2019
DA2020/0010	40 Operator Street, West Wyalong	Additions of a patio to an existing garage including a toilet facility inside the existing garage.	11/9/2019
DA2020/0013	228 Quandialla Road, Quandialla	New farm machinery shed and workshop.	18/9/2019

#### Complying Development Certificates

Council received the following CDC Application during September 2019:

Application No.	Address	Development	Received Date
CDC2020/0002	47 Grenfell Street, West Wyalong	Alterations and additions to a dwelling	18/9/2019

## Building Inspections

The following inspections were carried out by Council during September 2019:

Inspection Type	Number
Pre-Lodgement	4
Site	7
Pier Holes	3
Slab/Coping	4
Frame	8
Hot & Cold	8
Wet Areas	8
Drainage/Plumbing	5
Stormwater	3
Final	7

## Other Inspections

Inspection Description	Location
Building advice	<ul style="list-style-type: none"><li>• Lake Cowal Road, Lake Cowal</li><li>• East Bland Lane, Locality of Bland</li><li>• Grenfell Street, West Wyalong</li></ul>
Fire protection advice	<ul style="list-style-type: none"><li>• Main Street, West Wyalong</li></ul>
Swimming pool compliance	<ul style="list-style-type: none"><li>• Neeld Street, west Wyalong</li></ul>
Overgrown vegetation	<ul style="list-style-type: none"><li>• Youngs Lane, Weethalle</li></ul>

## Regulatory Activities Update

### Dog Attacks

There were no dog attacks reported during September 2019.

### Companion Animal Seizure and Impound Activities September 2019

Seizure Activities:	Dogs	Cats
Seized	1	0
Returned to Owner	0	0

Impounding Activities:	Dogs	Cats
Animals in pound at start of month	2	0

<b>Incoming Animals</b>		
Transferred from Seizure Activities	1	0
Dumped at Pound	17	7
Surrendered	4	0
<b>Total Animals in Pound</b>	<b>24</b>	<b>7</b>

<b>Outgoing Animals</b>		
Released to Owner	3	0
Euthanased	0	0
Rehoused	15	3
Sold	0	0
Died at Pound	0	0
Stolen	0	0
Escaped	0	0
<b>Total Animals Leaving Pound</b>	<b>18</b>	<b>3</b>
Animals in Pound at end of Month	6	4



## 8.15 Assets & Engineering Services Report



**Our Places - Maintain & improve the Shire's assets & infrastructure**

*DP9.1 Responsibly manage asset renewal and maintenance for current and future generations  
DP9.4 Maintain parks, ovals and recreational facilities to approved standards*

### **Bland Shire Emergency Services Day**

**Author:** Road Safety Officer

The combined emergency services of Bland Shire organised a highly successful Emergency Services Day at Wyalong Public School on Friday, 27<sup>th</sup> September 2019

NSW Police Force, Fire & Rescue NSW, NSW Ambulance Service, State Emergency Service, Rural Fire Service, Mine Rescue and the Bland Shire Council Road Safety Officer conducted 15 minute workshops for groups of K-6 children (140 in total) in their speciality. The children came were from Weethalie, Ungarie, Barmedman & Wyalong.

The road safety workshop taught the students about the importance of wearing seatbelts and helmets, about safer places to play and ride bikes, scooters and skateboards, safety around farm equipment & heavy vehicles, and about school bus safety. Teachers were also provided with Transport for NSW printed matter that they can use to reinforce road safety messages in Term 4.

After a BBQ lunch supplied by Evolution Mining, the children watched a demonstration of a mock rescue of a patient from a car crash, where Police, Fire & Rescue and the Rural Fire Service stabilised then cut the patient out of the vehicle. The children then enjoyed approx. 30 minutes having a closer look at all of the vehicles present and talking to the personnel.

This event was a powerful way to reinforce many messages that will help keep these children safe into the future. Emergency Services plan to hold a similar event for West Wyalong school's in 2020.



**Author:** Director – Engineering Services

**1. Council Road Crew Locations Week Commencing 2.9.2019**

- Graders
  - Tallimba Road
  - Tidids Lane
  - Lake Cowal Road
  - Gunn Road
  - Barmedman Area
- Gravel Carting
  - Tidids Lane
- Maintenance Crews (Bobcat/Backhoe)
  - Tallimba Road

**2. Council Road Crew Locations Week Commencing 9.9.2019**

- Graders
  - Wootten Street
  - Tidids Lane
  - Lake Cowal Road
  - Gunn Road
  - Barmedman Area
- Gravel Carting
  - Pfeiffers Lane
- Maintenance Crews (Bobcat/Backhoe)
  - Shire Roads

**3. Council Road Crew Locations Week Commencing 23.9.2019**

- Graders
  - Woods Lane
  - Fiegerts Lane
  - Lake Cowal Road
  - Gunn Road
  - Barmedman Area
- Gravel Carting
  - South Yalgogrin
- Maintenance Crews (Bobcat/Backhoe)
  - Shire Roads

**4. Council Road Crew Locations Week Commencing 23.9.2019**

- Graders
  - Woods Lane
  - Fiegerts Lane
  - Lake Cowal Road
  - South Yalgogrin Road
  - Barmedman Area
- Gravel Carting
  - Narriah Road/Woods Lane

- Maintenance Crews (Bobcat/Backhoe)
  - Shire Roads

#### **5. Council Road Crew Locations Week Commencing 30.9.2019**

- Graders
  - Woods Lane
  - Fiegerts Lane
  - Lake Cowal Road
  - South Yalgogrin Road
  - Barmedman Area
- Gravel Carting
  - Woods Lane
- Maintenance Crews (Bobcat/Backhoe)
  - Shire Roads

#### **6. Sporting Fields**

- Maintenance to all sporting fields and surrounds.
- Irrigation checks carried out on all fields and pump sheds.
- Water leaks repaired at Redman Oval.
- Broken sprinklers replaced at Ron Crowe, Perseverance ovals, McAlister Oval and Redman Oval.
- New trees planted at McAlister Oval.
- Spraying of broadleaf weeds at McAlister Oval.
- Ron Crowe and McAlister Oval sprayed with destiny to control rye grass.
- Top dressing on Ron Crowe and Perseverance Street ovals.
- All grounds sprayed for lawn beetles.
- Fertiliser put out on all ovals.
- Line marking for Little Athletics.

#### **7. Noxious Weeds/Environmental**

- High Risk Pathway Inspection – MR371, Mid Western Highway, Newell Highway.
- Training – Weed Conference Newcastle, Frogbit Field Day - Darby Falls, Dangerous Dog Course, Test and Tag Course, WHS – Dubbo.
- Weed Displays – Weethalle Show, West Wyalong Show, Ungarie Show.
- Council Land Inspections - Weethalle Tip, Kikoira Tip, Talimba Tip.
- Sucker Tree Spraying – Kolkilbertoo Road, Clowery Tank Road, Tuggerback Road, Monia Gap Road, Aria Park Road, Wamboyne Road.
- Slashing / Mowing – Wyalong, West Wyalong, Quandialla Road, Greens Lane, Williams Crossing Lane, Mary Gilmore Road, Kildary Road.
- Property Inspections - 3

#### **8. The following noxious weeds and other controls were undertaken:**

- West Wyalong - cemetery, lanes and drains.
- Ungarie – lanes and drains.
- Weethalle – lanes.
- Barmedman - lanes and drains.
- Tallimba – lanes.
- Parthenium Red Zone Sprayed.

- Wild Radish – 57 North, Greaves Lane, Dundas Road, Kikoira Road, 231, Gunn Road, South Yalgogrin Road, Crown Camp Road, Boramble Road, 371, 368, Lucas Lane, Jillett Road, Kolkilbertoo Road.
- African Boxthorn – Removal (with puller) Wargin Trig Road, Spraying - 57 North,
- Galvinised Burr – Weethalle Tip Road, Kolkilbertoo Road, Troths Lane Burrangong Lane, Morangarell Lane.
- Mexican Poppy – Tallimba Silo, Calleen Silo, Girral Silo, Ungarie Silo, Kikoira Rail Line, Winnunga.
- Road Shoulder Spraying – Greens Lane, Williams Crossing Lane, Kildary Road, Mary Gilmore Road, Alleena Road, Clear Ridge Road, Bellarwi Road, Wargin Road.

# NOTICES OF MOTIONS / QUESTIONS WITH NOTICE

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## NOTICE OF MOTIONS

### 9.1 Cinema Contract – Independent Audit (Cr Thomas)

Please see Notice of Motion from Cr Thomas attached.

*Comment from General Manager*

Does council really want to spend further rate payers' funds on this project and to what end?  
There is a separate report in this business paper relating to the community theatre project.

**Motion:**

**That Council determine if it wishes to conduct an independent audit of the Cinema project upon its completion as per the motion from Councillor Thomas.**

# NOTICE OF MOTION / QUESTION WITH NOTICE



<i>Submission:</i>	<i>Notice of Motion</i> <input checked="" type="checkbox"/>	<i>Question with Notice</i> <input type="checkbox"/>
<i>Submission Date:</i>	10-10-2019	
<i>Councillor Name:</i>	Cr Murray Thomas	
<i>Notice Title:</i>	Cinema Contract - Independent Audit	
<i>Council Meeting Date:</i>	29-10-2019	

I, Councillor Cr. Murray Thomas hereby give notice of the following motion: Cinema Contract – Independent Audit

## Introduction:

In 30 years of project management and contracting on large mining, civil, and petrochemical plant projects, I have never seen a project value increase 100% from the project budget estimates to contract tenders, with no significant change in the scope of work or contract duration.

While I have not had access to the full contract details, it appears the project management process on the Cinema contract may well be flawed and further investigation is required.

Accepting inflated contract rates for council works may well be common practice, but it's not in the community's interest to casually accept it.

Due to the Cinema project delays to date, caused by an additional State Government project manager review, I do not propose delaying the project any longer, as there may be time limits on the grant portion of the project funding.

However it would be negligent not to have the project independently audited on completion.

I propose engaging and independent (not government) civil consultant with quantity surveyors and contract lawyers who specialize in construction projects, to do a full audit of the project, from initial estimates through tendering, awarding and construction. The consultant reporting direct to the council as a whole.

## Motion:

- 1. An independent audit of the Cinema Project be performed by a consultant selected by the council as a whole and report direct to the council as a whole.**
- 2. Proceed with Cinema Project construction.**

## Financial Impact:

Audit costs, approximately \$20,000, to be taken from the Community Facilities reserve. Where applicable, legal proceedings to reclaim costs from profession liability insurance of parties found negligent, incompetent or corrupt.

*Please note that this notice must be submitted at least eight (8) business days before the meeting is to be held in accordance with clause 3.10 of the Model Code of Meeting Practice for Local Councils in NSW*

*AD  
p1 of 2*

# NOTICE OF MOTION / QUESTION WITH NOTICE



**Conclusion:**

To accept unsubstantiated blowouts in project costs without taking appropriate action would be negligent, if not complicit.

Complacency on this could result in disqualification from future grants.

Signed:

 10-10-2019

*Please note that this notice must be submitted at least eight (8) business days before the meeting is to be held in accordance with clause 3.10 of the Model Code of Meeting Practice for Local Councils in NSW*

## 9.2 Increasing the Height of fencing at Mirrool Landfill (Cr Baker)

Could council staff investigate increasing the height of the fencing on the northern side of the Mirrool landfill site to prevent the escape of rubbish during strong winds.

*Comment from General Manager*

Council staff will obtain quotations for this work.

### **Motion:**

**That Council staff investigate increasing the height of the fencing on the northern side of the Mirrool landfill site to prevent the escape of rubbish during strong winds.**

## 9.3 Letter to MLHD (Cr McGlynn)

Requesting an explanation from Murrumbidgee Health why they failed to fulfil the conditions on the re-location that they promised the community e.g.

1. Open day at the Hospital,
2. Survey with rate notices,
3. Consulting the community,
4. Discussions with Bland Shire Council the cost of refurbishment and
5. Treatment of the mayor during a meeting

*Comment from General Manager*

Is there anything to be gained given that the decision to relocate community health to the hospital has been made and is most unlikely to be reversed?

### **Motion:**

**That Council seek an explanation from Murrumbidgee Health why they failed to fulfil the conditions on the re-location that they promised the community e.g.**

- 1. Open day at the Hospital,**
- 2. Survey with rate notices,**
- 3. Consulting the community,**
- 4. Discussions with Bland Shire Council the cost of refurbishment and**
- 5. Treatment of the mayor during a meeting**