



Bland Shire Council
Business Paper
Ordinary Council Meeting
17 December 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

- 1st - Do I have private interest affected by a matter I am officially involved in?
2nd - Is my official role one of influence or perceived influence over the matter?
3rd - 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.

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

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 Penny English

Cr Kerry Keatley

Cr Tony Lord

Cr Liz McGlynn

Cr Brian Monaghan

Cr Murray Thomas

Staff

General Manager – Ray Smith

Director Asset, Engineering & Regulatory Services – Will Marsh

Director Corporate & Community Services – Alison Balind

Executive Assistant – Julie Sharpe

2.2 Apologies

Cr Rodney Crowe

Cr Jan Wyse

2.3 Applications for a leave of absence by Councillors

3.0 CONFIRMATION OF MINUTES

3.1 Ordinary Meeting held on 19 November 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)

6.1 Light Up Bland Shire Christmas Competition

7.0 REPORTS OF COMMITTEES

8.0 REPORTS TO COUNCIL

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Section 3 - Reports for Information

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9.0 NOTICES OF MOTIONS / QUESTIONS WITH NOTICE

9.1 Bland-Temora RFS Zone – Headquarters (Crs Baker & McGlynn)

9.2 Shop Local Campaign (Cr McGlynn)

10.0 CONFIDENTIAL MATTERS

Closure of the meeting to discuss confidential business under the provisions of Section 10A(2) of the Local Government Act

10.1 Lease of Council Owned Land for Business Expansion

Local Government Act 1993 (Section 10A (2))

The matters and information are the following:

(c) information that would, if disclosed, confer a commercial advantage on a person with whom council is conducting (or proposes to conduct) business.

10.2 West Wyalong Community Theatre – Consideration of First Stage Tenders

Local Government Act 1993 (Section 10A (2))

The matters and information are the following:

(c) information that would, if disclosed, confer a commercial advantage on a person with whom council is conducting (or proposes to conduct) business.

Resumption of the meeting and consideration of recommendations of the Closed section of the meeting

11.0 CONCLUSION OF THE MEETING

REPORTS OF COMMITTEES



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

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

Committee	Date/s	Minutes attached
Australia Day Awards Committee of the Whole (Whole Council)	3 rd December 2019	✓ Item 8.3
Australian Rural Roads Group Inc (Mayor Monaghan, Cr McGlynn - alternate, Cr Thomas - alternate)		
Bland Rural Fire District Zone Liaison Committee (Cr Keatley)		
Bland – Temora RFS Zone Bushfire Management Committee (Cr Baker)	27 th March 2019	
Community Reference Group (Whole Council)	8 th October 2019 11 th February 2020	✓
Country Mayors Association of NSW (Mayor Monaghan)	6 th March 2020	
Cowal Gold Project Community Environmental Monitoring & Consultative Committee (CEMCC) (Mayor Monaghan, Cr Thomas - alternate)	28 th August 2019 4 th December 2019	✓
Goldenfields Water County Council Board (Cr McGlynn)	13 th December 2019	
Internal Audit Committee		
Lachlan Valley Noxious Plants Advisory Committee (Cr Crowe)		
Local Traffic Advisory Committee		
Murrumbidgee Primary Health Network Board (Cr Monaghan)		

Newell Highway Taskforce <i>(Cr Lord)</i>	12 th November 2019	✓
NSW Association of Mining & Energy Related Councils (MERC) <i>(Cr McGlynn, Cr Thomas - alternate)</i>	7 th & 8 th November 2019	✓
NSW Public Libraries Association <i>(Cr Wyse)</i>	14 th November 2019	✓
Riverina Eastern Regional Organisation of Councils (REROC) <i>(Mayor Monaghan)</i>	14 th November 2019	✓
Riverina Joint Organisation <i>(Mayor Monaghan)</i>	14 th November 2019	✓
Riverina Regional Library Advisory Committee <i>(Cr Wyse)</i>	27 th March 2019 30 th 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 8 OCTOBER
2019 COMMENCING AT 6.30PM**

Present:

Amanda Stitt, Marina Uys, Cr Brian Monaghan (Mayor), Cr Liz McGlynn (Deputy Mayor), 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 6.34pm.

APOLOGIES

Cr Tony Lord, Cr Jan Wyse

BUSINESS ARISING

1. Country Hope Public Artwork

Rebecca McDonell advised that the "HOPE" sign will be unveiled on Saturday 9 November at McCann Park. A number of events and promotions are being planned by Country Hope surrounding the opening.

2. 3D Murals

Rebecca McDonell advised that artists from Zest International will be in the Bland Shire on 29-31 October to paint 3D murals in West Wyalong and Mirrool.

NEW BUSINESS

3. Future of Community Health Buildings

Ray Smith advised that the Murrumbidgee Primary Health Network has confirmed its intention to relocate Community Health from the current Council owned Main Street site to the Wyalong and District Hospital.

Mr Smith said Council welcomed suggestions from the community for the future use of the building for further investigation.

GENERAL BUSINESS

4. Chainsaw Art

Amanda Stitt remarked that the recently completed chainsaw art in McCann Park is fabulous. It was also suggested that Council investigate installing a CCTV camera in the area to deter vandals.

5. Cooinda Park caravan parking

Amanda Stitt said that a number of caravans are parking right on the edge of the new barbecue shelter at Cooinda Park and suggested a no parking sign and/or bollards or barriers be installed.

DATE OF NEXT MEETING

No Community Reference Group meeting is held in December. The next Community Reference Group meeting will be held on Tuesday 11 February 2020 at the Bland Shire Council Chambers at 6.30pm.

CLOSE

There being no further business the meeting closed at 6.47 pm.

MINUTES OF MEETING
Cowal Gold Operations
Community Environmental Monitoring
and Consultative Committee (CEMCC)

Date: Wednesday, 28 August 2019
Time: 9.00 am – CGO Neeld's Room
Minutes taken by: Kate Nixon

Attendees:

Independent Chairperson: Lisa Andrews (LA)
Evolution: Danielle Wallace (DW)
Community Members: Lucy Buttenshaw (LB), Angus Stitt (AS), Bruce Dent (BD) & Kate Dean (KD)
Bland Shire Council: Cr Brian Monaghan (BM)
Forbes Shire Council: Cr Phyllis Miller OAM (PM), Chris Roylance (CR)

Apologies: Max Finlayson (MF), Anne Bolton (AB), Laurie Hutchison (LH), Cr Dennis Brady (DB) and Luke Bowden (LB)

ITEM	ACTION
<p>1. Welcome</p> <p>Independent Chair, LA, opened the meeting at 9:04am and thanked all members for coming.</p> <p>LA advised that LH is no longer representing the WCC. Investigating new representative for CEMCC.</p>	<p>Action 1: Evolution to follow up with WCC regarding CEMCC representation.</p>
<p>2. Declaration of Interest</p> <p>LA advised there were no changes to previous declarations by CEMCC members, nor to hers; Independent Chair of the CEMCC, appointed by the Secretary of the NSW Department of Planning and Environment, and she receives payment via a Trust established by the Bland Shire Council for her work as Chair of the CEMCC.</p>	
<p>3. Confirmation of Previous Minutes</p> <p>Moved by LB, seconded by BM.</p>	
<p>4. Business Arising from Previous Minutes</p> <p>DW to add list of acronyms to the end of the December 2019 Evolution presentation and to distribute an updated acronym list to each member following the meeting.</p>	<p>Action 2: List of acronyms to be added to presentation</p> <p>Action 3: List of updated acronyms to be distributed to committee members.</p>

<p>5. Correspondence (as emailed with the meeting notice)</p> <p>20/8/2019 – Letter from the Wamboyne Fire Brigade</p> <ul style="list-style-type: none"> DW advised that Evolution is currently seeking quotes to undertake slashing on lakebed and other alternative measures to address the concerns. <p>Near neighbour correspondence – noise and lighting concerns</p> <ul style="list-style-type: none"> DW advised that Evolution is investigating options to provide noise mitigation to relevant properties. 	<p>Action 4: DW to provide a formal response to concerns raised by Fire Brigade and distribute response to committee members.</p> <p>Action 5: DW to respond to concerns raised by near neighbour.</p>
<p>6. Reports</p> <p>DW provided a detailed account of Cowal Gold Operations (CGO's) Environment Department's activities over the past three months.</p> <p>DW provided details on the activities undertaken by the Social Responsibility Department in the last quarter.</p> <p>DW provided details on the current status of secondary approvals associated with the recently approved Modification 14, the currently underway underground development project proposal and provided an update on the progress of the GRE46 exploration decline.</p>	<p>See attached presentation for further details.</p>
<p>7. General Business</p> <p>LA advised that the Department of Planning has changed its name to the Department of Planning, Industry and Environment.</p> <p>LA also advised that MF is proposing to retire in the coming months. MF will continue in his appointment as the independent scientist for the CEMCC.</p>	
<p>8. Meeting Closed – 10.16 am.</p>	

Next meeting: Wednesday, 4 December 2019, ECCC commencing at 9am.

ACTION ITEMS

ITEM	ISSUE	RESPONSIBILITY
1	Evolution to contact WCC regarding CEMCC representative going forward	AB
2	Provide a list of acronyms to CEMCC members	DW
3	Include a list of acronyms at the end of the December 2019 Evolution presentation	DW
4	Evolution to provide a formal response to concerns raised by Fire Brigade and distribute response to committee members	DW
5	Respond to concerns raised by near neighbour regarding amenity issues	DW



**NEWELL HIGHWAY TASK FORCE
COMMITTEE MEETING
TUESDAY 12 NOVEMBER 2019**

Minutes of the Newell Highway Task Force Committee being held at Forbes Shire Council Chamber

The Meeting commenced at: 10.00am

Minutes Recorded by Carolyn Cornell - Forbes Shire Council

I would like to acknowledge the Traditional Custodians of the land on which we meet today and pay respect to the Elders past, present and emerging.

Attendees:

Name	Organisation
Cr Ken Keith OAM (Committee Chair)	Mayor Parkes Shire Council
Cr Tony Lord (Meeting Chair)	Bland Shire Council
Mr Alan Magill	Vice-Chairman Nat Roads
Mayor Doug Batten	Gilgandra Shire Council
Mr Alistair Lunn	Manager – Roads & Maritime Services - Western
Mr John Morris	Regional NSW High Productivity Road Transport Alliance
Mr Oliver Holm	General Manager, South East Infrastructure Investment Department of Infrastructure, Regional Development and Cities
Ms Lucinda Douglas	Department of Infrastructure
Mr Danial Speer	Acting Director Engineering – Forbes Shire Council
Cr Robert Black	Deputy Mayor Murrumbidgee Council
Mr Craig Davies	Narromine Shire Council
Cr Dennis Todd	Mayor Warrumbungle Shire Council

Apologies

Name	Organisation
Mick Savage	Roads & Transport Directorate Manager
Jim Betts	INSW
Ian Dinham	Moree Plains Shire Council
Lila Fisher	Moree Plains Shire Council
Cr Katrina Humphries	Mayor Moree Plains Shire Council
Kevin Anderson MP -	Electorate Office Tamworth
Peter Dale	Narrandera Shire Council
Neville Kschenka	Mayor Narrandera Shire Council
Kevin Tighe	Warrumbungle Shire Council
Hon Michael McCormack MP	Deputy Prime Minister Federal Government
Scott Morrison MP	Prime Minister of Australia
Sarah Nattey	Director, South East Infrastructure Investment Department of Infrastructure, Regional Development and Cities

Apologies

Name	Organisation
Cr Ruth McRae	Mayor Murrumbidgee Council
John Scarce	General Manager Murrumbidgee Council
Andrew Gee MP	Member for Calare
Steph Cooke MP	Parliamentary Secretary to The Deputy Premier
Will Marsh	Bland Shire Council
Cr Craig Davies	Mayor Narromine Shire Council
Merran Socha	Berrigan Shire Council
Phillip Donato MP	Member for Orange
Cr Phyllis Miller OAM	Mayor Forbes Shire Council
Cr Steven Karaitiana	Forbes Shire Council
John Graham	Shadow Minister for Roads Member of Legislative Council
James Simmons	NRMA
Shahab Khaled	Weddin Shire Council
Ray Smith	General Manager Bland Shire Council
Kerrie Murphy	Dubbo Regional Council
Leanne Stacey	DPIE
Kevin Anderson MP	Electorate Office Tamworth
Steph Cooke MP	Nationals Cootamundra
Socha Merran	Berrigan Shire
David Neeves	Gilgandra Shire Council
Michael Cain	A/Roads Services Manager - Narrabri Shire Council
Ray smith	Bland Shire Council
Kerrie Murphy	Dubbo Regional Council
Dane Hendry	RMS
Ruth McRae	Murrumbidgee Council
John Scarce	Murrumbidgee Council
Will Marsh	Bland Shire Council

1. Welcome and Apologies

Danial Speer (Acting Director – Engineering) welcomed attendees to Forbes and gave a brief overview of works being undertaken within the Forbes Local Government Area.

Resolution

That the Committee receive and note the tendered apologies.

Moved: Robert Black **Seconded:** Danial Speer

All in favour

Carried

2. Minutes of last AGM

Recommendation

That the minutes of the Newell Highway Taskforce Committee Annual General Meeting and Ordinary Committee Meeting held on 13 August 2019 be confirmed as true and accurate.

Resolution

That the recommendation be adopted

Moved: Doug Batten **Seconded:** Ken Keith

All in favour
Carried

3. Roads & Maritime Services Update

Chair advised change to meeting agenda to enable Alistair Lunn (Director Western Region – RMS) to update the meeting on matters relevant to the RMS and Newell Highway prior to departure for another appointment.

3.1 Update on the Overtaking Lanes Contract

- 7 lanes in construction at the moment.
- Comments in relation to procurement process for the overtaking lanes have been received from Gilgandra and Forbes as well as the use of local contractors.
- Commented on procurement model for sub-contractor engagement for next overtaking lanes at Peak Hill and south of Peak Hill. Project was launched via media release. Weighting will be included in the procurement model as well as ability to employ local and aboriginal contractors. 10% - 15% of interstate tenders – locals should get contract. Transport for NSW has taken comments on board. Advertising will be on Facebook, local papers and normal tendering site.
- The above applies to overtaking lanes on the Newell Highway only – normal maintenance works still apply.

3.2 Restructure of Department

- Transport NSW and Roads and Maritime Services will be coming under one umbrella. Legislation to be passed and RMS will be moved across to Transport for NSW. All will be combined into one department called Transport for NSW (TfNSW).
- TfNSW restructuring into 3 regions, viz. West, North and South and the department will go live 3 February 2020.
- Regional Office will still be in Parkes for RMS, as well as Wagga. There is no plan to close any offices. Boundaries to be set out on key links. Hume – south, Newell – west and New England – north.
- Political contact is 90% time Minister Toole (Minister for Regional Transport and Roads) for Newell or Minister Constance Minister for Transport and Roads.

3.3 Newell Highway Works

- Currently \$1.4 billion allocated by the Federal and State Government for the Newell Highway and its adjoining corridor.

- There are a number of works in development currently
 - Newell Highway Overtaking Lanes Alliance
 - 7 in construction
 - 2 more in the south near Bundure
 - 1 to commence near Parkes in early December 2019
 - 1 to commence near Peak Hill early January 2020
 - Alliance Procurement Process
 - TfNSW has been in discussion with Gilgandra and Forbes Shire Councils regarding the procurement process of the Alliance. A number of actions are now in process to change the procurement model to better recognise local engagement by giving a weighting during the tendering process. This will give local sub-contractors and councils a slight advantage during the tendering process but still regard that value for money is a driver for the delivery of the works.
 - Industry drop in sessions were held in Parkes and Peak hill in early November 2019.
 - Parkes Bypass
 - RMS are finalising the REF and community consultation report following the concept design and REF displays.
 - New Dubbo Bridge
 - RMS are finalising the REF and community consultation report following the concept design and REF displays.
 - Newell Highway Mitchell Highway Intersection Upgrade
 - RMS are finalising the design to commence early works.
 - Coonabarabran Bypass
 - RMS has granted access to road trains up to 36.6m lengths to utilise the Newell Highway through Coonabarabran and is now in the development stages to finalise a concept design for the preferred bypass alignment.
 - HD Pavement
 - Detailed design to be finalised shortly.
 - Mungleback Creek to Boggabilla
 - Federal Government has committed an additional \$75M to the project to deliver an additional 9km as part of the Stage 2 phase.
 - Federal Funding
 - TfNSW is working with the Federal department to prioritise the allocation of \$700M for the Newell Corridor

The Chair, on behalf of the Committee, thanked the Director Western Region for his attendance and address.

Alistair Lunn vacated the meeting at 10:51am.

Recommendation

The matters be received and noted.

Resolution

The recommendation be adopted.

Moved: Danial Speer **Seconded:** Alan Magill

All in favour
Carried

Meeting returned to printed agenda at 10:52am

4. Outwards Correspondence

4.1 Mayor Ken Keith Letter to Cr Ben Shields

Recommendation

That the outwards correspondence be received and noted.

Resolution

That the recommendation be adopted.

Moved: Craig Davies **Seconded:** John Morris

All in favour
Carried

5. Inwards Correspondence

5.1 Letter from Councillor Mayor Ben Shields Dubbo Regional Council dated 12.09.2019 stating that Ms Kerry Murphy is unable to take minutes at future Newell Highway Taskforce Committee Meetings and another Council is to be chosen to provide this service. (*attached*)

5.1 Hon Paul Toole MP Minister for Regional Transport & Roads Media Release on Newell Highway Overtaking Lanes

5.2 Letter from Berrigan Shire Council - declining to contribute to the running costs of the Newell Highway Taskforce (*attached*)

Comment made from the floor that dial in facility is available at most councils. Suggested that the Committee investigate IT dial in facilities and respond to Berrigan Council advising that it is looking into facilities to enable other councils to dial in.

5.3 Letter from Mick Savage Roads & Transport Directorate Manager Institute of Public Works Engineering Australia Limited NSW Division (IPWEA) (*attached*)

Recommendation

The Inwards Correspondence be received and noted.

Resolution

That the recommendation be adopted.

Moved: Robert Black **Seconded:** John Morris

All in favour
Carried

6. Election of the Newell Highway Taskforce Committee Secretary

Appointment of secretarial support for The Newell Highway Taskforce Committee.

The meeting was advised that the General Manager, Forbes Shire Council, has advised that Forbes Shire Council, is able to provide secretarial support for the Committee.

Recommendation

That the election of Forbes Shire Council be received and noted.

Resolution

That the recommendation be adopted.

Moved: Craig Davies **Seconded:** John Morris

All in favour
Carried

7. RMS Update – dealt with as Item 3

8. Newell Highway Promotions Committee Update

The next meeting is being held on the 26 November 2019 at Gilgandra.

Recommendation

That the information be received and noted

Resolution

That the information be received and noted

Moved: Ken Keith **Seconded:** Tony Lord

All in favour
Carried

9. Address - Oliver Holm, General Manager South East Infrastructure Investment Department of Infrastructure, Regional Development and Cities

Mr Holm acknowledged traditional custodians of the land.

Introduced Lucinda Douglas to the meeting.

Oliver Holm (General Manager – South East Infrastructure Investment Dept Infrastructure – Regional Development and Cities) addressed the meeting.

- Recap on where Department was in February in relation to Newell Highway Corridor Strategy (*attached*)
- Roads of Strategic Importance Significance.
- Newell Highway Corridor in total \$700M funding (10 year timeframe) flexible as to when funding comes on. \$300M forward estimates notionally. National program \$400M in 2024.
- Driven by importance of projects to get them built.
- Not only interested in upgrading Newell as a standalone but the feeder roads that get freight onto Newell are important. RMS very supportive of this.
- Councils need to talk with the Department about projects to enable the Department to brief Minister. He reiterated that the Department is here to guide councils to put projects forward with input from RMS.
- Referred to Corridor Strategy – Summary Report in relation to projects being funded, safety concerns, fatigue management etc.
- Stated that there is a need for fewer level crossings.
- Need for overtaking lanes.
- Technical teams need to check emails for new round of bridges and heavy vehicles funding.

Responded to general discussion from the floor, including

- funding available for studies
- Sturt Highway Strategy (no)
- excessive signage – only need for important signage
- need for funding to deal with the increased heavy vehicle traffic
- state –v- local road network as to how involved RMS would be.
- NATROADS delegate spoke on intercepts on the Highway, in 2 hours from West Wyalong, to Forbes and Brocklehurst. Their body has no issue with regulation but not to over regulate. Consideration needs to be given to fixing bottlenecks. National fleets and road trains on the Newell all help. Stated trucks need to be on the Highway and not back roads.
- Craig Davies commented that it is easier to come up back way and keep off the Newell due to intercepts. (Oliver Holm noted that it is a long term strategy).

Committee thanked Oliver and Lucinda for their attendance.

Oliver advised that the channels of communication are always open to assist councils to seek funding. \$700M Federal Government available and the State Government has also provided funding.

Recommendation

That the information be received and noted.

Resolution

That the information be received and noted

Moved: Robert Black **Seconded:** Craig Davies

All in favour
Carried

10. General Business

- 10.1 Mayor Ken Keith OAM advised the meeting that he had a photo opportunity with Hon Paul Toole MP Minister for Roads on 30 October 2019 in announcement of the Newell Highway Program Alliance. **NOTED.**
- 10.2 Future Meetings (Ken Keith OAM)
Sought comment in relation to having meeting in Sydney and the access to Ministers. Positive feedback – particularly as it was held at the same time as Country Mayors. Cost may prohibited at Government House, but moving away from there would cut back on 'drop ins' which was very beneficial to councils. Needs to be flexible and not tied to other meetings.

11. Future Meeting Dates and Venues

Second Tuesday, February (11th), May (12th), August (11th) and November (10th). The next meeting is south and is scheduled to be held at Jerilderie. North meeting will be held at Moree and Parkes will host the AGM in November.

12. Meeting Closure

There being no further business the Chair thanked those in attendance and declared the meeting closed at 11:48am and invited attendees and guests to light luncheon provided by Forbes Shire Council.



**NEWELL HIGHWAY TASK FORCE
COMMITTEE MEETING
TUESDAY 12 NOVEMBER 2019**

RECORD OF ATTENDANCE

PLEASE PRINT

Name	Organisation
DANIAL SPEER	FORBES SHIRE COUNCIL
DOUG BATTEN	GILGARRA SHIRE COUNCIL
Robert Black	Murrumbidgee Council
Alan Maym	NATROAD.
James Todd	Warranbungle Shire
Mitzi Luan	TFNSW.
Tony Lohy	BUND SHIRE.
KEN KEITH.	PARKES SHIRE
CRAIG DAVIES	Narromine Shire
JOHN MORRIS	DUBBO
Lucinda Douglas	Department of Infrastructure
Oliver Holm	Department of Infrastructure.

ED19/132424 BS:mm



DUBBO REGIONAL COUNCIL
Office of the Mayor
Councillor Ben Shields

12 September 2019

Ken Keith OAM
Mayor
Parkes Shire Council
PO Box 337
PARKES NSW 2870

Dear Ken

Thank you for your letter dated 29 August 2019 in relation to the success of the Newell Highway Taskforce. As I understand Cllr Etheridge is Council's Representative on this Taskforce and is keen to continue to participate in future meetings.

I have been advised by my CEO that Ms Kerry Murphy is a contractor with Dubbo Regional Council and agreed to take minutes for the last meeting only. Unfortunately Council is unable to offer an alternative secretary to the Taskforce and therefore it would be appropriate for another Council to be chosen to provide this service.

Council is happy to contribute towards the annual levy of \$250.00 to support the continuation of this group.

I was not aware of any Newell Highways Promotions Committee but I am seeking advice from my CEO as to the previous establishment of this committee, its role and the expected outcomes.

Yours faithfully

A handwritten signature in blue ink, appearing to read 'Ben Shields'.

Councillor Ben Shields
Mayor

CORRESPONDENCE TO BE ADDRESSED TO:

PO Box 81 Dubbo NSW 2830

T (02) 6801 4101 M 0418 637 053 E mayor@dubbo.nsw.gov.au

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www.berriganshire.nsw.gov.au

Ref: 02.163.1 RP:JD

31 October 2019

Cr Ken Keith
Parkes Shire Council
PO Box 337
PARKES NSW 2870

Dear Keith

NEWELL HIGHWAY TASKFORCE LEVY

Berrigan Shire is the southern most local government area on the Newell Highway and as such is the gateway to NSW. The major east west connector, the Riverina Highway, also bisects the Shire intersecting with the Newell Highway at Finley.

An officer from Berrigan Shire Council has attempted to be involved with the taskforce attending meetings in Narrandera and Forbes. However, the extreme distances that need to be travelled to attend meetings coupled with the rejection of a request to be able to participate in meetings via a phone hook-up has seen Berrigan Shire Council unable to contribute to the Taskforce for quite some time.

The letter regarding the Newell Highway Taskforce dated 29th August, 2019 was noted at the Berrigan Shire Council meeting on the 9th October, 2019. At this stage the Council declines the request to contribute an annual levy towards the running costs of the Newell Highway Taskforce.

Yours faithfully

ROWAN PERKINS
GENERAL MANAGER

*Heart of the
Southern Riverina*

Institute of Public Works Engineering Australasia
Limited NSW Division
Roads & Transport Directorate



New South Wales

IPWEA

INSTITUTE OF PUBLIC WORKS
ENGINEERING AUSTRALASIA

9 October 2019

Clr Ken Keith
Parkes Shire Council
PO Box 337
Parkes NSW 2870

RE: Roads Australia

Dear Mayor Keith,

It was with some concern that I read the claims made by Roads Australia in a letter sent to Mayors across Australia recently.

The letter claimed:

The Nation's only roads champion, Roads Australia's 150+ members includes all of Australia's road agencies, major contractors and consultants, motoring clubs, service providers and other relevant industry groups.

No doubt the NRMA would not agree with this statement and certainly the IPWEA (NSW) Roads & Transport Directorate takes exception to the statement as far as the State of NSW is concerned.

The Roads and Transport Directorate was established by IPWEA (NSW) in conjunction with Local Government NSW in 2004 to provide support to its members working in local government across the state. It is supported financially by membership contributions from local councils across NSW.

Its main purpose is to assist Local Government in NSW in the area of road infrastructure and transport related activities by:

- Assisting members in discharging their road management roles in the most effective manner consistent with current legal obligations and the most recent technical practices particularly in the critical area of consistent and cost effective asset management;

Level 12, 447 Kent Street Sydney NSW 2000 • ABN 35 093 562 602

Tel 02 8267 3000 • Fax 02 8267 3070 • Mobile 0418 808 085 • Email: mick.savage@ipweansw.org

• Website: www.roadsdirectorate.org.au

Institute of Public Works Engineering Australasia
Limited NSW Division
Roads & Transport Directorate



New South Wales
IPWEA
INSTITUTE OF PUBLIC WORKS
ENGINEERING AUSTRALASIA

- Assisting the IPWEA (NSW), Local Government NSW, individual Councils and members in lobbying for a higher priority to be placed on road infrastructure provision and maintenance and for a more equitable share of resources and funding; and
- Providing for IPWEA members and Local Government a powerful technical and research resource on transport issues at regional, state and national level. The activities would be, as circumstances dictate, either proactive or reactive to achieve the optimum benefit for the region or state.

Your council will be aware of the Road Asset Benchmarking Project that has published the *Timber Bridge Management Report* and the *Road Management Report* every two years since 2005. These reports have been the basis for the State Government to provide \$500 million in the current Budget for the replacement of poor quality timber bridges in rural and regional communities as well as an additional \$500 million allocation for regional and local roads across the State.

Through these and a range of other publications and submissions Local Government in NSW has been kept well informed of roads and transport issues since 2004. In addition, IPWEA(NSW) and the Roads & Transport Directorate have been actively advocating on behalf of Councils in NSW since that time.

The Roads & Transport Directorate encourages other bodies to become actively involved in lobbying for a better deal in relation to road funding for local and regional roads. We do, however, object to such bodies claiming to be the nation's only roads champion when clearly there are a number of other bodies that can claim such status within NSW.

Should you require any more detailed information in relation to this request please do not hesitate to contact me.

Yours Sincerely,

Mick Savage
Roads and Transport Directorate Manager
IPWEA NSW
p: +61 (02) 8267 3000 m: +61 (0)418808085
e: mick.savage@ipweansw.org



Newell Highway Corridor Strategy

The Newell Highway Corridor Strategy [PDF: 1133 KB] (the Strategy) was commissioned by the Australian Government in January 2019 to take into account significant developments that have occurred since the 2015 Newell Highway Corridor study undertaken by the New South Wales (NSW) Government. These significant developments include investment in Inland Rail, a focus on supporting drought-affected areas (including areas along the Newell Highway Corridor) and the Roads of Strategic Importance Initiative.

PriceWaterhouseCoopers Australia (PwC) was selected via a formal procurement process to develop the Strategy. It documents an evidence-based 10 year roadmap of investment opportunities to ensure the corridor continues to serve the needs of its users in the longer term.

The Strategy will inform future investment on the Newell Highway between the Queensland and Victorian borders, to maximise productivity gains for freight users on the corridor. It will also support the economic growth of communities along the corridor, through identified opportunities for improved integration of the Newell Highway and rail transport options including Inland Rail, and improved safety for all road users.

Three key activities were undertaken to develop the evidence base for further decision making on Australian Government investment:

- Evaluation of the significance of the corridor, including modelling current and future demand along the corridor
- Corridor performance, including an assessment of the performance of existing infrastructure assets
- Engaging with stakeholders in developing the Strategy.

The outcomes from these activities were then used to identify high level potential investment opportunities which were prioritised according to an agreed evaluation framework.

In its 2019 Budget, the Australian Government committed \$400 million to the Newell Highway, including the Parkes bypass, under the Infrastructure Investment Program; and \$510 million for the Toowoomba to Seymour corridor under the Roads of Strategic Importance (ROSI) initiative, \$300 million of which is available for the Newell Highway. Priorities for use of this funding will be informed by the Strategy.

The Australian Government will continue to work in partnership with the NSW Government to determine the scope of future infrastructure projects.

About the Newell Highway

The Newell Highway is a significant artery traversing regional NSW and performs an important role in the movement of road freight. The highway contributes to the competitiveness of Australia's agricultural and mining sectors, opening up access to essential freight networks in NSW, Queensland and Victoria.



[Click map for larger version](#)



Newell

Highway

Corridor

Strategy

Summary Report

June 2019



Australian Government

Department of Infrastructure, Transport,
Cities and Regional Development

Disclaimer

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Summary Report







The Australian Government is committed to supporting and enhancing Australia's key transport infrastructure, including the Newell Highway corridor. As the most significant rural highway in NSW, the Newell Highway serves as an important social and economic connector for local communities, freight movement through inland NSW, and visitors travelling through the region.

This *Newell Highway Corridor Strategy Final Report*, commissioned by the Australian Government, documents the approach and findings for arriving at an evidence-based 10 year investment roadmap to ensure that the corridor continues to serve the needs of its users in the longer term.

Six corridor objectives were identified and align with Australian and State Government transport plans and agreed with key stakeholders, including local communities along the corridor.

Of particular importance is the interdependency with the Inland Rail project, and how road and rail will work together to meet the growing freight task and reduce costs for regional supply chains. A holistic, multimodal view of freight transport that leverages the strengths of each mode is a key consideration for enhancing the overall efficiency of Australia's transport networks.

Key objectives for the 2019 Newell Highway corridor strategy.

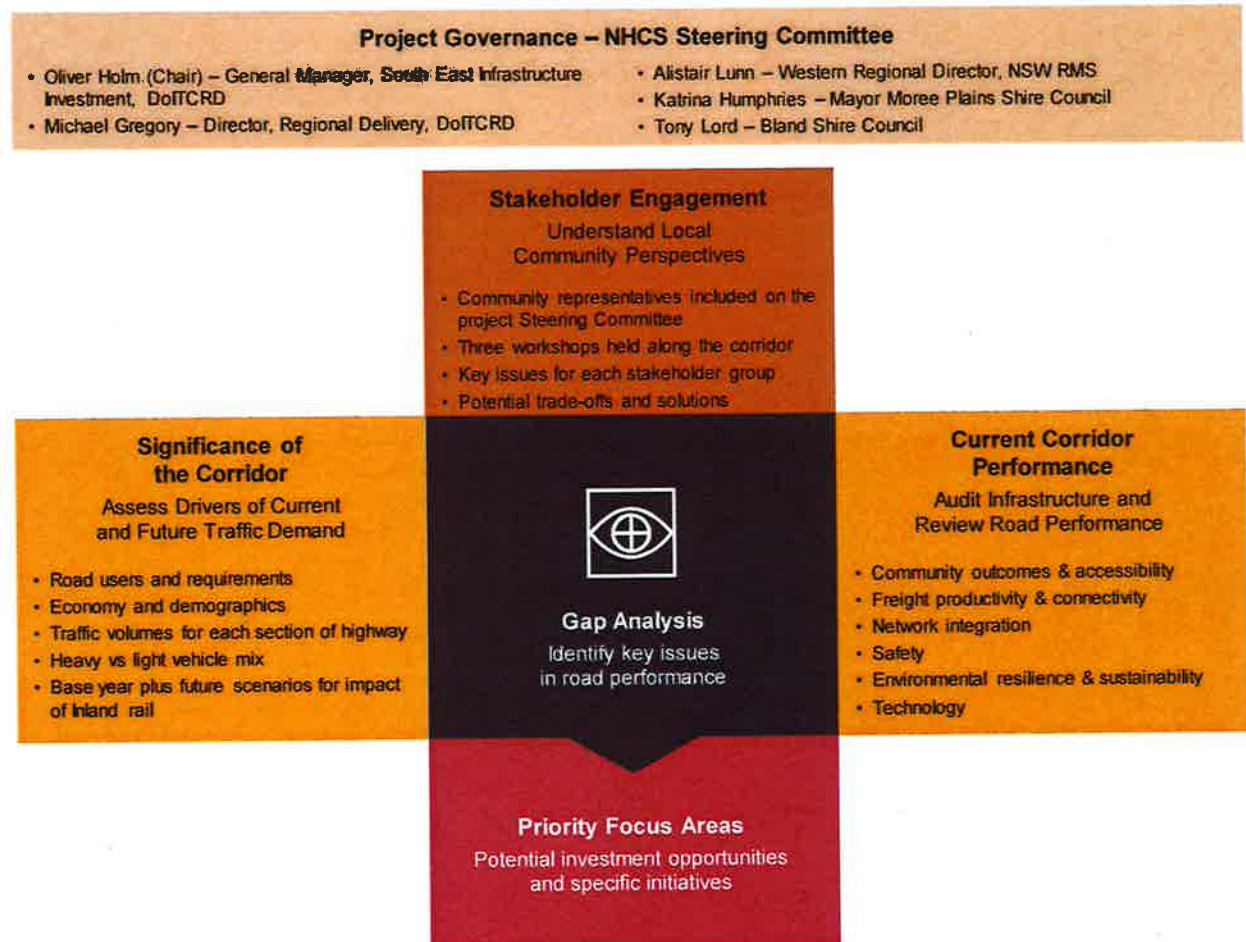
Objective	Description
1 Community Outcomes and Accessibility 	To support regional growth and development and the needs of the communities along the corridor, by providing effective access to key destinations including employment, education, recreational and health services and encouraging visitors to support local businesses.
2 Freight Productivity 	To support economic growth by providing efficient access and ensuring road freight has effective connections to and from areas of industrial activity, including agricultural and visitor economy activities.
3 Network Integration and Connectivity 	To consider land use and multi-modal infrastructure planning more holistically and ensure that the overall transport system is efficient, well connected and robust.
4 Safety 	To prioritise safety for all users, discourage risky behaviours and minimise the consequences of driver error, with an aspiration to eliminate serious incidents in the long term.
5 Environmental Resilience and Sustainability 	To consider long-term environmental concerns throughout the development and delivery process, such as increasing resilience to significant weather events and supporting sustainability.
6 Technology 	To maintain awareness of technological developments and embrace new technologies when feasible, thereby continuously improving the corridor.

Three key activities were undertaken to develop the evidence base for further decision making:

- Evaluation of the significance of the corridor, including modelling current and future demand along the corridor
- Corridor performance, including an assessment of the performance of existing infrastructure assets
- Engaging with key stakeholders.

The outcomes from these activities were used to identify key issues and high level potential investment opportunities, which were then prioritised according to an agreed evaluation framework.

High-level methodology for identifying gaps in road capability and priority investment opportunities.



The findings of the analysis indicate seven key issues along the corridor:

- Barriers to wider adoption of High Productivity Vehicles (HPVs), including inadequate facilities for certain road freight tasks such as decoupling and truck washing sites
- Safety concerns, due mainly to fatigue and speeding, a lack of fit-for-purpose infrastructure such as proper facilities at rest stops and heavy vehicle safety stations (HVSSs), and several level crossings with limited line of sight
- Lack of resilience to major flooding events
- Desire for real-time traffic condition and travel time information, as well as mobile network coverage
- Localised congestion and reduced amenity in some towns, especially those with high levels of heavy vehicle traffic
- Lack of sufficient overtaking opportunities along the corridor
- Substandard and deteriorating pavement quality, with insufficient support for operational maintenance.

Based on these key issues, four key focus areas and a range of opportunities were identified. In total 48 specific location based initiatives were identified across each of the focus areas.

Overview of key issues along the corridor.

Key Issues	Proposed Response
1 Barriers to wider adoption of HPVs	<ul style="list-style-type: none"> • Support HPV access and facilities along the entire corridor, prioritising necessary upgrades in line with future commercial activity, demand, and the impact of Inland Rail • Align any key initiatives with the Federal Government National Freight and Supply Chain Strategy and Roads of Strategic Importance
2 Safety concerns and a high rate of serious and fatal incidents	<ul style="list-style-type: none"> • Seek to identify a corridor-wide safety improvement strategy defining both infrastructure and behaviour change initiatives and that leverages and builds upon existing RMS work such as the Saving Lives on Country Roads Campaign
3 Lack of resilience to major flooding events	<ul style="list-style-type: none"> • Seek to better understand the likelihood and impact of flooding along the corridor and the full suite of potential improvement initiatives (including likely costs and benefits)
4 Limited real-time information flow	<ul style="list-style-type: none"> • Identify the primary information needs along the corridor and a suitable platform for the distribution of information to road users
5 Localised congestion and reduced amenity	<ul style="list-style-type: none"> • Seek to minimise the adverse travel time, safety, and amenity impacts of heavy vehicle movements through towns, particularly traffic and interactions with lighter vehicles
6 Lack of sufficient overtaking opportunities	<ul style="list-style-type: none"> • Continue to support the construction of overtaking lanes to enable efficient and safe travel along the corridor for all road users
7 Poor pavement quality and insufficient road maintenance	<ul style="list-style-type: none"> • Seek to identify areas of poor pavement quality and identify ways to improve pavement conditions, particularly in light of heavy vehicle usage along the corridor

Each of the 48 initiatives were evaluated against a range of criteria including strategic alignment, expected benefits, and financial implications to help prioritise each initiative over the short and medium (within the next 10 years) and longer term (10+ years). The resulting investment road map is illustrated in the following table.

Based on the evaluation the key short term priorities include:

- Construction of the Parkes bypass
- Improved road-rail alignment at Tichborne
- Intersection upgrades at Mitchell and Oxley Highways
- Heavy duty pavement upgrades at North Moree and from Narrabri to Moree
- Fatigue management
- Upgrade and construction of new decoupling sites
- Program of consistent rural gateway treatments, including road markings
- Commissioning of a corridor-wide flood study
- Installation of electronic variable message signs
- Improved road designs.

Together, these and other initiatives are expected to generate a number of benefits for communities, industries, and visitors, including:

- Regional growth and development
- Improved supply chain efficiency
- Improved road safety
- Improved information and reduced inconvenience.

Identified opportunities and their alignment with the Strategy objectives.

Focus Areas	Opportunities	Strategic Alignment									
1 Support increased HPV access and freight efficiency	A. Bypasses and heavy vehicle alternate routes										
	B. Improvements to intersections and crossings										
	C. Improvements to road geometry										
	D. Heavy duty pavement strengthening										
	E. Upgrades to primary east-west connections										
	F. Enhancements to freight facilities										
2 Prioritise safety initiatives	A. Additional safety infrastructure										
	B. Improvements to road design										
	C. Changes to driver behaviour										
3 Mitigate the impacts of flooding	Development of a corridor wide flood study, which seeks to identify key flood prone zones along the corridor against a number of potential scenarios and identifies and evaluates a suite of mitigation measures										
4 Provide improved information and communication	A. Electronic communications along the corridor										
	B. Development of a single and accurate information platform										
	C. Provision of mobile network coverage along the corridor										
	D. Improved signage on the approach to key town centres										
Legend											
Community Outcomes and Accessibility		Freight Productivity		Network Integration and Connectivity		Safety		Environmental Resilience and Sustainability		Technology	

Proposed investment roadmap for the Newell Highway Corridor.

Area of Opportunity	Proposed Initiatives		
1a. Bypasses and heavy vehicle alternate routes	<ul style="list-style-type: none"> • Parkes bypass • Coonabarabran HVAR 	<ul style="list-style-type: none"> • Dubbo Bridge/Bypass • Narromine HVAR 	<ul style="list-style-type: none"> • Narrabri HVAR
1b. Intersections and crossings	<ul style="list-style-type: none"> • Improve road-rail alignment at Tichborne • Oxley Highway – Straighten and prioritise Newell • Improve alignment at West Wyalong level crossing • <i>Upgrade level crossing near Hideaway Lane</i> 	<ul style="list-style-type: none"> • Upgrade Forbes level crossing • Assess local road access requirements for potential upgrades • <i>Upgrade Hartigan Ave level crossing</i> • <i>Upgrade Clarinda St / Mitchell St intersection</i> 	<ul style="list-style-type: none"> • Widen and remediate pavement for grade separated crossing south of Morundah • Upgrade structures (bridges and culverts) requiring strengthening or replacement for PBS 3a access
1c. Road geometry	<i>Improve alignment at Bogan St / Hartigan Ave</i>		
1d. Heavy duty pavement	<ul style="list-style-type: none"> • North Moree 	Narrabri to Moree	
1e. East-west connection upgrades	<ul style="list-style-type: none"> • Mitchell Highway (commenced) • Kamilaroi Highway 	<ul style="list-style-type: none"> • Lachlan Valley Way • Vehicle activated signs 	<ul style="list-style-type: none"> • Gwydir Highway • Enhancements at other key connections
1f. Facilities	<ul style="list-style-type: none"> • Upgrade existing and provide additional decoupling sites, including deceleration lanes 	Provide additional livestock effluent disposal facilities	
2a. Safety infrastructure	<ul style="list-style-type: none"> • Install audio-tactile wide centre lines • Install additional lateral safety barriers 	<ul style="list-style-type: none"> • Upgrade existing and build additional rest stops • Provide new heavy vehicle safety stations 	
2b. Road design	<ul style="list-style-type: none"> • Assess suitability of planned overtaking lane designs • Review constructed overtaking lanes for performance gaps • Update line markings to prevent overtaking at right turns into local access roads 	<ul style="list-style-type: none"> • Progressively upgrade to meet standard cross section design • Address high risk curves rated as "very poor" • Widen road through Pilliga Nature Reserve 	<ul style="list-style-type: none"> • Re-assess feasibility of lower priority overtaking lane options excluded from current program • Establish 8m clear zones along the highway • Address high risk curves rated as "poor"
2c. Driver behaviour	<ul style="list-style-type: none"> • Establish program of rural gateway treatments (i.e. road markings) 	Run targeted road safety advertising campaigns	
3. Flooding mitigation	<ul style="list-style-type: none"> • Undertake a corridor-wide flood study 		
4. Information and communication	<ul style="list-style-type: none"> • Install electronic variable message signs • Establish information platform 	<ul style="list-style-type: none"> • Investigate providing mobile coverage at all rest stops • Improve tourism signage along the corridor and beautify town entrances 	<ul style="list-style-type: none"> • Provide consistent mobile phone coverage along entire corridor

Note: italicised initiatives will be addressed by the Parkes bypass route if constructed

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W1112 0006/21

MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) INCORPORATED, ANNUAL GENERAL MEETING HELD ON 8TH NOVEMBER 2019, AT GLOUCESTER SOLDIERS CLUB, 32 DENISON ST, GLOUCESTER.

Present

Cr Peter Shinton	Warrumbungle Shire Council (Chair)
Cr Owen Hasler	Gunnedah Shire Council (Ex Comm)
Andrew Johns	Gunnedah Shire Council
Cr Sue Moore	Singleton Council (Deputy Chair)
Cr Dan Thompson	Singleton Council
Cr Melanie Dagg	Cessnock City Council (Ex Comm)
Cr Bob Pynsent	Cessnock City Council
Cr Michael Banasik	Wollondilly Shire Council
Cr Noel Lowry	Wollondilly Shire Council
Cr Jim Nolan	Broken Hill (Ex Comm)
Cr Mark Hall	Lachlan Shire Council
Ron Zwicker	Wollongong City Council
Cr Phyllis Miller	Forbes Shire Council
Cr Kevin Duffy	Orange City Council
Cr Jarrod Marsden	Cobar Shire Council
Cr Karlene Irving	Warren Shire Council
Cr Katheryn Smith	Mid Coast Council
Adrian Panuccio	Mid Coast Council
Cr David West	Mid Coast Council
Chris Connor	Life Member

In attendance

Greg Lamont, Executive Officer (Minute Taker) and Carolyn Connor.

1. Welcome by Chair.

The Chair, Councillor Peter Shinton welcomed members to the meeting and declared the meeting open at 9.10 am

Welcome address to delegates by the Mayor of Mid Coast Council, Cr David West.

Presentation of Life Membership to Chris Connor, former Deputy Chair of the Association, by Chair Cr Peter Shinton, assisted by Deputy Chair, Cr Sue Moore. Chris responded indicating he was humbled by the honour and would be prepared to be part of MERC if the opportunity arises particularly in relation to the review of the current Strategic Plan, in his life membership capacity. His wife Carolyn was in attendance to witness the event.

2. Apologies.

AGM 1/2019 Resolved (Cr Miller/Cr Thompson) that the apologies of the following delegates be received and noted:- Greg Tory, Lachlan Shire Council; Councillor Robert Khan & David Henry, Wollondilly Shire Council; Councillor Robert Hooke, Gunnedah Shire Council; Councillors Reg Kidd and Joanne McRae, Orange City Council; Councillors Dom Figliomeni and Cath Blakey, Wollongong City Council; Michael McMahon, Cr Ben Shields, Dubbo Regional Council; Jason Linnane, Singleton Council; Cr Heather Druce & Glenn Wilcox, Warren Shire Council; Cr Manuel Martinez, Walgett Shire Council; Cr Jay Suvaal, Cessnock City Council; Cr

Lilliane Brady OAM, Cobar Shire Council; Cr Des Kennedy & Brad Cam, Mid Western Regional Council & Steve Loane, Forbes Shire Council.

3. Disclosures of Interest.

- (a) Mr Ron Zwicker declared his interest as a shareholder in AGL Gas Investments;
- (b) Cr Melanie Dagg, Cessnock City Council declared her interest as her husband works at Rix's Creek Mine in the Hunter Valley;
- (c) Cr Bob Pynsent declared his interest as a shareholder in Yancoal.

AGM 2/2019 Resolved (Cr Miller/Cr Moore) that the disclosures of interest and reasons for them be received and noted.

4. Adoption of Minutes of Annual General Meeting held on 9th November 2018.

AGM 3/2019 Resolved (Cr Thompson/Cr Dagg) that the minutes of the Association's Annual General Meeting held on 9th November 2018, be received and noted as a true and accurate record of proceedings.

5. Business arising from the Minutes of Annual General Meeting held on 9th November 2018.

Nil

6. Chairperson's 2019 Annual Report.

AGM 4/2019 Resolved (Cr Shinton/Cr Miller) that the Chairperson's 2019 Annual Report be received and noted.

7. Executive Officer's 2019 Annual Report.

AGM 5/2019 Resolved (Cr Moore/Cr Dagg) that the Executive Officer's 2019 Annual Report be received and noted.

8. Election of Chairperson, Deputy Chairpersons and Executive Committee.

The Chair Cr Peter Shinton vacated the seat at 9.20 am.

The Executive Officer reported that the following nominations for the Executive had been received by the 31st October 2019 and were duly completed in accordance with MERC's Voting Policy. Therefore, as a result there won't be an election for Deputy Chair or Chair positions, however there will be an election for the Executive Committee using the preferential voting system, as outlined in the Association's constitution.

The Returning Officer, Mr Adrian Panuccio, General Manager, Mid Coast Council, conducted the election of Chairperson, Deputy Chairpersons and Executive Committee as follows:

- (a) Chairperson – only one nomination was received from Cr Peter Shinton for one position;
- (b) Deputy Chair – only two nominations were received from Cr Sue Moore & Cr Owen Hasler (Cr Lilliane Brady, OAM did not stand) for two positions;
- (c) Executive Committee - six nominations were received from Cr James Nolan, Cr Michael Banasik, Cr Phyllis Miller, Cr Kevin Duffy, Cr Melanie Dagg & Cr Dan Thompson (withdrew prior to the election) for three positions.

The Returning Officer reported that the election results for 2019/2020, were as follows:

Chairperson (1)

The Returning Officer declared Cr Peter Shinton elected as Chairperson unopposed.

Deputy Chairpersons (2)

The Returning Officer declared Cr Owen Hasler & Cr Sue Moore elected as Deputy Chairpersons, unopposed.

Executive Committee (3)

The Returning Officer declared Councillors Mel Dagg, Phyllis Miller and Michael Banasik, in no particular order, as duly elected to the Executive Committee.

The Chair resumed the seat at 9.40am and thanked the Returning Officer, Adrian Panuccio and his independent assistant Chris Connor, for the conduct of the elections for 2019/2020 and congratulated the new and continuing Councillors on being elected to the Executive Committee for 2019/2020, in their respective roles.

AGM 6/2019 Resolved (Cr Hall/Cr Duffy) that the election results be noted and the ballot papers destroyed.

9. Financial Statements

AGM 7/2019 Resolved (Cr Pynsent/Cr Moore) that the Financial Report for 2018-2019 financial year (having been approved by the Executive Committee on 7th November 2019) be referred to the NSW Department of Fair Trading, in accordance with the Association Incorporations Act 2009.

10. 2019-2020 Budget

AGM 8/2019 Resolved (Cr Pynsent/Cr Hall) that the 2019-2020 budget as presented be adopted by the Association.

11. Fees & Charges

AGM 9/2019 Resolved (Cr Thompson/Cr Miller) that the Association membership fees for 2020 – 2021 be increased by the rate peg, set by the State Government the previous year, plus GST and this be applied annually;

12. 2020 Meeting Dates & Venues

AGM 10/2019 Resolved (Cr Pynsent/Cr Thompson) that the following meeting cycle be adopted for 2020 for the next two meetings:

- (a) Sydney – 5th March 2020 commencing Ordinary meeting at 9.00am;
- (b) Blayney Shire Council to host the May meeting;

AGM 12/3019 Resolved (Cr Smith/Cr Duffy) that the following meeting cycle be adopted for 2020 for the next two meetings for 2020:

- (a) Orange City Council to host the August meeting;
- (b) Sydney - AGM to be held in Sydney (not a regional area) in November 2020,

(Note: The dates/venues for the meetings to be confirmed by the Executive Committee taking into account the current meeting cycle (a week after Country Mayor's Association meetings).

Cr Hasler entered the meeting at 10.21am

13. General Business - Items (a) – (d)

AGM 11/2019 Resolved (Cr Pynsent/Cr Moore) that the information in items (a) – (d) be noted.

14. Next Meeting of Annual General Meeting.

Refer decisions in Item 12

15. Close. The meeting closed at 10.27am

DRAFT

The minutes (pages 1-4) were confirmed at the Annual General meeting of the Association held on the _____2020 and are a full and accurate record of proceedings of the meeting held on 8th November 2019

.....

Cr Peter Shinton
Chairperson

**MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS
(NSW) ORDINARY MEETING HELD AT GLOUCESTER SOLDIERS CLUB, 32
DENISON ST, GLOUCESTER ON 8TH NOVEMBER 2019.**

Present

Cr Peter Shinton	Warrumbungle Shire Council (Chair)
Cr Owen Hasler	Gunnedah Shire Council (Ex Comm)
Andrew Johns	Gunnedah Shire Council
Cr Sue Moore	Singleton Council (Deputy Chair)
Cr Dan Thompson	Singleton Council
Cr Melanie Dagg	Cessnock City Council (Ex Comm)
Cr Bob Pynsent	Cessnock City Council
Cr Michael Banasik	Wollondilly Shire Council
Cr Noel Lowry	Wollondilly Shire Council
Cr Jim Nolan	Broken Hill (Ex Comm)
Cr Mark Hall	Lachlan Shire Council
Ron Zwicker	Wollongong City Council
Cr Phyllis Miller	Forbes Shire Council
Cr Kevin Duffy	Orange City Council
Cr Jarrod Marsden	Cobar Shire Council
Cr Karlene Irving	Warren Shire Council
Cr Katheryn Smith	Mid Coast Council
Chris Connor	Life Member

In attendance

Greg Lamont, Executive Officer (Minute Taker).

1. Welcome by Chair.

The Chair, Councillor Peter Shinton welcomed members to the meeting and declared the meeting open at 10.55 am.

2. Apologies.

OM 32/2019 Resolved (Cr Moore/Cr Duffy) that the apologies of the following delegates be received and noted:- Greg Tory, Lachlan Shire Council; Councillor Robert Khan & David Henry, Wollondilly Shire Council; Councillor Robert Hooke, Gunnedah Shire Council; Councillors Reg Kidd and Joanne McRae, Orange City Council; Councillors Dom Figliomeni and Cath Blakey, Wollongong City Council; Michael McMahon, Cr Ben Shields, Dubbo Regional Council; Jason Linnane, Singleton Council; Cr Heather Druce & Glenn Wilcox, Warren Shire Council; Cr Manuel Martinez, Walgett Shire Council; Cr Jay Suvaal, Cessnock City Council; Cr Lilliane Brady OAM, Cobar Shire Council; Cr Des Kennedy & Brad Cam, Mid Western Regional Council & Steve Loane, Forbes Shire Council.

3. Disclosures of Interest.

- (a) Mr Ron Zwicker declared his interest as a shareholder in AGL Gas Investments;
- (b) Cr Melanie Dagg, Cessnock City Council declared her interest as her husband works at Rix's Creek Mine in the Hunter Valley;
- (c) Cr Bob Pynsent declared his interest as a shareholder in Yancoal.

OM 33/2019 Resolved (Cr Moore/Cr Miller) that the disclosures of interest and reasons for them be received and noted.

**MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS
(NSW) ORDINARY MEETING HELD AT GLOUCESTER SOLDIERS CLUB, 32
DENISON ST, GLOUCESTER ON 8TH NOVEMBER 2019.**

4. Adoption of the Minutes of the Ordinary General Meeting – 9th August 2019

OM 34/2019 Resolved (Cr Ward/Cr Thompson) that the minutes of the Ordinary General meeting held on 9th August 2019 be received and noted as a true and accurate record of proceedings.

5. Business Arising from the Minutes of the Ordinary Meeting - 9th August 2019
Nil.

6. Adoption of Minutes of Executive Committee Meeting – 7th November 2019

OM 35/2019 Resolved (Cr Thompson/Cr Hasler) that consideration of the minutes of the Executive Committee meeting held on 7th November 2019 be deferred until after the Executive Officer provides a background report on the items & recommendations.

The Executive Officer went through the items in his report that related to matters on the Agenda for this meeting prior to adoption of the minutes.

OM 36/2019 Resolved (Cr Moore/Cr Hall) that the minutes of the Executive Committee meeting held on 7th November 2019 be received and noted with the following changes to the recommendations and notes:

- Item (e) Speakers at Future Meetings – invite Minister Stokes to next meeting Sydney in March 2020;
- Item (f) Membership Campaign (2) – add “and request for the presentation to a concurrent session at the LGNSW Conference”;
- Item (h) Submission on IPC Review – MERC unanimously supports an Independent Planning Commission and requests the Executive Officer liaise with LGNSW staff in relation to the preparation of the MERC submission.
- Item (m) Coal Seam Gas Policy – page 15, 3 (d) change wording “as soon as practicable to as far as practicable”;

7. Business Arising from Minutes of Executive Committee Meeting – 7th November 2019 Nil

8. Executive Officers Report – This was dealt with as part of Item 6.

9. Delegates Reports – Nil to report.

10. VPA Steering Committee Update – This was dealt with as part of Item 6

11. Coal Seam Gas Policy (Amended)

12. 12. PhD Research project This was dealt with as part of Item 6

13. General Business

(a) Vote of Thanks – Jim Nolan

OM 37/2019 Resolved (Cr Hall/Cr Hasler) that a Vote of Thanks be extended to Cr Jim Nolan for his contribution to the Association and Executive Committee the last twelve months and before in view of the extenuating circumstances he had had to ensure with travelling to meetings.

**MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS
(NSW) ORDINARY MEETING HELD AT GLOUCESTER SOLDIERS CLUB, 32
DENISON ST, GLOUCESTER ON 8TH NOVEMBER 2019.**

(b) Vote of Thanks – Lilliane Brady, OAM

OM 38/2019 Resolved (Cr Hall/Cr Hasler) that a Vote of Thanks be extended to Cr Lilliane Brady, OAM for her contribution to the Association and Executive Committee as a long -term member and departing member of the Executive Committee.

(c) Special General Meeting – to be held in Sydney 5th March to consider Clause 7.1 and the two year term for members of the Executive Committee six (6) positions.

13 Next Meeting – Sydney 5th March 2019

Close – the meeting closed at 12.40 pm

The minutes (pages 1-4) were confirmed at a meeting of the Ordinary Meeting held on the 5th March 2020 and are a concise and accurate record of proceedings of the Ordinary General meeting held on 8th November 2019.

.....
Cr Peter Shinton, Chairperson

**MINUTES OF THE SOUTH-WEST ZONE MEETING
RIVERINA REGIONAL LIBRARY ADMINISTRATION CENTRE
THURSDAY 14 NOVEMBER 2019**

Delegates Attending

Cr Yvonne Braid	Alison Balind
Cr Denis Glanville	Michelle Head
Cr Pam Halliburton	Amy Heap
Cr John Horton	Penny Howse
Cr Margaret Roles	Susan Kane
Cr Bronwyn Thomas	Sue Killham
Cr Dallas Tout	Shiron Kirkman
Cr Jan Wyse	Robert Knight
	Cathy Lange
	Janice Ottey
	Brian Plummer
	Michael Scutti
	Cindy Smith
	Karen Wendt

Welcome and Apologies

Cr Dallas Tout welcomed everyone and opened the meeting. Apologies were received from:

Cr Greg Armstrong	Claire Campbell
Cr Margaret Bull	Adele Casey
Cr Cate Cross	Carina Clement
Cr Bev Furner	Emma Holgate
Cr Abb McAlister	Mylee Joseph
Cr Tony Reneker	Wendy Manning
Cr David Thurley	Anne Nevins
Cr Greg Verdon	Terry O'Keefe
Cr Michael Neville	Louise Parr
Cr Leigh Bowden	Kim Richards
	Susie Rowe
	Helen Underwood

A motion to accept the apologies was received from Cr Yvonne Braid and seconded by Cr Pam Halliburton. CARRIED.

Speakers, Workshops and Presentations

3	Michael Scutti, Team Leader Information, Literacy & Learning, Wagga Wagga City Library, delivered a presentation on Amplify. Powered by the State Library of NSW, Amplify delivers oral histories preserved in digital format paired with machine-generated transcripts.
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Reports	
4	<p>Confirmation of minutes of previous meeting – 30 May 2019 (Narrandera) The minutes of the previous meeting held on 30 May 2019 were endorsed. A motion to endorse the minutes of the previous meeting was received from Cr Pam Halliburton and seconded by Cr Yvonne Braid. CARRIED. There was no business arising from the previous meeting.</p>
5	<p>State Library of NSW Report Robert Knight presented highlights from the State Library of NSW report. See report attached.</p>
6	<p>Public Library Consultative Committee Report Robert Knight provided an update on the activities of the Public Library Consultative Committee. See report attached.</p>
7	<p>South West Zone Strategic Plan – 2019-2021 Robert provided an update on actions outlined in the plan, including the launch of SWZ Basecamp - online communication groups for library staff and councillors, development of a SWZ Welcome & Information Kit and compilation of a SWZ councillor email contact list.</p>
8	<p>NSW Public Libraries Association Cr Dallas Tout and Robert Knight provided an update on the activities of the NSWPLA Association executive. See report attached.</p> <p>SWITCH / REACH OUT 2019 The NSWPLA SWITCH 2018 conference and AGM is scheduled for 19-22 November 2019 at Penrith Panthers. The REACH OUT 2019 symposium will be held in conjunction with SWITCH 2019 on 19 November 2019. Registrations are now closed.</p>
9	<p>Notices of Motion and Special Resolutions to the NSWPLA AGM</p> <p>A motion to amend the North-East Zone motion to the NSWPLA AGM was moved by Cr Pam Halliburton and seconded by Cr Jan Wyse.</p> <p>Motion: North-East Zone Based on the well documented evidence related to the community benefits of removing overdue fees that the NSWPLA encourage Councils who still charge an overdue fee to consider utilising the library funding increase to offset revenue received from overdue fines to remove overdue fees.</p> <p>Motion: South-West Zone That NSWPLA acknowledge the growing trend to discontinue library overdue fines, and support NSW councils in their consideration of this matter in the local context of political disposition, financial constraints and community benefit.</p> <p>CARRIED UNANIMOUSLY</p>
10	<p>South West Zone Digital Library Report Brian Plummer provided an update on the South West Zone Digital Library and statistics overview. See report attached.</p>

11	South West Zone Training and Events Amy Heap provided an update on zone-wide training and events held and future training opportunities. See report attached.
General Business	
12.1	Election of Chair, Deputy Chair, Secretary & Assistant Secretary A motion was moved by Cr Pam Halliburton and seconded by Cr Jan Wyse that the election of South-West Zone Chair, Deputy Chair, Secretary and Assistant Secretary be held every four years at the November meeting to align with Local Government elections, commencing in November 2020 and that the current incumbents remain in office until the next election in 2020. CARRIED. Current incumbents are Cr Dallas Tout (Chairperson), Cr Barbara Bryon (Deputy Chairperson), Mr Robert Knight (Secretary), Ms Sue Killham (Assistant Secretary)
12.2	Allocation and expenditure requirements of the additional \$60m state funding over the quadrennial period 2019-20 to 2022-23 Robert Knight provided an overview of allocation and expenditure requirements of additional state funding. Funding spreadsheets for all NSW Councils and SWZ Councils are attached.
12.3	Renew Our Libraries Campaign – Phase 2 Robert Knight provided an overview of phase 2 of the Renew Our Libraries campaign. See State of Our Libraries report attached.
12.4	United Nations Sustainable Development Goals – Australian Libraries Leading the Way Robert Knight delivered a presentation on the UN Sustainable Development Goals adopted by all United Nations Member States in 2015 as a universal call to action to end poverty, protect the planet and ensure that all people enjoy peace and prosperity by 2030, and how ALIA has taken the lead in demonstrating how Australian Libraries can deliver on identified goals.
Upcoming Zone Meetings	
13	Next SWZ Library Managers Meeting – 11 March 2020 at Tocumwal The next SWZ Library Managers meeting will be held on 11 March 2020 at Tocumwal.
14	Next SWZ Meeting – 28 May 2020 The next SWZ Meeting will be held on 28 May 2020. Registration forms will be distributed in April 2020 and Councillor attendance is strongly encouraged to ensure continued engagement at the elected level.

The meeting closed at 12:00noon and was followed by lunch at the venue.

Cr Dallas Tout thanked the staff of Riverina Regional Library for their kind hospitality.

State Library of NSW report October 2019

Subsidies and grants

Public Library Funding 2019/20

Please see the State Library website for details, including approved 2019/20 payments to councils. All councils have been invited to apply for subsidies and local priority grants www.sl.nsw.gov.au/public-library-services/subsidies-and-grants

Forms are available at:

www.sl.nsw.gov.au/public-library-services/financial-reporting-subsidy-applications

Public Library Infrastructure Grants 2019/20

Applications are now open for the 2019/20 Public Library Infrastructure Grants. Guidelines and further information are on the website at:

www.sl.nsw.gov.au/public-library-services/subsidies-and-grants/public-library-grants

Applications close at 5 pm on Friday 8 November.

Contact: Kate O'Grady

Advice and best practice

Public Libraries Consultative Committee

The most recent PLCC meeting was on 22 July 2019 at the State Library.

There were a number of recommendations from the meeting. The Committee:

- Noted the new State Library Strategic Plan
- Advised on the form of reporting for the increased public library funding, with the 2020/21 reporting requiring councils to describe how the increased funding has improved library services
- Considered draft guidelines for the Infrastructure Grants, for recommendation to the Library Council

Minutes are available at:

www.sl.nsw.gov.au/public-library-services/public-libraries-consultative-committee-minutes

The next meeting is scheduled for December.

Contact: Cameron Morley

Strategic Network Committee

The Strategic Network Committee meets on Friday 25 October 2019 at the State Library.

Minutes are available on the website at:

www.sl.nsw.gov.au/public-library-services/strategic-network-committee-minutes

Assessment and compliance visits

The State Library works with all councils to promote, provide and maintain public libraries for the people of NSW. State Library staff visit over 140 councils and public libraries per year providing advice and assistance on services, funding and Library Act compliance.

This program of visits and associated reports is a valuable source of ongoing information on public library needs. This assists the State Library to meet its obligations to make careful inquiry into the operations of local libraries, and to advise local authorities and the Minister on public library matters.

We are continuing the assessment and compliance visits and are seeking feedback on how councils are using the reports which we provide.

Contact: Ellen Forsyth

Find a Library Map

We have made some improvements to our **Find a Library Map**:

www.nswnet.net/libraries

The map is also listed on the Public Library Services pages of the State Library website: www.sl.nsw.gov.au/public-library-services/about-public-library-services/find-public-library-nsw

It is great to see the spread of public libraries across NSW and metropolitan Sydney – now in 373 locations!

This new dataset better reflects NSW council structures and newly opened libraries, and you can now see all locations within each Library Service on the map.

We are still refining some of the geocodes which may need to be manually corrected.

Contact: Kathleen Alexander

Statewide Projects

Amplify audio transcription tool

After a successful pilot project in partnership with selected public libraries in 2018, the State Library is now opening the use of the audio transcription tool Amplify to eligible NSW public libraries.

By joining the Amplify platform, your library will be able to make its digitised oral history collections available to the community to create transcriptions. Expressions of interest for this project have now closed.

Find more information about Amplify at:

www.sl.nsw.gov.au/public-library-services/amplify-audio-transcription-tool

Early Literacy Framework

The *Early Literacy Framework for NSW public libraries* was launched at a seminar at the State Library in 2018. The seminar featured presentations by the researchers, who are early childhood experts and have become very familiar with the public library context through the research project.

The Framework and other project publications are on the State Library website at: www.sl.nsw.gov.au/public-library-services/early-literacy-project

Contact: Mylee Joseph

People Places Revision

Since its publication in 2000, *People Places: a guide for Public Library Buildings in New South Wales* has assisted many New South Wales local authorities to plan and build new or enhanced public library buildings. In 2005 the guidelines were reviewed, evaluated and revised, with a substantially revised third edition published in 2012. Due to changes in public library trends and usage an update was required, specifically to the planning tools.

The new *Library building calculator* tool includes updated population and service-based calculators as well as a new renovation calculator. The renovation calculator will help in allocating service spaces within an existing area or footprint. The *Post occupancy evaluation tool* now has an expanded scope and is useful for assessing a building's performance at any stage in its lifecycle. This has been renamed *Evaluating your public library building*. The *Library Building Brief templates* have also been updated. Tools are available at www.sl.nsw.gov.au/public-library-services/library-building-planning-tools.

Trends and other planning information will be published on the website in the coming months.

Contact: Kate O'Grady

Portable local studies collecting project

The portable local studies collecting project is inspired by the *Archivist in a backpack program* from Southern Historical Collection (SHC) at the Wilson Special Collections Library at the University of North Carolina. The project includes equipment kits (oral history or digitisation) and training.

Sixteen libraries are participating in this project and the equipment has been sent to the participating libraries. Training will take place in October and November. Information will be shared with public libraries as the project progresses.

Contact: Ellen Forsyth

Professional development

Information about the professional development programs offered by the State Library is available at:

www.sl.nsw.gov.au/public-library-services/professional-development-and-events

Check the [Professional development calendar for upcoming events](#)

Collect, Connect, Community

This interactive hands-on program introduces public library staff to the State Library, exploring the Library's website, collections and services. Three sessions have been scheduled for the first part of 2020:

- Thursday 20 February
- Thursday 21 May
- Friday 19 June

Collect, Connect, Community combined with the *Beginners guide to family history for public library staff* will be delivered on Friday 20 March 2020. This course introduces participants to key concepts and strategies for answering common family history questions. The workshop provides hands-on instruction in using some of the major online family history resources.

One more session of this course will be scheduled later in 2020

More information is available at:

www.sl.nsw.gov.au/public-library-services/collect-connect-community-introduction-state-library

Find Legal Answers and Drug Info training

The *Legal, drug and alcohol information workshop* builds the capacity of public library staff to answer enquiries about the law, drugs and alcohol. It focuses on why clients need to know about the law, drugs and alcohol, where to find information, and how to deliver law, drug and alcohol information programs to the community.

This course is available to be delivered in your library on request. More information can be found at:

www.sl.nsw.gov.au/public-library-services/legal-drug-and-alcohol-information-workshop

Contact: Catherine Bryant or Andrea Curr

Seminars

- Readers' Advisory Seminar (20 March 2019) video of the seminar is available at http://wiki-beta.libraries.nsw.gov.au/doku.php?id=2019_readers_advisory_seminar_20_march_2019
- Reference @ the Metcalfe (9 May 2019) videos and presentations available http://wiki-beta.libraries.nsw.gov.au/doku.php?id=2019_reference_at_the_metcalfe_seminar.
- Resources from the Book Week Extravaganza / Forum are (also available [http://wiki-beta.libraries.nsw.gov.au/doku.php?id=2019_bookweek_forum&s\[\]=book&s\[\]=week](http://wiki-beta.libraries.nsw.gov.au/doku.php?id=2019_bookweek_forum&s[]=book&s[]=week)

Contact: Ellen Forsyth and Mylee Joseph

Enewsletters

Public Library Services eNews

The *Public Library Services eNews* provides a snapshot of the work of Public Library Services including Find Legal Answers, Drug Info, Multicultural Services and NSW.net.

You can view past issues and subscribe at:

www.sl.nsw.gov.au/public-library-services/services/public-library-services-eneews

In the Libraries eNews

The *In the Libraries* newsletter features short news stories, photos and links. It provides a snapshot of what is happening in NSW public libraries.

To subscribe, view issues and submit an article visit:

www.sl.nsw.gov.au/public-library-services/services/libraries-eneewsletter

Contact: Catherine Bryant or Andrea Curr

Specialist Services

Find Legal Answers

A new edition of the popular book *Rest assured: a legal guide to wills, estates, planning ahead & funerals in NSW* is now available in NSW public libraries and online.

Rest assured is part of the Find Legal Answers Tool Kit, a collection of plain language law books. It is provided free to public libraries.

You can order free extra copies of the book for your library collections and new *Rest assured* bookmarks. More information and order forms can be found at:

www.sl.nsw.gov.au/public-library-services/blogs/new-edition-rest-assured

Drug Info hub

Expressions of Interest to host the Drug & Alcohol Info Hub are now open, closing on Thursday 31 October 2019.

The Hub is an interactive travelling display program for drug and alcohol information. The Hub uses several different ways to provide people with up to date and accessible information about drugs and alcohol and identify support networks and agencies within the local community.

It consists of two display stands, one with an iPad providing interactive content and the other featuring a removable shelf for displaying information resources and promotional collateral.

The display stands form part of a program of activities delivered by the host library. This program is based on the existing Know Your Standards and Know Your Drug Facts programs for public libraries and is supported by a tool kit document containing a suggested program of activities and display themes. Host libraries are provided with display resources and promotional material for the display period. Resources are also included for pop-up events and satellite displays in branch libraries.

More information about the Hub including a link to the EOI can be found at:

www.sl.nsw.gov.au/public-library-services/services/drug-info-public-libraries/drug-alcohol-info-hub

Contact: Catherine Bryant and Andrea Curr

Tech Savvy Seniors

The successful Tech Savvy Seniors program has received funding for a 5th year from our partners Telstra and the NSW Department of Family and Community Services. The State Library administers grants under the program to public libraries to enable them to run technology classes for older people. To date more than 20,000 seniors have been trained in over 100 libraries across NSW.

FACS and Telstra have committed \$250,000 for 2018/19, and 2019/20 - an increase of \$50,000 over 2017/18. The focus for this year will be on expanding the CALD program (delivered in 9 community languages), introducing some additional training modules, as well as focussing the English program on libraries that have not provided Tech Savvy Seniors before, and who are in areas with low rates of digital inclusion, as determined by the Australian Digital Inclusion Index Report.

Be Connected – a new digital literacy initiative for older Australians

Be Connected is a federal government initiative supporting digital literacy for people aged 50 and over. Funding grants of \$1500 called 'activation grants' are available to local organisations, including libraries, who provide digital literacy training to older people, as well as a range of online learning resources. More information available at www.beconnectednetwork.org.au/

Contact: Oriana Acevedo

NSW.net

Statewide Licensed Databases:

The Content Working Group met in August 2019 to discuss consortia opt-in products and forthcoming trials of new products. The current suite of Statewide Databases includes:

- Academic Search Premier
- Australia/NZ Reference Centre
- Australia/NZ Points of View
- Consumer Health Complete
- GreenFile
- MasterFile Complete
- Novelist Plus
- Literary Reference Center Plus
- Science Reference Center
- eBook Public Library Collection
- History Reference Center
- Hobbies and Craft Reference Center

As part of this package, a basic version of EBSCO Discovery Service (EDS) is available at no cost to interested libraries. The basic version of EDS provides a single search across EBSCO resources. NSW.net has been working with EBSCO to roll out the new base version of EDS. www.nswnet.net/e-resources/nswnet-content-working-group

Training: NSW.net will continue to promote free EBSCO webinars. Links (URLs) to all the above databases can be found on the NSW.net website at www.nswnet.net/generic/urls-nswnet-state-wide-licensed-eresources

Standards Australia

The SLNSW submitted a response to Standards Australia's Distribution and Licensing Policy Framework discussion paper. A copy of the submission will be available on the SLNSW website:

www.sl.nsw.gov.au/blogs/future-directions-standards

Product trials:

The Content Working Group are currently reviewing Newsbank and Animalia

For information on the consortia opt-in databases and trials, contact Kathleen Alexander.

Connectivity:

NBN upgrades: Since the migration of PACNET services to TPG and Telstra, over 180 NBN internet services have been deployed in public libraries and councils. Between September and October, 13 NBN services were installed and seven NBN installations are currently in progress.

Wireless Access Points (WAPs): NSW.net offered metropolitan and regional public libraries the replacement of existing end of life WAPs. Many existing WAPs were installed over 5 years ago and need to be replaced as they will not be supported by the vendor any longer. Seven metropolitan and 16 regional library services (84 libraries) responded to the offer. Upgrades have been completed for all libraries in Stage 1 of the rollout and additional upgrades have been completed during NBN upgrades. Sites included in these upgrades included Clarence Regional Libraries, Big Sky Libraries, Adelong, Talbingo, Nabiac and Tea Gardens Libraries.

Contact: Joyce Azzopardi.

The American Library Association (ALA) eBook publications database subscription will terminate at the end of June 2019. Going forward, professional development titles for library staff will be available via the indyreads™ platform.

Indyreads™

A request for SIP2 server configuration details and the indyreads™ platform agreement was forwarded to library managers in late December 2018. The indyreads™ platform rollout is underway, and the first batch of services have been configured. If your library service has not returned the SIP2 server details and signed agreement, please do so ASAP.

Onsite training will be offered to the first batch of configured library services from October onwards. NSW.net will contact library services to arrange training times.

NSW.net has re-licensed the content from our Australian pilot publishing partners for the statewide consortia collection. The opening statewide collection will contain approximately 9000 eBook titles sourced from Australian independent publishers, a selection of titles in languages other than English as well as international content including reference, modern literary, classic fiction and non-fiction titles and a curated collection of self-published content.

The indyreads™ platform (quick facts):

- can host and distribute ePub, PDF, MP3 & MP4 files via a web browser and Android and IOS App
- provides a legal framework to libraries to facilitate the direct licensing of community published content using the NSW Public Library Agreement for the Purchasing of Electronic Content
- is supplied at no cost to the NSW public library network
- allows libraries to operate as aggregators of locally important content including material sourced from local publishers, authors, writing organisations and historical societies
- can host digitised manuscripts, monographs, journals and oral histories recordings sourced from a libraries local studies collection
- allows libraries to create segmented collections for access by their registered members (community licensed content and/or material purchased with library funds from the Odilo Marketplace).

Contact: Ross Balharrie

State Library contacts

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Kate O'Grady, Consultant (Public Library Funding)

Tel: 9273 1699

Email: kate.ogrady@sl.nsw.gov.au

Philippa Scarf, Consultant (Specialist Information Services)

Tel: 9273 1571

Email: philippa.scarf@sl.nsw.gov.au

Public Libraries Consultative Committee Update

Background

The Public Libraries Consultative Committee (PLCC) is a sub-committee of the Library Council of NSW and meets 3 times per year. Its terms of reference are as follows:

- Provide policy advice to the Library Council of NSW concerning the provision of public library services in NSW
- Offer a consultative framework for the Library Council, the State Library and key stakeholders in local government in relation to public library services
- Advise the Library Council on the funding arrangements for allocating State Government funding to public libraries
- Advise the Library Council on the development of guidelines for grant programs and other measures to enhance the provision of public library services across NSW
- Advise the Library Council of NSW on any other matters relating to the provision of public library services across NSW

Members are responsible for providing views to the Committee to assist it to carry out the functions as set out above.

Membership

The members of the Committee are:

- 3 members of Library Council, one of whom will be appointed as Chair of the Committee
- 6 members nominated by the NSW Public Libraries Association
- 2 members nominated by Local Government NSW
- 1 member nominated by the NSW Office of Local Government, Department of Premier and Cabinet
- NSW State Librarian and Chief Executive ex officio
- Director, Public Libraries and Engagement ex officio

Members are appointed by the Library Council of NSW for two year terms.

Current Issues

At the PLCC meeting held on 22 July 2019 at the State Library of NSW, the Committee:

- Noted the new State Library Strategic Plan
- Advised on the form of reporting for the increased public library funding, with the 2020/21 reporting requiring councils to describe how the increased funding has improved library services
- Considered draft guidelines for the Infrastructure Grants, for recommendation to the Library Council

Minutes are available online at: www.sl.nsw.gov.au/public-library-services/public-libraries-consultative-committee-minutes

The next meeting will be held on 3 December 2019 and will include a session with the Library Councils of NSW.

NSW Public Libraries Association (NSWPLA) Update

1. NSWPLA Executive

The NSWPLA Executive has continued to focus on the strategic growth and development of the Association during 2019. Key areas of attention have been:

- Fostering higher levels of engagement and participation by metropolitan councillors who had little involvement in the previous Metropolitan Public Libraries Association, which was primarily a professional organisation for library managers until its merger with the NSW Country Public Libraries Association in 2014 to form NSWPLA.
- Maintaining the current 100% membership of the Association by NSW councils through representation of the Executive at all meetings of the 8 NSWPLA Zones.
- Re-establishing the strategic alliance between NSWPLA and Local Government NSW to further political capacity of the Association.
- Activating the key strategies of the NSWPLA Strategic Plan 2017-2021, Identity and Advocacy:
 - Identity is a particularly important objective for the successful amalgamation of two previously separate associations into one effective peak body.
 - Advocacy for NSW councils and their libraries is critical to ensure that the NSW public library network is robust, collaborative and appropriately funded.⁶
- Better articulating the Association's value proposition to its membership under the key headings of Professional Development, Advocacy and Strategic Partnerships

The NSWPLA Executive is working towards the objective of achieving a high degree of engagement with its members at all levels of local government to ensure a prosperous and sustainable future for NSW libraries.

2. Renew Our Libraries Funding Campaign – Phase 2

The success of the 2018/19 Renew Our Libraries (ROL) funding campaign amply demonstrated the capacity of a NSW united public library sector to effectively lobby for change. This record increase in state funding for NSW public libraries has been broadly welcomed, however there is more to be done.

Phase 2 of ROL was initiated in August 2019 with the engagement of Essential Media consultants for a further six months to administer a campaign aimed at ensuring the future sustainability of state funding for libraries. The main objectives of Phase 2 are to ensure that the quantum of current state funding for NSW libraries is indexed to CPI and that the funding and its future indexation are protected through inclusion in the Library Regulation.

Index the Funding → Protect the Funding

This phase of ROL is of equal, if not greater, importance than gaining the additional funding in Phase 1 as it will ensure that state funding for NSW libraries keeps pace with inflation and that the current funding arrangements will transcend future changes in government and politics (insofar as reasonable possible).

A Parliamentary Briefing is planned for 24 October at Parliament House (NSW) where state members will be invited to hear from NSWPLA Executive and Essential Media about the importance of indexation and protection of library funding in perpetuity.

Emails have been circulated to NSW Councils during the past two weeks advising that ROL Phase 2 is gearing up, and draft report to Councils requesting support for ROL Phase 2 will be circulated in due course. All South-West Zone library managers are encouraged to raise the importance of the ongoing campaign in discussion with managers, directors and/or councillors in accordance with council policy.

The ROL website has been updated <https://renewourlibraries.com.au/>

3. NSWPLA Annual SWITCH Conference and AGM

The NSWPLA Annual SWITCH Conference and AGM will be held at the Penrith Panthers Leagues Club on 19-21 November 2021. The conference program, based on the theme *Smart – Engaged - Resilient* offers a broad range of local and international speakers who will address strategic and operational issues that are facing libraries and the broader Local Government sector in NSW and further afield. See the program at <https://nswpla.org.au/switch2019/>

The Trade Exhibitions is sold out and there are currently 240 conference registrations – 24 more than at the same time last year. Please encourage your councils to send a councillor, a council manager and library staff to this important networking event. A councillors' session will be held during the conference following the success of that inclusion over the past 2 years.

The Australasian Mobile Library and Outreach Services (AMLOS) Symposium, REACH OUT 2019, will be held on 19 November in conjunction with the SWITCH Conference. Outreach Services is a fast growing service area that is delivering exciting ideas and projects that can be shared. This year's event will focus on what's happening in NSW libraries, with a variety of panel presentations from libraries across the state discussing the development and delivery of programs, as well as a number of keynote speakers. See the program at <https://amlosn.org.au/>

4. NSWPLA Executive Officer Recruitment

Lynne Makin will retire from the role of NSWPLA Executive Officer in mid-December. As you may be aware, the NSWPLA Executive has been conducting a recruitment process over the past two months to fill the role. Interviews will be held in Sydney on Thursday 26 September, and it is hoped that the appointment of a new NSWPLA Executive Officer will be announced in due course.

South West Zone Digital Library 2018-2019 Summary

Administration

- RRL administer the SWZDL on behalf of the zone including managing the standing orders, additional purchasing and payment for zone material, expiry and reservation management etc. RRL staff work closely with our digital suppliers to ensure the best experience for our communities. With Clare Morey on extended sick leave for most of this year Helen Graetz has taken over the administrative duties. The purchasing model has changed slightly, paying Bolinda the full amount up front rather than being invoiced for each order. This has proven to be a much more efficient and administratively smooth way of purchasing.
- \$26,775 was spent on eBooks (\$28,000 in 2017-18) and \$54,831 on eAudio (\$42,000 in 2017-18)
- Bolinda's Connect acquisition module has made the management of this digital collection much less complicated – this has allowed the zone to enjoy a much more interesting and more balanced collection and has lessened to a degree, the amount of issues arising with invoicing etc
- High demand titles (heavily reserved) continue to be monitored on a weekly basis – there are limited zone funds to purchase additional copies of high demand items – additional copies are purchased monthly after tracking the number of reserves on a title over a few weeks (and within the budget limitations) – this is especially critical for eAudio which are fairly expensive at around \$108.00 per adult title
- eBook expiry reports are run periodically to ensure that key titles in both series and “stand alones” are repurchased where possible/if required – as above this process is usually undertaken monthly
- Monthly standing order curation lists from Bolinda are usually received within the first 2 weeks of the month – holdings, series etc are checked as well as suitability before they are added to the platform. If available, other popular/topical titles are added into the standing order which is then approved and loaded to the shared site

Bolinda eBook 2018-2019

- 59,787 loans – up 9.5%
- 19,356 reservations/renewals an increase of 4,000
- 3,800 unique active users an increase of 350
- 8,650 eBook individual title – All sites an increase of 1,100
- 5.4 turn over (all sites)
- Top 3 eBook titles by loan: House between tides, Lost and Indelible ink (Adult); Throne of Glass, Finisher and Hate U give (Youth); Harry Potter and the Philosophers stone, Wonder and 13-storey Treehouse (Children)

Bolinda eAudio 2018-2019

- 85,527 loans – up 29.9%
- 30,098 reservations/renewals
- 4,171 unique active users and increase of 31.6%
- 4,726 eAudio books (unique titles – All sites)
- 12.83 turn over (all sites)
- Top 3 eAudio titles by loans: The subtle art of not giving a F*ck, Nine perfect strangers and The Dressmaker (Adult) 26-Story Treehouse, 39-Story treehouse and Harry Potter and the philosophers stone (Children)

RBdigital eMagazines 2018-2019

- 32,315 loans an increase of 73.9%
- 348 titles held
- 871 unique users
- 37 turn over
- New scientist Australian edition – replaced Woman’s Day as the most popular magazine for the year

Libero Update

Libero User Group is being held 23rd – 25th October at Coolangatta. Excellent agenda and a great representation of Libero staff will be in attendance. Not too late to register.

SW Zone Training and Events Report – November 2019

Creative Libraries

On Wednesday, the 26th of June a Creative Libraries training day was held here at RRL. Staff from across RRL, Young, Berrigan, and Albury came together to get some hands on experience making soap, shampoo, lotion bars, deodorant, silk paper, and recycled book art. It was a fun and fragrant day; a good mix of frantic and relaxing, with plenty of learning and networking.

The sharing of program resources has been identified as a goal of the South-West Zone, and we will continue to seek these opportunities.

Author tours

Anna O'Grady from Simon and Schuster is keen to organise regional tours for authors. Anna will work with RRL to co-ordinate tours to the region, and RRL will let the South-West Zone know about the visit, so that a larger, zone-wide tour can be organised.

Local Studies Working Group

The Local Studies Working Group will meet in Albury on the 8th of November. Meetings like this provide a great chance to be part of state-wide working groups.

Please advise if there is training you would to see in the South-West Zone.

Local Government Area	2019/20							2018/19					Comparison of New Funding to Last Year of Old Funding				
	Population 2018	Per Capita	Subsidy Adjustment			Total Funding 19/20		Population 2017	Per Capita	Subsidy Adjustment	Total Funding 18/19		TOTAL 18/19	TOTAL 19/20	\$ Increase in 19/20 to 18/19	% Increase in 19/20 to 18/19	
		Funding \$2.45 per capita	SEIFA Band	\$50k	SEIFA (\$1,197k)	TOTAL 19/20	Total per capita		Subsidy \$1.85 per capita	Subsidy Adj Amount	TOTAL 18/19	Total per capita					
Albury	53,767	\$ 131,729	6	\$ 50,000	\$ 8,521	\$ 190,250	\$ 3.54	52,886	\$ 97,839	\$ 33,978	\$ 131,817	\$ 2.49	\$ 131,817	\$ 190,250	\$ 58,433	44.33%	
Balranald	2,340	\$ 5,733	3	\$ 50,000	\$ 11,689	\$ 67,422	\$ 28.81	2,318	\$ 4,288	\$ 16,987	\$ 21,276	\$ 9.18	\$ 21,276	\$ 67,422	\$ 46,146	216.89%	
Berrigan	8,707	\$ 21,332	4	\$ 50,000	\$ 10,520	\$ 81,852	\$ 9.40	8,617	\$ 15,941	\$ 23,302	\$ 39,243	\$ 4.55	\$ 39,243	\$ 81,852	\$ 42,609	108.58%	
Bland	5,985	\$ 14,663	5	\$ 50,000	\$ 9,468	\$ 74,131	\$ 12.39	5,990	\$ 11,082	\$ 21,199	\$ 32,281	\$ 5.39	\$ 32,281	\$ 74,131	\$ 41,850	129.65%	
Carrathool	2,802	\$ 6,865	5	\$ 50,000	\$ 9,468	\$ 66,333	\$ 23.67	2,805	\$ 5,189	\$ 17,413	\$ 22,602	\$ 8.06	\$ 22,602	\$ 66,333	\$ 43,731	193.48%	
Coolamon	4,368	\$ 10,702	6	\$ 50,000	\$ 8,521	\$ 69,223	\$ 15.85	4,400	\$ 8,140	\$ 18,885	\$ 27,025	\$ 6.14	\$ 27,025	\$ 69,223	\$ 42,197	156.14%	
Cootamundra-Gundagai Regional	11,260	\$ 27,587	3	\$ 50,000	\$ 11,689	\$ 89,276	\$ 7.93	11,238	\$ 20,790	\$ 34,117	\$ 54,907	\$ 4.89	\$ 54,907	\$ 89,276	\$ 34,369	62.59%	
Edward River	8,995	\$ 22,038	7	\$ 50,000	\$ 7,669	\$ 79,707	\$ 8.86	8,907	\$ 16,478	\$ 40,430	\$ 56,908	\$ 6.39	\$ 56,908	\$ 79,707	\$ 22,799	40.06%	
Federation	12,462	\$ 30,532	3	\$ 50,000	\$ 11,689	\$ 92,220	\$ 7.40	12,392	\$ 22,925	\$ 36,158	\$ 59,083	\$ 4.77	\$ 59,083	\$ 92,220	\$ 33,138	56.09%	
Greater Hume Shire	10,686	\$ 26,181	7	\$ 50,000	\$ 7,669	\$ 83,850	\$ 7.85	10,585	\$ 19,582	\$ 37,875	\$ 57,458	\$ 5.43	\$ 57,458	\$ 83,850	\$ 26,392	45.93%	
Griffith	26,882	\$ 65,861	5	\$ 50,000	\$ 9,468	\$ 125,329	\$ 4.66	26,648	\$ 49,299	\$ 26,647	\$ 75,946	\$ 2.85	\$ 75,946	\$ 125,329	\$ 49,382	65.02%	
Hay	2,979	\$ 7,299	2	\$ 50,000	\$ 12,987	\$ 70,286	\$ 23.59	2,969	\$ 5,493	\$ 17,768	\$ 23,261	\$ 7.83	\$ 23,261	\$ 70,286	\$ 47,025	202.16%	
Hilltops	18,782	\$ 46,016	4	\$ 50,000	\$ 10,520	\$ 106,536	\$ 5.67	18,840	\$ 34,854	\$ 51,263	\$ 86,117	\$ 4.57	\$ 86,117	\$ 106,536	\$ 20,418	23.71%	
Junee	6,631	\$ 16,246	3	\$ 50,000	\$ 11,689	\$ 77,934	\$ 11.75	6,555	\$ 12,127	\$ 19,392	\$ 31,519	\$ 4.81	\$ 31,519	\$ 77,934	\$ 46,416	147.26%	
Leeton	11,438	\$ 28,023	4	\$ 50,000	\$ 10,520	\$ 88,543	\$ 7.74	11,420	\$ 21,127	\$ 24,400	\$ 45,527	\$ 3.99	\$ 45,527	\$ 88,543	\$ 43,016	94.48%	
Lockhart	3,295	\$ 8,073	7	\$ 50,000	\$ 7,669	\$ 65,742	\$ 19.95	3,245	\$ 6,003	\$ 16,065	\$ 22,068	\$ 6.80	\$ 22,068	\$ 65,742	\$ 43,673	197.90%	
Murray River	12,118	\$ 29,689	6	\$ 50,000	\$ 8,521	\$ 88,210	\$ 7.28	11,960	\$ 22,126	\$ 39,175	\$ 61,301	\$ 5.13	\$ 61,301	\$ 88,210	\$ 26,909	43.90%	
Murrumbidgee	3,961	\$ 9,704	2	\$ 50,000	\$ 12,987	\$ 72,692	\$ 18.35	3,952	\$ 7,311	\$ 27,617	\$ 34,928	\$ 8.84	\$ 34,928	\$ 72,692	\$ 37,764	108.12%	
Narrandera	5,931	\$ 14,531	2	\$ 50,000	\$ 12,987	\$ 77,518	\$ 13.07	5,951	\$ 11,009	\$ 18,828	\$ 29,838	\$ 5.01	\$ 29,838	\$ 77,518	\$ 47,680	159.80%	
Snowy Valleys	14,532	\$ 35,603	4	\$ 50,000	\$ 10,520	\$ 96,123	\$ 6.61	14,582	\$ 26,977	\$ 35,945	\$ 62,922	\$ 4.32	\$ 62,922	\$ 96,123	\$ 33,201	52.77%	
Temora	6,274	\$ 15,371	3	\$ 50,000	\$ 11,689	\$ 77,060	\$ 12.28	6,258	\$ 11,577	\$ 19,334	\$ 30,911	\$ 4.94	\$ 30,911	\$ 77,060	\$ 46,149	149.29%	
Wagga Wagga	64,820	\$ 158,809	8	\$ 50,000	\$ 6,902	\$ 215,711	\$ 3.33	64,416	\$ 119,170	\$ 36,200	\$ 155,369	\$ 2.41	\$ 155,369	\$ 215,711	\$ 60,342	38.84%	
Wentworth	7,042	\$ 17,253	5	\$ 50,000	\$ 9,468	\$ 76,721	\$ 10.89	6,955	\$ 12,867	\$ 20,470	\$ 33,337	\$ 4.79	\$ 33,337	\$ 76,721	\$ 43,384	130.14%	
TOTAL NEW SOUTH WALES	306,057	\$ 749,840		\$ 1,150,000	\$ 232,825	\$ 2,132,664		7,858,147	\$ 14,537,572	\$ 5,737,168	\$ 20,274,740		\$ 20,274,740	\$ 2,132,664	\$ 937,021	107.27%	
																	(Average increase)

Local Government Area	2019/20							2018/19					Comparison of New Funding to Last Year of Old Funding			
	Population 2018	Per Capita	Subsidy Adjustment			Total Funding 19/20		Population 2017	Per Capita	Subsidy Adjustment	Total Funding 18/19		TOTAL 18/19	TOTAL 19/20	\$ Increase in 19/20 to 18/19	% Increase in 19/20 to 18/19
		Funding \$2.45 per capita	SEIFA Band	\$50k	SEIFA (\$1,197k)	TOTAL 19/20	Total per capita		Subsidy \$1.85 per capita	Subsidy Adj Amount	TOTAL 18/19	Total per capita				
Upper Hunter Shire	14,220	\$ 34,839	6	\$ 50,000	\$ 8,521	\$ 93,360	\$ 6.57	14,316	\$ 26,485	\$ 43,896	\$ 70,381	\$ 4.92	\$ 70,381	\$ 93,360	\$ 22,979	32.65%
Upper Lachlan Shire	7,961	\$ 19,504	8	\$ 50,000	\$ 6,902	\$ 76,406	\$ 9.60	7,895	\$ 14,606	\$ 30,311	\$ 44,916	\$ 5.69	\$ 44,916	\$ 76,406	\$ 31,490	70.11%
Uralla	6,062	\$ 14,852	7	\$ 50,000	\$ 7,669	\$ 72,521	\$ 11.96	6,115	\$ 11,313	\$ 19,448	\$ 30,761	\$ 5.03	\$ 30,761	\$ 72,521	\$ 41,760	135.76%
Wagga Wagga	64,820	\$ 158,809	8	\$ 50,000	\$ 6,902	\$ 215,711	\$ 3.33	64,416	\$ 119,170	\$ 36,200	\$ 155,369	\$ 2.41	\$ 155,369	\$ 215,711	\$ 60,342	38.84%
Walcha	3,132	\$ 7,673	6	\$ 50,000	\$ 8,521	\$ 66,194	\$ 21.13	3,157	\$ 5,840	\$ 17,082	\$ 22,923	\$ 7.26	\$ 22,923	\$ 66,194	\$ 43,272	188.77%
Walgett	6,051	\$ 14,825	1	\$ 50,000	\$ 14,430	\$ 79,255	\$ 13.10	6,231	\$ 11,527	\$ 23,139	\$ 34,666	\$ 5.56	\$ 34,666	\$ 79,255	\$ 44,589	128.62%
Warren	2,745	\$ 6,725	4	\$ 50,000	\$ 10,520	\$ 67,245	\$ 24.50	2,769	\$ 5,123	\$ 16,983	\$ 22,105	\$ 7.98	\$ 22,105	\$ 67,245	\$ 45,140	204.20%
Warrumbungle Shire	9,399	\$ 23,028	1	\$ 50,000	\$ 14,430	\$ 87,458	\$ 9.31	9,421	\$ 17,429	\$ 33,832	\$ 51,261	\$ 5.44	\$ 51,261	\$ 87,458	\$ 36,197	70.61%
Waverley	74,114	\$ 181,579	10	\$ 50,000	\$ 5,591	\$ 237,170	\$ 3.20	73,176	\$ 135,376	\$ 39,864	\$ 175,239	\$ 2.39	\$ 175,239	\$ 237,170	\$ 61,931	35.34%
Weddin	3,636	\$ 8,908	4	\$ 50,000	\$ 10,520	\$ 69,428	\$ 19.09	3,662	\$ 6,775	\$ 18,383	\$ 25,158	\$ 6.87	\$ 25,158	\$ 69,428	\$ 44,270	175.97%
Wentworth	7,042	\$ 17,253	5	\$ 50,000	\$ 9,468	\$ 76,721	\$ 10.89	6,955	\$ 12,867	\$ 20,470	\$ 33,337	\$ 4.79	\$ 33,337	\$ 76,721	\$ 43,384	130.14%
Willoughby	80,339	\$ 196,831	10	\$ 50,000	\$ 5,591	\$ 252,421	\$ 3.14	79,574	\$ 147,212	\$ 41,882	\$ 189,094	\$ 2.38	\$ 189,094	\$ 252,421	\$ 63,327	33.49%
Wingecarribee	50,493	\$ 123,708	8	\$ 50,000	\$ 6,902	\$ 180,610	\$ 3.58	49,710	\$ 91,964	\$ 32,201	\$ 124,164	\$ 2.50	\$ 124,164	\$ 180,610	\$ 56,445	45.46%
Wollondilly	52,230	\$ 127,964	8	\$ 50,000	\$ 6,902	\$ 184,865	\$ 3.54	50,877	\$ 94,122	\$ 36,887	\$ 131,010	\$ 2.58	\$ 131,010	\$ 184,865	\$ 53,856	41.11%
Wollongong	216,071	\$ 529,374	7	\$ 50,000	\$ 7,669	\$ 587,043	\$ 2.72	213,841	\$ 395,606	\$ 101,522	\$ 497,128	\$ 2.32	\$ 497,128	\$ 587,043	\$ 89,915	18.09%
Woollahra	58,964	\$ 144,462	10	\$ 50,000	\$ 5,591	\$ 200,052	\$ 3.39	58,883	\$ 108,934	\$ 33,516	\$ 142,450	\$ 2.42	\$ 142,450	\$ 200,052	\$ 57,603	40.44%
Yass Valley	16,953	\$ 41,535	9	\$ 50,000	\$ 6,212	\$ 97,747	\$ 5.77	16,802	\$ 31,084	\$ 32,374	\$ 63,458	\$ 3.78	\$ 63,458	\$ 97,747	\$ 34,288	54.03%
TOTAL NEW SOUTH WALES	7,985,324	\$ 19,564,044		\$ 6,350,000	\$ 1,197,000	\$ 27,111,044		7,858,147	\$ 14,537,572	\$ 5,737,168	\$ 20,274,740		\$ 20,274,740	\$ 27,111,044	\$ 6,836,304	72.90%

**RIVERINA EASTERN REGIONAL ORGANISATION OF COUNCILS
MINUTES OF THE BOARD MEETING HELD
Thursday 14 November 2019**

Held at The International Hotel, Lake Albert Road, Wagga Wagga.

Meeting opened at 11:06am

PRESENT

Ray Smith	Bland Shire Council	
Cr Brian Monaghan	Bland Shire Council	
Tony Donoghue	Coolamon Shire Council	
Cr John Seymour <i>OAM</i>	Coolamon Shire Council	
Cr Abb McAlister	Cootamundra-Gundagai Regional Council	
Phil McMurray	Cootamundra-Gundagai Regional Council	
Cr Heather Wilton	Greater Hume Shire Council	
Colin Kane	Greater Hume Shire Council	Alternate Delegate
Aaron Drenovski	Goldenfields Water County Council	
Cr Neil Smith	Junee Shire Council	
James Davis	Junee Shire Council	
Cr Rodger Schirmer	Lockhart Shire Council	
Peter Veneris	Lockhart Shire Council	
Andrew Crakanthorp	Riverina Water County Council	
Cr Rick Firman <i>OAM</i>	Temora Shire Council	Chairman
Steve Firth	Temora Shire Council	Alternate Delegate
James Bolton	DPC	
Julie Briggs	REROC	
Kate Hardy	REROC	
Anneke Gehrman	Riverina Joint Organisation	
Lola Cummins	Guest	
Paul Braybrooks <i>OAM</i>	Guest	

APOLOGIES

Apologies for non-attendance were received from Cr Greg Verdon, Cr Dennis Palmer, Mr Steven Pinnuck and Mr Gary Lavelle.

Moved R Smith, seconded Cr A McAlister that the apologies be accepted.

CARRIED

CONFIRMATION OF MINUTES

Moved P Veneris, seconded Cr H Wilton that the minutes of the meeting held on 8 August 2019 be confirmed.

CARRIED

BUSINESS ARISING

Media Release Southern Lights – was completed and sent to media outlets.

All other Business Arising dealt with in reports.

CORRESPONDENCE

The Correspondence report was tabled. J Briggs raised the following issues with members:

- Letter from Hon Paul Toole MP in response to the letter REROC sent highlighting concerns relating to the 40km/h speed limit trial when passing stationary emergency vehicles. Advising that new arrangements have been put into place whereby the speed restriction only applies to 80km zones and lower. All other zones require drivers to reduce speed and drive with care.
- A letter was sent to all Local Members and to Ministers updating them on the Southern Lights Project. A copy of the Agreed Deployment Approach was also sent with the update.
- Thank you letter received from the Fischer family for the condolence letter REROC sent on the passing of the Hon Tim Fischer AC.

Moved Cr J Seymour, seconded Cr N Smith that the Correspondence be received.

CARRIED

EXECUTIVE OFFICER'S REPORT

The report was tabled. J Briggs raised the following issues with members:

Southern Lights – we are still negotiating with T-Corp. There are issues for T-Corp around capital funding because the councils do not own the lights. T-Corp has asked if councils are able to put the funding on the capital expenditure list. If councils choose to fund through Essential Energy they will be charged a capital inclusive tariff which will change at the next AER Determination in 5 years' time.

Southern Lights wrote to the OEH on behalf of the Southern Lights group to request funding to cover the consultancy costs through their Accelerated Public Lighting Program. The request was rejected as they are targeting Mercury Vapour lights and there are very few in the Southern Lights' footprint. J. Briggs is following up with the OEH on the request for funding to ask for a review of the decision. Participating ROCs and JOs are currently funding all of the consultancy costs.

A Crakanthorp left the room at 11:18am

Contaminated Land Management Project Officer Funding – J. Briggs has been liaising with the Executive Officer of RAMJO and would like to pool the money obtained for this project and employ a qualified person located at Albury City Council and a graduate support person who would assist with the CLM project.

Moved by Cr J Seymour, seconded T Donoghue that REROC work with RAMJO to determine the viability of pooling our funding to employ a qualified person and a graduate support person for the CLM project.

CARRIED

A Crakanthorp returned to the room at 11:24am

Review of REROC/JO Operations – Scoping document has been prepared and circulated to the Board for review with a recommended timeline for adoption.

Moved by Cr H Wilton, seconded Cr A McAlister that the Board accept the Scoping Document and the recommended timeline for the review of REROC/JO Operations.

CARRIED

Visit to Parliament House Canberra – was very successful. We are still following up with Senator Cash's office about the workshop she suggested. Cr Smith noted the number of times the visiting politicians mentioned that they consulted with ALGA, and asked whether we should be doing more to provide feedback to the ALGA about our concerns.

Moved by Cr N Smith, seconded Cr B Monaghan that REROC copy letters that deal with Federal issues to the Australian Local Government Association (ALGA) and send copies of letters that deal with State issues to Local Government NSW (LGNSW).

CARRIED

Visit to NSW Parliament – we have had initial discussions with Steph Cooke's Office about a meeting at Parliament House in February. We are currently looking at 27 February as this is our scheduled Board meeting and is also a Sitting Day for the Legislative Assembly.

REROC Annual Report - has been distributed to all REROC Member Councils and will also be distributed to local State and Federal Members, relevant Ministers and ROCs and JOs.

Moved Cr H Wilton, seconded Cr R Schirmer that the CEO Report be received.

CARRIED

RESOURCE SHARING REPORT

The report was tabled. J Briggs raised the following issues with members:

Southern Lights – Essential Energy are starting to contact councils about the deployment of the LED lights and the cost of deployment. Southern Lights has requested that copies of the letters and costings from Essential Energy be sent for review by the Group prior to them being sent out to councils. Bland and Temora will be deploying at the end of 2020, we anticipate that this will be a co-deployment with the Smart Controls System. The Tender for the Smart Controls closed last week, there were a good number of responses. The Evaluation panel are meeting next week to start the evaluation process. The procurement is expected to be finalised by March 2020.

Cr R Schirmer left the meeting at 11:30am

RivSIG Mapped Out – Cr Firman thanked Cr J Seymour for opening the conference. The Conference went well with over 80 people attending the two days.

Regional Freight Transport Plan - We have finalised the draft of the 2019 Regional Freight Transport Plan so that councils can use the document to support their Fixing Local Roads applications. The final draft of the document has been circulated for review, we will then make changes, update maps and the on-line mapping tool with a view to adopting the final Plan at the December Board meeting.

Moved by J Davis, seconded Cr H Wilton that the REROC Board endorse the draft 2019 Regional Freight Transport Plan.

CARRIED

Biodiversity Officer –The Biodiversity Officer position remains unfilled, however Marcus has been working with Cristy Houghton at Embarketing and the Biodiversity section is now accessible on the REROC website. Surveys have been recirculated to the participating councils and responses collated. Training will be organised for the participating councils based on the outcome of the surveys.

Moved Cr N Smith, seconded Cr H Wilton that the Resource Sharing report be received.

CARRIED

Cr R Firman thanked Cr N Smith for his work as Deputy Chair over the last three years and thanked Cr N Smith for remaining on the REROC Executive Committee for the ensuing term.

TREASURER'S REPORT

The report was tabled by T. Donoghue.

The Treasurer and the CEO to review transactions for REROC Meetings and Catering as the expenses are higher than budgeted.

Moved T Donoghue, seconded Cr A McAlister that the Finance Report be received.

CARRIED

WASTE FORUM REPORT

The report was tabled. K Hardy raised the following issues with members:

- **EPA Funding for 2019/20 and 2020/21** - has been approved for the REROC Waste Forum.
- **Waste Metal Collection** - collections are going well and all sites are expected to be completed over the coming month.
- **Regional Mattress and Tyre Collection** – Currently liaising with JLW Services in Cootamundra for pricing on a regional collection.
- **E-Waste** – Collections have recently been completed through the Region. Advertising is on rotation with the Recycle Night ads at the cinema.
- **Recycle Night? Recycle Right!** – new ads were shown to the Board at the meeting. Ads will be shown on rotation with the E-Waste ads at the cinema.
- **CRC Funding** – we were successful with funding for the 2019/20 and 2020/2021 financial years. Ads are currently running at the cinema and a monthly advertisement is being placed in The Rural newspaper.

- **Kindy Kits** – new bags were shown to the Board at the meeting. We will be placing REROC Waste Forum material and NSW Dept of Health material in the bags for 2020.
- **Solar Panel Pilot Program** – the REROC Waste Forum has identified the disposal of end-of-life solar panels as an emerging waste problem for the Riverina-Murray. This is in part due to the large number of solar farms that have been developed or proposed for the Region. We are currently liaising with the Circular Economy Innovation Network to develop a pilot program for the disposal and recycling of solar panels.

Moved T Donoghue, seconded P Veneris that the Waste Forum report be received.

CARRIED

YOUTH & COMMUNITY DEVELOPMENT NETWORK REPORT

The report was tabled. K Hardy raised the following issues with members:

Take Charge Riverina Youth Leadership Forum - the 2019 forum went very well with positive feedback received from students, teachers and council staff. All teachers and students completed an evaluation form at the end of the forum and were asked questions about the day and also what they would like to see more of in their LGA. It was encouraging to see that 45% of students said they would like to see work experience opportunities at their local councils.

Youth and Community Network meetings – we will be holding three meetings per year in Wagga Wagga with the remaining three meetings being hosted by one of the REROC member councils. We visited Coolamon in October and will be heading to Junee in December.

OM:NI Group

The OM:NI group presented at the Youth and Community meeting in Coolamon in October, following on from this meeting the group has applied for funding through the PHN Murrumbidgee Community Grants Scheme and has been successful in obtaining funding to start groups in Temora and Bland Shire.

Moved Cr H Wilton, seconded Cr J Seymour that the Youth & Community Development Network report be received.

CARRIED

PROCUREMENT REPORT

The report was tabled. K Hardy raised the following issues with members:

Waste Metal tender - collections are going well and all sites are expected to be completed over the coming month.

Liquid Alum Tender – the tender is now complete, OMEGA Chemicals were the recommended supplier for the participating councils of Cootamundra-Gundagai, Albury Berrigan, Hay, Riverina Water and Goldenfields Water. The Tender was undertaken with RAMJO.

Retail Energy Tender – the tender is now complete and we are waiting on contracts for the participating councils. The Tender was undertaken with Central NSW JO.

EOI Energy Savings Certificates for Southern Lights Project – EOI to be completed to appoint a provider to obtain the Energy Savings Certificates (ESCs) for the Southern Lights Project.

Moved Cr N Smith, seconded Cr H Wilton that the Procurement report be received.

CARRIED

GENERAL BUSINESS

Cr R Firman extended the Board's congratulations to Mr Phil McMurray on his appointment as General Manager for Cootamundra-Gundagai Regional Council.

Special Activation Precinct (SAP) at Bomen - James Bolton from DPC gave a short presentation on the Bomen SAP and Wagga Wagga City Council's Riverina Freight and Logistics Hub (RiFL).

Guest Speaker, Gary Barnes – Mr Barnes was unfortunately unable to attend the Board meeting due to his commitments in addressing the bushfire emergency in NSW, however, an invitation will be issued for him to attend the February Board meeting.

NEXT MEETING

Thursday 12 December 2019, the Federal Minister for Local Government, Hon Mark Coulton has agreed to attend the meeting but can only do so in the afternoon. The Board agreed to move the meeting to the afternoon to accommodate the Minister's schedule and further agreed that following the close of the meeting there would be an informal social gathering.

The meeting will commence at 2.30p.m.

CLOSURE

Meeting closed at 12:15pm



Riverina Joint Organisation

Minutes

Board Meeting held

14 November 2019

Minutes of the Riverina Joint Organisation Board Meeting held at the International Hotel, Lake Albert Road, Wagga Wagga on Thursday 14 November 2019

The meeting opened at 9:00am

Present

Ray Smith	Bland Shire Council	
Cr Brian Monaghan	Bland Shire Council	
Cr John Seymour OAM	Coolamon Shire Council	
Tony Donoghue	Coolamon Shire Council	
Cr Abb McAlister	Cootamundra-Gundagai Regional Council	
Cr Heather Wilton	Greater Hume Shire Council	
Colin Kane	Greater Hume Shire Council	Alternate Delegate
Aaron Drenovski	Goldenfields Water County Council	
Cr Neil Smith	Junee Shire Council	
James Davis	Junee Shire Council	
Cr Rodger Schirmer	Lockhart Shire Council	
Peter Veneris	Lockhart Shire Council	
Andrew Crakanthorp	Riverina Water County Council	
Cr Rick Firman OAM	Independent Chairman	
Steve Firth	Temora Shire Council	Alternate Delegate
James Bolton	Department of Premier and Cabinet	
Julie Briggs	Riverina Joint Organisation	
Kate Hardy	REROC	
Anneke Gehrmann	Riverina Joint Organisation	

1. Apologies

Resolved on the motion of Cr N Smith, seconded Cr R Schirmer that the apologies of Cr Greg Verdon, Cr Graham Sinclair, Mr Gary Lavelle, Cr Dennis Palmer, Mr Steve Pinnuck, Mr Phil McMurray be received.

2. Move to Committee of the Whole

Resolved on the motion of Cr H Wilton, seconded Cr R Schirmer that the Board conduct its business as a Committee of the Whole.

3. Declarations of Interest

There were no declarations of interest by the Board.

4. Confirmation of Minutes of the Previous Meeting

Resolved on the motion of Cr B Monaghan, seconded Cr J Seymour that the minutes of the 8 August 2019 Board meeting be confirmed as a true and accurate record.

5. Business Arising from Previous Board Meetings

- *Media release in relation to ESL* – this did not proceed because the Government announced that it would fund the increase for the 2019/20 year.
- *Letter to the Premier on RFS expenditures including \$40 million on planes* – this is still being prepared, it required some additional research work. The Board agreed to defer this until 2020 and to form a Working Party to discuss this in depth and put together a paper on the issue for the Board's consideration.
- *Amend the JO Website to include a Register of Contracts* – J. Briggs to arrange to have the page added to the website.

Ray Smith requested that the Board meeting minutes be sent out earlier so that they could be included in council meeting papers.

6. Correspondence

Wagga Wagga City Council - from Cr G Conkey OAM, Mayor of Wagga Wagga City Council formally requesting that Wagga Wagga City join the Riverina JO as full members.

Resolved on the motion of Cr R Schirmer seconded Cr N Smith that:

1. the Board accept Wagga Wagga City Council's request and write to Cr Conkey to advise of the resolution; and
2. the Board write to the Minister for Local Government to request advice on the administrative and legislative steps to be taken for Wagga Wagga City to become a full member of the Riverina JO.

Auditor-General NSW – in response to the JO's correspondence regarding the cost of the audit. The letter included an offer to speak with the Board about the issues. It was agreed that J. Briggs should make arrangements for a meeting to take place.

Hon Paul Fletcher, Federal Minister for Communications – in response to our correspondence about Mobile Black Spot Program. The Minister asked for feedback into Round 6 of the funding. Members spoke about the need to identify villages with substandard connectivity as opposed to gaps associated with road travel. It was agreed that Member Councils would inform the CEO of villages in their LGAs where there is a known issue. The information to be collated to provide input into Round 6 of Black Spot Funding.

Safe and Secure Water Program, Funding for Regional Urban Water Planning – J Briggs advised that this opportunity had been discussed at the Water and Waste Water Technical Committee level and the members were not keen on pursuing the funding option. A Crakanthorp raised concerns about a letter sent to councils by Mr Jim Bentley, CEO of Water in the DPIE, regarding the development of a State Water Strategy and stressed the importance of councils responding to the correspondence.

Following discussion it was agreed that more information was needed by Members on what was occurring and the issues associated with Urban Water.

Minutes of the Riverina Joint Organisation Board Meeting held at the International Hotel, Lake Albert Road, Wagga Wagga on Thursday 14 November 2019

It was agreed that the Riverina JO should further consider the funding for Regional Urban Water Planning working with the County Councils. It was also agreed upon that prior to the December Board meeting that a workshop would be held to discuss water issues. James Bolton offered to arrange a person from the State to present on this.

Resolved on the motion of Cr N Smith and Cr H Wilton that the Board write to Mr Michael Blackmore in response to his letter offering funding for Urban Regional Water Planning advising that the JO is looking into our options for a project.

Resolved on the motion of Cr B Monaghan, seconded Cr J Seymour that the Board receive and note the correspondence.

7. Executive Officer Report

7.1 JO Funding Arrangements

Resolved on the motion of Cr N Smith, seconded Cr H Wilton that the Board:

- Support the project proposals for the capacity building funding and refer the projects to the Operations Working Party for finalisation prior to submission to the OLG by 22 November;
- The Board identify that RivJO's capacity gap is its ability to manage its compliance and governance obligations; and
- That the RivJO submit three applications for total funding of \$150,000.

7.2 JO Strategic Plan and Statement of Regional Priorities.

Regional Freight Transport Plan - The draft Plan was presented. Fixing Local Roads funding is currently out and the aim is to have the Plan adopted so that Member Councils can use it to support their funding applications.

Wagga Wagga is included as their full membership of the JO is imminent. The Plan will be co-branded with REROC, as it is based on REROC's intellectual property. The final Plan is to be presented to the December Board meeting

Resolved on the motion of Cr A McAlister, seconded Cr H Wilton that the Riverina JO Board endorse the Draft 2019 Riverina Freight Transport Plan which has been prepared in conjunction with the Riverina Eastern Regional Organisation of Councils

7.3 JO Audit

Resolved on the motion of Cr N Smith, seconded Cr J Seymour that the Board receive the Auditor's Management Letters

7.4 JO Working Party Meetings

Noted

Minutes of the Riverina Joint Organisation Board Meeting held at the International Hotel, Lake Albert Road, Wagga Wagga on Thursday 14 November 2019

7.5 JO Core Activities – Advocacy and Lobbying

- *Section 7.12 Contributions on State Significant Developments*

Resolved on the motion of Cr N Smith, seconded Cr A McAlister that the Board write to the Minister for Planning, the Hon Rob Stokes MP, about the need to resolve the issue of the application of s.7.12 Contributions to all State Significant Developments, and reiterate our support for a scaled approach and the problems Member Councils are experiencing with the current regime. Copies of the letter to be sent to Local Members, the Minister for Local Government and the Deputy Premier.

- *Emergency Services Levy*

Resolved on the motion of Cr N Smith, seconded Cr B Monaghan that the Board write to the Premier, thanking the Government for its contribution towards the cost of the ESL for 2019-2020, raising the problem of the escalating cost of the ESL and the impact it is having on the delivery of services to the community.

- *Local Government Election Costs*

Resolved on the motion of Cr R Schirmer, seconded Cr A McAlister that the Board:

1. Write to IPART to seek assurances regarding the inclusion of the increased ESL and Local Government Election costs in the LGCI calculation; and
2. That the RivJO hold a workshop to discuss responses to the LGCI survey

- *RivJO Response to Drought*

Resolved on the motion of Cr R Schirmer, seconded Cr N Smith that the Board appoint a councillor to Chair the RivJO Drought Committee

Cr R Schirmer was nominated for Chair by Cr H Wilton, seconded Cr A McAlister. There being no further nominations, Cr Schirmer was appointed to the position of Chair of the Drought Committee.

- *Private Power Poles*

Resolved on the motion of Cr R Schirmer, seconded Cr A McAlister that the Board invite Essential Energy to the December Board meeting to provide information on this issue of the maintenance and replacement of power poles and wires on private land.

- *The New Risk Management and Internal Audit Framework*

Resolved on the motion of Cr H Wilton, seconded Cr B Monaghan that following the 22 November Workshop the CEO work with the Governance Working Party to prepare a response to the Discussion Paper for consideration at the December Board Meeting.

- *IPART Reports Compliance and Reporting*

It was agreed that the JO could not meet the deadline of 15 November to lodge a response.

Minutes of the Riverina Joint Organisation Board Meeting held at the International Hotel, Lake Albert Road, Wagga Wagga on Thursday 14 November 2019

- *Resources for the Regions*

Bland Shire advised that they would be preparing a response to the Review. They are the only Member Council that currently receives Resources for the Regions funding.

Resolved on the motion by Cr N Smith, seconded J Seymour that the Board will endorse Bland Shire Councils response to the review.

- *Doctor Shortage in the Murrumbidgee Health District*

The Board discussed the possibility of the introduction of a differential Medicare rebate doctors working in rural areas, It was suggested that the PHARIA Scale could be used as the basis for determining the rebate.

Resolved on the motion of Cr B Monaghan, seconded Cr H Wilton that the Board write to Hon. Michael McCormack, Deputy Prime Minister and Hon Greg Hunt, Minister for Health in regard to the issue.

10:03am Cr R Schirmer left the room

10:06am Cr R Schirmer returned to the room

7.6 JO Core Activities – Intergovernmental Co-operation

Noted

7.7 JO Governance and Compliance Activities

Resolved on the motion of Cr J Seymour, seconded Cr N Smith that the Board:

1. Adopt the:
 - Related Parties Disclosure Policy;
 - Business Continuity Plan;
 - IT Security Plan; and
2. Receive the tabled Disclosure documents.

Resolved on the motion of Cr R Schirmer, seconded Cr H Wilton that the Board receive the CEO's report.

8. JO Chairs' Forum

Cr Firman congratulated Cr J Seymour for his re-election to the Board of the Country Mayors' Association.

The joint meeting of the JO Chairs was held on 31 October in Sydney, at that meeting Cr Rowena Abbey was elected Chair and Cr R Firman was elected to the Deputy Chair position of the JO Chairs' Forum. Cr Firman advised that these positions were dependent on all the JO Boards agreeing to a change of the Terms of Reference to allow for the election of a Chair and Deputy Chair.

Resolved on the motion of Cr N Smith, seconded Cr J Seymour that the Board receive the report.

The CEO will send out the amended Terms of Reference for the Chairs Forum for the Board to review once she has received them.

P Veneris left the room at 10:15am

P Veneris returned to the room at 10:17am

9. Review of the JO and REROC Operations

The consultation process for the review was discussed, It was raised as to whether Wagga Wagga City Council would be consulted as part of the review process. It was confirmed that if they are a full member of the Board at the time of the review then they would be able to participate, however if not they would be consulted as a third party.

Resolved on the motion of Cr N Smith, seconded Cr A McAlister that Wagga Wagga City Council be consulted in accordance with their membership status at the time of review.

Resolved on the motion of Cr H Wilton, seconded by Cr B Monaghan that the Board adopt the Scoping Document and the proposed timeline for recruitment.

10. Financial Report

Resolved on the motion of Cr B Monaghan, seconded by Cr H Wilton that the Board receive the financial report

11. Urgent Business without Notice

R Firman raised the issue of the importance of the JO having a Deputy Chair, many of the other JOs have Deputies who are able to stand in for the Chair.

Resolved on the motion of Cr A McAlister, seconded Cr R Schirmer that the Board adopt the principle of appointing a Deputy Chairperson and appoint the position at the December Board meeting.

Cr Schirmer requested that as the Chair of the Drought Committee, that the upcoming Drought workshop be postponed due to prior commitments.

12. Resolution to Move out of Committee of the Whole

Resolved on the motion of Cr N Smith, seconded by Cr J Seymour that the Board move out of Committee of the Whole.

13. Next Board Meeting

The Minister for Local Government, Hon Mark Coulton MP has agreed to attend the December Board meeting but due to a prior arrangement cannot get to Wagga Wagga until 3.30.p.m. It was agreed that the Board would meet later in the day to accommodate the Minister's visit. It was further agreed that the Board meeting would be followed with informal drinks with the Minister if he is available.

The next meeting of the Riverina JO will next meet on Thursday, 12 December, 2019 at 1.00p.m.

14. Meeting Closure

Meeting closed: 10:32am

DRAFT

REPORTS TO COUNCIL

Section 1 - Office of the General Manager

8.1 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

I presented a report to the October meeting of Council in relation to the issue of guidelines by the IPC for local councils on the disclosure of information contained in the returns disclosing the interests of councillors and designated persons.

The main issue for consideration by councillors related to the availability to the public of the content of those returns by being placed on council's website.

Council subsequently resolved to not publish this information on the website. However, such action would be in breach of the current legislation as a council had to identify any 'overriding reasons' for not releasing this information to the public.

There was a motion passed at the 2019 LGNSW Conference in Warwick Farm, to seek a review of this legislation, but, for the time being the legislation remains in place.

123 MidCoast Council – Returns of interest disclosures

That Local Government NSW:

1. Strongly objects to the requirement for Returns of Interest Disclosures being published on any website as proposed by Information Privacy Commissioner's draft Guideline.
2. Urges relevant authorities including but not limited to the Office of Local Government/IPC and Ministers to reverse the Information Privacy Commissioner's requirement to publish Returns of interest Disclosure on any website and ask the Premier to intervene for the protection and safety of councillors and staff.

This issue was also raised by Hornsby Shire and Bayside Councils – see Appendix A

A recent on-line discussion for the NSW General Manager's Network revealed that of the 24 councils involved not one of those councils was publishing the full details of the returns on their website. Instead, they were publishing a redacted version deleting signatures and residential addresses. In some cases the council was simply placing a note on their website that the information contained in the disclosures was available on request but not in any printed form.

However, there has now been a statement issued by the NSW Privacy Commissioner, Ms. Elizabeth Tydd, in which she is demanding a 'please explain' from at least three (3) councils that are refusing to comply with the new requirements.

A copy of an article printed in the Government News magazine, on this particular issue, has been attached to this report.

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

Given the comments from the NSW Privacy Commissioner, it may be appropriate for Council to await the outcome of further deliberations on this matter before reviewing its own position as to the release of this information.

Recommendation:

That council await the outcome of further deliberations on this matter before reviewing its own position as to the release of the information contained in the Disclosure of Interests by designated persons.

Councils could face court over failure to disclose

4 December, 2019



Councillors and relevant council staff must publicly disclose financial and business interests under revised guidelines.

The NSW Information Commissioner has demanded a 'please explain' from three councils that are refusing to comply with new requirements for councillors and relevant staff to publicly disclose their financial and business interests.



Elizabeth Tydd

Under revised [guidelines](#) released in September, details of properties, shareholdings, debts and business interests must be made available to the public on council websites. Recalcitrant councils could find themselves having to explain themselves in court, the Information and Privacy Commission warns.

The requirement has proved unpopular among the state's local councils, who carried a motion objecting to it at their annual conference in October.

As reported by *Government News*, the motion called on the Office of Local Government and the Information and Privacy Commission to reverse the disclosure requirement, citing concerns for the privacy and safety of councillors and staff.

But Information Commissioner Elizabeth Tydd says the requirement will increase transparency and openness in local government and help identify and manage conflicts of interest, as well as minimising the risk of fraud and corruption. It also reflects the Model Code of Conduct for Councils and the GIPA Act, she says.

"Local councils must have regard to the guidelines," Ms. Tydd said.

She has now written to Gosford City Council (now part of Central Coast Council), Mid North Coast Council and Clarence Valley Council seeking further information and restating their legislative obligations to disclose, after they publicly stated they would not comply with the requirements.

These are strong factors in favour of disclosure particularly in the local government sector where decisions impact the everyday lives of people. Those factors must be balanced against factors against disclosure including privacy.

If they fail to come up with a satisfactory explanation Ms. Tydd has the power to launch a formal inquiry into whether an offence has been committed.

She can also take the matter to the Supreme Court to compel councils to comply.

Ms. Tydd said the declaration of business and pecuniary interests was a demonstrably effective tool in preventing corruption and promoting integrity.

"These are strong factors in favour of disclosure particularly in the local government sector where decisions impact the everyday lives of people," she said. "Those factors must be balanced against factors against disclosure including privacy."



Cr Kathryn Bell

She noted it was possible for some of the information to be redacted if councils demonstrated "an overriding public interest" against disclosure.

Kathryn Bell from MidCoast Council, who moved the dissenting motion in October, said "in the scheme of things" she supported any decision by councils to take a stand and refuse to publish private information which could expose individuals to malicious acts and identity theft.

“Once that personal information is up there it’s up there forever,” she told *Government News*. “It’s not about hiding anything, we’re all under a code of conduct where we’re required to step up and declare any conflict of interest. I would think there are enough checks and balances in place.”

Cr Bell also said it was unfair that similar rules didn’t apply to state government.

Ms. Tydd said she would consider the responses from the three Councils in taking any further regulatory action.

Comment has also been sought from Central Coast and Clarence Valley.

Comment below to have your say on this story.

If you have a news story or tip-off, get in touch at editorial@governmentnews.com.au.

Sign up to [the Government News newsletter](#)

One thought on “Councils could face court over failure to disclose”

1.  **Patricia Gardiner** says:

December 4, 2019 at 6:40 pm

The statement by Kathryn Bell, “we’re required to step up and declare any conflict of interest,” is correct under the Model Code of Conduct. However, what if Councillors don’t comply? How does one check? Same for pecuniary interest disclosures. Ms. Tydd said, “Local councils must have regard to the guidelines.” But when I have referenced Guidelines to my council, they respond by saying that guidelines are not mandatory. So it seems that ‘guidelines’ are essentially meaningless unless councils CHOOSE to follow them.

8.2 West Wyalong Community Theatre – Progress Report – December 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

Council at its meeting held on 19th November resolved as follows:

06112019 RESOLVED on the motion of Cr Lord seconded Cr Crowe:

- 1. That the progress report, as at November 2019, on the Community Theatre project is received and noted; and**
- 2. That this project be progressed as a matter of urgency taking into consideration the best value costings and works to complete the project.**

CARRIED 7/1 (Crs Baker, Crowe, Keatley, Lord, Thomas, Wyse, Monaghan voting for and Cr McGlynn voting against)

The following actions were subsequently taken:

- The works were broken down into three stages:
 - Re-calling of tenders for the basic works such as removal of asbestos, drainage works and concreting;
 - Finalisation of the design for the electrical and air conditioning works;
 - Re-calling of tenders for the balance of the works
- The first stage tenders close on 9 December and allowing time for proper assessment there will be a late report to this meeting in the confidential section as council will need to consider these tenders and hopefully accept the best tender so works can commence early in the new year.
- The second stage tenders will be called for in early January which will include such things as flooring, the installation of the seating, curtains, projection equipment and other internal fit outs.
- The electrical upgrade and air-conditioning works will be the subject of a separate tender following approval of the design work by Essential Energy. When this has been achieved there will be an opportunity for local contractors to apply.

Financial Implications

Further consideration of the financial aspects of this project can be undertaken in conjunction with the assessment of the tenders in the confidential section of this Business Paper.

It is worthwhile noting, however, the following cost comparisons relating to the purchase of theatre equipment;

ITEM	TENDER	ACTUAL	ESTIMATE
Carpet	\$27,720.00	\$26,277.00	\$26,000.00
Projection Equipment	\$250,000.00	\$107,480.33	64,000.00
Seating	\$72,250.00	\$49,630.66	\$45,600.00
Curtains	\$45,000.00	\$20,856.00	\$8,800.00

Based on the above figures there has already been a savings \$190,726.01.

It will also be appropriate to negotiate with the Masonic Lodge a contribution towards the air conditioning and electrical upgrade as they will directly benefit from these works.

Summary

The Construction Certificate has been issued by the private certifier, Pro Cert.

Recommendation:

- 1. That the progress report, as at December 2019, on the Community Theatre project is received and noted; and**
- 2. That further consideration of this project be undertaken in the confidential section of this Business Paper.**

8.3 Australia Day Awards Committee



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

DP4.1.1 Coordinate annual Australia Day Celebrations and Awards

Author: Community Relations Officer on behalf of the Australia Day Awards Committee

Introduction

The Australia Day Awards Committee meeting was held at the Bland Shire Council Chambers on Tuesday 3 December.

Following a recent review, Council extended membership of the committee in 2019 to include community representatives including Bland Shire Community Ambassadors, youth representatives, incumbent Australia Day Award winners and local Showgirl recipients.

Voting members in attendance at the meeting included eight community representatives, eight Councillors and General Manager, Ray Smith.

Passionate and robust discussion was held on each award category with the Mayor actively seeking the feedback of all voting members.

As per the terms of reference, the committee adopted a series of recommendations regarding the Australia Day award recipients for the consideration of Council.

The recommendations are contained within the confidential minutes of the meeting and have been provided under separate cover for Council's consideration.

Financial Implications

Nil

Summary

The Committee has made a series of recommendations regarding the recipients of the 2020 Australia Day Awards for the consideration of Council.

Council has the option to adopt or amend the recommendations.

Australia Day Awards Committee Recommendation to Council:

That the minutes of the Australia Day Awards Committee meeting on 3 December 2019, including recommendations for the recipients of the 2020 Australia Day awards, be adopted by Council.

1.0 OPENING OF MEETING

The Mayor opened the meeting at 6.10pm and welcomed attendees.

2.0 APOLOGIES

2.1 Attendance

Council Representatives:

Cr Bruce Baker
Cr Rodney Crowe
Cr Penny English
Cr Kerry Keatley
Cr Tony Lord
Cr Liz McGlynn
Cr Brian Monaghan
Cr Jan Wyse
General Manager – Ray Smith

Support Staff:

Community Relations Officer – Craig Sutton
Executive Assistant – Julie Sharpe

Community Representatives:

Mal Carnegie - Community Ambassador
Cassandra Geddes – Community Ambassador
John Kelly – Community Ambassador
Gail Platz – Community Ambassador
Lachlan Miller - Lions Youth of the Year
Stephanie Judd – Showgirl West Wyalong
Katie Ridley – Showgirl Ungarie
Lesla Matthews - Contribution to Sport winner

2.2 Apologies

An apology was submitted by Mr Ron Cooper, Citizen of the Year, due to a conflict of interest as a relative of a nominee.

3.0 DISCLOSURES OF INTERESTS

Committee Member	Item	Nature of Interest	How Managed
Ron Cooper	Membership of the Committee 5.1 A) Citizen of the Year – 2020 Nominations	Non-Pecuniary	Left the meeting
Mal Carnegie	5.1 A) Citizen of the Year – 2020 Nominations	Non-Pecuniary	Verbal Disclosure
Steph Judd	5.1 A) Citizen of the Year – 2020 Nominations 5.1 B) Young Citizen of the Year – 2020 Nominations 5.1 D) Community Group of the Year 2020 Nominations	Non-Pecuniary	Verbal Disclosure

4.0 REPORTS TO AUSTRALIA DAY AWARDS COMMITTEE

4.1 Selection Process – 2020 Australia Day Awards

Committee Recommendation:

Moved Cr McGlynn seconded Cr English that the Committee receive and note the report outlining the process for consideration of nominations for the 2020 Australia Day Awards and that the nominations received be evaluated at this meeting. CARRIED

5.0 CONFIDENTIAL MATTERS

At this stage, 6.12pm the Committee closed the meeting to discuss confidential business under the provisions of Section 10A(1) of the Local Government Act.

Committee Recommendation:

Moved Cr English seconded Cr Crowe that the Australia Day Awards Committee close the meeting to discuss confidential business under the provision of Section 10A(1) of the Local Government Act. CARRIED

5.1 Consideration of Nominations for 2020 Australia Day Awards

Local Government Act 1993 (section 10A (1))

A Council, or a committee of the council of which all the members are councilors, may close to the public so much of its meeting as comprises:

(b) the receipt or discussion of any of the information so listed

Resumption of the meeting and consideration of recommendations of the Closed section of the meeting

Committee Recommendation:

Moved Cr McGlynn seconded Cr Crowe that the Australia Day Awards Committee move out of the closed session and into open session. Carried

5.1 Consideration of Nominations for 2020 Australia Day Awards

Local Government Act 1993 (section 10A (1))

A Council, or a committee of the council of which all the members are councilors, may close to the public so much of its meeting as comprises:

(b) the receipt or discussion of any of the information so listed

Committee Recommendation:

Moved Cr McGlynn seconded Cr Baker:

1. That the Committee, in accordance with the Terms of Reference, consider and evaluate the nominations received for the 2020 Australia Day Awards for the following categories:

- **Citizen of the Year**
- **Young Citizen of the Year**
- **Community Event of the Year**
- **Community Group of the Year**
- **Achievement in Sport**
- **Contribution to Sport**

2. That the recommendations from this Committee meeting regarding the 2020 Australia Day Awards be referred to Council for consideration at its Ordinary December Council meeting. CARRIED

6.0 CONCLUSION OF THE MEETING

The Mayor thanked attendees for their contributions and extended an invitation to attend a Mayoral Reception for the Bland Shire 2020 Australia Day Award nominees and Citizenship conferees to be held on Saturday 25th January 2020.

There being no further business the meeting then closed at 6.53pm.

.....
Chairperson

8.4 Utilisation of Local Bill Boards for Promotion of the Bland Shire



Our Prosperity - Growing our population and jobs

DP14.2 Attract a diverse range of visitors to the Shire

Author: General Manager

Introduction

Council has been provided with the opportunity to utilise two (2) major billboards: one on the Newell Highway near Marsden and the second on the Newell Highway near Mirrool. The Marsden site will be permanent while the Mirrool site will be available until another paid advertisement is approved by the billboard owners.

Council only has to meet the cost of design, around \$2,000.00, and there will be no ongoing charges.

There is a maximum number of words that can be used due to the road safety requirements imposed by the NSW Government.

There has been two (2) preliminary designs prepared promoting the 'Bland, Boring and Dull' initiative which were tabled and discussed at the December Workshop.

Financial Implications

The cost for the initial design can be met from the current tourism budget. However, council may wish to consider an annual allocation of \$2,000.00 to allow for a different billboard design each 12 months. The design could incorporate such things as the 'Big Football', the Weethalle Silo Art and other prominent features within the Shire.

Summary

The two designs will be tabled again at the meeting for consideration of the councillors.

Recommendation:

- 1. That Council determines the design for the initial two billboard posters; and**
- 2. That Council lists for consideration at the 2020/2021 budget preparation an annual allocation of \$2,000.00 to meet the cost of new billboard designs each 12 months consisting of prominent features within the Bland Shire.**

Section 2 – Corporate & Community Services

8.5 Financial Statements – November 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 NOVEMBER, 2019.

BANK BALANCES AS AT 30th NOVEMBER, 2019

ACCOUNT	BALANCE
General Fund	\$ 5,280,041.29
BCard	\$ 15,990.00
	\$ 5,296,031.29
Invested Funds	
Fixed Deposits	\$ 30,700,000.00
Deposits at Call	\$ 3,727,481.61
	\$ 34,427,481.61
Net Balance	\$ 39,723,512.90
Percentage of investment to Net Balance	86.67%

STATEMENT OF BANK BALANCES AS AT 30.11.19
SUBMITTED TO THE ORDINARY MEETING DECEMBER 17TH, 2019

BALANCE as at 01.11.19	\$ 3,500,157.80
Add Receipts	
<u>Receipts over \$150,000</u>	
15/11/19 RMS Flood Damage NATDIS	\$ 547,729.00
18/11/19 OLG Financial Assistance Grant 19/20 2 nd qtr	\$ 966,640.00
27/11/19 RTR Quarterly Payment	\$ 780,365.00
<u>Receipts under \$150,000</u>	\$ 2,061,850.76
<i>Total Receipts for November 2019</i>	\$ 4,356,584.76
Less Payments	
<u>Payments over \$150,000</u>	
21/11/19 BJ & VM Keys Earthworks Flood Damage works	-\$ 228,175.97
21/11/19 Dan Ford Fencing & Earthmoving Re-sheet & Wet Grade	-\$ 396,655.05
<u>Payments under \$150,000</u>	-\$ 1,951,870.25
<i>Total Payments for November 2019</i>	-\$ 2,576,701.27
CASH BALANCE	<u>\$ 5,280,041.29</u>
Limit of Overdraft Arranged with Bank	\$ 350,000.00

ACCOUNTS SUMMARY

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

I CERTIFY,

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

Fund	Voucher No.s	Total
Cheques	025789 - 025819	\$ 140,500.08
Auto-pay Creditors	E019370– E019644	\$ 1,958,606.28
Auto-pay Payroll	03/11/19 – 24/11/19	\$ 474,454.63
November Bank Charges & Commission etc		\$ 1,263.33
Direct Debits	Repayments & Vehicle Lease	\$ 1,876.95
		\$ 2,576,701.27

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 Services

CERTIFICATE OF GENERAL MANAGER

This accounts summary, a copy of which was submitted to each member of Council on the 17th December 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 \$ 2,576,701.27 was submitted to the Ordinary Meeting on the 17th December 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)	\$ 10,079,561.06
Rates received as at 30/11/2019	\$ 5,330,370.06
% of rates received to date	52.88%

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 November, 2019
2. That Council confirms the payment of accounts, for the period 01 November to 30 November 2019, summarised in the accounts summary totalling \$2,576,701.27.

INVESTMENTS

The following table gives details of Council's Funds invested at 30th November 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
14-October-2019	Bank of QLD (Term Deposit)	1,000,000.00	336 days	1.50%	14-September-2020
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	3MBSW+1.2%	29-November-2021
01-November-2019	AMP (Term Deposit)	1,000,000.00	364 days	1.65%	30-October-2020
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-October-2019	NAB (Term Deposit)	2,000,000.00	181 days	1.60%	06-April-2020
15-October-2019	CUA (Term Deposit)	1,000,000.00	272 days	1.55%	13-July-2020
29-October-2019	AMP (Term Deposit)	2,500,000.00	547 days	1.60%	28-April-2021
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	\$3,676,621.74	Cash at Call		
	TOTAL:	34,427,481.61			

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

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF BLAND HELD IN THE COUNCIL CHAMBERS WEST WYALONG ON TUESDAY 17 DECEMBER 2019

8.6 Renew Our Libraries Phase Two



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

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

Author: Director Corporate and Community Services

Introduction

The NSW Public Libraries Association's 2018-19 Renew Our Libraries campaign was a spectacular success, delivering an increase of \$60m in state funding for NSW public libraries over the quadrennial period 2019-20 to 2022-23. This is the largest single increase in state funding since the NSW Library Act was introduced in 1939. Further information about the success of the 2018-19 Renew Our Libraries campaign can be found in the State of Our Libraries report (Attachment One) released in November this year.

This outcome was achieved as a result of the remarkable support of councils, libraries and communities across the state. Over 80% of NSW councils formally endorsed Renew Our Libraries through council resolutions.

The NSW Public Libraries Association has requested the support of NSW councils in its advocacy to State Government to develop a sustainable funding model for NSW libraries.

Renew Our Libraries Phase Two has recently been launched, the campaign objectives of which are to:

- **Index the total increased state funding contribution** to the Consumer Price Index (CPI) in perpetuity. Without indexation the actual value of state funding for NSW libraries will decline over time, leaving NSW councils to either meet the shortfall or reduce services.
- **Protect the new funding commitment** by including all elements of the new state funding model in legislation through the Library Act and/or the Library Regulation. Currently, only the per-capita component of the funding model (increasing from \$1.85 per capita to \$2.85 per capita over the 4-year period 2019-20 to 2022-23) is included in library legislation, **leaving 46% of the total funding for NSW libraries at risk.**

Index the Funding → Protect the Funding

These two simple measures will ensure that NSW councils continue to receive a significantly increased state government contribution to the operation of public libraries across the state, which will be protected by legislation and will not be subject to cost of living attrition over time.

This will also mean that the NSW Public Libraries Association, its member councils and libraries across the state can direct their funds and efforts to the ongoing support and development of high quality library services for NSW communities, rather than engaging in expensive and time consuming future funding campaigns.

Financial Implications

The cost implications for Bland Shire Council, at this stage, are negligible extending to correspondence with relevant politicians to promote the need for surety in library funding programs.

Summary

This is an opportunity for Councils to lock in the historic 2019 state funding increase for NSW libraries once and for all, thereby ensuring the future prosperity of the NSW public library network.

Accordingly, it is recommended that Council supports the NSW Public Libraries Association by formally endorsing Phase Two of the Renew Our Libraries Campaign to secure a sustainable funding model for NSW public libraries in perpetuity.

Recommendation:

- 1. That Council make representation to the Member for Cootamundra, Ms Steph Cooke, in relation to the need for a sustainable state funding model for the ongoing provision of public library services.**
- 2. That Council write to the Hon. Don Harwin, Minister for the Arts and the Hon. Walt Secord, Shadow Minister for the Arts, calling for bi-partisan support for Consumer Price Index (CPI) indexation of state funding for NSW public libraries, as well as legislation of all elements of the 2019-20 to 2022-23 NSW state funding model.**
- 3. That Council take a leading role in lobbying for sustainable state government funding for libraries.**
- 4. That Council endorse the distribution of the NSW Public Libraries Association NSW library sustainable funding advocacy information in Council libraries, as well as involvement in any actions proposed by the Association.**



RENEW
-our-
LIBRARIES
More than books

State of Our Libraries Report



Contents

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Today's modern library network	4
Statistics at a glance	6
A community asset	7
What the public thinks of their libraries	8
Renewing libraries for a bright future	10



RENEW
-our-
LIBRARIES
More than books



Executive Summary

The network of public libraries across New South Wales reflect the vibrant communities within which they operate. From July 2017 to July 2018, 1.75 million people attended 87,700 programs across the state.

Public libraries are the heart and soul of these communities, providing a wide range of services which are deeply valued by everyone who uses them. Indeed, it would be tough to find a single person in NSW who does not love their library.

However, in 2018, after 40 years of ongoing state government underfunding, our public libraries were facing an unprecedented funding crisis. Without an increase in funding and a secure funding model, our public libraries would have struggled to continue to provide the services and resources that communities across NSW so desperately love and rely on.

That's when we turned to the community for help. The Renew Our Libraries campaign was launched in August 2018. Thousands of community members joined libraries, councils, Councillors, the NSW Public Library Association and Local Government NSW in asking all NSW political parties to support an increase in public library funding.

The Renew Our Libraries campaign was successful in generating support from right across the political spectrum, resulting in an additional \$60 million in funding for the current quadrennial funding period out to 2022/23.

The love, support and passion of all stakeholders in the community for their local libraries was a major contributor in securing this substantial injection of additional funds from the NSW Government.

The NSW Public Libraries Association, who partnered on the campaign with Local Government NSW, was heartened by the multi-partisan commitments to library funding during the 2019 election campaign, demonstrating that the value of the NSW public library network is indeed acknowledged by all sides of politics.

Just 12 months after facing a funding crisis, we can safely say that our libraries are not just surviving, they are thriving.

But it's important that our libraries receive the support they need to stay open – and stay relevant – for good.

To ensure that the funding for public libraries does not revert to the perilous crisis situation it was in prior to the 2019 election, it is now critical that further action is taken by government.

The first step is to ensure that the current funding can keep pace with cost of living increases by indexing the funding for our libraries every year.

In addition to this, it is critical that the entirety of the full funding package is included in specific public library legislation that guarantees these funds for the long term.

These simple steps will provide a certain future for NSW libraries, and enable them to provide ongoing support to their communities right across the state.

Dallas Tout

President, NSW Public Libraries Association





Today's Modern Library Network

NSW has a strong network of fantastic libraries across the state. These vibrant community spaces respond to a broad variety of community needs by providing spaces where people can connect to:

- multi format collections that are available to inform, educate and entertain library borrowers
- information services to keep communities informed
- technology, online information and services to help bridge the digital divide
- programs for all ages and demographics that inspire, connect and engage communities

Our public libraries are more and more becoming the community living rooms of towns, suburbs and cities across the state.

And to ensure that residents in outlying suburbs and rural towns get a piece of the library action, there are 22 mobile libraries that cruise around the state delivering collections, programs and services well beyond the traditional library walls.

Public libraries are resilient. Despite various dire predictions over the past 20 years of

the imminent demise of libraries due to their forecasted declining relevance in the digital age, our libraries are more popular than ever. A recent article about libraries published by Jane Cadzow (A Turn Up For the Books, Sydney Morning Herald/The Age, 28 September 2019) said "If attendance figures are any indication, the public library is our most valued cultural institution".

Libraries are not at all surprised by this revelation, because they are the masters of reinvention and adaptability. Far from being challenged by technology, our libraries own that space. Library collections have successfully integrated a broad range of eResources, meaning that the "virtual library" is a reality.

Library staff have, by sheer necessity, become expert navigators of the online service world, helping constituents to access online government and other business services that they may not have the equipment, connectivity or skills to utilise individually. As well as facilitating online access and equipment libraries also offer a range of technology courses, including the Tech Savvy Seniors and Be Connected programs, to help bridge the digital divide and reduce the number of people who would otherwise be left behind in the age of technology.



The \$24m library grants program that is part of the increased funding package will have an infrastructure focus that will stimulate investment in new and refurbished library buildings as well as technology projects, further enhancing the community development capacity of NSW libraries.

The additional \$60 million in public library funding will make a massive difference to the contribution that NSW libraries can make to their constituents until 2023. Already, there is talk of additional opening hours, staffing, collections, programs and services to be funded by the “new money”.

These are not abstract concepts or funds that are tied up in planning processes – they are real services and products for real people across the state.

Public libraries in NSW and right across Australia make a massive contribution to community wellbeing. They are safe, welcoming and inclusive spaces that engage, inspire, educate and entertain their constituents.

The 3.3 million library members across NSW are sure to agree.



FUN FACTS

Libraries at a Glance



375
public libraries
&
22
mobile libraries



2,300
library staff

14.8
million
visits to
library websites
(2017/18)



40.2
million
loans
(2017/18)



34
million
visits in person
(2017/18)



13.1
million
collection items
(2017/18)



87,700
programs & events
attended by
1.75 million
people



A Community Asset

Like parks, playgrounds and sports fields, libraries are core piece of infrastructure that local government delivers for our communities. Libraries are open to everyone in the community and are constantly evolving to meet local community needs.

While no two libraries are the same, there is a constant thread that connects all libraries: that they are inclusive and accessible to everyone.

When you walk around your local library at different times of the day - you will see families with young children spending precious time building a love of reading, school students finding a quiet space to focus and study, community members using the computers to access a government service, people catching up on the daily news reading the paper and magazines, people researching and writing that university assignment or simply borrowing a book that they have been wanting to read.

It is in these ways that libraries strengthen connections within and across communities, by providing spaces and resources for people with new and emerging interests to come together to connect and reflect.

A fantastic example of one of the new and innovative ways that libraries connect and strengthen communities is how Melbourne City Council has hired a social worker for its libraries, to provide support services for the homeless. It's in thoughtful ways such as these that public libraries can adapt to the needs of the community around them, as a place of information, social connection and support.

This is how libraries change lives.

Who uses libraries?

Students

Young families

Older people

People from a non-English speaking backgrounds

New residents and migrants

Job seekers

Vulnerable members of the community

And more!



Today's Modern Library Network

In September 2019, the NSW Public Libraries Association surveyed over 1,200 members of the public from NSW about how they use their local library

Here's what we found out:



74%

of respondents were frequent users of their local library with many having family members who frequented libraries just as often



96%

of respondents were most likely to go to the library to borrow books



44%

respondents attend events or classes



50%

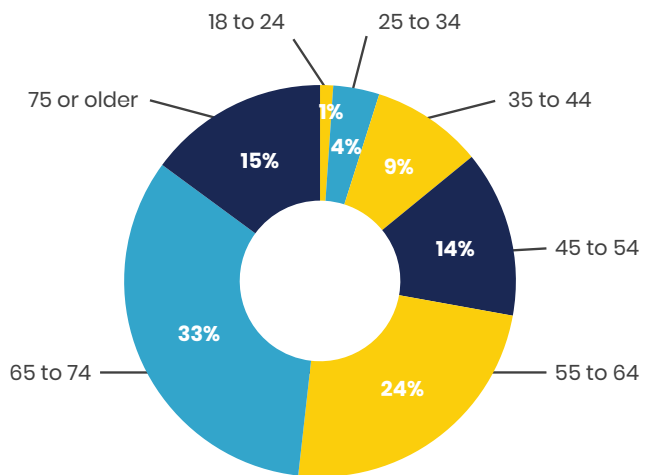
respondents borrow DVDs



44%

respondents access newspapers and magazines

Demographic that filled out the survey



Many respondents also cited using the internet, reading ebooks, listening to audiobooks and using computers for email, fax and printing as additional library services they used.

Respondents also shared uplifting stories of their experiences with libraries, with many saying that libraries have made a huge difference in their lives.



Library Lovers Say...

“ I visit Manly Library on Sydney’s Northern Beaches at least once a week. As a freelance journalist I often work from the library – there’s something so motivating about being surrounded by books – and I’m constantly borrowing books and requesting inter-library loans. My library is essential for both my work and leisure time, and I see every week that plenty of other people feel the same.



– Hannah, Balgowlah

“ I am at our library at least twice a week every week, picking up books that I’ve reserved for myself, my husband and our two primary school children. We are so grateful for this service as it means we save so much money on buying books, and we’ve realised that borrowing books is so much more sustainable than buying and then discarding them. The library means so much to our family as it gives us access to a world of books we otherwise wouldn’t read.



– Sarah, Haberfield

“ Libraries are invaluable to a healthy, happy community. My library is a wonderful oasis, a sanctuary of quiet and intellectual nourishment.



– Saxon, Byron Bay

“ I love the library as I believe that reading should be available to all, no matter what their circumstances are. As the campaign has shown, it’s more than books too, as people need spaces away from home or work that is welcoming and free.



– Robert, Haberfield

“ Last year I’d fortunately gone along to the Marrickville library to learn how to use the online electronic loans service just before I suffered a detached retina! Once this catastrophe had befallen me, my vision was very compromised, and I wasn’t able to move about freely after the sight saving surgery. So I borrowed talking books online from my much loved council library! I’m now thankfully recovered, and can once more read print books, but the sanity saving company and entertainment of downloaded books during that time of pain and fear was priceless!



– Ailsa, Marrickville

“ As a new settler in Australia in 2008, the library offered me great resources. I was able to access books about Australia and its people and way of life as I navigated my new life. The public library is a unique and valuable source for research that is not available elsewhere.



– Sarah, Lismore

Renewing libraries for a bright future

While many predicted the downfall of libraries against the ever-rising tide of technology, what has resulted, demonstrated in this report, is exactly the opposite. As technology increases and the platforms in which we access information have become more diverse – public libraries are proving to be more essential to our lives now more than ever.

Our libraries and their librarians have more than proven their ability to be versatile and agile against the waves of technological and social change.

The more challenges our communities face – the more often they are turning to their libraries as a secure and safe space to access information, meet new people and familiarise themselves with their community.

If provided with secure, long term funding, the future of our public libraries is bright. The power they hold in connecting our communities and empowering the individuals within them is limitless. But in order to reach their full potential, or just to stay open at all, the current funding for public libraries needs to be protected.

In 2019 the campaign to Renew Our Libraries succeeded in securing the additional \$60 million over the next four years that libraries need, to continue to deliver these vital services to our community. However, without protecting this additional funding in legislation, and indexing it to keep up with inflation, the full funding package is not guaranteed beyond 2023. The consequences of not protecting this funding will be devastating for our public libraries and the communities that depend on them.

We must act now to secure the funding to ensure that our beloved libraries never fall into this crisis again. The Renew Our Libraries campaign will continue its endeavour to see public libraries stay open, for good, by asking all parliamentarians to support legislation to index the current funding and protect it in legislation for future years to come.



COMING UP

Love your library week!

Love Your Library week from December 2 to December 8, is a chance for all state MPs to visit their local libraries and get involved in the Renew Our Libraries campaign.

Renew Our Libraries supporters will be asking their MPs to commit to visiting their local library and taking a photo with our pledge to support keeping libraries open, for good.



Find out more

You can contact the NSW Public Libraries Association by emailing Robert Knight knight.robert@wagga.nsw.gov.au

Or email the Renew Our Libraries campaign on info@renewourlibraries.com.au

You can also find out more about the Renew Our Libraries campaign on www.renewourlibraries.com.au



www.renewourlibraries.com.au

8.7 Draft Legislative Compliance Policy



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

Strategy 13.2 Develop, implement and promote best practice governance policies and procedures

Author: Director Corporate and Community Services6

Introduction

The Final Management Letter from the Audit Office NSW, dated 13 November, identified a need to strengthen Council's legislative compliance framework. The correspondence noted that while a target had not yet been set for the development of the framework, the matter would be revisited and reported upon during the interim audit in 2020.

As acknowledgement to Council's commitment to ensuring it meets its compliance obligations (applicable laws, regulations, codes and Council standards), Council has duly prepared a draft Legislative Compliance Policy (Attachment 1).

The draft policy was presented to Manex on 19 November 2019 and it resolved to endorse the intent of the draft policy in addressing the Audit Office NSW recommendation.

The policy considers the requirements and alignment with the relevant Australian and Internal Standard - AS/ISO 19600:2015 Compliance Management Systems – Guidelines. In summary, the general principles contained in the policy reflect Council's intent to:

- Develop, implement and maintain a system to monitor compliance and to allocate relevant resources for this.
- Ensure that all managers, supervisors and staff understand, promote and are responsible for compliance with relevant laws, regulations, codes and Council standards that apply to activities within their day-to-day responsibilities.
- Appropriately manage compliance risks.
- Monitor, investigate and manage compliance failures and ensure a process of continuous improvement.
- Ensure that a level of compliance assurance is provided through Council's audit planning process.
- Review its compliance management program annually to ensure its effectiveness.
- Actively promote the importance of compliance to staff, contractors and other relevant third parties.

Financial Implications

There are no current financial obligations with regards to the adoption of the Legislative Compliance Policy.

Summary

Councils across New South Wales are at various stages of implementing the requirement from the NSW Audit Office and the Office of Local Government to have a Legislative Compliance Framework. By adopting the attached policy, Council will be addressing issues which have been identified in previous audit processes.

Recommendation:

It is recommended that Council;

- 1. Endorse the Legislative Compliance Policy to be placed on public exhibition for a period of 28 days calling for submissions;**
- 2. Should any submissions be received that propose changes, or if there are substantial post public exhibition changes proposed for any other reasons, a report be submitted to Council for consideration detailing the public exhibition outcomes and with further recommendations regarding adoption; and**
- 3. Should there be no submissions received proposing changes as a result of the public exhibition, or there are no substantial post public exhibition changes proposed for any other reasons, Council adopt the Legislative Compliance Policy.**

LEGISLATIVE COMPLIANCE

POLICY ADOPTED: < Date policy adopted by Council...>

Policy Objective:

The purpose of this policy is to outline Bland Shire Council's commitment to a culture of compliance and provide a framework for good public administration. Council has an obligation to ensure that all legislative requirements and obligations are met and this policy is a key element in its overall legislative compliance framework for monitoring compliance and identifying action required for corrective measures.

Council maintains a high standard of diligence in all areas of public accountability, through its policies, in meeting its legal obligations, in the maintenance of the compliance management system and in the promotion of a compliance culture.

In particular, Council recognises its obligations to its stakeholders, its staff and the wider community to provide an environment that is safe, a culture that promotes equity and an administration that adopts high standards of probity and accountability in all its operations.

This Policy and its principles set out in this Policy, aim to:

- a. Prevent, and where necessary, identify and respond to breaches of laws, regulations, codes or organisational standards occurring in the organisation;
- b. Promote a culture of compliance within the organisation; and
- c. Assist the Council in achieving high standards of governance.

Policy Statement:

Council shall have appropriate processes and structures to ensure that legislative requirements are achievable and are integrated into the everyday running of the Council.

These processes and structures will aim to:

- a) Develop and maintain a system for identifying the legislation that applies to Council's activities.
- b) Assign responsibilities for ensuring that legislation and regulatory obligations are fully implemented in Council.
- c) Provide training for relevant staff, Councillors, volunteers and other relevant people in the legislative requirements that affect them.
- d) Provide people with the resources to identify and remain up-to-date with new legislation.
- e) Conduct of audits to ensure there is compliance.
- f) Establish a mechanism for reporting non-compliance.
- g) Review accidents, incidents and other situations where there may have been noncompliance.
- h) Review audit reports, incident reports, complaints and other information to assess how the systems of compliance can be improved.

Definitions:

To encourage the consistent understanding and use of terminology Council has adopted the definitions contained in *AS/ISO 19600:2015 Compliance Management Systems – Guidelines*. The main definitions contained in the standard are reproduced in the table below:

<i>Requirement</i>	<i>Need or expectation that is stated, generally implied or obligatory.</i>
<i>Compliance requirement:</i>	<i>Requirement that an organisation has to comply with</i>
<i>Compliance commitment:</i>	<i>Requirement that an organisation chooses to comply with</i>
<i>Compliance obligation:</i>	<i>Compliance requirement or compliance commitment</i>
<i>Compliance</i>	<i>Meeting all organisation's compliance obligations</i>
<i>Compliance culture</i>	<i>Values, ethics, and beliefs that exist throughout an organisation and interact with the organisation's structure and control systems to produce behavioural norms that are conducive to compliance outcomes.</i>

Responsibilities:Councillors and Committee Members

Councillors and Committee members have a responsibility to be aware of and abide by legislation applicable to their role.

Senior Management (General Manager and Directors)

Senior management should ensure that directions relating to compliance are clear and unambiguous and that legal requirements which apply to each activity for which they are responsible are identified. Senior management should have systems in place to ensure that all staff are given the opportunity to be kept fully informed, briefed and/or trained about key legal requirements relative to their work within the financial capacity to do so.

Employees

Employees have a duty to seek information on legislative requirements applicable to their area of work and to comply with the legislation.

Employees shall report through their supervisors to senior management any areas of noncompliance that they become aware of.

Recommended Practices:

Council has adopted the following principles based on the *AS/ISO 19600:2015 Compliance Management Systems - Guidelines*

- a. Council is committed to achieving compliance in all areas of its operations.
- b. Council will maintain a Legislative Compliance Policy that sets out its commitment to compliance with applicable laws, regulations, codes and Council standards.
- c. Council will provide sufficient resources to ensure that its Compliance Program can be implemented, maintained and improved.
- d. Council will ensure that all managers, supervisors and staff generally understand, promote and be responsible for compliance with relevant laws, regulations, codes and Council standards that apply to activities within their day-to-day responsibilities.
- e. Council will use its established risk management practices to accurately identify, rate and treat compliance risks.

- f. Council will ensure that compliance requirements are integrated into day-to-day operating procedures as appropriate.
- g. Council will maintain an effective complaints management system, including the coverage of compliance failures.
- h. Council will maintain a Compliance Register in association with its Risk Register.
- i. Council will investigate, rectify and report all compliance failures.
- j. Council will allocate appropriate responsibility for managing compliance at various levels.
- k. Council will provide appropriate practical education and training of staff in order for them to meet their compliance obligations.
- l. Council will actively promote the importance of compliance to staff, contractors and other relevant third parties.
- m. Council will monitor its Legislative Compliance Program through a three year Audit Plan, and
- n. Council will review its Legislative Compliance Program annually to ensure its effectiveness.

References:

- Local Government Act 1993,
- Local Government (General) Regulations 2005,
- Good Conduct and Administrative Practice – Guidelines for State and Local Government (NSW Ombudsman published May 2006)
- Governance Health Check – Self audit guide to good governance in Local Government (Local Government Managers Australia (LGMA) and Independent Commission Against Corruption (ICAC) published 2004), and
- AS/ISO 19600:2015 Compliance Management Systems - Guidelines

Authorisation:

Status	Committee	N/A	
	Manex	19 November 2019	
Owner	Director Corporate and Community Services		
EDRMS Doc. ID	< .. Contact Records..>		
Superceded Policy			
Date of Adoption/ Amendment	Revision Number	Minute Number	Review Date
	N/A		
Related Council Policy / Procedure			

DRAFT

8.8 Code Of Conduct Complaint Statistics



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

DP13.1 Promote and advocate improved management of, and access to, information across Council

Author: Director Corporate and Community Services

Introduction

Under the Model Code of Conduct framework, the Complaints Coordinator must report on a range of Code of Conduct complaints statistics to Council and to the Office of Local Government (OLG) each year.

Specifically, Council must identify the total number of complaints received in the OLG nominated period (1 September 2018 to 31 August 2019) about Councillors and the General Manager under the Code of Conduct and of these, how many instances a Conduct Reviewer or Panel was engaged to resolve a Code of Conduct complaint either by Preliminary Assessment or further Investigation.

Statistics must then be collected on the methods of resolution of the complaint.

The OLG also requires Council to provide costings of dealing with Code of Conduct Complaints made about Councillors and the General Manager and supplies the requisite Data Collection Form for Council to complete and return by 30 November 2019. This is to enable the compilation of the Time Series Data Publication by the Office of Local Government.

Council's Collection Form (Attachment 1) was completed and sent to the Office of Local Government on 27 November 2019.

Financial Implications

There are no financial implications for Bland Shire Council.

Summary

At the conclusion of the Reporting Period 1 September 2018- 31 August 2019 there had been no Code of Conduct complaints received.

Recommendation:

That Council notes for information the Code of Conduct Complaints Report for the period 1 September 2018 - 31 August 2019.

Office of Local Government

Model Code of Conduct Complaints Statistics

Reporting Period: 1 September 2018 - 31 August 2019

Date Due: *31 December 2019*

To assist with the compilation of the Time Series Data Publication it would be appreciated if councils could return this survey by

30 November 2019.

Survey return email address: codeofconduct@olg.nsw.gov.au

Council Name:	Bland Shire Council
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Contact Name:	Alison Balinc
Contact Phone:	02 69 722266
Contact Position	Director Corporate & Community Service
Contact Email:	council@blandshire.nsw.gov.au

All responses to be numeric.

Where there is a zero value, please enter 0.

Enquiries: Performance Team
Office of Local Government
Phone: (02) 4428 4100
Enquiry email: olg@olg.nsw.gov.au

Model Code of Conduct Complaints Statistics Bland Shire Council

Number of Complaints

1	a	The total number of complaints received in the period about councillors and the General Manager (GM) under the code of conduct	0
	b	The total number of complaints finalised in the period about councillors and the GM under the code of conduct	0

Overview of Complaints and Cost

2	a	The number of complaints finalised at the outset by alternative means by the GM or Mayor	0
	b	The number of complaints referred to the Office of Local Government under a special complaints management arrangement	0
	c	The number of code of conduct complaints referred to a conduct reviewer	0
	d	The number of code of conduct complaints finalised at preliminary assessment by conduct reviewer	0
	e	The number of code of conduct complaints referred back to GM or Mayor for resolution after preliminary assessment by conduct reviewer	0
	f	The number of finalised code of conduct complaints investigated by a conduct reviewer	0
	g	The number of finalised code of conduct complaints investigated by a conduct review committee	0
	h	The number of finalised complaints investigated where there was found to be no breach	0
	i	The number of finalised complaints investigated where there was found to be a breach	0
	j	The number of complaints referred by the GM or Mayor to another agency or body such as the ICAC, the NSW Ombudsman, the Office or the Police	0
	k	The number of complaints being investigated that are not yet finalised	0
	l	The total cost of dealing with code of conduct complaints within the period made about councillors and the GM including staff costs	0

Preliminary Assessment Statistics

3 The number of complaints determined by the conduct reviewer at the preliminary assessment stage by each of the following actions:

- | | |
|---|---|
| a To take no action | 0 |
| b To resolve the complaint by alternative and appropriate strategies | 0 |
| c To refer the matter back to the GM or the Mayor, for resolution by alternative and appropriate strategies | 0 |
| d To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, the Office or the Police | 0 |
| e To investigate the matter | 0 |
| f To recommend that the complaints coordinator convene a conduct review committee to investigate the matter | 0 |

Investigation Statistics

4 The number of investigated complaints resulting in a determination that there was **no breach**, in which the following recommendations were made:

- | | |
|--|---|
| a That the council revise its policies or procedures | 0 |
| b That a person or persons undertake training or other education | 0 |

5 The number of investigated complaints resulting in a determination that there **was a breach** in which the following recommendations were made:

- | | |
|--|---|
| a That the council revise any of its policies or procedures | 0 |
| b That the subject person undertake any training or other education relevant to the conduct giving rise to the breach | 0 |
| c That the subject person be counselled for their conduct | 0 |
| d That the subject person apologise to any person or organisation affected by the breach | 0 |
| e That findings of inappropriate conduct be made public | 0 |
| f In the case of a breach by the GM, that action be taken under the GM's contract for the breach | 0 |
| g In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 | 0 |
| h In the case of a breach by a councillor, that the matter be referred to the Office for further action | 0 |

6 Matter referred or resolved after commencement of an investigation under clause 8.20 of the Procedures and clause 7.20 of the new Procedures

0

Categories of misconduct

7 The number of investigated complaints resulting in a determination that there was a breach with respect to each of the following categories of conduct:

a General conduct (Part 3)

b Conflict of interest (FMCC Part 4) and Non-pecuniary conflict of interest (NMCC Part 5)

c Personal benefit (FMCC Part 5 / NMCC Part 6)

d Relationship between council officials (FMCC Part 6 / NMCC Part 7)

e Access to information and resources (FMCC Part 7 / NMCC Part 8)

Outcome of determinations

8 The number of investigated complaints resulting in a determination that there was a breach in which the council failed to adopt the conduct reviewers recommendation

9 The number of investigated complaints resulting in a determination that there was a breach in which the council's decision was overturned following a review by the Office

Section 3 – Reports for Information

Recommendation:

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

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

8.9 Economic Development & Tourism Report – December 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: General Manager

Introduction: Economic Development and Tourism initiatives during November 2019

Financial Implications: Nil

Riverina Outdoor Art Trail

It is well known that visitors don't recognise Council borders while traveling, so it's important we work with other councils to cross-promote our visitor experiences, create a seamless visitor journey and encourage a longer stay in the Riverina region.

Once the visitor enters our Council boundaries it is up to us to give the visitor an experience through attractions, trails food and accommodation for them to want to stay longer in our region.

Lockhart Shire, Leeton Shire, Narrandera Shire and Bland Shire worked together to create an outdoor art trail that will bring the visitors from the major cities to the Riverina by combining all the incredible artworks on permanent display throughout the parks and pavements of the beautiful Riverina in Southern NSW. From stunning silos and wonderful water towers to vibrant back lanes and so much more in between.

We are encouraging the visitor to come and discover the incredible free arts in our regional towns and cities and post on social media.

Facebook: Riverina Outdoor Art Trail,

Instagram: #riverinaarttrail,

izi App (audio app for phones): Riverina Outdoor Art Trail and

And also promoted through 'The Riverina' <https://theriverina.com.au/explore/riverina-outdoor-art-trail/>

The Riverina Outdoor Art Trail was launched in Griffith at 'The Riverina' AGM and strategic planning workshop on 19 November 2019.

We are in the planning stages of the Bland Shire Art Trail with will include all art in the Bland Shire and encourage visitors to travel to all the villages.

NEWS



HITTING THE TRAIL: Tiffany Thornton, Brent Lawrence, Marina Uys and Jennifer Connor take in a mural in Banna Lane. PHOTO: Calhan Behrendt

ALLEGED ASSAULTER FACES MORE

MORE charges have been laid against a former youth worker charged over the alleged historical sexual abuse of a young boy in the Riverina. Before Griffith Local Court on Wednesday, the prosecution said matters had been paused as they wait for the new charges laid against him in Queanbeyan to meet up with the existing charges, which include aggravated indecent assault. The 27-year-old man was arrested in Leeton in March. His case will come before Griffith Local Court on January 29.

Area on show with art

GRIFFITH is due to become a stop on a region-wide art trail showcasing some of the best landmarks in the Riverina. The city's murals in Banna Lane and the Centenary Sculpture Stones in IOOF Park will feature on the Riverina Outdoor Art Trail, an initiative which aims to show off murals, sculptures and other artworks from across the region.

The trail, which was launched at the Griffith City Library on Tuesday, travels between 17 towns and cities across the Riverina, with towns such as Hillston, Temora, Coleambally and Jerilderie all represented along the trail. Thrive Riverina chairman Brent Lawrence said the program comes after collaboration with councils across the region and the trail will grow as more artworks and towns are added.

"The aim of the whole project for us is to get people dispersing out through the regions," Mr Lawrence said. "Most of us are not destinations in our own right, were all small communities who have something special but we are better linked promoting that together. We each bring different skill sets but we've been able to pull something that will hopefully have real benefit for the region. At the moment there's a

couple of artworks that are in progress... it will continue to grow and I think this is only the starting point for collaborating with other councils." Mr Lawrence said the project aims to tap into the emerging tourist interest of outdoor artworks such as the Weethalle silo artwork and Coleambally's water tower mural and draw locals and visitors to parts of the region they may not have visited before. Those looking to follow

along with the trail and learn more about the history of the works will be able to do so through a self-guided audio tour of the trail, which has been released for free through the mobile application *LET TRAVEL*. Other landmarks to feature on the trail include Barellan's Giant Tennis Racquet and Gundagai's Dog on the Tuckerbox. To find out more about the Outdoor Art Trail, visit www.theriverina.com.au.

TREES CUT FOR ROOM

A TOTAL of 14 trees on the Griffith Regional Aquatic Centre site have been removed to make way for the new 50 metre pool. A total of 22 trees have also been cut down on the western boundary at Jubilee Oval for a large amenities building and a new rugby field. Griffith City Council's General Manager, Mr Brett Stonestreet said while this was an unfortunate loss, it was essential for the sporting projects.

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www.facebook.com/theareanews

WEATHER

TODAY Mostly sunny Min: 18°C Max: 32°C	TOMORROW Sunny Min: 14°C Max: 31°C	SUNDAY Sunny Min: 19°C Max: 32°C	MONDAY Sunny Min: 15°C Max: 35°C
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CONTACTS

The Area News is published every Monday, Wednesday and Friday and can be read online seven days a week at www.arenanews.com.au. We welcome your inquiries on the numbers below. General inquiries: (02) 6962 1733. Classifieds: 1300 65 65 62. Social media: [facebook.com/theareanews](https://www.facebook.com/theareanews), twitter.com/theareanews

COLY-POINT'S OWN NEWSPAPER
The Observer
\$1.40 INC GST



Regional art trail launched

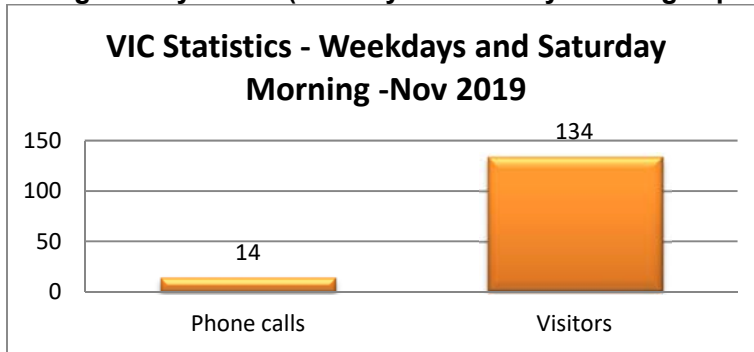
Why Leave Town Shop Local Program

- Total value of cards loaded in Program: \$2881
- Total value of cards redeemed in Program \$51
- Total value not yet spent in Program : \$2830

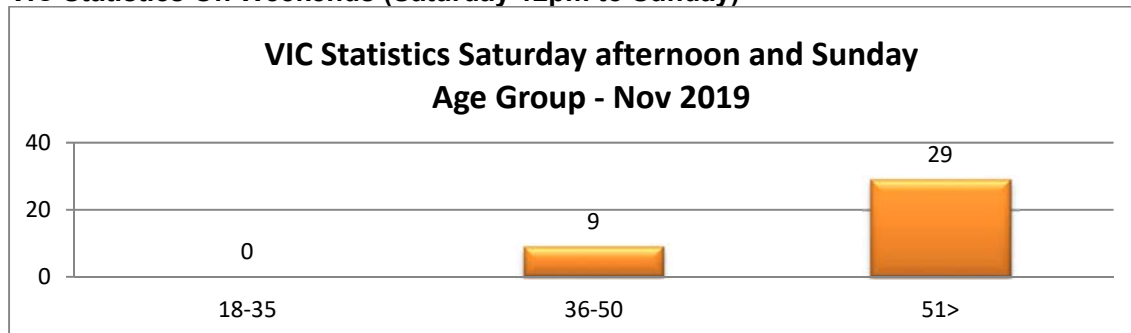
MONTHLY STATISTICS:

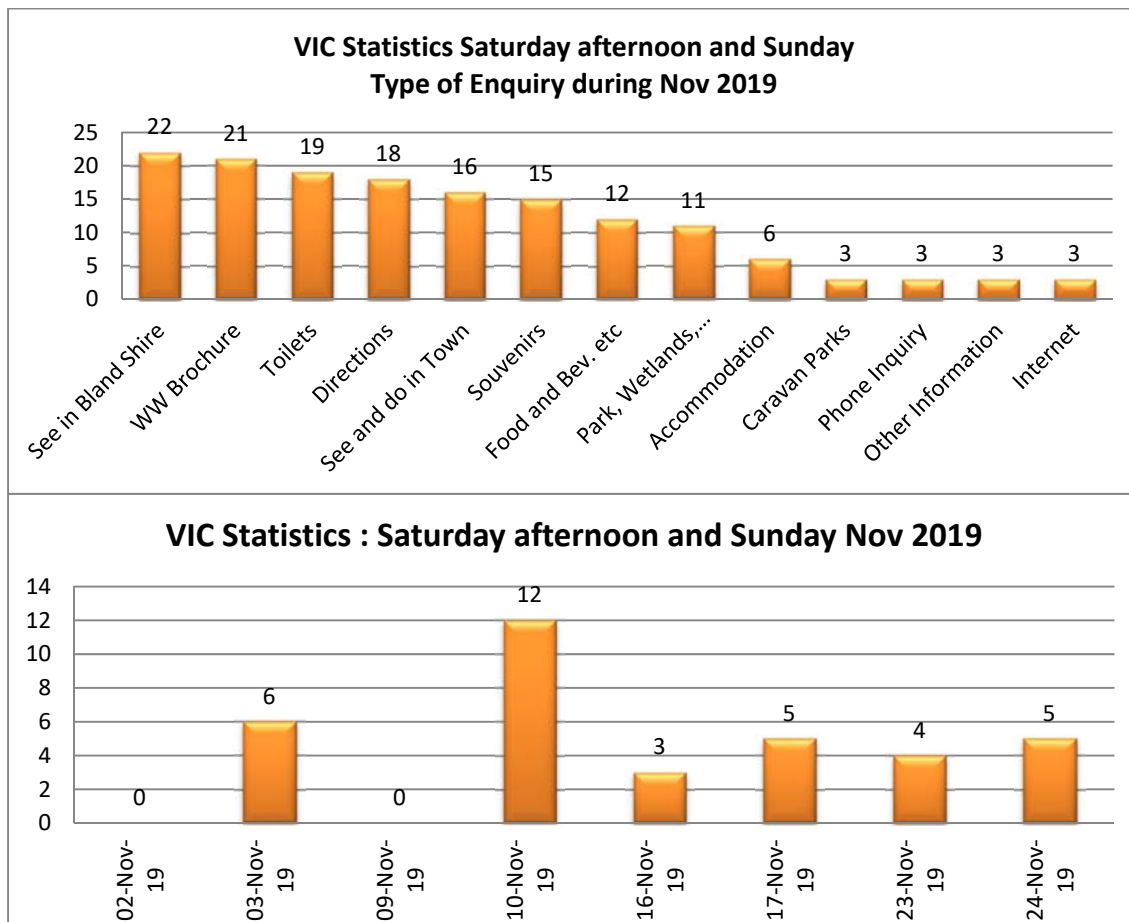
	Oct 19	Nov 19	Oct 19 - Nov 20
Total Program			
Number of Loaded Cards	2	48	50
Load Value	\$61	\$2,820	\$2,881
Number of Redemptions	1	1	2
Value of Redemptions	\$1	\$50	\$51

VIC Statistics during Library Hours (Monday to Saturday morning 12pm)



VIC Statistics On Weekends (Saturday 12pm to Sunday)





Bland Shire Events: December 2019

DECEMBER		LOCATION
4	International Day of People with a Disability	West Wyalong
6	Business West Wyalong Christmas Carnival	West Wyalong
12	Ungarie Pool Party	Ungarie
14	West Wyalong Show Society Markets	West Wyalong
15	Carols by Candlelight	West Wyalong
19	West Wyalong Pool Party	West Wyalong
20	Barmedman Carols at the Pool	Barmedman
25	Christmas Day	NSW
26	Boxing Day Public Holiday	NSW

Economic Development Matters

Regional Economic Development Strategy

The General Manager attended a meeting in Grenfell on 5 December to discuss the current status of the South West Slopes Regional Economic Development Strategy (REDS). This particular Strategy involves the councils of Bland, Cootamundra-Gundagai, Hilltops, Temora and Weddin.

The strategy was developed over 18 months ago but there has been no interaction with the State Government until this point in time. It has been agreed that each participating council review the Strategy to ensure that it is still relevant. This review will take place early in 2020.

New Business Park

The General Manager is in discussions with Riverina RDA regarding a possible application under Round 4 of the Building Better Regions Fund for funding to prepare the design and costings of developing the new Business Park in Central Road.

Expanding Businesses

The General Manager has been involved in discussions regarding council assistance with at least three local businesses wishing to expand: West Wyalong Machinery, Mid-West Fabrication and Renrow Steel.

Central West Economic Development Forum

The General Manager attended the Central West Economic Development Forum held in Orange on 3 December. While Bland Shire may not be a part of this network it was beneficial to hear what our neighbouring councils are experiencing in the way of economic development. The Central West network consists of the following councils: Bathurst, Blayney, Cabonne, Cowra, Forbes, Hilltops, Lachlan, Lithgow, Mid-Western, Oberon, Orange, Parkes and Weddin.

8.10 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

Weethalle Community Fun Day

Bland Shire Community Services staff made the trip to Weethalle on Saturday 30 December to assist in the provision of activities for the Weethalle Community Fun Day. The recent relocation of the portable pump track to Weethalle enabled the delivery of a scooter time trial competition which saw approximately 30 participants of all ages take part and was highly enjoyable for both competitors and spectators alike. Some fabulous prizes were on offer with all competitors receiving something for taking part. Council was also able to bring along giant games including jenga and connect four which were a huge hit at the event.



Ungarie and West Wyalong Pool Party

Following on from the success of last year, Council will again host community pool parties in both Ungarie and West Wyalong to mark the end of the year and provide a free family event for both communities. Those who attend will be treated to free entry, inflatable use and a barbeque with the slide also free at Holland Park and giveaways for the Ungarie community.

Grant BAMB program

Council has recently submitted a grant application under the Murrumbidgee Youth Grant program to host the Mindful Warrior, Anna Gannon's BAMB (Body, Art, Music, Mindfulness) school wellbeing program in three village schools across the shire. Council has engaged Anna in the past to deliver mindfulness sessions to village schools across the shire with the feedback received from teaching staff and students being overwhelmingly positive. The full day BAMB School Wellbeing Program has been developed to support the cognitive, emotional, social, physical and spiritual wellbeing of students. The program empowers students to connect, succeed and thrive, having a positive impact on their learning and development.

BAMM positively influences the wellbeing of students with a focus on delivering skills to assist students in developing positive relationships and personal goal setting through the enrichment of self-awareness, self-regulation and empowerment of a healthy lifestyle.

In addition to delivery of the three full day programs, Bland Shire Council will provide a BBQ lunch to all students at each of the sessions.

Christmas Lights Map and tour

The annual Christmas Lights Map was launched on Friday 6 December to coincide with the West Wyalong Christmas Carnival. In addition to the map, Council this year hosted a Christmas Lights competition with prizes on offer for three categories including best lit house, best lit business and judge's choice. Council also facilitated a Christmas lights bus tour for the community to view the beautiful lit homes and businesses in Wyalong and West Wyalong with local coach service Kelly's Coaches providing the bus free of charge as a gesture of Christmas goodwill for the community.



Year 9 volunteering sessions

Council recently held two volunteering education sessions with year 9 students from West Wyalong High School. During the sessions, Council staff touched on the importance of volunteering within the community and noted the contributions and services that community groups provide to the Bland Shire. Council staff further noted the multitude of personal benefits that volunteers experience such as building skills, leading healthier, happier and longer lives, decreased isolation and experiencing better mental health. Statistics around improved employment prospects for young people who volunteer were also provided in the session.

International Day of People with a Disability celebrations

The annual Bland Shire International Day of People with a Disability celebrations were held in the Council Chambers on Wednesday 4 December. This year, attendees were treated to a light lunch and a screening of the critically acclaimed movie, The Upside. Based on a true story, The Upside focuses on the experiences of a recently paralysed billionaire and his recently employed care giver and displays messages around the importance of valuing the contributions of people with disabilities and ensuring the dignity and autonomy of people with disabilities is upheld.

Monthly Grants Report

Reference is made to the presentation to the December Workshop of Council detailing the advantages of the Grant Guru System. In consultation with the General Manager and given the unanimous support of the program, displayed by the councillors at the Workshop, the System will be placed on Council's website allowing access by all local community and sporting groups, as well as individuals, to the array of available grants both local, state and federal. This action will negate the need for any future monthly reports to council.

8.11 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

Successful Tech Savvy Seniors

Bland Shire Library recently hosted a free two-hour technology session for seniors. Fifteen seniors attended the session, delivered by Jayde Fairall from Riverina Community College, Wagga Wagga. The training focused on the use of smartphones at an introduction level. From all accounts, it was a very successful event with participants eager to attend more technology lessons. In light of this, the library anticipates delivering additional technology lessons throughout the coming year.



Food for Fines

Bland Shire Library is currently running Food for Fines in support of the local St Vincent de Paul Society's Christmas Appeal. The waiving of late fees in lieu of donated food took effect on Monday 25 November and will run until Tuesday 24 December 2019, as determined by the Riverina Regional Library Advisory Committee.

However, it should be noted that Bland Shire Library will close at 3pm Friday 20 December for the Christmas / New Year break. Ray Scott, President of the local St Vincent de Paul Society and his team will collect all donated food prior to the library closing.

Summer Reading Club Launched

Bland Shire Library recently launched its 2019-20 Summer Reading Club program. Forty children registered on the day. However, registrations are still being taken up until 3pm Friday 20 December 2019.

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.

The free program for school students aged 5 – 16 years uses an incentive-based system. In the past, participants received a reward for reading 5, 10 and 15 books respectively. This year, Bland Shire Library is doing things a little differently. The Summer Reading Club will be a 40 day challenge. This will move the emphasis from counting books to days spent reading, making participation more achievable for all involved. To help participants reach their goal, Bland Shire Library will reward them for every 10 consecutive days that they read, up to 40 days. In addition, participants have a series of mini-challenges to complete for the chance to win a book bundle valued at \$100.



This year, Bland Shire Library is thrilled to have back on board as sponsors The L & R Group and Evolution Mining's Cowal gold operations, as well as new sponsor What's Cookin.

Programs



- Day Book Club** – Day Book Club held its final meeting for 2019 on Monday 2 December. The group, which meets the first Monday of each month (excl. January) will reconvene on Monday 3 February 2020. It should be noted that all resources for book club are provided by Riverina Regional Library at a cost of \$400 per year per group – with the cost met by members of book club groups. Pictured are eight of the ten members who make up Bland Shire Library's Day Book Club.
- Storytime** - The library will hold its final Storytime for 2019 on Thursday 5 December at 10.30am, with a special visit by Santa. Storytime will resume on Thursday 6 February 2020.
- Baby Bounce** – The library will hold its final Baby Bounce for 2019 on Friday 6 December at 10.30am. Baby Bounce will resume in the New Year on Friday 14 February 2020.
- Knit and Knatter** – The library's knitting group will celebrate another successful year of knitting for charity with a Christmas party on Tuesday 10 December from 2pm. The group will continue to meet every second Tuesday from 7 January 2020.
- Pals of the Pen** – The library's writers group will meet for the final time in 2019, on Friday 13 December at 10.30am. The group will resume in February 2020.

Local Priority Grant Project

\$18,000 has been allocated towards upgrading and purchasing new technology for the library with the purpose of developing existing programs and services while creating a technological centre for learning with the anticipated outcome being increased membership.

Library Statistics for November 2019

Despite the number of people through the door and program attendance remaining consistently high, there was a significant decrease in information and customer service requests, computer usage and visitors in November.

- 190 Information Requests
- 276 Customer Service Requests – this figure includes technology assists
- 289 Computer Usage
- 80 requests for Wi-Fi (ie. mobile device users)
- 47 adults attended regular programs in the library
- 358 children and parents/carers attended regular children's programs in the library
- 148 Visitor Information Requests – this figure relates to normal library opening hours only and includes 14 telephone requests
- 20 programs were held in November

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

- 3139 people through the door
- 1906 library items issued
- 79 library items reserved
- 13 new members

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

8.12 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

Preparation for 2020 staffing has commenced. Consideration has been given to enrolments and class sizes as well as the return of two staff from maternity leave and a further two staff commencing maternity leave. The following positions have been advertised internally in the first instance

- Child Care Educator – Maternity Relief
- Play Session Leader – Temporary part time
- Early Childhood teacher – Temporary part time
- Early Childhood teacher – Maternity Relief
- 2 x Child Care Educator (Special Needs) – Temporary part time
- Child Care Educator – Temporary part time

These positions close on 5 December 2019.

A Child Care Educator – Trainee position will be advertised externally in January 2020.

Children Services Unit staff held a Christmas Dinner on Thursday 28 November with CSU staff and Family Day Care educators attending.

Mobile Resource Unit

Vacation Care

- The January 2020 Vacation Care Program has been finalised and is now open for bookings.
- Vacation Care will run for two weeks from 13/1/2020 to the 24/1/2020.
- The program has been distributed to local schools and includes visits from the Splatter Gallery and Laser Tag.

Mobile Preschool – Ungarie and West Wyalong

- Children, families and educators have been busy preparing for our Christmas concert to which was held in West Wyalong at the S&C club on 4 December.
- The Children had their first practice on the big stage, travelling by bus from Ungarie to West Wyalong on Thursday 28 November.
- Christmas preparations are well under way and educators are preparing for end of year celebrations.
- Children have commenced catching the school bus on Wednesdays to Ungarie Preschool.

- Safety film has been installed on all windows within 1 metre of floor level to comply with Building Code of Australia AS 1288-2006.
- An updated Venue Management Plan has been submitted to ensure the service complies in the transition to the Education and Care National Regulations.
- School photos have commenced and are in the process of being compiled for families.
- Enrolments for 2020 have been sent out, with enrolments from 11 children to date.
- A Drought Support Funding application has been submitted. If successful, this funding will be used for fee subsidies for families and to maintain parts of our natural playground which is drought affected. The Coordinator and Special Needs Educator have liaised with Inclusion Support Agency Gowrie and devised a new application for Inclusion Support Funding for 2020 which will be submitted soon.
- A Business Case has been submitted to Early Childhood and Child Care (ECCC) State Network/Australian Government Department of Education for additional operational funding. If successful, this funding will be used for operational costs to reduce the budget deficit.
- Children participated in an incursion on 8 November with a visit from Mindful Warrior.



Playgroup

- Playgroup attendance has fluctuated due to local primary school transition programs and the warmer weather.
- Christmas craft has been included across all of the playgroup programs.
- All venues have had new enrolments.

Bland/Temora Family Day Care

This month we welcomed a new educator to the scheme who commenced on Monday 25 November. To be based in West Wyalong, during the month of November they attended a playgroup session and Family Day Care educator meeting in addition to liaison and support from the Coordination Unit in setting up her business to meet regulatory and Bland/Temora Family Day Care requirements.

- Family Day Care Educator meetings were held in Temora on Wednesday 13 and in West Wyalong on Thursday 14 November.
- Playgroups have been very busy during November with Christmas celebrations underway.

- Monitoring visits are all on schedule for November.
- Children Services Unit Coordinator attended the local library Storytime with West Wyalong Family Day Care educators.
- Family Day Care Educator Recruitment Packs were taken to the Local Aboriginal Lands Council for possible recruitment.

ITAV

Venues visited during November:

- 6 November – Tallimba
- 20 November – Weethalle cancelled due to insufficient rsvp's.
- 27 November - Local Aboriginal Land Council West Wyalong

At each venue the following activities were offered:

- Playgroup session.
- Toy library.
- Christmas card making kits with Rhonda Humphries

The new TEI Activity Mapping template has been completed and submitted to comply with upcoming contract negotiations.

The CSU coordinator and Play Session Leader attended the quarterly interagency meeting at Bland Shire Council on the 26 November. This was a valuable experience for meeting with other agencies, discussing what we all do and how we might be able to help each other achieve shared objectives.

A service survey has been devised and distributed through the Local Aboriginal Lands Council in regards to services offered through their venue.

Bland Preschool

The children's educational program has included visits out and about in the local community including:

- Splatter Gallery: 12 November and 13 November (pictured top left)
- Library Visit: 19 November and 20 November (pictured top right)
- S&C Club for Concert Practices: 25, 28 and 29 November in preparation for the CSU Concert and Disco on Wednesday 4 December.

A Drought Support Funding application has been submitted. If successful, this funding will be used for fee subsidies for families and to maintain parts of our playground and play equipment which is drought affected. Inclusion Support funding applications have been submitted in preparation for 2020 classes.



8.13 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*

Author: Director Asset & Engineering Services

1. Council Road Crew Locations Week Commencing 4.11.2019

- Graders
 - Tyndals Lane
 - Kildary Road
 - Lake Cowal Road
 - Flaggs Lane
 - Scotts Lane
- Gravel Carting
 - Deans Pit / Girral Road
- Maintenance Crews (Bobcat/Backhoe)
 - Shire roads

2. Council Road Crew Locations Week Commencing 11.11.2019

- Graders
 - West Wyalong Town Streets
 - Kildary Road
 - Blow Clear/Girral Road
 - Flaggs Lane/Lewes Rd
 - ONiels Lane/Fire Breaks
- Gravel Carting
 - Deans Pit / Girral Road
- Maintenance Crews (Bobcat/Backhoe)
 - Shire roads

3. Council Road Crew Locations Week Commencing 18.11.2019

- Graders
 - Kildary Road
 - Blow Clear/Girral Road
 - Fishers Lane
 - Sandy Creek/Lewes Rd
 - ONiels Lane/Fire Breaks
- Gravel Carting
 - Storms Pit / Alleena Road
- Maintenance Crews (Bobcat/Backhoe)
 - Shire roads

4. Council Road Crew Locations Week Commencing 25.11.2019

- Graders
 - Boltes Lane
 - Alleena Road
 - Girral Road
 - Lewes Road
 - ONiels Lane/Fire Breaks
- Gravel Carting
 - Storms Pit / Alleena Road
- Maintenance Crews (Bobcat/Backhoe)
 - Shire roads

5. Village maintenance

- All parks mown and tidied
- Village main streets swept and rubbish removed
- Trees trimmed and fallen branches picked up
- Village entrances and streets mown and trimmed
- All village park play grounds inspected for safety
- Irrigation checks repairs carried out at Barmedman, Tallimba, Ungarie and Mirrool
- Ungarie oval toilets cleaned and maintenance work carried out

6. Park maintenance

- McCann park, Barnado park and small parks and areas mown, trimmed and maintained
- Council chambers lawns and gardens maintained and sprinklers repaired
- Maintenance to Herridge park, Cooina park, Wyalong court house
- Lawn and monument cemetery maintenance works carried out
- Christmas tree erected in McCann park
- Public amenities cleaned and maintained
- Trees trimmed

7. Ovals maintenance

- maintenance to sporting ovals and surrounds
- Irrigation checks carried out
- Line marking for athletics, cricket and touch football
- Ron Crowe oval and perseverance street ovals sprinklers repaired
- Redman oval irrigation repairs

8. Town maintenance

- Star lane cleaned and tidied
- Town areas mown and trimmed
- Town trees trimmed and watered as needed
- Main street gardens weeded and watered
- Small pot holes repaired in roads
- Cooina park upgrades
- Clean out town drains
- West Wyalong and Wyalong spraying on nature strips carried out
- Aerodrome slashing inspections and maintenance work carried out
- Back filled low areas on nature strips
- Street sweeper operating in town and villages
- Airport gravel run way maintenance carried out
- Main street closure for Christmas carnival

9. Noxious Weeds/Environmental

- High Risk Pathway Inspection – 371 , Mid Western Hwy , Newell Hwy ,
- Training – , Frogbit Field day Darby Falls ,
- Council Land Inspections- , Weethalle Tip . Kiki Tip , Talimber Tip
- Slashing / Mowing – Hazard reduction – Tallimber Area , drain clearing Wargin rd
- Property Inspections – 15
- The following noxious weeds and other controls were undertaken:
 - West Wyalong - cemetery , lanes
 - Mexican Poppy – , Ungarie Silo ,
 - St Johns Wort – Mirrool , 368 , 371 , Timothys rd , Bashams In , Baralyang rd , Gunn rd , Chanters In , Mud hut rd , Dundas rd , Kiki rd , Grahams In , Euroka rd , Mandamah Forest rd , Bygoo rd , Popes In , Heaths In , Mangelsdorfs In , Sandy creek rd , Scotts In , Golden Hills In , Fishers In , Area Park rd , Malones In ,
 - Spiny Burr Grass Red Zones – Spauls In , Patons In , Wombyne rd , Blow Clear rd , 57nth , Bena rd , Cottinlys rd , 231 , Abernethys In , Ungarie Water tower area and rail corridor , Kiki rd , Hatelys In , Quandt rd , Newell nth , Sandy creek rd , Mcdermots In , Gunn rd , Clear ridge rd , Wilsons In , Youngs In , Yalgogrin hall , Weethalle show ground , West Wyalong pony club ,
 - Tree Sucker spraying – Kolkilbertoo rd ,
 - Coolatai – sprayed and burned Pfeiffers In ,
 - Blue Heliotrope – Buddigower rd , Goldfields Way , Ungarie rail yards ,
 - Scotch Thistle , Mid Western hwy , Dundas rd , Thomsons In , Humbug TSR , Youngareen rd , Holms In , Bonhams rd , Wests In , Dougans In ,

8.14 Development Services Activity Report – November 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 November 2019:

Application No	Address	Development
DA2020/0025	56 Court Street, West Wyalong	Multi Dwelling Housing (2 Units)
DA2020/0027	74 Queen Street, Barmedman	Change of use to a food premises
DA2020/0028	110 Neeld Street, Wyalong	Above ground swimming pool
DA2020/0029	205-211 Main Street	Multi Dwelling Housing (10 units)
DA2020/0030	73 Park Street, West Wyalong	Tennis Club amenities facility incorporating toilets, canteen and undercover viewing area

The following DA applications were approved during November 2019:

Application No	Address	Development	Approval Date
DA2019/0050	19 Wilga Street, West Wyalong	Demolition of and existing shed and construct new storage shed	26/11/2019
DA2020/0018	17 Gladstone Street, West Wyalong	Alterations & additions to a dwelling	4/11/2019
DA2020/0019	20 Conway Street, Wyalong	Storage shed	6/11/2019
DA2020/0020	40 Creswell Street, West Wyalong	Storage shed	7/11/2019
DA2020/0021	28 Centenary Drive, West Wyalong	Storage shed	18/11/2019
DA2020/0024	44 Heatons Lane, Weethalle	Inground swimming pool	11/11/2019
DA2020/0027	74 Queen Street, Barmedman	Change of use to a food premises	21/11/2019

Complying Development Certificates

Council received the following CDC Application during November 2019:

Application No.	Address	Development	Received Date
DA2020/0003	11 Church Street, West Wyalong	Inground swimming pool	11/11/2019

Council received the following Complying Development Certificate from a Private Certifier during November 2019:

Application No.	Address	Development	Private Certifier	Received Date
CDC2020/0004	29 Ungarie Road, West Wyalong	Tenancy Fit-Out of Pharmacy	Ben Smith BPB 2555	14/11/2019

Building Inspections

The following inspections were carried out during November 2019:

Inspection Type	Number
Pre-Lodgement	3
Site	10
Pier Holes	5
Slab/Coping	10
Frame	4
Hot & Cold	3
Wet Areas	5
Drainage/Plumbing	15
Stormwater	11
Final	13

Community Participation Plan

The draft Community Participation Plan was publically exhibited for a period of 28 days. No submissions were received during this period and the plan has now been adopted.

Regulatory Activities Update

Companion Animal Seizure and Impound Activities November 2019

Seizure Activities:	Dogs	Cats
Seized	8	2
Returned to Owner	8	0

Impounding Activities:	Dogs	Cats
Animals in pound at start of month	1	1
Incoming Animals		
Transferred from Seizure Activities	0	2
Dumped at Pound	8	19
Surrendered	1	0
Total Animals in Pound	10	22

Outgoing Animals		
Released to Owner	0	0
Euthanased	0	2
Rehoused	5	10
Sold	0	1
Died at Pound	0	0
Stolen	0	0
Escaped	0	0
Total Animals Leaving Pound	5	13
Animals in Pound at end of Month	5	9

NOTICES OF MOTIONS / QUESTIONS WITH NOTICE

9.1 Bland-Temora RFS Zone – Headquarters (Crs Baker & McGlynn)

The current RFS facilities in West Wyalong consist of 'state of the art' equipment and the building is centrally located within the Zone.

Note from General Manager

The Hon. David Elliott, MP, Member for Baulkham Hills, is the Minister for Emergency Services including responsibility for the NSW RFS.

Recommendation:

That Council make formal representations to the Minister responsible for the operations of the NSW Rural Fire Service to have the Bland-Temora RFS Zone headquarters transferred to West Wyalong.

9.2 Shop Local Campaign (Cr McGlynn)

We all know that local businesses are suffering as a direct result of the current drought and Bland Shire Council should be doing everything possible to spend locally.

Note from General Manager

Council will be aware that it recently sponsored the Why Leave Town Card which encourages the 'shop local' concept. In addition, the Drought Funding Program and the Stronger Country Communities Program has injected several million dollars into the local economy.

Council staff always endeavour to support local businesses but on occasions we also have to be conscious of the need to ensure that we are receiving the best value for the ratepayers dollar.

Recommendation:

That Council makes a concerted effort to shop locally for all goods and services for the duration of the current drought.