



Bland Shire Council
Business Paper
Ordinary Council Meeting
18 February 2020



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
DCCS	Director Corporate & Community Services
DCP	Development Control Plan
DTS	Director Technical Services
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
LCCMCAC	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
QBRS	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

Council advises that an audio recording of the proceedings of this meeting will be taken and made publicly available on the website.

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").

1.1 Prayer

Representatives from the Ministers Association will lead Council in the annual Prayer session.

2.0 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

2.1 Attendance

Councillors

Cr Bruce Baker

Cr Rodney Crowe

Cr Penny English

Cr Kerry Keatley

Cr Tony Lord

Cr Liz McGlynn

Cr Murray Thomas

Cr Jan Wyse

Staff

Acting General Manager – Will Marsh

Director Corporate & Community Services – Alison Balind

Executive Assistant – Julie Sharpe

2.2 Apologies

Cr Brian Monaghan

General Manager – Ray Smith

2.3 Applications for a leave of absence by Councillors

3.0 CONFIRMATION OF MINUTES

3.1 Ordinary Meeting held on 17 December 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

5.1 Mr John Mitchell, West Wyalong Men's Shed

6.0 MAYORAL MINUTE(S)

7.0 REPORTS OF COMMITTEES

8.0 REPORTS TO COUNCIL

Section 1 - Office of the General Manager

8.1	Southern Lights Project – Progress Update – February 2020	50
8.2	West Wyalong Community Theatre – Progress Report – February 2020	55
8.3	Disclosure of Interest Return	57
8.4	Strengthening Communities – West Wyalong Rodeo	58

Section 2 – Corporate & Community Services

8.5	Financial Statements – December 2019	60
8.6	Financial Statements – January 2020	65
8.7	Progress Report on the Combined Delivery Program and Operational Plan 2019-2023	70
8.8	Draft Financial Reserves Policy	72
8.9	Budget Review – December 2019	78
8.10	Drought Communities Programme – Extension	87
8.11	Additional Collections Contribution To Riverina Regional Library	91

Section 3 – Technical Services

8.12	Alcohol Free Zones - West Wyalong and Wyalong	94
8.13	Local Heritage Assistance Funding – 99 Main Street, West Wyalong	98

Section 4 - Reports for Information

8.14	Economic Development & Tourism Report – February 2020	101
8.15	Community Services Report	107
8.16	Children’s Services Monthly Update	109
8.17	Bland Community Care Services Update	112
8.18	Assets & Engineering Services Report	114
8.19	Development Services Activity Report December 2019 & January 2020	116

9.0 NOTICES OF MOTIONS / QUESTIONS WITH NOTICE

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 Business Assistance Application

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 Proposed Sale of Council Property

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.

10.3 Application Under Council’s Financial Hardship Policy

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

The matters and information are the following:

(b) the personal hardship of any resident or ratepayer,

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 <i>(Whole Council)</i>		
Australian Rural Roads Group Inc <i>(Mayor Monaghan, Cr McGlynn - alternate, Cr Thomas - alternate)</i>		
Bland Rural Fire District Zone Liaison Committee <i>(Cr Keatley)</i>		
Bland – Temora RFS Zone Bushfire Management Committee <i>(Cr Baker)</i>		
Community Reference Group <i>(Whole Council)</i>	11 th February 2020	
Country Mayors Association of NSW <i>(Mayor Monaghan)</i>	6 th March 2020	
Cowal Gold Project Community Environmental Monitoring & Consultative Committee (CEMCC) <i>(Mayor Monaghan, Cr Thomas - alternate)</i>	4 th December 2019 4 th March 2020	✓
Goldenfields Water County Council Board <i>(Cr McGlynn)</i>	13 th December 2019 21 st February 2020	✓
Internal Audit Committee		
Lachlan Valley Noxious Plants Advisory Committee <i>(Cr Crowe)</i>		
Local Traffic Advisory Committee		
Murrumbidgee Primary Health Network Board <i>(Cr Monaghan)</i>		

Newell Highway Taskforce <i>(Cr Lord)</i>	11 th February 2020	
NSW Association of Mining & Energy Related Councils (MERC) <i>(Cr McGlynn, Cr Thomas - alternate)</i>	4 th & 5 th March 2020	
NSW Public Libraries Association <i>(Cr Wyse)</i>		
Riverina Eastern Regional Organisation of Councils (REROC) <i>(Mayor Monaghan)</i>	27 th February 2020	✓
Riverina Joint Organisation <i>(Mayor Monaghan)</i>	27 th February 2020	✓
Riverina Regional Library Advisory Committee <i>(Cr Wyse)</i>		

Recommendation:

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

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

Date: Wednesday 4 December 2019
Time: 9.04 am – 10.07am EMCC – West Wyalong
Minutes taken by: Kathryn Conroy

Attendees:

Independent Chairperson: Lisa Andrews (LA)
Evolution: Danielle Wallace (DW)
Kathryn Conroy (KC)
Mariah Lane (ML)
Community Members: Lucy Buttenshaw (LB), Angus Stitt (AS), Bruce Dent (BD) & Ally
Coe (AC) [WCC]
Bland Shire Council: Mayor, Cr Brian Monaghan (BM)
Forbes Shire Council: Cr Steve Karaitiana (SK) [alternate]
Lachlan Shire: Cr Dennis Brady (DB)

Apologies: Max Finlayson (MF), Cr Phyllis Miller OAM (DB), Kate Dean (KD) & Chris Roylance (CR)

ITEM	ACTION
<p>1. Welcome</p> <p>Independent Chair, LA, opened the meeting at 9:04am and welcomed all members to the last CEMCC meeting for 2019.</p> <p>DW advised that Anne Bolton (AB) had left Evolution, KC would now be in attendance.</p>	
<p>2. Apologies</p> <p>As listed above. LA advised MF may have more time available next year.</p>	
<p>3. 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>KC is required to complete a declaration statement.</p>	<p>Action 1. LA to send declaration to KC for completion.</p>
<p>4. Confirmation of Previous Minutes</p> <p>Moved by Lucy Buttenshaw (LB), seconded by Brian Monaghan (BM)</p>	<p>Nil</p>

<p>5. 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. Completed - requires additional acronyms used in slide deck.</p>	<p>Action 2: DW to update the acronyms in the presentation for the next CEMCC meeting.</p>
<p>6. Correspondence (as emailed with the meeting notice)</p> <p>Near neighbour correspondence – noise and blast concerns</p> <ul style="list-style-type: none"> DW advised that Evolution is investigating options to provide noise mitigation to relevant properties. <p>KC advised of business owner and a car parking issue.</p>	<p>Action 3: KC and DW to respond to concerns raised by near neighbor re blast and close out business owner concerns.</p>
<p>7. 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>KC 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 approvals. Particular discussion around the upcoming community consultation including the importance of letter boxing when communicating about the Project.</p>	<p>See attached presentation for further details.</p> <p>Action 4: Further discussion to be held at the next CEMCC meeting regarding the community engagement approach for the CGO approvals.</p>
<p>8. General Business</p> <p>AC advised there was a catch-up held at WCC, with a further meeting planned for 18/12/19 regarding for the ancillary deed MLA45.</p>	
<p>9. Meeting Schedule for 2020</p> <p>It was agreed to hold the CEMCC meetings as per the usual schedule:</p> <ul style="list-style-type: none"> 4 March – WCC Condobolin 3 June- Forbes Shire Council 26 August – On site 2 December - ECCC 	
<p>10. Meeting Closed – 10.07am with LA thanking all members for their attendance and contribution throughout 2019 as well as wishing them a Merry Christmas and happy new year.</p>	

Next meeting: Wednesday, 4 March 2020, WCC commencing at 9am.

ACTION ITEMS

ITEM	ISSUE	RESPONSIBILITY
1	LA to send declaration to KC	LA
2	Provide additional acronyms in the next slide deck for the CEMCC members	DW
3	KC and DW to respond to concerns raised by near neighbor re blast and close out business owner concerns	DW & KC
4	Further discussion to be had at the next CEMCC meeting regarding the community engagement approach to the consultation in relation to approvals.	DW & KC

DRAFT

The meeting commenced at 10.00am

PRESENT

Cr D Palmer, Cr G Armstrong, Cr D McCann, Cr L McGlynn, Cr K Morris, Cr M Stadtmiller, Cr G Sinclair.

ALSO IN ATTENDANCE

Mr A Drenovski (General Manager), Mr G Veneris (Production and Services Manager), Mr T Goodyer (Operations Manager), Ms M Curran (Corporate Services Manager) Mr P Goesch (Acting Engineering Manager), Mrs A Coleman (Executive Assistant).

1. LEAVE OF ABSENCE/APOLOGIES

BOARD RESOLUTION

19/104 RESOLVED on the motion of Crs Sinclair and McCann that Cr B Callow be granted a leave of absence.

2. ACKNOWLEDGEMENT OF COUNTRY

I would like to acknowledge the Wiradjuri people who are the Traditional Custodians of the Land. I would also like to pay respect to their people both past and present and extend that respect to other Aboriginal Australians who are present.

3. PRESENTATIONS

Nil

4. DECLARATION OF PECUNIARY INTERESTS

Nil

5. DECLARATION OF NON PECUNIARY INTERESTS

Nil

6. CONFIRMATION OF MINUTES OF MEETINGS HELD ON 24 OCTOBER 2019,

BOARD RESOLUTION

19/105 RESOLVED on the motion of Crs McGlynn and McCann and that the minutes of the meetings held on the 24 October 2019, having been circulated and read by members be confirmed.

7. BUSINESS ARISING FROM MINUTES

Nil

8. CORRESPONDENCE

Nil

9. ADMISSION OF LATE REPORTS

Nil

10. NOTICES OF MOTION / RESCISSION MOTIONS

Nil

11. CHAIRPERSON'S MINUTE

Nil

12. MATTERS TO BE SUBMITTED TO OPEN COUNCIL

12.1. MATTERS SUBMITTED BY CORPORATE SERVICES MANAGER

12.1.1. COUNCIL INVESTMENTS

BOARD RESOLUTION

19/106 RESOLVED on the motion of Crs Sinclair and McCann that the report detailing Council Investments as at 30 November 2019 be received and noted.

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the report detailing Council Investments as at 30 November 2019 be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

A report on Council's Investments is required to be presented for Council's consideration in accordance with Clause 212 of the Local Government (General) Regulation 2005.

REPORT

Council's investment portfolio increased by \$500,000 from \$50,750,000 as at 30 September 2019 to \$51,250,000 as at 30 November 2019. This increase is a timing correction following the decrease in cash reported to the October 2019 meeting.

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at
TEMORA OFFICE on 13 December 2019**

Investment Portfolio

Type	Rating	Issuer	Frequency	Purchase	Maturity	Days	Rate	Benchmark*	Principal
TD	A	ING Direct	Annual	11/12/2017	9/12/2019	728	2.91	1.48	\$3,000,000
TD	A	ING Direct	Annual	20/12/2017	23/12/2019	733	2.87	1.48	\$3,000,000
TD	BBB+	Rural Bank	Annual	14/02/2018	14/02/2020	730	2.86	1.48	\$3,000,000
TD	BBB+	AMP Bank	At Maturity	26/02/2019	26/02/2020	365	2.75	1.48	\$1,000,000
TD	A-	Macquarie Bank	At Maturity	16/09/2019	17/03/2020	183	1.75	1.08	\$2,000,000
TD	BBB+	AMP Bank	At Maturity	20/03/2019	19/03/2020	365	2.75	1.48	\$1,000,000
TD	NR	Police Credit Union SA	Annual	21/03/2018	23/03/2020	733	3.02	1.48	\$1,000,000
TD	BBB+	AMP Bank	Annual	16/05/2019	15/05/2020	365	2.35	1.48	\$1,000,000
TD	BBB+	AMP Bank	At Maturity	12/11/2019	12/05/2020	182	1.80	1.08	\$1,000,000
TD	BBB+	AMP Bank	At Maturity	12/11/2019	12/05/2020	182	1.80	1.08	\$2,000,000
FRTD	BBB	Newcastle Permanent	Quarterly	8/06/2017	9/06/2020	1097	3.21	0.95	\$2,000,000
TD	BBB	Auswide Bank	At Maturity	20/06/2018	22/06/2020	733	3.00	1.48	\$1,000,000
TD	AA-	Westpac	Annual	12/07/2017	13/07/2020	1097	3.01	1.48	\$2,000,000
TD	AA-	Westpac	Quarterly	25/09/2017	28/09/2020	1099	3.06	1.48	\$1,000,000
TD	BBB+	BOQ	Annual	7/11/2017	9/11/2020	1098	3.00	1.48	\$3,000,000
TD	BBB+	Rural Bank	Annual	6/12/2017	7/12/2020	1097	2.95	1.48	\$3,000,000
TD	BBB+	Rural Bank	Annual	9/01/2018	11/01/2021	1098	3.10	1.48	\$3,000,000
TD	NR	Police Credit Union SA	Annual	21/03/2018	22/03/2021	1097	3.15	1.48	\$2,000,000
TD	NR	Australian Military Bank	Annual	29/03/2018	29/03/2021	1096	3.20	1.48	\$1,000,000
TD	AA-	Westpac	Quarterly	24/04/2018	27/04/2021	1099	3.13	1.48	\$3,000,000
TD	BBB	P&N Bank	Annual	27/06/2018	28/06/2021	1097	3.15	1.48	\$3,000,000
TD	BBB+	BOQ	Annual	12/07/2017	12/07/2021	1461	3.45	1.48	\$2,000,000
TD	BBB+	BOQ	Annual	29/10/2018	29/10/2021	1096	3.00	1.48	\$3,000,000
TD	BBB+	BOQ	Annual	12/07/2018	12/07/2022	1461	3.50	1.48	\$1,000,000
CASH	BBB	ME	Monthly				1.35	0.75	\$2,000,000
CASH	AA-	CBA	Monthly				0.70	0.75	\$1,250,000

TOTAL: **\$51,250,000**

*Benchmarks

On Call - RBA Cash

Floating Rate Deposit - 3m BBSW

Term Deposit - BBSW

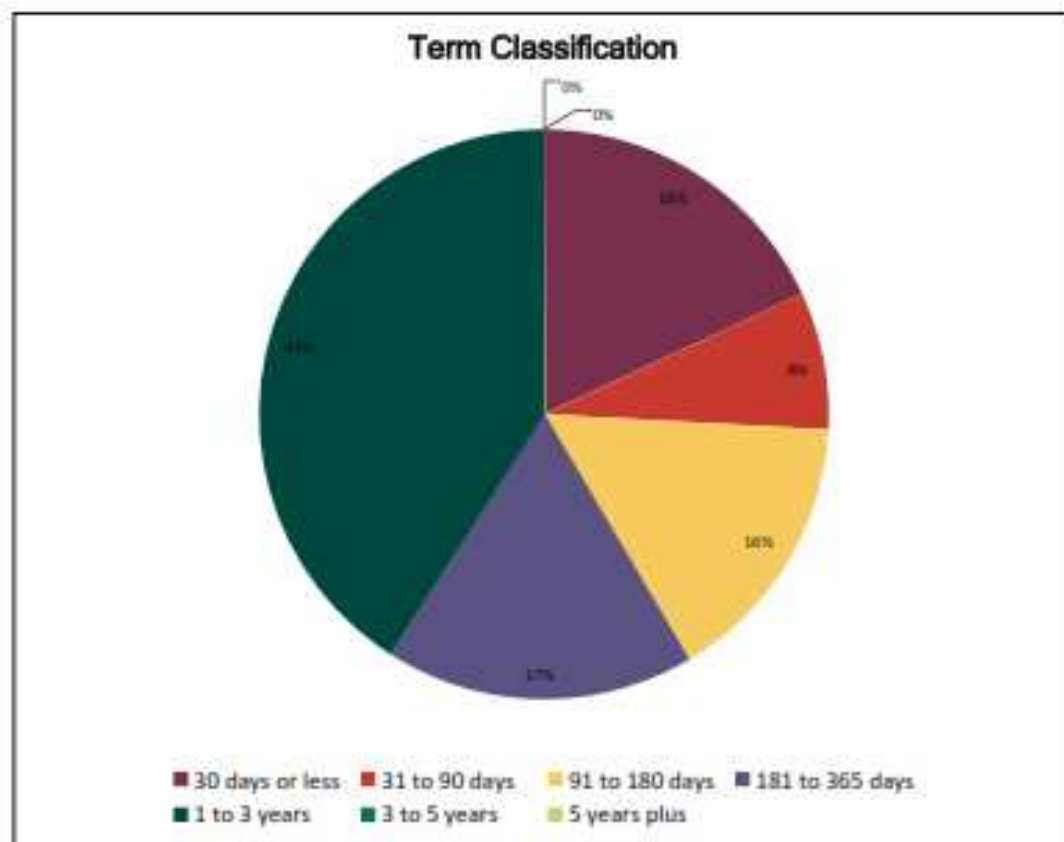
Performance

Goldenfields Water County Council's investment portfolio outperformed the relevant BBSW Index benchmark by 100%. The average weighted yield for November was 2.77%, over an average weighted term of 296 days, with a benchmark of 1.36%. This strong performance continues to be driven by those deposits still yielding above 3% p.a. However, these deposits are fast maturing and will be reinvested at lower rates, due to the drop in cash rates since these deposits were last invested.

Total Cost 51,250,000	Total Accrued Interest 742,953	Average Weighted Yield 2.77%
Total Current Value 51,250,000	Total Monthly Accrued Interest 110,394	Average Weighted Term in Days 296
Unrealised Capital Gain/Loss 0	Total Interest Received for the Month 38,466	Total Interest Received for the Financial Year 118,475

Term to Maturity

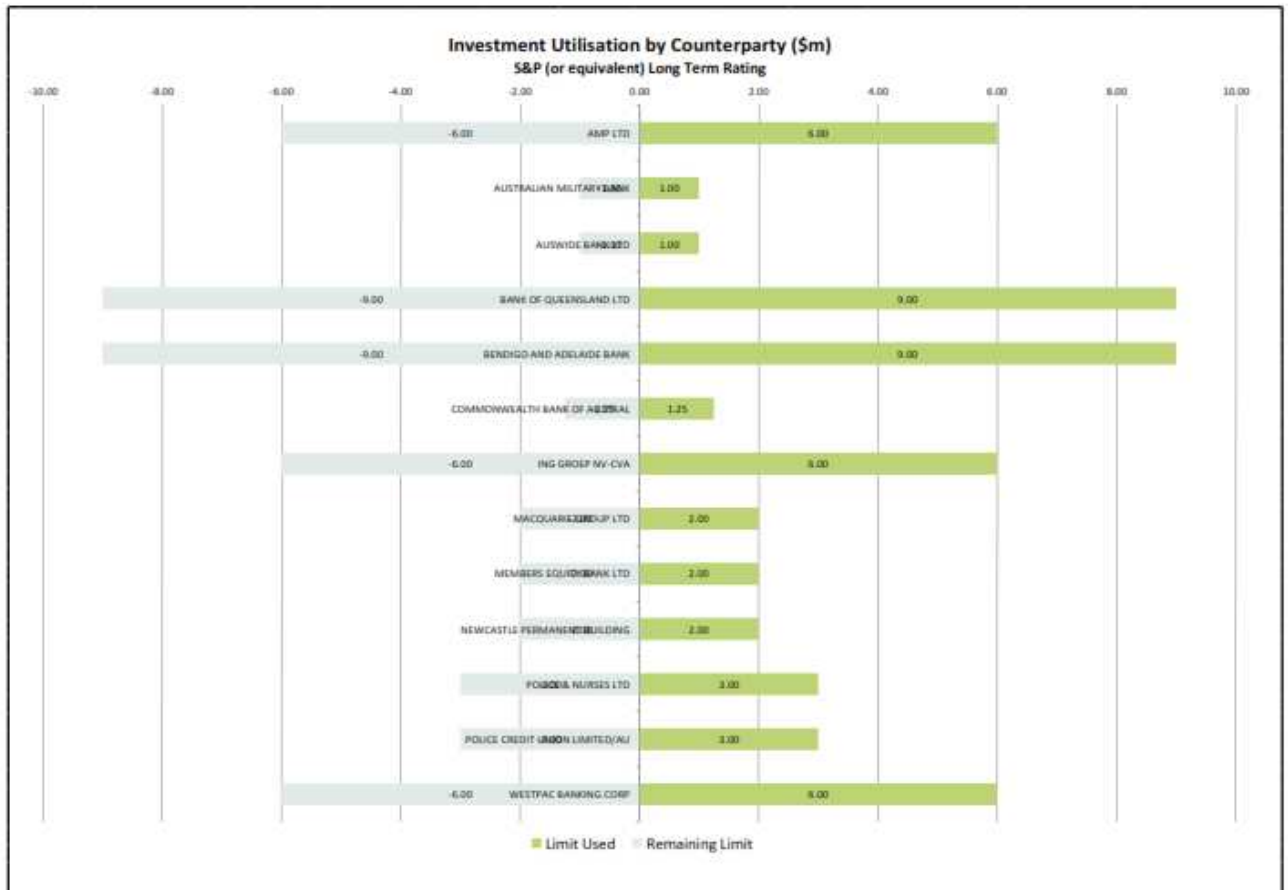
Council's investment portfolio maturities shown graphically below:



Counter Party Compliance

As at the end of November, Council was compliant with policy in terms of individual financial institution capacity limits. BoQ (BBB+) and Bendigo (BBB+) remain close to capacity. It is worth noting that capacity limits are affected by changes in the on call account balance compared to the total portfolio balance.

Overall, the portfolio is diversified across a variety of credit ratings, including some exposure to unrated ADIs.



APPLICATION OF INVESTMENT FUNDS

The table below details the allocation of cash balances in terms of restricted funds, noting restrictions are all internal rather than external.

Restricted Funds:	
- Plant & Vehicle Replacement	886,000
- Infrastructure Replacement	36,347,000
- Employee Leave Entitlement	1,575,000
- Deposits, Retentions & Bonds	28,000
- Sales Fluctuation Reserve	2,000,000
- Property Reserve	423,000
Unrestricted Funds:	9,991,000
TOTAL	51,250,000

FINANCIAL IMPACT STATEMENT

Council's investment portfolio increased by \$500,000 from \$50,750,000 as at 30 September 2019 to \$51,250,000 as at 30 November 2019.

DECLARATION

I hereby certify that investments listed in the report have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2005 and Council's Investment Policy PP004.

Signed 

Michele Curran – Corporate Services Manager

ATTACHMENTS: Nil.

TABLED ITEMS: Nil.

12.1.2. PROGRESS REPORT – CAPITAL WORKS EXPENDITURE

BOARD RESOLUTION

19/107 RESOLVED on the motion of Crs McGlynn and Morris that the report detailing Council's Capital Works Program as at 30 November 2019 be received and noted.

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the report detailing Council's Capital Works Program as at 30 November 2019 be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

Capital Works represents a significant part of Council's activities and expenditure. This report details progress year to date on programmed and emergent capital works.

REPORT

This report is presented for information on the Capital Works Program year to date progress as at 30 November 2019.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

ATTACHMENTS: Capital Works Progress Report as at 30 November 2019.

TABLED ITEMS: Nil.

12.1.3. WATER SERVICE CONNECTION POLICY

Moved on the motion of Crs McCann and Armstrong that the Board adopts the revised PP007 Water Service Connection Policy.

The motion was put to a vote and was lost.

Cr Morris moved that the policy be held over to the next meeting with additional wording to be considered regarding connections exceeding the 2km limit. Cr McCann seconded the motion.

BOARD RESOLUTION

19/108 RESOLVED on the motion of Crs Morris and McCann that the Water Service Connection Policy be held over to the next meeting with additional wording to be considered regarding connections exceeding the 2km limit.

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board adopts the revised PP007 Water Service Connection Policy.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

The existing Service Connection Policy includes special condition requirements (6.2.1.4), where the applicant's water infrastructure passes through neighbouring properties, a signed consent from neighbouring property owner(s) must be provided. However the Policy is currently silent in regards to when their water infrastructure passes through Road Reserves and / or Rail Corridors. The present section 6.2.1 is as follows:

6.2.1 Non Residential Rural Connection

- 1. The applicant will be required to store a minimum 3 day average water requirements or 20,000 litres whichever is greater.*
- 2. Backflow prevention containment device must be fitted at the property boundary, in accordance with Council's Backflow Prevention Policy.*
- 3. Connection will only be provided if suitable rural infrastructure is within 2km of the property boundary to be connected. Non-residential rural properties cannot be connected to urban infrastructure.*
- 4. If applicant's water infrastructure is intended to pass through neighbouring properties a signed consent from neighbouring property owner(s) must be provided. GWCC recommends an easement to prevent future issues if neighbouring property sold.*
- 5. The connection will be supplied directly above a suitable GWCC water main. It will remain the applicant's responsibility to augment within their own property.*

REPORT

Proposed changes to 6.2.1 Non Residential Rural Connections include the requirement for applicants to apply for, and then supply to Goldenfields Water, approval(s) for their private infrastructure passing through Road Reserves and or Rail Corridors.

The opportunity was also taken to rearrange and renumber some of the previously included requirements wholly within 6.2.1.

The proposed clause is:

6.2.1 Non Residential Rural Connection

1. The applicant will be required to store a minimum 3 day average water requirements or 20,000 litres whichever is greater.
2. Backflow prevention containment device must be fitted at the property boundary, in accordance with GWCC's Backflow Prevention Policy.
3. Connection will only be provided if suitable rural infrastructure is within 2km of the property boundary to be connected.
4. Non-residential rural properties cannot be connected to urban infrastructure.
5. The connection will be supplied directly above a suitable GWCC water main.
6. It will remain the applicant's responsibility to augment from the connection.
7. If applicant's water infrastructure is intended to pass through any Road Reserve or Rail Corridor, the applicant is required to arrange their own approval(s) which must be provided.
8. If applicant's water infrastructure is intended to pass through neighbouring properties a signed consent from neighbouring property owner(s) must be provided. GWCC recommends an easement to prevent future issues if neighbouring property sold.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

ATTACHMENTS: Draft PP007 Water Service Connection Policy

TABLED ITEMS: Nil.

12.1.4. RELATED PARTY DISCLOSURE POLICY

BOARD RESOLUTION

19/109 RESOLVED on the motion of Crs Armstrong and Sinclair that the Board adopts the revised PP011 Related Party Disclosures Policy.

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board adopts the revised PP011 Related Party Disclosures Policy.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

PP011 Related Party Disclosure Policy was adopted in 2016 to ensure Council's compliance with the reporting requirements under Australian Accounting Standard AASB124 – Related Party Disclosures.

REPORT

Council adopted this policy in 2016, it is now due for review.

Significant changes have been made to the layout and wording of the policy, including:

- Amending the review timeframe to once per Council term (4 yearly)
- Adding "Materiality" to the Definitions section of the Policy
- Clarifying requirements of the Accounting Standard
- Reducing the frequency of disclosures from six monthly to annual
- Simplifying the disclosure form

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

ATTACHMENTS:

1. PP011 Related Party Disclosures Policy
2. Related Party Disclosures Form

TABLED ITEMS: Nil.

12.1.5. INVESTMENT POLICY

Cr Armstrong moved that the Investment Policy be returned to the ARIC for review and align with Councils risk appetite. Seconded by Cr McCann.

BOARD RESOLUTION

19/110 RESOLVED on the motion of Crs Armstrong and McCann that the Investment Policy be returned to the ARIC for review, and align with Councils risk appetite.

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board adopts the revised PP004 Investment Policy.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

The Office of Local Government issued Investment Policy Guidelines in May 2010 for NSW Councils, outlining requirements for an investment policy to ensure Council's investments are dealt with in a prudent and appropriate manner.

REPORT

PP004 Investment Policy is due for review. Proposed amendments to the Policy include:

- Revising the review period to once per Council term (4 yearly), from annual

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- Amending policy wording to be in line with the OLG Investment Policy Guideline's sample policy
- Adding portfolio framework limits detailing maximum holding limits for investments within Council's portfolio

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

ATTACHMENTS: PP004 Investment Policy.

TABLED ITEMS: Nil.

12.1.6. AUDIT RISK AND IMPROVEMENT COMMITTEE

BOARD RESOLUTION

19/111 RESOLVED on the motion of Crs Sinclair and McCann that the Board receives and notes the minutes of the Audit, Risk & Improvement Committee meeting held on 4 December 2019.

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board receives and notes the minutes of the Audit, Risk & Improvement Committee meeting held on 4 December 2019.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

Goldenfields Water County Council Audit, Risk & Improvement Committee is an advisory committee in accordance with section 355 of the Local Government Act 1993, and the Local Government Regulations 2012.

The Committee was established by Council Resolution 17/008 on 23 February 2017.

In accordance with the Audit, Risk & Improvement Committee Charter, meeting minutes will be reported regularly to Council.

REPORT

The Goldenfields Water County Council Audit, Risk & Improvement Committee met on 4 December 2019. Minutes of the meeting are attached for the information of the Board.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

ATTACHMENTS: Minutes of ARIC Meeting 4 December 2019

TABLED ITEMS: Nil

12.2. MATTERS SUBMITTED BY PRODUCTION AND SERVICES MANAGER

12.2.1. WATER PRODUCTION REPORT

BOARD RESOLUTION

19/112 RESOLVED on the motion of Crs McGlynn and Morris that the Water Production Report be received and noted.

Report prepared by Production and Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Water Production Report be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

03 Strategic Water Management

BACKGROUND

Goldenfields Water provides the essential water requirements of about 40,000 people spread over an area in excess of 20,000 square kilometres between the Lachlan & Murrumbidgee Rivers in the South West of NSW.

The Goldenfields Water supply system consists of five separate water schemes, Jugiong, Oura, Mt Arthur, Mt Daylight and Hylands Bridge. Goldenfields Water carries out water supply functions within the Local Government areas of Bland, Coolamon, Cootamundra, Hilltops, Junee, Temora, and parts of Narrandera and Wagga Wagga.

Hilltops Shire Council, Cootamundra Gundagai Shire Council and Riverina Water County Council are retailers, who purchase bulk water from Goldenfields and supply the water to retail customers in their respective local government areas.

REPORT

Jugiong drinking Water Scheme

The Jugiong drinking water scheme sources water from the Murrumbidgee River and has an extraction licence entitlement of 5590ML per annum. Water from the Murrumbidgee River is treated through a 40ML/day, conventional Water Treatment Plant that consists of: Coagulation, Flocculation, Clarification, Filtration, Disinfection and Fluoridation.

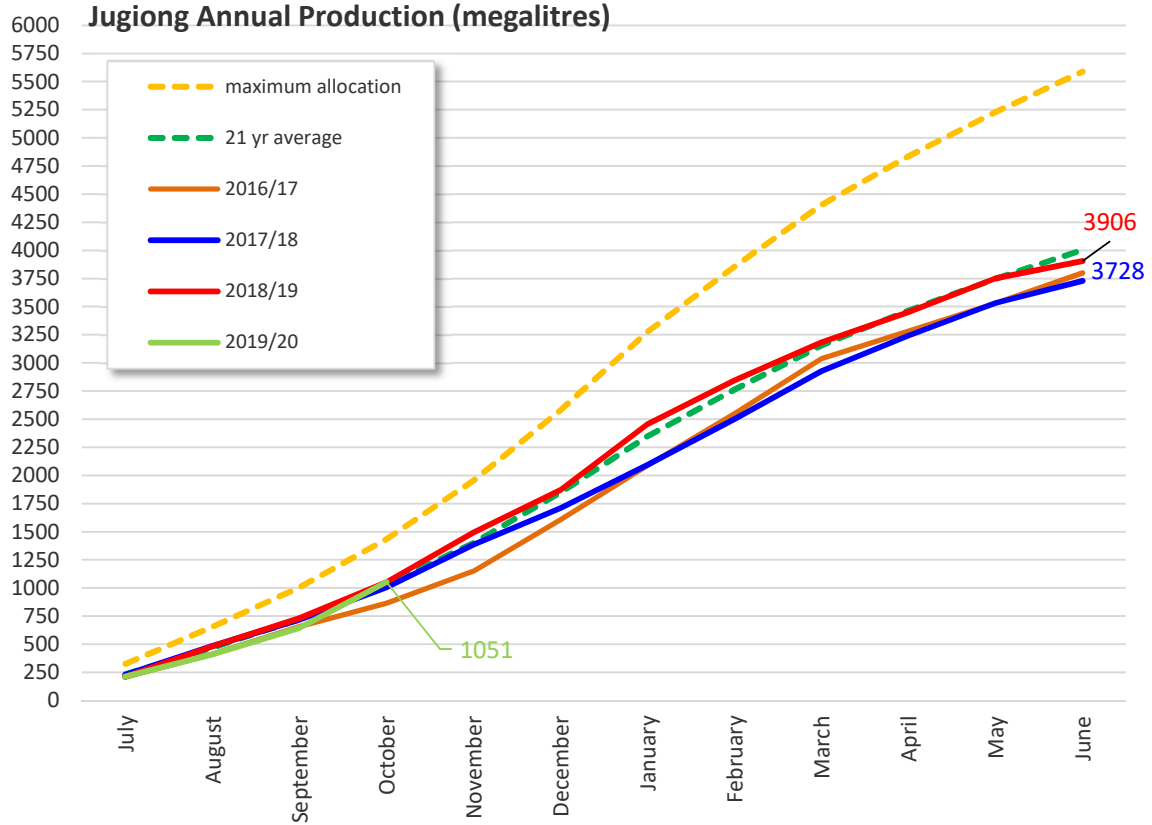
The Jugiong Scheme has 14 sets of reservoirs and 8 pumping stations. The Jugiong Scheme supplies bulk water to the Hilltops and Cootamundra-Gundagai Regional Councils for supply to the townships of Cootamundra, Harden and Young with a population of approximately 6800, 2200 and 8000 respectively.

Goldenfields Water also provides additional retail supply to approximately 600 customers in the villages of Stockinbingal, Wallendbeen and Springdale.

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Jugiong annual water production is trending in a similar fashion to previous years.

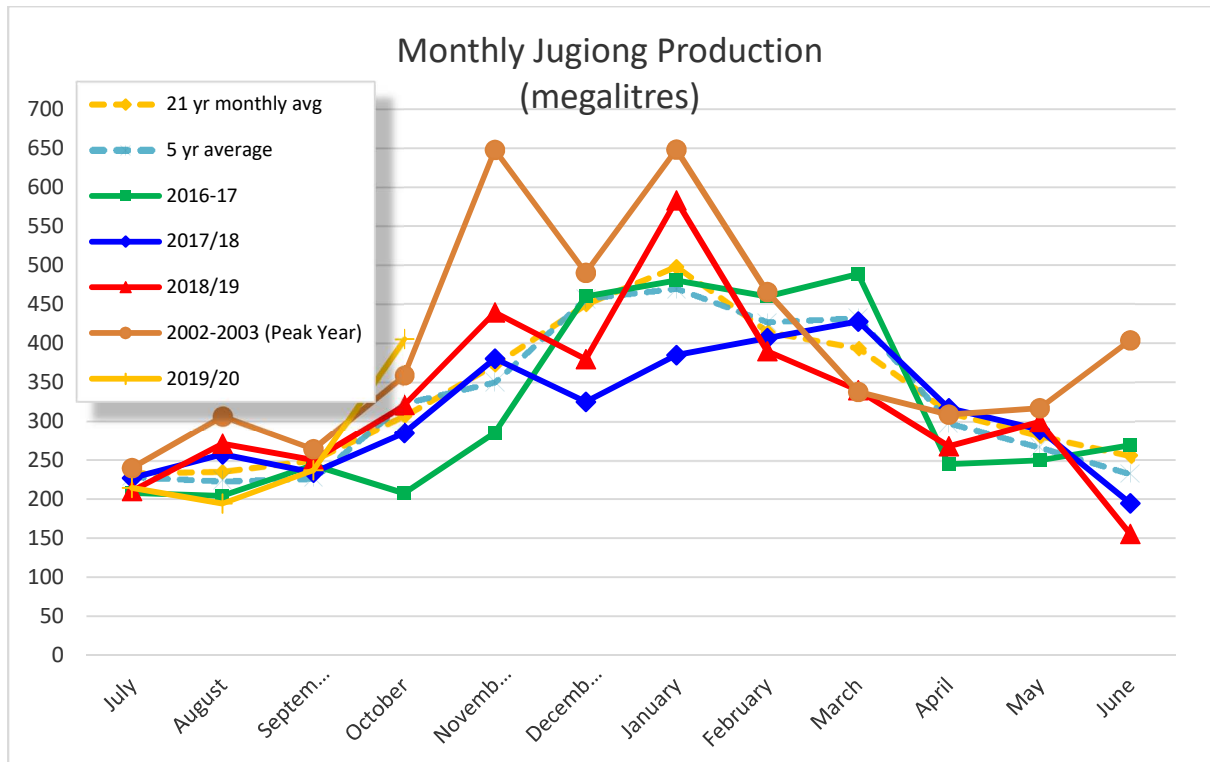
For the period July to October 2019. Water production was 1051 ML, this is trending in a similar fashion to the same period last year. Water production for July to October 2018 was 1052ML a reduction of 1ML for the same period this year.



UNGC

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Jugiong monthly water production for October was 405.21ML. As can be seen below a significant increase as the weather starts to get warmer. An increase of approximately 85ML than for the month of October in the 2018.



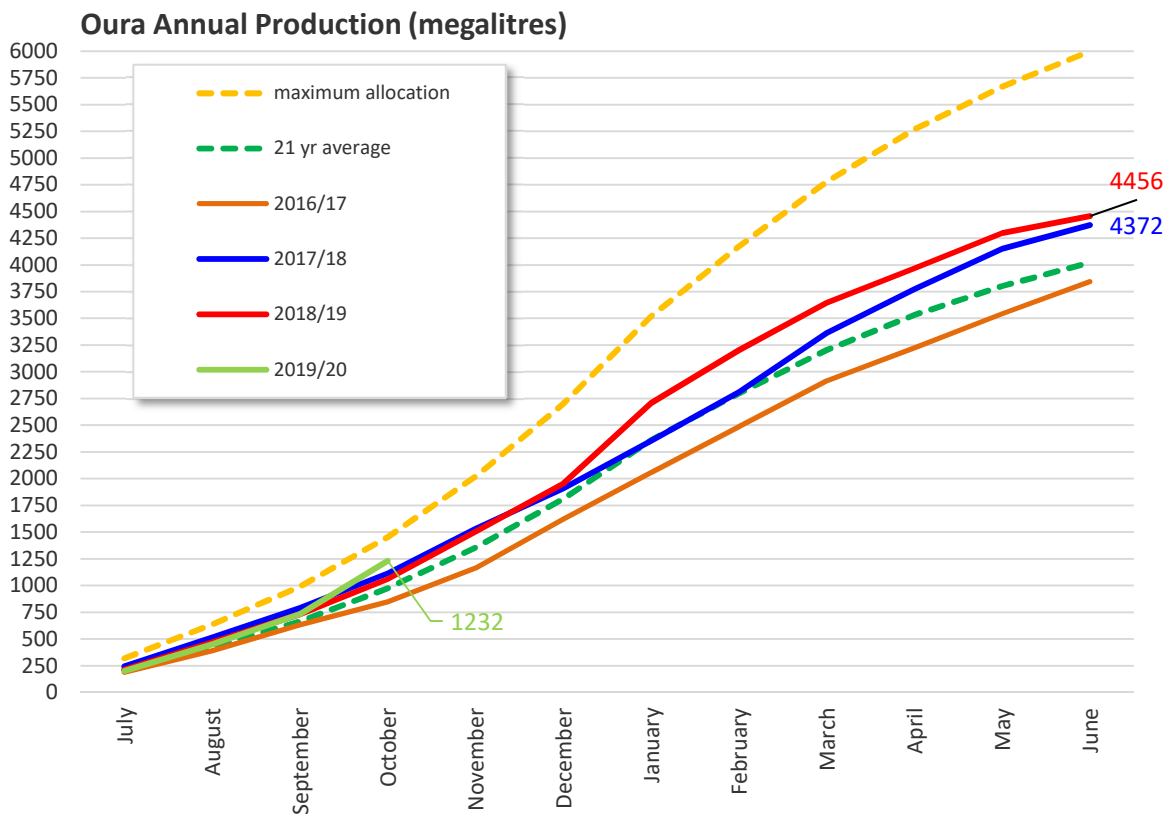
UNCONFIDENTIAL

Oura Drinking Water Scheme

The water source at Oura is the Murrumbidgee inland alluvial aquifer, this water is extracted from 3 bores namely: Bores 3, 4 and 6. The raw water then goes through a treatment process at the Oura Water Treatment Plant that includes Aeration, Disinfection and Fluoridation.

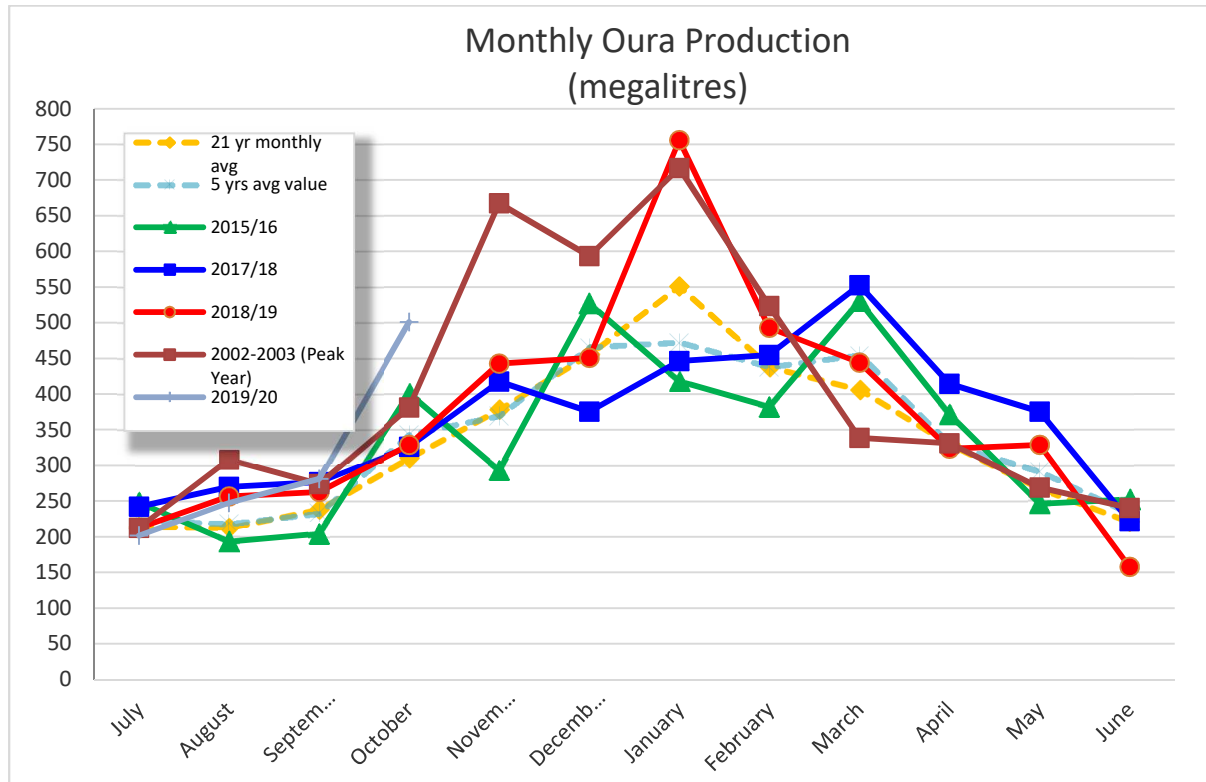
The Oura scheme has 33 sets of reservoirs and 19 pumping stations, produces drinking water for approximately 14,600 people in the Bland, Coolamon, Junee, Narrandera and Temora Shires. The Oura scheme can also supply water to the Northern side of the rural area of Wagga Wagga City when required.

For the period July through to October 2019. Water production from the Oura bores is 1232 ML, this is trending in a very similar fashion as the same period last year (2018/19) which was 1060ML. This is an increase of approximately 172ML if compared to the same in the 2018.



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Oura production for October 2019 was 501.21ML. As can be seen there has been a significant increase as the weather becomes warmer. This is an increase of approximately 172ML compared to October 2018.

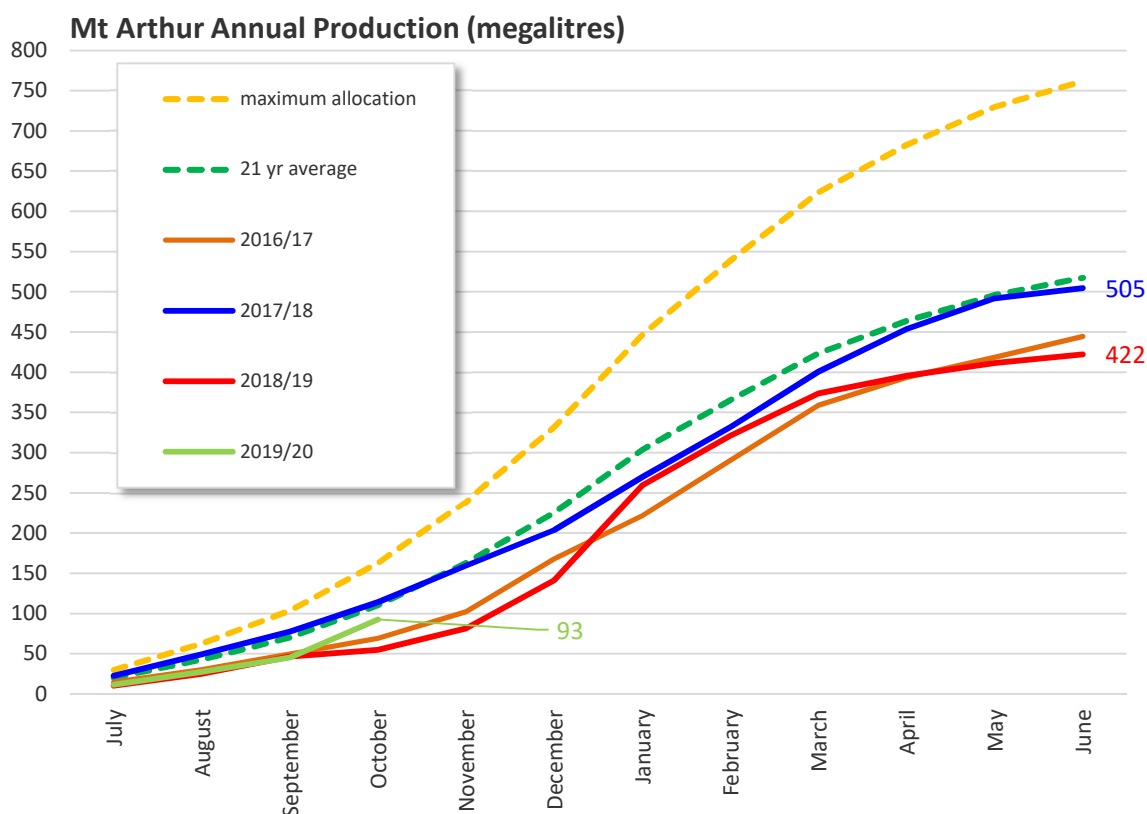


Mount Arthur Drinking Water Scheme

The Mount Arthur Water Source is from the Lachlan Fold belt Aquifer System. The water is extracted via two bores, bores 1 and 2 located in the Wagga Wagga City Council area South of Matong. The water is disinfected before distribution through 9 sets of reservoirs supplying approximately 2400 people with water in the Coolamon shire.

It should be noted that Staff have recognised that Bore 2 flow meter appears to be reading lower than expected. Initial investigations have identified that there is a potential decrease of 9l/s when compared to a portable ultrasonic meter that was utilised to validate flows. This means that there is an estimated 15% potential variation of production in Bore 2. The below graphs have included the differences in production for the same year as a comparison to previous year's production. The replacement of a new production meter and new pipeline arrangement will commence in the 2019/20 financial year.

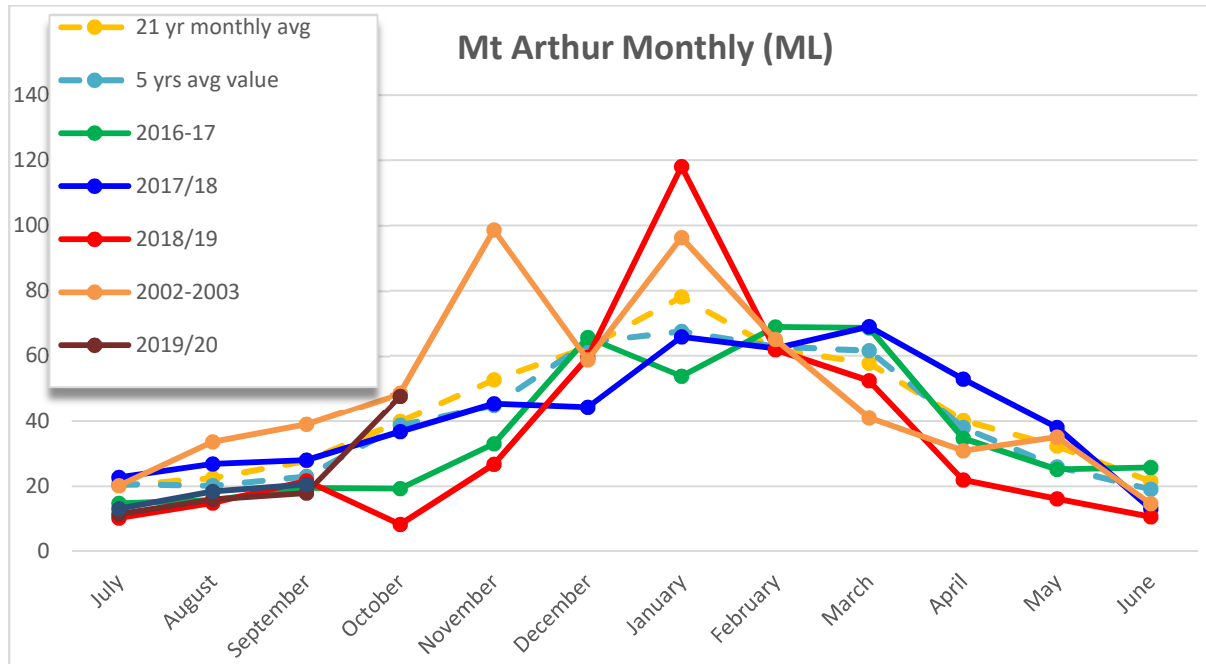
For the period July to October 2019, 93ML of water has been extracted from the Mt Arthur Bores this is considerably higher than for the same period in 2018/19 (55ML). An increase of 38ML. As can be seen trending in a similar fashion to previous years. Production increases as the weather gets warmer.



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Mount Arthur monthly water production for October 2019 was 47.58ML. This is significantly higher than for October 2018 where production was only 8ML.

Bore 2 at Mt Arthur has been taken off line due to the 15% variation that exists within the flow meter. A new Mag Flow has been purchased and installed this has replaced the faulty flow meter. As of October 2019 the new mag flow, water main and pigging point was not in service as the line still needs to be disinfected, this is anticipated to be completed by December 2019.

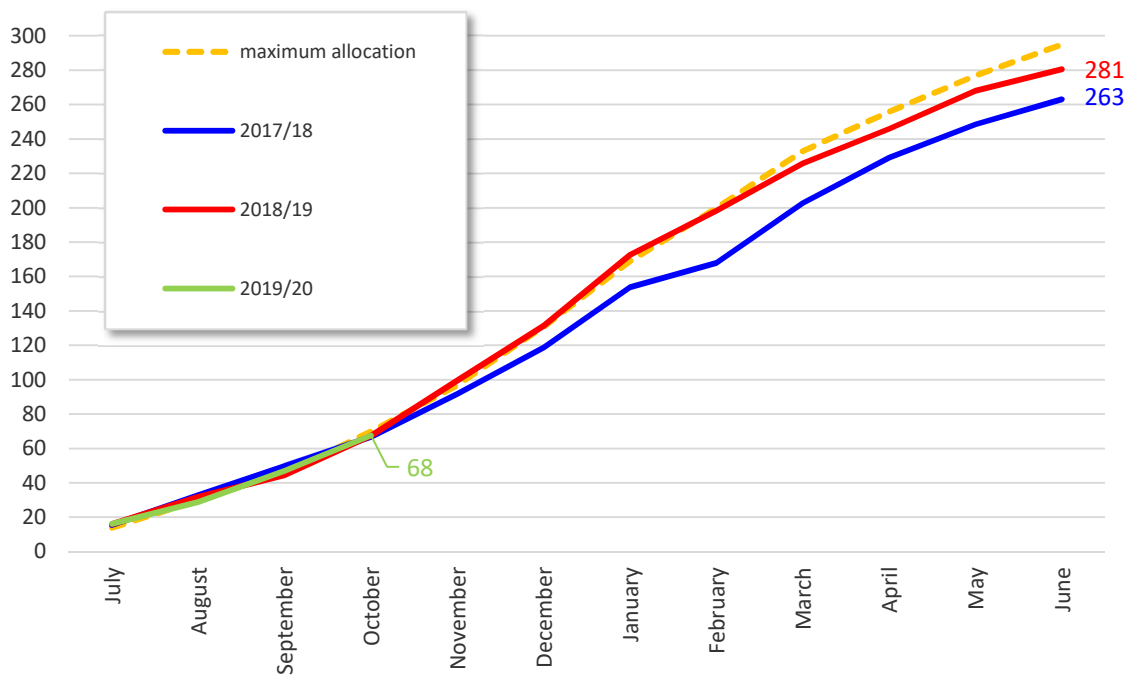


Mount Daylight Drinking Water Scheme

The Mount Daylight water source is from the Lower Lachlan alluvium aquifer. The Mount Daylight bores are jointly operated with Carathool Shire Council. Carathool Shire Council is responsible for bore management. There are 7 sets of reservoirs in the Mt Daylight scheme. Mt Daylight supplies water to approximately 125 people in the villages of Naradhan Weethalle and Tallimba in the Bland Shire Council

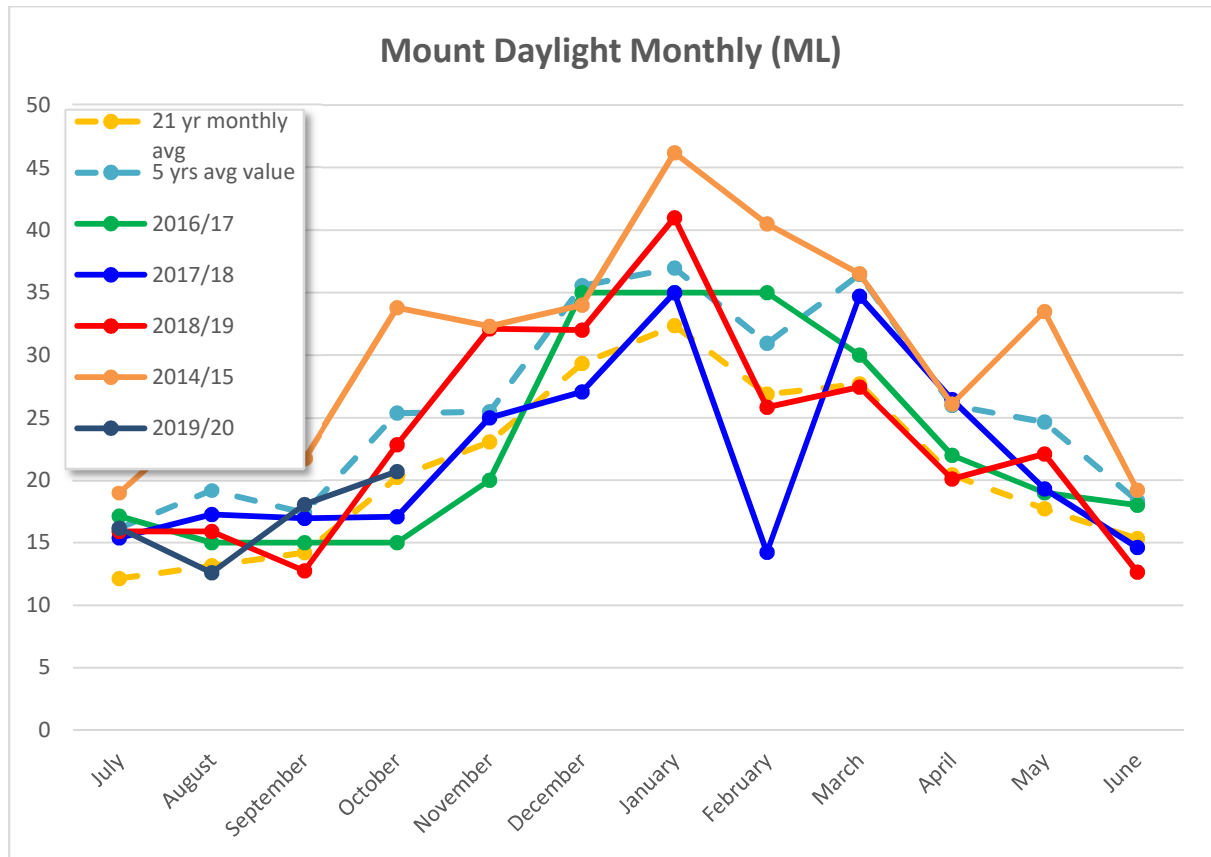
For the period July 2019 to October 2019, 68ML of water has been extracted from the Mt Daylight Bores. This is equal to the same period in 2017/18 (68ML).

Daylight Annual Volume (megalitres)



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Mount Daylight monthly water production for October 2019 was 20.69ML. This is slightly lower than for October 2018 where 22.83ML of water was extracted from the Mt Daylight bores.



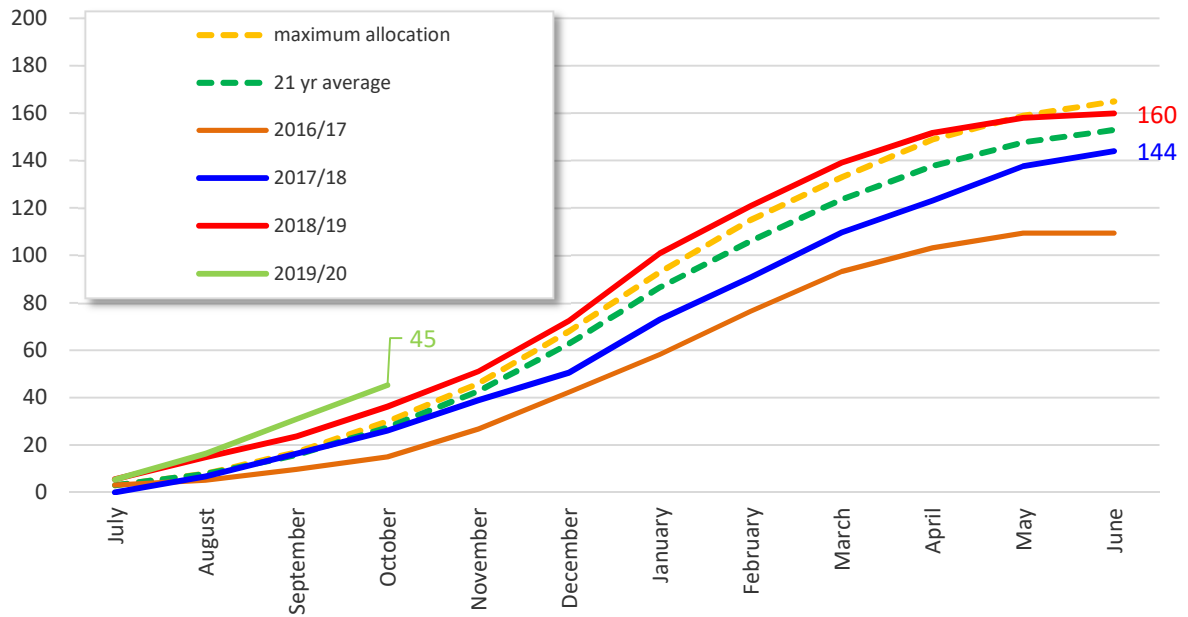
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Hylands Bridge - Non Potable

Hylands Bridge supplies Non Potable water to Barellan and Binya.

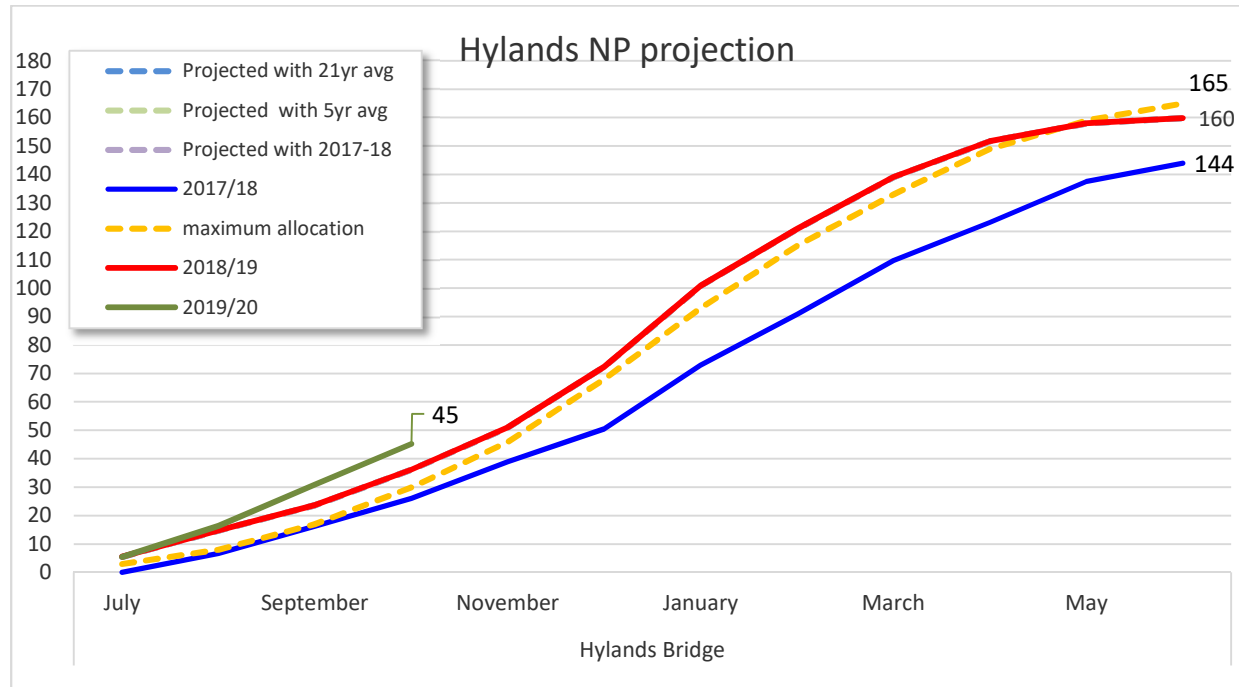
For the period June through October 2019, 45ML of water has been extracted from Hylands Bridge scheme, this is higher than for the same period in 2017/18 (36ML). An increase in production of 9ML compared to the same period last year.

Hylands Bridge Annual Volume (megalitres)



Hylands Bridge Projections are as per the graph below.

For the period of July to October 2019, water production from the Hylands Bridge scheme is 9ML more than for the same period last year.



ATTACHMENTS: Nil

TABLED ITEMS: Nil

12.2.2. DRINKING WATER MANAGEMENT SYSTEM – ANNUAL REPORT FOR 2018/19

BOARD RESOLUTION

19/113 RESOLVED on the motion of Crs McCann and McGlynn that the Board note the information provided for the annual review of the Drinking Water Management System.

Report prepared by Production & Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board note the information provided for the annual review of the Drinking Water Management System.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

- 01 Excellence in Service Provision
- 03 Strategic Water Management
- 05 Proactive Customer Relations

REPORT

The purpose of the DWMS Annual Report is to inform and update New South Wales Department of Health (NSW Health) of Goldenfields Water County Councils (GWCC) implementation and ongoing assessment of its Drinking Water Management System. It also demonstrates that GWCC is compliant with requirements of the Public Health Act 2010 to develop a Quality Assurance Program (QAP) in line with the framework for Drinking Water Quality Management in the Australian Drinking Water Guidelines.

Throughout the reporting period GWCC have conducted a total of 1296 microbial water samples to be either tested by NSW Health or tested 'in-house' by GWCC Water Quality staff. The below table represents the microbial results for each of the potable water schemes.

Microorganisms Summary					
Tests conducted	Tested by Pathology	Non-compliant samples	Tested In House	Non-compliant samples	(Total)
Jugiong	78	0	208	0	286
Oura	270	0	481	0	751
Mt Arthur	64	0	91	0	155
Mt Daylight	26	0	78	1	104
	438	0	858	0	1296

The drinking water is also tested throughout the period for chemicals which may be present in the water, a total of 114 water samples were carried out during the reporting period and all were tested by NSW Health's FASS laboratory. From the 114 total samples collected and tested, 35 Samples indicated that at least 1 parameter was Non-Compliant with the ADWG limits; however the majority of these results were related to the Raw Water samples collected and are therefore not an exceedance. A breakdown of the resulted exceedances are listed below.

A summary of exceedances is below:

- Oura Bore 4 – Ammonia X 1, Colour X 1, Manganese x 2
- Mt Arthur Bore 1 – Iron X 2
- Mt Arthur Bore 2 – Iron X 7
- Mt Daylight Raw Water – Iron X 1, Manganese X 1
- Mt Daylight Bore 1 – Iron X 1, Manganese X 2
- Mt Daylight Bore 2 – Iron X 2, Manganese X 4
- Distribution – Colour X 1, Iron X 10, Lead X 2, pH X 5

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As provided above, Iron within the Mt Arthur and Oura distribution systems are the majority of exceedances. GWCC also had two results indicating high Lead within the township of Coolamon.

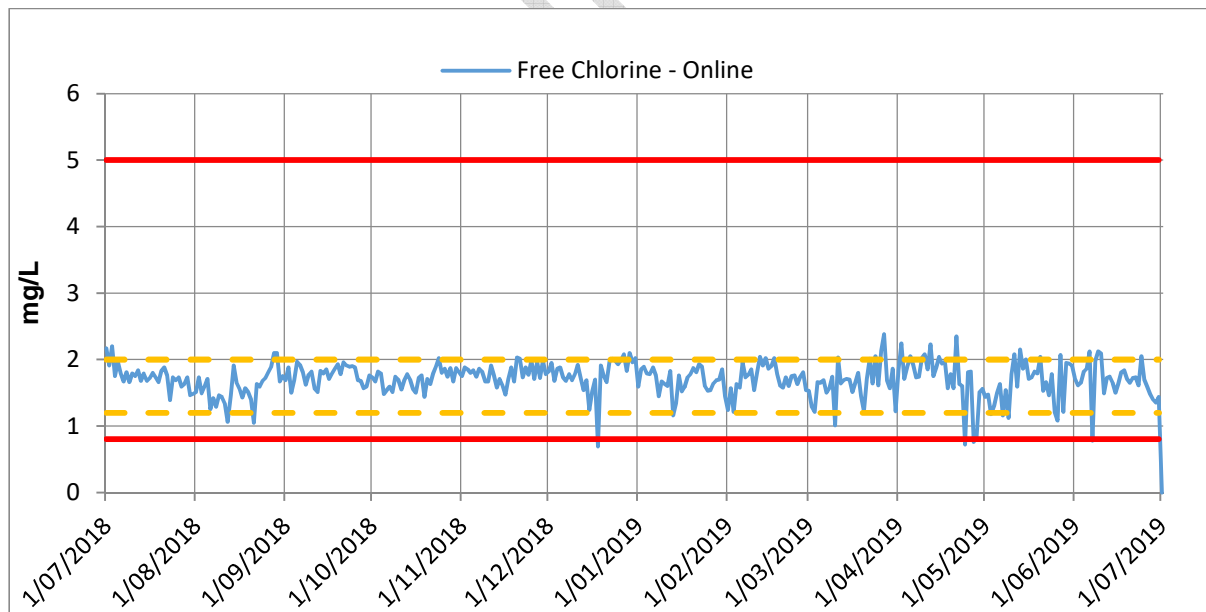
Every week GWCC distribution staff conduct Chlorine Analysis of the water distribution system across all potable supply schemes. Below is a summary of how many samples are tested for Free Chlorine, Total Chlorine, Temperature, Turbidity and pH throughout the entire distribution system.

GWCC entire Distribution System Chlorine Monitoring

Chlorine Distribution System Monitoring	in Situ tests undertaken by Distribution Staff
Temora - Wyalong	2163
Junee - Coolamon	1144
Cootamundra	793
Total	4100

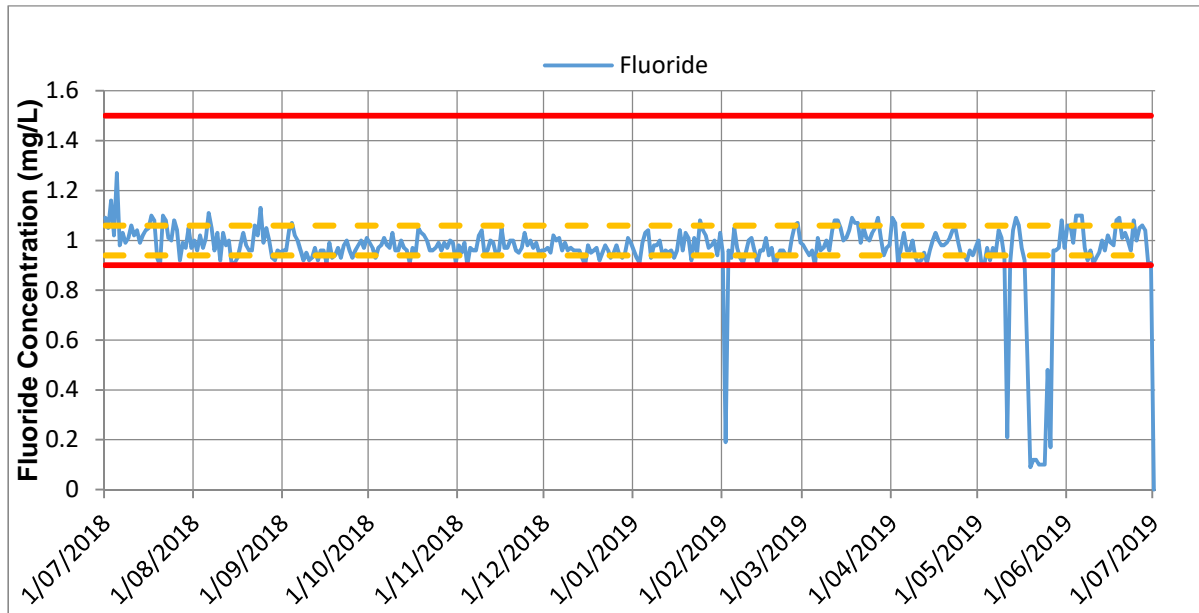
These grab samples are monitored to provide staff with an indicator for undertaking flushing and manual chlorine dosing where discoloured water and low residuals may be identified.

Jugiong Water Treatment Plant – Free Chlorine

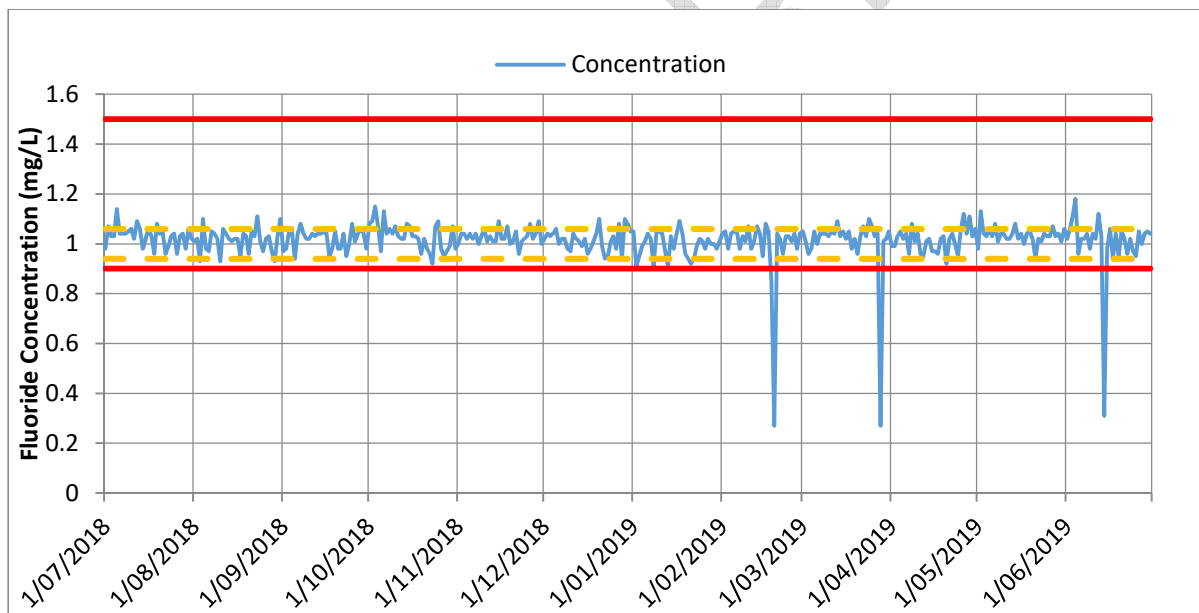


The above graph is a representation of Free Chlorine in the water leaving the Jugiong Water treatment plant. The red lines are our Critical Control Points (CCP) for the concentration of chlorine in the water and the orange lines are our Operational control points. As is indicated above GWCC is consistently within the CCP throughout the year with the exception of 3 exceedances. These exceedances are due to a non-reliable analyser at the plant that has now been replaced. Whilst we have indicated that they are an exceedance, operators undertake a grab sample to validate disinfection was being achieved.

Jugiong Water Treatment Plant – Finished Fluoride



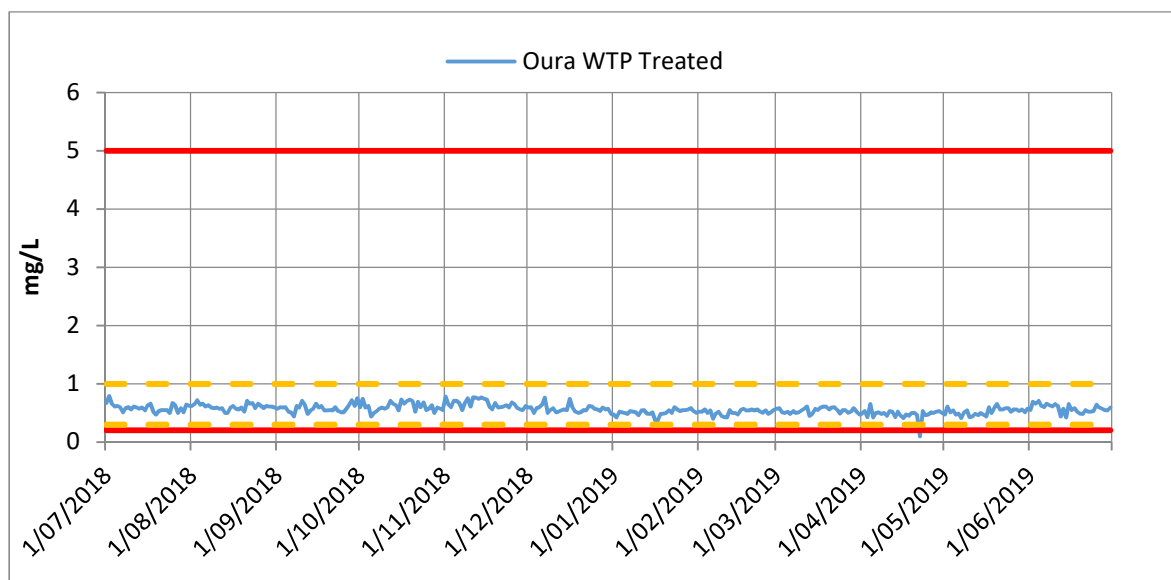
Oura Water Treatment Plant – Treated Water Fluoride



The above graphs are a representation of the Finished Water Fluoride in the water leaving the Jugiong and Oura Water treatment plants. The red lines are our Critical Control Points (CCP) limits for the concentration of Fluoride in the water and the orange lines are our Operational control points. As is indicated above GWCC is consistently within the CCP throughout the year with the exception of the exceedances as indicated above.

These exceedances are due to blockages of the powder or mechanical faults. These issues are generally caused by temperature variations within the environment that the dosing assets struggle to operate under. GWCC staff have also undertaken a risk assessment of the fluoride operations at both Oura and Jugiong and have raised concerns around the safety of the current fluoride rooms and associated assets for both operators and staff. Concerns will be raised to Local Health Officers in the new financial year.

Oura Water Treatment Plant – Finished Water Free Chlorine



The above graph is a representation of Free Chlorine in the water leaving the Oura Water Treatment Plant. The red lines are our Critical Control Points (CCP) for the concentration of chlorine in the water and the orange lines are our Operational control points. As is indicated above GWCC is consistently within the CCP throughout the year with the exception of 1 exceedance. This exceedance was caused by a failure of the Chlorine dosing system.

All relevant exceedances were reported to the Local Health Unit throughout the year with operational contingencies activated, such as increased manual chlorine dosing of reservoirs to increase residual levels minimising any risk of appropriate log reduction during disinfection process.

Critical Control Points

The following tables provide the total number of CCP exceedances registered throughout the 2018/19 year with the corresponding CCP number.

Jugiong	CCP1	CCP2	CCP3	CCP4	CCP5	CCP6
Number of CCP exceedances	0	0	3	3	0	0

Oura	CCP1	CCP2	CCP3	CCP4	CCP5	CCP6
Number of CCP exceedances	1	3	0	0	0	0

Water Quality

Verification monitoring has been undertaken over the entire GWCC scheme during the reporting period. All data is compliant with the Australian drinking Water Guidelines and limits set by public Health (NSW Health).

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Operational monitoring has also been conducted over the entire scheme with some non-compliances reported. These non-compliances have been summarised in Table 9 under Critical Limit Exceedances. The non-compliances have been mainly for low residual chlorines in the furthest extremities in each of the water source systems.

Continuous Improvement Plan

GWCC review and update their Action and Implementation Plan as per Appendix B of the tabled report. A summary of items that have been addressed or ongoing are detailed in the below table.

	Completed	In progress	Not Started	Implemented/Ongoing	Items added	Total
Number of actions	42	16	5	7	3	78

*Note that the remaining 5 items that haven't been counted above have been rolled in to other action item.

DWMS Reviews

The 2017/18 DWMS was the first to be undertaken by GWCC. The 2017/18 report was conducted using only the data available at the time. The dataset used was limited to only a few months' worth of information.

This DWMS report, has utilised the entire 2018/19 data for both the Jugiong and Oura water supply systems. This data was made available from the implementation of WaterOutlook and ClearSCADA. Data is also available from NSW Health's Drinking Water Database.

In addition to the general progression of the DWMS, GWCC engaged its internal Auditor (National Audits Group) to review the DWMS and provide recommendations for improvement.

A key finding was that more transparency of data reported and adopted by the Board should occur.

Reservoir Inspections

A total of 114 reservoirs, 8 surge tanks and 2 Break Pressure tanks are visually inspected weekly. A more comprehensive inspection conducted on the above is conducted on a quarterly basis the findings of the inspections are summarised in the section headed Reservoir Inspections. A more comprehensive list is available in Appendix C of this report.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

ATTACHMENTS: Nil

TABLED ITEMS: DWMS Annual Report 2018/19.

12.3. MATTERS SUBMITTED BY ENGINEERING MANAGER

12.3.1. ROSEHILL TO HARDEN PIPELINE REPLACEMENT UPDATE

BOARD RESOLUTION

19/114 RESOLVED on the motion of Crs McCann and Armstrong that the Rosehill to Harden Pipeline Replacement Update Report be received and noted.

Report prepared by Acting Engineering Manager

COUNCIL OFFICER RECOMMENDATION

That the Rosehill to Harden Pipeline Replacement Update Report be received and noted

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

02 Maximising Regional Water Supply
03 Strategic Water Management
07 Efficient Operations

BACKGROUND

Sections of the Rosehill to Young trunk main have been identified for replacement due to criticality, age, and to cater for the future growth of Harden, Young and other villages supplied. Two sections totaling 11kms of 375mm mild steel main has been identified for replacement. These sections will be upgraded to 7.3kms of 500mm and 3.7kms of 450mm ductile iron cement lined pipe, and are located south of Harden along the Jugiong Road and south west of Harden from the Burley Griffin Way to Harden Balance Tank.

REPORT

The current progress of the project was delayed while coordinating affected landowner construction and easement consents. However Goldenfields Water have now received 95% of these consents and are in a position to move forward.

GHD Engineering Consultants are currently finalising construction tender documentation and are on track to release the tender for construction early January 2020.

The predicted awarding of the tender is mid to late March 2020.

The start of construction is anticipated to occur around May-June 2020, with an estimated construction time between 6 and 9 months.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

ATTACHMENTS: Nil

TABLED ITEMS: Nil

12.3.2. MANDAMAH STAGE 2 CONSTRUCTION

BOARD RESOLUTION

19/115 RESOLVED on the motion of Crs McGlynn and Sinclair that the Mandamah Stage 2 Construction Report be received and noted.

Report prepared by Acting Engineering Manager

COUNCIL OFFICER RECOMMENDATION

That the Mandamah Stage 2 Construction Report be received and noted

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

02 Maximising Regional Water Supply

BACKGROUND

The Mandamah Rural Water Supply Scheme will expand Goldenfields Water County Council supply network by 200 kilometres and provide essential water services to farmers and residents across more than 90,000 hectares in the Mandamah region west of Barmedman.

Stage 1 was officially opened on the 4th of July 2019, consisting of 66kms of mains, 2 reservoirs and a pump station, supplying 23 connections with the remaining 3 stages and 50 connections to be completed by June 2022.

REPORT

KBR Engineering Consultants were engaged in June 2019 for the design of stages 2-4 which are now 90% complete.

The design project consists of Review of Environmental Factors (REF) including heritage and due diligence, hydraulic design for pipe sizing, followed by survey and drafting of construction plans, as well as relevant approvals required by third party consent authorities.

The design program has been planned for a staged delivery allowing for continued construction whilst other stages are under design. The completed designs are expected mid-January 2020.

Goldenfields Water recommenced construction of stage 2A in mid-September 2019.

Currently, construction crews have installed approximately 6km of the 66kms of mains required for stage 2. Construction started adjacent to O'Brians Lane heading south towards Mandamah Forest Road.

Service connections will be connected as the mains are constructed and commissioned for all remaining stages.

Stage 2 construction is expected to be completed by June 2021.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

ATTACHMENTS: Nil

TABLED ITEMS: Nil

12.4. MATTERS SUBMITTED BY THE GENERAL MANAGER

12.4.1. WYALONG WATER TOWER PUBLIC ART PROJECT

Cr McCann moved that the General Manager be tasked to develop a policy in relation to Goldenfields Water infrastructure as it relates to projects looking at issues such as security, access to the site, public art projects and commercial advertising. Seconded by Cr McGlynn.

BOARD RESOLUTION

19/116 RESOLVED on the motion of Crs McCann and McGlynn that the General Manager be tasked to develop a policy in relation to Goldenfields Water infrastructure as it relates to projects looking at issues such as security, access to the site, public art projects and commercial advertising.

Report prepared by Community Education and Engagement Officer

COUNCIL OFFICER RECOMMENDATION

That Goldenfields Water proceed in partnering with Bland Shire for the Wyalong Water Tower Public Art Project.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

05 Proactive Customer Relations

BACKGROUND

Goldenfields Water have been approached by Bland Shire to obtain permission to paint a mural on the Wyalong Water Tower (located on the corner of Goldenfields Way and the Newell Hwy). They have been successful in obtaining a grant, and have partnered with the Local Aboriginal Lands Council to develop a concept/design, with Goldenfields Water having the final approval.

REPORT

Below is a rough timeline of the project, provided by Bland Shire Council:

13 December 2019 – Project to be tabled and approval gained at the Goldenfields Water December Board Meeting. Development of concept in consultation with key stakeholders

5 January 2020 – Bland Shire to open expressions of interest (documentation to be developed prior)

February 2020 – Close EOI and shortlisting and selection/engagement of artist in consultation with the Aboriginal Land Council

March 2020 – Bland Shire to supply Goldenfields Water with relevant artist insurances/documentation and seek approval for design.

April-May 2020 – Completion of mural

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at
TEMORA OFFICE on 13 December 2019**

Funding obtained by Bland Shire dictates that the project needs to be completed by 30 June 2020. Bland Shire and the Aboriginal Lands Council have put together a rough concept of what the mural image will include - an Aboriginal man/elder reaching out a helping hand to a young Caucasian child dressed as a farmer. This concept aims to bring hope and to promote unity and reconciliation, drawing worldwide attention. Goldenfields Water will have final approval of the concept and design.

Bland Shire Council have confirmed that they will take responsibility for any undercoating or preparation of the surface (in consultation with Goldenfields Water) and work within any conditions set by Goldenfields Water – including requirements surrounding insurance, licenses etc.

Bland Shire Council understands that if any maintenance work needs to take place on the Wyalong tower by Goldenfields Water (although this is unlikely as the tower has recently been re-coated), parts of the painting may be removed for any maintenance works to take place. Goldenfields Water's Engineering Manager has communicated with Joe Kowal from *J.K. Quality Control Pty Ltd* to seek his advice, in which he sees "no issues with over coating the tank with the aerosol packs the artist will use. The only requirement will be that the surface is cleaned with a low pressure water washing (1000 – 2000psi) if the surface is dirty."

The longevity of the mural will depend on a number of factors including the type of paint used. However, at a minimum it can be expected to last 10 years before showing any signs of fading.

If necessary, an agreement between Goldenfields Water and Bland Shire Council can be drawn up to include conditions that Council will remove the image on request/after a certain period of time should any concerns arise.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position, all costs will be covered by Bland Shire Council.

ATTACHMENTS: Nil

TABLED ITEMS: Nil

12.4.2. 2019 STAFF SURVEY RESULTS

BOARD RESOLUTION

19/117 RESOLVED on the motion of Crs Stadtmiller and McGlynn that the report detailing 2019 Staff Survey Results be received and noted.

Report prepared by Human Resources Coordinator

COUNCIL OFFICER RECOMMENDATION

That the report detailing 2019 Staff Survey Results be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

08 Highly Skilled and Energetic Workforce

BACKGROUND

The Staff Survey is an anonymous questionnaire that captures staff feedback on issues critical to the organisations success.

The survey provides staff with an opportunity to have their say independently and anonymously on key employee concerns that exist within the organisation.

REPORT

The 2019 Staff Survey commenced on 9 September and concluded on 20 September 2019 with 88% of staff completing the survey.

The 2019 results show a significant improvement in perception across the outcomes and drivers of organisational performance.

In addition to the 2018 survey high performance area of teamwork, 2019 saw the following additional outcomes and drivers move into the “High Performance” category:

- Motivation & initiative
- Talent
- Job satisfaction

The following outcomes and drivers moved from “Low Performance” to the Medium Performance” category:

- Facilities
- Learning and development
- Progress
- Organisation objectives

The results in comparison to previous years have been summarised in the table below:

Outcome / Driver	2016 Survey	2017 Survey	2018 Survey	2019 Survey
High Performance	5	12	2	4
Medium Performance	24	21	20	22
Low Performance	5	1	12	8

Whilst the outcomes have resulted in an overall improvement since the previous year, the Leadership Team will move forward focusing on three (3) key areas with the intention of further improving the results in 2020. The three key areas are; cross-unit cooperation, communication and direction & strategy.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council’s financial position.

ATTACHMENTS: Nil.

TABLED ITEMS: Nil.

13. NEXT MEETING

BOARD RESOLUTION

19/118 RESOLVED on the motion of Crs McCann and McGlynn that the next meeting of Council be held on Friday 21 February 2020, at the Temora Office, commencing at 10.00am.

14. CLOSE OF BUSINESS

There being no further business requiring the attention of Council the meeting was declared closed at 10.36am.

UNCONFIRMED

**RIVERINA EASTERN REGIONAL ORGANISATION OF COUNCILS
MINUTES OF THE BOARD MEETING HELD
Thursday 12 December 2019**

Held at The International Hotel, 2 Lake Albert Road, Wagga Wagga.

Meeting opened at 2:55pm

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	
Steven Pinnuck	Greater Hume Shire Council	
Aaron Drenovski	Goldenfields County Council	
Cr Dennis Palmer	Goldenfields 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 Greg Verdon	Riverina Water County Council	
Cr Rick Firman <i>OAM</i>	Temora Shire Council	Chairman
Gary Lavelle <i>PSM</i>	Temora Shire Council	
Cameron Templeton	OLG	Observer
Julie Briggs	REROC	
Kate Hardy	REROC	
Anneke Gehrmann	Riverina Joint Organisation	

APOLOGIES

Apologies for non-attendance were received from Mr James Bolton.

Moved Cr H Wilton, seconded Cr J Seymour that the apologies be accepted.

CARRIED

CONFIRMATION OF MINUTES

Moved J Davis, seconded Cr H Wilton that the minutes of the meeting held on 14 November 2019 be confirmed.

CARRIED

BUSINESS ARISING

Business arising dealt with in reports.

CORRESPONDENCE

The Correspondence report was tabled.

Moved Cr N Smith, seconded Cr H Wilton 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 continuing to have issues with T-Corp being able to fund the project because the expenditure is not a capital item for councils. T-Corp has advised that we would need to lobby to get the guidelines changed so they are then able to consider funding the project.

The numbers have now changed for the rollout of the Smart Controlled LED Lights, the costings are not looking the same as where we were last year when we started discussions around the deployment and is more costly for councils. There are a number of benefits for Essential Energy with the installation of the Smart Controls but councils are paying for the whole instalment and the benefits that are likely to flow to councils need to be factored into the RoI.

The Southern Lights Group is meeting with Essential Energy again on Friday 13 December and the additional costs to councils is tabled for discussion. As things currently stand it is difficult to recommend to councils that they deploy Smart Controls as well as LEDs.

Waide Elliott, Street Light Manager for Essential Energy is also coming to Wagga on Monday 16 December to discuss the costing issue with REROC councils who are scheduled for deployment in FY21. RAMJO councils have also been invited to attend this meeting with Essential Energy.

Biodiversity Project Officer – Members of the Board are encouraged to look at the new Biodiversity section on the REROC website. The project has to be finalised in February 2020 and we are looking at holding a Forum to provide further professional development opportunities for council staff.

Contaminated Lands Officer – After positive conversations with RAMJO about a shared officer position we are now waiting on advice from the EPA to approve the joint role.

A Drenvoski left the meeting room at 3:14pm and returned at 3.16p.m.

P McMurray arrived at the meeting at 3:15pm

Reviews of the REROC/RivJO Operations – Two responses were received to the scoping document that was sent out to four consultants. Responses were reviewed by the REROC Executive via teleconference on 6 December with the recommendation being to appoint Morrison Low.

Moved S Pinnuck, seconded by R Smith that REROC appoint Morrison Low to undertake the review of operations of REROC and the RivJO.

CARRIED

Moved Cr H Wilton, seconded Cr J Seymour that the CEO Report be received.

CARRIED

RESOURCE SHARING REPORT

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

Southern Lights Project – The evaluation process for the Smart Controls tender is underway. There was a good response to the tender however submissions are very complex and taking quite a bit of time to review, Southern Lights has our consultants Graham Mawer and Paul Gowans participating in the technical review of the tender responses. We anticipate that the evaluation process will be complete by March 2020 and a recommendation put forward by April 2020.

Workforce Development Group – the Group met on 28 November where it was agreed that the Workforce Development Group would assist with the development and delivery of the JO Skills Shortage project that is part of the JO Capacity Building funding submission.

Infrastructure/Engineers Group – the final draft of the Regional Freight Transport Plan was distributed to the Board for review. There are a few minor amendments to be made to the final plan such as updating of maps but the content will remain the same.

Moved T Donoghue, seconded Cr A McAlister that REROC adopt the 2019 Regional Freight Transport Plan which has been prepared in conjunction with the Riverina Joint Organisation.

CARRIED

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

CARRIED

TREASURER'S REPORT

The report was tabled by T. Donoghue.

J Davis sought clarification around the EPA Waste Funding income, expenditure and equity.

Moved T Donoghue, seconded Cr J Seymour that the Finance Report be received.

CARRIED

WASTE FORUM REPORT

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

E-Waste – REROC has a contract with MRI-PSO to take our e-waste to Kurrajong Recycling for processing. MRI-PSO recently advised Kurrajong that they are ending their collection arrangements with them. However, MRI-PSO have not advised REROC of any changes to arrangements. Kurrajong was out of contract with them but the REROC contract runs until June 2020.

MRI-PSO have not paid REROC's last account, so we have some concerns about the future of our contract with them. The contract has ensured that our residents and Member Councils have not had to pay for the disposal of e-waste.

We are speaking with Kurrajong about future arrangements as they are very concerned about the employment of the people who process the product. If MRI-PSO do attempt to terminate their contract then we will need to address the issue of what to do with the e-waste that is collected. Our goal has always been to support Kurrajong's employment outcomes with the processing of the waste, however we need to weigh that up against the potential cost to the Members.

Waste Metal Collections – Collections are nearly complete, with Coolamon and Bland Shire expected to be finished prior to the Christmas break. There has been over 2000 tonnes of Waste Metal collected in the Region so far.

Regional Mattress and Tyre Collection – this was discussed at the recent Waste Forum and it was decided that unless there was cost benefit to enter into a regional contract, Member Councils would remain as they are currently working with JLW Services.

Solar Panel Pilot Program – Following on from initial discussions with the SMaRT Centre UNSW and the Circular Economy Innovation Network (CEIN) about the emerging waste problem of solar panels in the Region, a proposal has been put to the CEIN Board to run a pilot program with the REROC Waste Forum. The SMaRT Centre will be running a half day workshop with the REROC Waste Forum in February 2020 to discuss the issues and proposed pilot further.

Waste Export Bans – An issues paper on the proposed Waste Export Bans was released by the Department of Environment and Energy for stakeholder feedback. The due date for submissions was 3 December but we have been advised to still submit any feedback/concerns after this date. The proposed Waste Export Bans are causing quite a bit of concern for our regional MRFs which was discussed at the recent REROC Waste Forum. It was decided at this meeting that we should meet with our regional MRFs to discuss the impacts of these proposed bans on their businesses and then refer the advocacy issue to the RivJO for action.

Moved Cr A McAlister, seconded Cr B Monaghan that REROC refer the advocacy issue on the Waste Export Bans to the Riverina Joint Organisation.

CARRIED

20 Year Waste Strategy – We were expecting the release of the Issues Paper for the 20 Year Waste Strategy on Monday 9 December however we have been advised that this has been delayed due to the Minister being on leave. The Issues Paper will be circulated for comment once released.

LGNSW Environmental Awards – congratulations to Lockhart Shire Council for recently winning two awards in the LGNSW Environmental Awards – Winner of Category A and Overall Winner of the Resource Recovery section for their Using Recycled Glass in Road Base project.

Phase 2 Save our Recycling - LGNSW is calling for support of their Phase 2 Save our Recycling campaign. The campaign is calling on the NSW Government to return more of the Waste Levy to local councils.

Moved Cr N Smith, seconded P Veneris that REROC write to LGNSW in support of the Phase 2 Save our Recycling campaign providing the campaign supports on-going funding for the delivery of waste management and resource recovery solutions into regional areas that do not pay the Waste Levy.

CARRIED

Cr B Monaghan left the meeting at 3:39pm

Moved Cr H Wilton, seconded Cr N Smith 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 – following on from feedback received from the teachers at this year’s Forum we have decided to move the event to the start of the school year. This will enable us to capture all new school leaders/School Representative Councils at the beginning of the year. It is also a better time of year for senior students to attend as it does not clash with end of year exams. We will again apply for funding through PHN to assist with the costs of running the event. The proposed date for next year’s Forum is Wednesday 27 May 2020.

Moved R Smith, 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 Collections – we have been contacted by Kurrajong Recycling who has expressed interest in joining the REROC Waste Metal Collections. This would operate the same as the council collections with 10% of the money paid for the scrap metal rebated to REROC.

Moved Cr H Wilton, seconded Cr R Schirmer that REROC explore the opportunity for Kurrajong Recycling to participate in the REROC Waste Metal Collections.

CARRIED

Moved Cr J Seymour, seconded Cr A McAlister that the Procurement report be received.

CARRIED

GENERAL BUSINESS

Moved J Davis, seconded Cr N Smith that the Board would like to thank the REROC staff for all the work undertaken in 2019. The volume of work and reporting has climbed with minimal resources to complete it and the Board would like to formally acknowledge this work.

CARRIED

J Davis left the meeting at 3:59pm

NEXT MEETING

Thursday 27 February 2020 at Parliament House, Sydney.

CLOSURE

Meeting closed at 4:00pm



Riverina Joint Organisation

Minutes

Board Meeting held

12 December 2019

Minutes of the Riverina Joint Organisation Board Meeting held at the International Hotel, Lake Albert Road, Wagga Wagga on Thursday 12 December 2019

The meeting opened at 1:02pm

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
Steve Pinnuck	Greater Hume Shire Council
Cr Dennis Palmer	Goldenfields Water County Council
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
Cr Greg Verdon	Riverina Water County Council
Andrew Crakanthorp	Riverina Water County Council
Cr Rick Firman OAM	Independent Chairman
Gary Lavelle PSM	Temora Shire Council
Julie Briggs	Riverina Joint Organisation
Kate Hardy	REROC
Anneke Gehrman	Riverina Joint Organisation
Cameron Templeton	Office of Local Government

1. Apologies

Resolved on the motion of Cr B Monaghan, seconded Cr H Wilton that the apologies of James Bolton and Cr Graham Sinclair be received.

Cr R Firman, Chairperson welcomed the attending guests Cameron Templeton from the OLG, Natalie Lindsay and Brendon McEntee from Essential Energy

2. Move to Committee of the Whole

Resolved on the motion of Cr J Seymour, seconded Cr A McAlister 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 or staff.

4. Confirmation of Minutes of the Previous Meeting

Resolved on the motion of Cr N Smith, seconded Cr H Wilton that the minutes of the 14 November 2019 Board meeting be confirmed as a true and accurate record.

Minutes of the Riverina Joint Organisation Board Meeting held at the International Hotel, Lake Albert Road, Wagga Wagga on Thursday 12 December 2019

5. Guest Speakers

Guest speakers from Essential Energy, Ms Natalie Lindsay, Head of Regulatory Affairs and Mr Brendon McEntee, Customer Liaison Supervisor addressed the meeting about the issue of privately owned power poles, their maintenance and regulation.

T. Donoghue left the room at 1.22pm and returned at 1.26pm

6. Business Arising from Previous Board Meetings

Outstanding matters:

- *Amend JO Website to include Register of Contracts* – has been added to the website.
- *Arrange meeting with the Auditor General* – letter has been sent requesting the meeting.
- *SSWP Regional Water Plan* – letter sent to Michael Blackmore advising that the JO is still considering the opportunity and further advice will be provided after the Workshop on Urban Water issues is held on 12 December.

The opportunity to apply for SSWP funding to develop a Regional Urban Water Strategy was discussed. Following the Urban Water Workshop held on 12 December the Board agreed that the Region was well serviced by our two County Councils who currently undertake water planning across LGAs. The RivJO has a high degree of confidence in our County Council arrangements and our strong history of co-operation, collaboration and partnerships between our Member Councils including the County Councils.

Resolved on the motion of Cr N Smith seconded Cr H Wilton that the Board advise NSW Water, that the RivJO will not be taking up the opportunity for SSWP funding to develop a Regional Urban Water Plan and that we express our high degree of confidence in our County Council arrangements and underscore the strong co-operative arrangements between the General Purpose Members and the County Councils.

- *Letter to NSW Minister of Planning re s7.12 Contributions* – letter sent to the Minister.
- *Letter to the Premier re ESL Increase* – Working Party to be formed to inform this response.
- *Letter to IPART re inclusion of ESL and LG Elections in the Calculation of the LGCI* – remains outstanding.
- *Invitation to Essential Energy to Address Board about Private Poles* – Essential Energy invited and will speak at December Meeting.
- *Preparation of Response to the Audit Risk and Improvement Discussion Paper* – see CEO Report for progress.
- *Resources for the Regions Review Endorsement of Bland Shire's Submission* - remains outstanding.
- *Letter to Hon Michael McCormack MP re Differential Medicare Rebate for Rural Doctors based on PHARIA Scale* – remains outstanding, more research required on PHARIA Scale.

Resolved on the motion of Cr B Monaghan, seconded Cr N Smith that the Board receive and note the outstanding matters.

7. Correspondence

Wagga Wagga City Council's Request to join the RivJO – Cameron Templeton confirmed that the JO does not have any regulatory requirements to fulfil in relation to the request other than to advise the Minister that the request had been approved by the Board.

Mr Templeton advised that the request will be published in the Gazette and once this occurs there will be a letter from the Minister advising that Wagga Wagga is part of Riverina JO. Wagga Wagga City can then be invited to join the next Board meeting.

Resolved on the motion of Cr H Wilton, seconded Cr A McAlister that the Board receive and note the correspondence.

8. Election of Deputy Chairperson

Cr Firman noted that many of the other JOs had elected a Deputy Chair and that it would be beneficial for the RivJO to have one as well.

Cr A McAlister nominated Cr J Seymour as Deputy Chairperson, seconded by Cr B Monaghan.

Cr J Seymour accepted the nomination and was declared Deputy Chairperson.

There were no further nominations.

Resolved on the motion of Cr N Smith, seconded Cr H Wilton that the Board appoint Cr J Seymour as the Deputy Chairman.

A Drenovski left the room at 2.07pm and returned at 2.11pm

9. CEO Report

9.1 JO Funding Arrangements

JO Capacity Building Funding – The CEO noted that the capacity issues identified for the JO were its on-going financial sustainability, the resourcing demands required to meet its compliance requirements and its ability to source, produce and analyse data to support its regional plans, such as the Freight Transport Strategy. The three projects submitted for funding address those capacity issues.

Cameron Templeton advised that the RivJO is unlikely to hear of the outcome of the funding submission until early in the New Year. He confirmed that if there are delays on the OLG's part that they will push back the timeframes for project delivery.

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

9.2 JO Regional Planning

Regional Freight Transport Plan - The CEO spoke about Fixing Local Roads Funding and asked for the Member Councils to provide any further information in regard to their LGAs for inclusion in the Transport Plan.

Minutes of the Riverina Joint Organisation Board Meeting held at the International Hotel, Lake Albert Road, Wagga Wagga on Thursday 12 December 2019

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

9.3 JO Working Party Meetings

The parties have not met since the previous Board Meeting

9.4 JO Core Activities – Advocacy and Lobbying

Section 7.12 Contributions for State Significant Developments – the Board agreed that time was of the essence in relation to this issue and that a meeting with the Deputy Premier should be requested to brief him about the issue.

Resolved on the motion of Cr N Smith, seconded Cr H Wilton that the Board write to the Deputy Premier to request a meeting to discuss the matter.

The New Audit, Risk and Improvement Framework Discussion Paper – a draft of the response was presented for consideration.

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

1. in response to the Discussion Paper the JO advise that the new Framework should not apply to the operation of JOs; and
2. the JO lodge a response to the Discussion Paper that addresses the key issues identified in the Issues Paper.

Drought Sub-committee – the committee had its first meeting on 5 December. Amongst the matters discussed was the issue of funding for the Rural Financial Counselling Service. Chair of the Committee, Cr Schirmer advised that he had raised the matter with the Deputy Premier at a recent meeting.

Resolved on the motion of Cr N Smith, seconded Cr R Schirmer that the Board write to the Deputy Premier seeking an increase in State funding for the Rural Financial Counselling Service.

Cr D Palmer left the room at 2.30pm and returned at 2.33pm

Impact of Rising Costs on Local Government Finances – councils to provide the CEO with updated information for inclusion in submissions.

Resolved on the motion of Cr B Monaghan, seconded Cr A McAlister that the Board endorse the information presented for use in correspondence to IPART and the Minister for Local Government.

Mobile Black Spot Funding – councils to review the information presented and provide updated information for inclusion in submissions.

Visit to NSW Parliament House – this is scheduled for the February Board meeting. It was agreed that Mr Gary Barnes be invited to attend and the Shadow Minister for Local Government, Mr Greg Warren MP.

Minutes of the Riverina Joint Organisation Board Meeting held at the International Hotel, Lake Albert Road, Wagga Wagga on Thursday 12 December 2019

9.5 JO Core Activities – Intergovernmental Co-operation

Murrumbidgee Suicide Prevention and Postvention Group – Statement of Commitment was reviewed by the Board.

Resolved on the motion of Cr N Smith, seconded Cr H Wilton that the RivJO's CEO sign the Statement of Commitment for the Murrumbidgee Suicide Prevention and Postvention Group at the launch of the Group on 17 December 2019.

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

10. JO Chairs' Forum

The CEO advised that the amended Terms of Reference for the Chairs' Forum had not yet been received.

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

11. Review of the JO and REROC Operations

Resolved on the motion of Cr N Smith, seconded Cr H Wilton that the Board endorse the selection of Morrison Low to undertake the Review of operations.

A Steering Committee should be formed to provide oversight for the Review. It was agreed that the members of the JO's Steering Committee be the same people that are on the REROC Executive who have carriage of the oversight for REROC.

Resolved on the motion of Cr H Wilton, seconded Cr N McAlister that the JO's Steering Committee be comprised of Cr R Firman, Cr J Seymour, Cr A McAlister, Cr N Smith, Mr T Donoghue, Mr S Pinnuck and Mr R Smith.

12. Financial Report

Resolved on the motion of Cr N Smith, seconded by Cr A McAlister that the Board receive the financial report.

13. Urgent Business without Notice

Murray Darling Basin Plan - Cr Seymour raised the issue of whether the JO should be providing support for the Deputy Premier's stance on the Murray Darling Basin Plan. The Board discussed the matter and it was agreed that Board should request a meeting with the Deputy Premier and the Water Minister as part of the February 2020 Board Meeting at Parliament House to discuss the issue.

Resolved on the motion of Cr J Seymour, seconded Cr A McAlister that the Board meet with the Deputy Premier and the Water Minister at the February 2020 Board Meeting at NSW Parliament House.

Establishment of an Agriculture Centre for Excellence at Hawkesbury – this matter was raised by Cr Wilton. It was agreed that it would have been beneficial for the facility to have been located in a region like the Riverina as it would promote regional produce and it could leverage off existing activities in agricultural research and development.

**Minutes of the Riverina Joint Organisation Board Meeting held at the International Hotel,
Lake Albert Road, Wagga Wagga on Thursday 12 December 2019**

Resolved on the motion of Cr H Wilton, seconded Cr R Schirmer that the Board write to the Minister for Agriculture, Hon Adam Marshall to express the Board's disappointment at the Centre being located at Hawkesbury and pointing out the opportunities that locating the Centre in the Riverina would have provided.

James Davis left the room at 2.49pm and returned at 2.55pm

14. Resolution to Move out of Committee of the Whole

Resolved on the motion of Cr H Wilton, seconded by Cr B Monaghan that the Board move out of Committee of the Whole.

15. Next Board Meeting

The next meeting of the Riverina JO will next meet on Thursday 27 February 2020 at NSW Parliament.

16. Meeting Closure

Meeting closed at 2.56pm

REPORTS TO COUNCIL

Section 1 - Office of the General Manager

8.1 Southern Lights Project – Progress Update – February 2020



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

DP5.1 Facilitate the delivery of accessible services and facilities

Author: General Manager

Introduction

The information contained in this report is the same as that presented to the February 2020 Workshop with the addition of further information on the 'smart controller system'.

It is now necessary for Council to determine an appropriate course of action to ensure that sufficient funds are available for whichever option Council chooses.

A full copy of the correspondence from Essential Energy is included as an attachment to this report.

Financial Implications

Reference is made to the attached table detailing the various costs associated with this project noting that Council has the following options:

1. The project to be funded by Council (LED lighting only)
2. The project to be funded by Council (LED lighting and Smart Controllers)
3. The project to be funded by Essential Energy

I do not profess to understand completely how Essential Energy have derived at these figures but I do know that the calculations have been checked and confirmed as accurate by REROC's consultant on the Southern Lights Project.

I have had it confirmed that the initial outlay for Council would be \$291,810.81 with an estimated refund in the first 12 months of \$44,792.91 from the Energy Savings Certificates.

Funds for this purpose can be allocated from the recent payment received from the Southern Phone Company.

However, it has been suggested by the Southern Lights Project Consultant that Council place the estimated cost of the 'smart controllers' at \$153,720.00 ex GST, in a reserve because there is a likelihood of the possibility of external funding for this aspect of the project.

Smart Controllers

This enables the lights to communicate with a central management system. There are three (3) components that make up a Smart Controls System:

- The light point controller which sits on top of the light;
- The communications backbone (a comms network which can be wireless, mobile, IoT or other similar combinations;

IoT = The Internet of things is a system of interrelated computing devices, mechanical and digital machines, objects, animals or people that are provided with unique identifiers and the ability to transfer data over a network without requiring human-to-human or human-to-computer interaction.

- The Central Management System (CMS) (the software that controls the light and receives information from the light). The system works together to enable the street lighting to be controlled remotely.

Summary

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

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

Recommendation:

- 1. That Council agrees to fund its portion of the Southern Lights Project, in the amount of \$291,810.81, with funds being allocated from the recent payment from the Southern Phone Company;**
- 2. That Council place in a specially nominated reserve an amount of \$153,720.00 for the future purchase of 'smart controllers, with funds being allocated from the recent payment from the Southern Phone Company; and**
- 3. That the General Manager keep Councillors informed of the progress of this project.**



Ref: COUNCIL_LED_2019_Final

27 December 2019

The General Manager
Bland Shire Council
PO Box 21
West Wyalong NSW 2671

Attention: Mr Ray Smith

Dear Mr Smith,

FY21 Budgetary estimate for Bulk LED Upgrade – Revised Offer after new funding support

I am writing to you to provide an updated budgetary estimate for a bulk LED upgrade in FY21 including new funding support being provided by the NSW Government, and to provide a clearer view on the business case for LED's whilst providing an estimate on the cost of smart controllers.

The new funding provided by the NSW Government supports Essential Energy's strategy to accelerate deployment of LED's, further reducing Councils' energy bills and facilitating savings that can be used for other local government critical services. For reference this letter is provided as Attachment 1.

The business case for LED upgrade provides clear benefit to all Councils, with a cost analysis provided below at Table 1 for both a full Council contribution upfront and funded by Essential Energy with capital recovery via regulated tariffs.

We have also provided *estimated pricing* for smart controllers in Table 2 based on expected pricing from the procurement activity. Smart Controllers, when added to an LED luminaire will enable monitoring, control, and further dimming. For the purposes of budgeting we believe the estimated value used is sufficient to provide for their installation.

Please note that for smart controllers only a cost has been provided at this time, without benefits. Benefits for Essential Energy are currently being assessed and will contribute to the business case for smart controllers, however there are key decisions for Council to make on both dimming of lights at off peak times and the value to Council of implementing 'smart cities' applications. Information into the benefits case and considerations for Council is provided in Attachment 2.

As procurement progresses and information can be made available we will write to all Councils with smart controller pricing to enable Council to make an informed decision.

Cost Estimate

Table 1 below provides a revised cost estimate inclusive of new funding support provided by the NSW Government.

Standard LED with no smart controllers	Number of Upgraded Luminaires	Cost of Upgrade	Residual Value	Total Cost Payable to EE	Estimated ESC Savings	Net CAPEX to Council	SLUOS current (eligible LEDs only)	SLUOS New LED	SLUOS Saving	Estimated energy cost savings	Annual Saving
Streetlights to be upgraded to LEDs by Council	732	\$ 484,419.93	\$ 3,093.68	\$ 291,810.81	\$ 44,792.91	\$ 247,017.90	\$ 57,141.54	\$ 28,515.59	\$ 28,625.96	\$ 42,890.16	\$71,516.12
Streetlights to be upgraded to LEDs by Essential	732	\$ 484,419.93	\$ 3,093.68	\$ 3,093.68	\$ 44,792.91	\$ (41,699.23)	\$ 57,141.54	\$ 52,803.67	\$ 4,337.87	\$ 42,890.16	\$47,228.03

Table 1 – LED only no smart controller estimate - refer to "Total Cost Payable to EE" for budgetary purposes.

Please note that some exclusions may apply to offer pricing where additional works beyond a luminaire replacement is required – for example where modifications are required to support structures. As planning commences, Council may seek to vary from the standard LED deployment, including increasing lighting levels or retaining aesthetics by choosing decorative style LED luminaires.

Table 2 below provides estimate pricing to co-deploy smart controllers with an LED luminaire.

Volume of LED's	Estimated unit price including: Capital, logistics, labour, commissioning	Estimated capital cost
~732	\$210 ex GST	\$153,720 ex GST

Table 2 – estimated pricing of smart controllers deployed with LED's.

The cost estimate is based on:

- Installation of a smart controller and associated equipment as a capital cost co deployed with an LED luminaire, plus integration and commissioning costs.
- Additional costs may apply if a deployed separately.
- Additional costs may apply where Council has a high existing LED inventory from an earlier rollout.

Next Steps

We will contact you to request a short meeting to talk through this letter and arrange a time to come to visit your LGA to undertake a field inspection. In the interim we would ask that you share this letter with key Council personnel who may assist with this process. My details are below and welcome any questions regarding this program, or any other Streetlighting matters.

If you have any questions regarding the proposed works or this offer, please do not hesitate to contact Waide Elliott (Streetlighting and Joint Use Manager) on telephone 0428 133 869.

Yours sincerely,



Waide Elliott
Streetlight and Joint Use Manager

Southern Lights – Financial Details

	Number of Upgraded Luminaries	Cost of Upgrade	Residual Value	Total Cost Payable to EE	Estimated ESC Savings	Net CAPEX to Council	SLUOS Current (eligible LED's only)	SLUOS New LED	SLUOS Saving	Estimated Energy Cost Savings	Annual Savings
Upgrade by Council	732	\$484,419.93	\$3,093.68	\$291,810.81	\$44,792.91	\$247,017.90	\$57,141.54	\$28,515.59	\$28,625.96	\$42,890.16	\$71,516.12
Upgrade by Essential Energy	732	\$484,419.93	\$3,093.68	\$3,093.68	\$44,792.91	(\$41,699.23)	\$57,141.54	\$52,803.67	\$4,337.87	\$42,890.16	\$47,228.03

The additional cost of purchasing the 'smart controllers' would be \$153,720 ex GST (732 x \$210.00)

Definitions

AER – Australian Energy Regulator

NSWESS – NSW Energy Savings Scheme

ESC – Energy Savings Certificate

SLUOS – Street Light Use of System

8.2 West Wyalong Community Theatre – Progress Report – February 2020



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 17th December 2019 resolved to accept the tender of the Daniher Building Company in the total sum of \$196,500.00 for the Stage 1 works and that the General Manager be delegated authority to enter into a contract subject to confirming the scope of works and a firm tender price as well as a timeframe for completion of the works.

The tender price has been confirmed at \$196,500.00 with a completion date of 13 March 2020 and the contract has subsequently been executed with works commencing on 1 February 2020.

The scope of works include the following:

- Stormwater earthworks
- Hazmat works (removal of asbestos)
- Construction of pathways and access ramps
- Excavation of some existing concrete
- Termite protection
- Internal carpentry works

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.

Council was previously advised of the comparison of the costs between the actual and the tender prices associated with the purchase of the theatre equipment such as chairs, curtains, carpet and projection equipment. The difference has seen a reduction in the overall cost of the project of just over \$190,000.00.

The comparison of costs between the original lowest tender and the Daniher tender, for a similar scope of works, will see a further reduction in the overall cost of the project of almost \$91,000.00.

Tenders for the stage 2 works are currently being prepared but can't be finalised until Essential Energy confirms the electrical upgrade specifications.

Summary

The proposed timeline from now is as follows:

- Closing date for the Stage 2 tender – 29 April 2020
- Selection of preferred tenderer – 6 May 2020
- Report to Council to adopt the tender – 19 May 2020
- Execution of the contract – 29 May 2020
- Project completion 26 August 2020

Recommendation:

That the progress report, as at February 2020, on the Community Theatre project is received and noted; and that the General Manager continue to keep councillors informed of the progress of this project.

8.3 Disclosure of Interest Return



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

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

Author: Executive Assistant

Introduction

In accordance with the Local Government Act and Model Code of Conduct for Local Councils in NSW. Councillors and designated persons must complete and lodge a 'Disclosure of Interests' return as at June 30 each year. The return is to be completed on the basis of interests held during the previous 12 months.

All returns have been completed for Councillors and designated persons who held office at 30 June 2019 and the Disclosure of Interest Register was tabled for Council's information at its meeting held on 20th August 2019.

The appointment of Mrs Alison Balind to the position of Director Corporate & Community Services in November 2019 required the completion of the prescribed form and lodgement of the return within 3 months. The updated Disclosure of Interest Register is now tabled in accordance with the requirements.

Financial Implications

Nil to this report.

Summary

Under Section 451 (3) of the Local Government Act 1993 a councillor or designated person holding that position at 30 June in any year must complete and lodge with the General Manager within 3 months after that date a return in the form prescribed by the regulations.

The issue of placing this information on Council's website, as per IPC Guidelines, is still under consideration.

Recommendation:

That Councillors note the Disclosure of Interest return requirements and accept the Disclosure of Interest Register as tabled.

8.4 Strengthening Communities – West Wyalong Rodeo



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

DP3.1.7 Facilitate and support groups that build skills and social inclusion including workshops/presentations

Author: Community Relations Officer

Introduction

The West Wyalong Horse Sports and Rodeo Association has submitted a Strengthening Communities grant application to Council seeking funding assistance towards the 2020 West Wyalong Rodeo on 28 March 2020.

Financial Implications

There is currently \$29,250 remaining in the Strengthening Communities Grant Fund.

Summary

The West Wyalong Horse Sports and Rodeo Association will hold its fourth annual rodeo on 28 March 2020.

After many years in hiatus, the rodeo returned in 2017 and has quickly grown into one of the Bland Shire's most popular events.

The Horse Sports and Rodeo Association received a grant of \$5800 from Council to support the inaugural rodeo and in accordance with Council guidelines a reduced grant of \$4350 in 2018 and \$2900 in 2019.

Council's Grants and Donations Policy states –

"Where funding is requested for annual events or activities priority will be given to organisations that can demonstrate a level of self sustainability.

Funding will be provided for a maximum of four (4) consecutive years reducing on a sliding scale of 25% per annum to assist the project/event to become fully self sustainable."

In accordance with the guidelines, the Horse Sports and Rodeo Association is eligible for a maximum grant of \$1450 in 2020 and will not be eligible for further grants assistance from Council from 2021. The guidelines were adopted to encourage annual events to work towards becoming sustainable without relying on public funds.

The Rodeo Association is aware of the grant guidelines but has submitted an application to Council seeking \$5000 to support the 2020 rodeo.

The application states –

"We appreciate all the help that we have received, the rodeo has not been possible without your help and support. We understand that through this grant the amount we ask for should be decreased and eventually be able to run on its own.

Unfortunately for this rodeo to happen we do rely on our sponsors. Without them the rodeo just cannot happen. The rodeo does not make a great profit. Any money we have made has been kept to go towards improvements to the grounds and to help with costs for the next rodeo.

We do not keep a lot of money and as you are well aware the rodeo donates vast amounts of money to local charities and other organisations. It is what we love to do, to be able to help those around us.”

The Horse Sports and Rodeo Association projects the total running cost of the 2020 rodeo to be \$56,000 and says it relies on sponsorship and grant funding from Council to meet its commitments and objectives with any profits to be donated to charity and used to improve the grounds and facilities.

Councillors should note that Council submitted a successful \$839,909 grant application on behalf of the Horse Sports and Rodeo Association and West Wyalong Rugby Club under round two of the Stronger Country Communities Fund to provide power and sports lighting and is currently working with both organisations to deliver the project.

Through the hard work of the committee and a committed band of volunteers, the rodeo has grown to become a highly popular and valued community event which also attracts a number of visitors to the Bland Shire. As is the intent of the Strengthening Communities program, Council has assisted the rodeo to re-establish, grow to become sustainable and attract significant grant funding for major infrastructure improvements.

If it is supportive of providing funding, Council will need to determine whether to award \$1450 in accordance with the grant guidelines or an alternate amount up to \$5000 as requested by the Horse Sports and Rodeo Association

Recommendation:

That Council provide a Strengthening Communities grant of \$1450 to the West Wyalong Horse Sports and Rodeo Association in support of the 2020 West Wyalong Rodeo and congratulate the Horse Sports and Rodeo Association on their achievement in building a sustainable community event.

Section 2 – Corporate & Community Services

8.5 Financial Statements – December 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 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 DECEMBER, 2019.

BANK BALANCES AS AT 31ST DECEMBER, 2019

ACCOUNT	BALANCE
General Fund	\$ 3,199,732.46
BCard	\$ 15,990.00
	\$ 3,215,722.46
Invested Funds	
Fixed Deposits	\$ 32,700,000.00
Deposits at Call	\$ 3,732,802.26
	\$ 36,432,802.26
Net Balance	\$ 39,648,524.72
Percentage of investment to Net Balance	91.89%

STATEMENT OF BANK BALANCES AS AT 31.12.19
SUBMITTED TO THE ORDINARY MEETING FEBRUARY 18TH, 2020

BALANCE as at 01.12.19	\$ 5,280,041.29
Add Receipts	
<u>Receipts over \$150,000</u>	
18/12/19 AGL Special Dividend Payment Sale of Southern Phone Company	\$ 785,714.00
<u>Receipts under \$150,000</u>	\$ 1,235,681.53
<i>Total Receipts for December 2019</i>	\$ 2,021,395.53
Less Payments	
<u>Payments over \$150,000</u>	
13/12/19 Dan Ford Fencing & Earthmoving Re-sheet & Wet Grade	-\$ 241,694.19
13/12/19 Australian Unity Bank Term Deposit	-\$ 2,000,000.00
19/12/19 G&M Connellan Electrical Lighting Upgrade Rugby & Rodeo Ground	-\$ 191,597.90
<u>Payments under \$150,000</u>	-\$ 1,668,412.27
<i>Total Payments for December 2019</i>	-\$ 4,101,704.36
CASH BALANCE	<u>\$ 3,199,732.46</u>
Limit of Overdraft Arranged with Bank	\$ 350,000.00

ACCOUNTS SUMMARY

The following is a summary of accounts paid for the period December 01, 2019 to December 31, 2019.

I CERTIFY,

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

Fund	Voucher No.s	Total
Cheques	025823 - 025836	\$ 47,997.09
Auto-pay Creditors	E019645– E019917	\$ 3,488,023.99
Auto-pay Payroll	01/12/19 – 29/12/19	\$ 554,067.32
December Bank Charges & Commission etc		\$ 2,009.05
Direct Debits	Repayments & Vehicle Lease	\$ 9,606.91
		\$ 4,101,704.36

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 18th February 2020, 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 \$4,101,704.36 was submitted to the Ordinary Meeting on the 18th February 2020 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)	\$ 10,088,769.28
Rates received as at 31/12/2019	\$ 5,665,579.53
% of rates received to date	56.16%

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 December, 2019
2. That Council confirms the payment of accounts, for the period 01 December to 31 December 2019, summarised in the accounts summary totalling \$4,101,704.36.

INVESTMENTS

The following table gives details of Council's Funds invested at 31st December 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
13-December-2019	AMP (Term Deposit)	1,000,000.00	370 days	1.70%	17-December-2020
16-July-2019	Bank of QLD	1,000,000.00	184 days	1.90%	16-January-2020
12-December-2019	AMP (Term Deposit)	2,000,000.00	365 days	1.70%	11-December-2020
29-November-2016	Westpac (FRN)	2,000,000.00	1826 days	3MBBSW+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
13-December-2019	Australian Unity Bank	2,000,000.00	182 days	1.70%	12-June-2020
	ANZ Deposit at Call	50,890.32	Cash at Call		
	CBA Deposit at Call	\$3,679,255.82	Cash at Call		
	TOTAL:	36,430,146.14			

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

8.6 Financial Statements – January 2020



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 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 JANUARY, 2020.

BANK BALANCES AS AT 31ST JANUARY, 2020

ACCOUNT	BALANCE
General Fund	\$ 4,360,469.07
BCard	\$ 4,832.51
	\$ 4,365,301.58
Invested Funds	
Fixed Deposits	\$ 32,700,000.00
Deposits at Call	\$ 3,732,802.26
	\$ 36,432,802.26
Net Balance	\$ 40,798,103.84
Percentage of investment to Net Balance	89.30%

STATEMENT OF BANK BALANCES AS AT 31.1.20
SUBMITTED TO THE ORDINARY MEETING FEBRUARY 18TH, 2020

BALANCE as at 01.01.20	\$ 3,199,732.46
Add Receipts	
<u>Receipts over \$150,000</u>	
6/01/20 RMS Natural Disaster Local Roads	\$ 1,453,377.00
20/01/20 Investment Redemption Bankwest	\$ 2,500,000.00
22/01/20 RMS NATDIS Flood Damage	\$ 271,483.00
29/01/20 RMS Block Grant	\$ 544,000.00
<u>Receipts under \$150,000</u>	\$ 636,900.91
<i>Total Receipts for January 2020</i>	\$ 5,405,760.91
Less Payments	
<u>Payments over \$150,000</u>	
22/01/20 ME Bank Investment	-\$2,500,000.00
23/01/20 Dan Ford Fencing Final Claim Nobby's Lane Resheet & Wet Grade	-\$ 357,123.25
<u>Payments under \$150,000</u>	-\$ 1,387,901.05
<i>Total Payments for January 2020</i>	-\$ 4,245,024.30
CASH BALANCE	<u>\$ 4,360,469.07</u>
Limit of Overdraft Arranged with Bank	\$ 350,000.00

ACCOUNTS SUMMARY

The following is a summary of accounts paid for the period January 01, 2020 to January 31, 2020.

I CERTIFY,

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

Fund	Voucher No.s	Total
Cheques	025837-025845	\$ 86,478.11
Auto-pay Creditors	E019918– E020212	\$ 3,688,723.88
Auto-pay Payroll	05/01/20-26/01/20	\$ 449,424.25
January Bank Charges & Commission etc		\$ 1,670.40
Direct Debits	Repayments & Vehicle Lease	\$ 18,727.66
		\$ 4,245,024.30

- 7. Are fully supported by vouchers and invoices and have been fully registered.
- 8. 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.
- 9. 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.
- 10. The prices and computations of every account are correct.
- 11. 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.
- 12. 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 18th February 2020, 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 \$4,245,024.30 was submitted to the Ordinary Meeting on the 18th February 2020 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)	\$ 10,099,584.54
Rates received as at 31/01/2020	\$ 5,884,403.47
% of rates received to date	58.26%

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 January, 2020
2. That Council confirms the payment of accounts, for the period 01 January to 31 January 2020, summarised in the accounts summary totalling \$4,245,024.30.

INVESTMENTS

The following table gives details of Council's Funds invested at 31st January 2020. 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
13-December-2019	AMP (Term Deposit)	1,000,000.00	370 days	1.70%	17-December-2020
16-January-2020	Bank of QLD	1,000,000.00	184 days	1.60%	17-August-2020
12-December-2019	AMP (Term Deposit)	2,000,000.00	365 days	1.70%	11-December-2020
29-November-2016	Westpac (FRN)	2,000,000.00	1826 days	3MBBSW+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-January-2020	ME Bank (Term Deposit)	2,000,000.00	245 days	1.55%	29-September-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
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
13-December-2019	Australian Unity Bank	2,000,000.00	182 days	1.70%	12-June-2020
22-January-2020	ME Bank (Term Deposit)	2,500,000.00	306 days	1.50%	23-November-2020
	ANZ Deposit at Call	50,890.32	Cash at Call		
	CBA Deposit at Call	\$3,681,911.94	Cash at Call		
	TOTAL:	36,432,802.26			

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 18 FEBRUARY 2020

8.7 Progress Report on the Combined Delivery Program and Operational Plan 2019-2023



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

Strategy 10.3 Ensure the General Manager takes a high level role in implementing the Community Strategic Plan and other Council documents

Author: Director Corporate and Community Services

Introduction

The attached report is the first progress report for implementation of the Combined Delivery Program and Operational Plan 2019-2023 (**Attachment 1**).

It covers the period commencing 1 July 2019 and ending 31 December 2019.

The Integrated Planning and Reporting framework for NSW Local Government was implemented at Bland Shire Council from 1 July 2012. In accordance with the framework this Council reviewed and adopted the Community Strategic Plan and Supporting documents in June 2018.

The Delivery Program details the strategies and actions across the operational areas of council that will be undertaken to achieve the community objectives as stated in the Community Strategic Plan. It is designed as the single point of reference for all principal activities undertaken by Council during its term of office.

All plans, projects, activities and funding allocations must be directly linked to this Program. Supporting the Delivery Program is an annual Operational Plan. It spells out the details of the Program – the individual projects and activities that will be undertaken each year to achieve the commitments made in the Delivery Program.

The General Manager must ensure that progress reports are provided to the Council, with respect to the principal activities detailed in the Delivery Program on a six monthly basis.

Financial Implications

Any financial implications for Council have been identified and addressed through Council's Quarterly Budget Review processes.

Summary

The attached Progress Report on the Combined Delivery Program and Operational Plan details the actions, projects, improvements and initiatives that have been undertaken for the six-month period ending 31 December 2019.

Council's actions as detailed in the four year Delivery Program and one year Operational Plan continue to be monitored on a quarterly basis.

The table following is an indication of overall performance against the 2018/19 Operational Plan actions as at 31 December 2019.

2019/2020 Operational Plan Actions

as at 31/12/2019

Total number of actions:	219
⚠ On target	155
✘ Not progressed	4
✔ Complete	60

Recommendation:

THAT Council receive and note the report on the progress of the Combined Delivery Program and Operational Plan for the period 1 July 2019 to 31 December 2019.



BLAND SHIRE COUNCIL
west wyalong

2019/20 Progress Report Combined Delivery Program & Operational Plan

1 July 2019 – 31 December 2019

Reporting Our Progress

Performance Measures

The Community Strategic Plan is presented within four themes Our People, Our Places, Our Leadership and Our Prosperity. Each of these themes has a number of Delivery Targets and Operational Actions including performance measures to be achieved. Each of the performance measures feed into a series of key performance indicators.

The progress towards the key performance indicators will be reported to the community in line with the election cycle and the End of Term Report.

Monitoring and Reporting

It is important to track and report on our progress in delivering our Community Strategic Plan over the ten year period. Council will report to the community at regular intervals on what has been achieved and the progress towards the performance measures.

All reports will be made available to the community at Council meetings and on Council's website. Council's management team will internally monitor on a quarterly basis the output and actions as detailed in the four year Delivery Program and one year Operational Plan. The outcomes will be formally reported to Council, the Community and staff on at least, a six monthly basis.

Whilst some performance measures can be clearly quantified, it does not necessarily mean the community is aware of, fully appreciates, or is fully satisfied with, the extent of progress made. Therefore, there are also qualitative measures included that represent community response.

A community satisfaction survey will be undertaken every four years to gauge whether the community is satisfied with progress and where priorities could or should be assigned to particular areas into the future. The survey will be undertaken in the fourth year of the Council term.

2019/2020 Operational Plan Actions	
as at 31/12/2019	
Total number of actions:	219
🟡 On target	154
🔴 Not progressed	4
🟢 Complete	61



Our People

A strong, healthy, connected and inclusive community

Our Objectives

- 1 Ensure health and support services address the needs of the community
- 2 Partner with organisations to strengthen community health and safety
- 3 Nurture a strong sense of community and enrich the cultural life of the residents
- 4 Ensure services are accessible for all residents

2019/2020 Operational Plan Actions

as at 31/12/2019

Total number of actions:	67
🟡 On target	56
🔴 Not progressed	1
🟢 Complete	10

1.

Ensure health and support services address the needs of the community

Delivery Program (4 years) 2018 - 2022





Strategy 1.1

Maintain active communication with health and allied health providers

Performance Measure

- Increase in the knowledge disseminated relating to health and allied health services

Operational Plan (1 year) 2019/2020

Action	Responsibility
<p>1.1.1 Maintain active relationships and communication with health services, relevant allied health providers and medical practices within the Shire <i>KPI: Quarterly Contact</i></p>	<p>Director Corporate & Community Services</p>
<p>Progress update to 30/09/2019 Relationships maintained.</p>	
<p>Progress update to 31/12/2019 Relationships maintained, active participation from Council services at the quarterly health network meetings.</p>	
<p>1.1.2 Partner with local health services to implement workshops and provide resources to the community <i>KPI: Quarterly Contact</i></p>	<p>Community Development Officer</p>
<p>Progress update to 30/09/2019 Council partnered with numerous local health services including Temora MHDA, Wellways, The Murrumbidgee PHN and the Local Rural Aid Counsellor in the delivery of Bust the Dust. Council partnered with Temora MHDA in the delivery of Youth Mental Health First Aid Training in July.</p>	
<p>Progress update to 31/12/2019 Council assisted TMHDA in the delivery of a mental health awareness event during mental health month. Council is currently working with rural Aid in establishing a community drought hub at one of the local schools which will include counselling on a month basis for residents. Council has developed a proposal for a Youth Mental Health and Wellbeing program to be delivered to students commencing in 2020 providing grant funding is successfully obtained. Council has sought advice from service providers who are involved with the Interagency committee and partnered with The Butterfly Foundation, Batyr, The Resilience Project, to develop a suitable youth program.</p>	

1.

Ensure health and support services address the needs of the community

Delivery Program (4 years) 2018 - 2022

Strategy 1.2

Provide services to the frail, aged, disabled and their carers

Performance Measure

- Increase in the number of Bland Shire residents accessing services for frail, aged and their carers

Operational Plan (1 year) 2019/2020

Action	Responsibility
1.2.1 Review existing services to ensure service model is in line with government requirements <i>KPI: Annual review as per funding requirements</i>	Community Care Coordinator
Progress update to 30/09/2019 All services currently under review.	!
Progress update to 31/12/2019 Currently all services are being audited internally to ensure they meet requirements.	!
1.2.2 Develop and implement programs to ensure need is being met <i>KPI: Annual Review</i>	Community Care Coordinator
Progress update to 30/09/2019 All services currently under review.	!
Progress update to 31/12/2019 Internal audit currently being conducted, once finalised a review of programs will be completed.	!
1.2.3 Network with aged care and disability service providers to strengthen relationships within community <i>KPI: Quarterly Contact</i>	Community Care Coordinator
Progress update to 30/09/2019 Ongoing.	!
Progress update to 31/12/2019 Ongoing.	!
1.2.4 Provide aged care services to towns and villages in the Shire <i>KPI: As identified</i>	Community Care Coordinator
Progress update to 30/09/2019 Continuing.	!
Progress update to 31/12/2019 Services are continuing throughout the Shire including towns and villages.	!

1.2.5	Undertake a service survey for Aged Care Services <i>KPI: Annual service survey undertaken</i>	Community Care Coordinator
Progress update to 30/09/2019	Complete.	✓
Progress update to 31/12/2019	As above.	✓
1.2.6	Investigate alternative funding and collaborative initiatives to maximise opportunities for the community in the areas of Childrens Services and HACC <i>KPI: As identified</i>	Director Corporate & Community Services
Progress update to 30/09/2019	Under review.	!
Progress update to 31/12/2019	Under review.	!

2.

Partner with organisations to strengthen community health and safety

Delivery Program (4 years) 2018 - 2022

Strategy 2.1

Develop and support community partnerships to increase a sense of safety and wellbeing within the community

Performance Measure

- Increased number of opportunities to provide information to the community

Operational Plan (1 year) 2019/2020

Action	Responsibility
2.1.1 Provide education programs on road safety, in line with RMS funding <i>KPI: Minimum of two programs per year</i>	Road Safety Officer
Progress update to 30/09/2019 Two programs completed in the first quarter.	✓
Progress update to 31/12/2019 RSO position vacant.	✓
2.1.2 Remove offensive graffiti from Council infrastructure as soon as practical dependant on location and degree of offensiveness and report to Police <i>KPI: Removed within two days</i>	Coordinator Urban
Progress update to 30/09/2019 When reported to council or noticed by staff.	✓
Progress update to 31/12/2019 When reported to council or noticed by staff.	✓
2.1.3 Provide work health & safety and risk management information for volunteers and contractors <i>KPI: Update information annually</i>	Contract Compliance & WHS Officer
Progress update to 30/09/2019 Contractors provided with WHS / risk information.	!
Progress update to 31/12/2019 Contractors provided with WHS / risk information.	!

2.1.4	Support and promote young driver educational programs <i>KPI: Two programs per year</i>	Community Development Officer
Progress update to 30/09/2019	Highly successful NRMA Driving lessons held on 9 and 10 July 2019.	!
Progress update to 31/12/2019	Highly successful NRMA Safer Driving program held on 1 and 2 October 2019.	✓
2.1.5	Continue partnerships with NSW Food Authority and continue to promote the Scores on Doors program <i>KPI: As required</i>	Manager Development & Regulatory Services
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	Partnership has continued. Food premises inspection program has commenced.	!
2.1.6	Inspect all High and Medium Risk Food Premises <i>KPI: Yearly inspections</i>	Manager Development & Regulatory Services
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	Inspection program has commenced.	!
2.1.7	Continue partnership with NSW Public Health <i>KPI: As required</i>	Manager Development & Regulatory Services
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	0	!
2.1.8	Inspect all Skin Penetration Premises and Mortuaries <i>KPI: Yearly Inspections</i>	Manager Development & Regulatory Services
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	Review of skin penetration and mortuary inspection program to be undertaken.	!

2.1.9	Implement Councils on site waste management system inspection program <i>KPI: Ungarie (non-sewered area), Tallimba, Barmedman (non-sewered area), Mirrool, Weethalle, Rural Properties, non-sewered parts of Wyalong and West Wyalong</i>	Manager Development & Regulatory Services
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	Ongoing. Policy to be reviewed in 2020.	!
2.1.10	Promote the continued use of online training program for Food Safety <i>KPI: Social media, Council notices and community noticeboard twice per year</i>	Manager Development & Regulatory Services
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	0	!
2.1.11	Promote Mental Health Month <i>KPI: Support and conduct one event per year</i>	Community Development Officer
Progress update to 30/09/2019	Mental health month to be promoted with information regarding where and how to access services locally provided to the community across Council's social media. Council has further developed a proposal for consideration under round 3 of the Stronger Country Communities Program for the delivery of a comprehensive Youth Mental Health program in 2020/21.	!
Progress update to 31/12/2019	Council assisted TMHDA in the delivery of a mental health awareness event during mental health month and posted a multitude of information on Council's social media regarding mental health and drought supports and services. Bland Shire Council submitted a MPHN youth and community grant application to allow for the delivery of 3 full day mindfulness and mental well being days to be held at three village schools in early 2020.	✓
2.1.12	Implement and monitor Council's swimming pool inspection program policy <i>KPI: Undertake every three years - 2017 & 2020</i>	Manager Development & Regulatory Services
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	Ongoing. Policy to be reviewed in 2020.	!

3.

Nurture a strong sense of community and enrich the cultural life of the residents

Delivery Program (4 years) 2018 - 2022

Strategy 3.1

Develop and support a strong sense of community, providing advice and support to community groups

Performance Measure

- Increase in the number of workshops, events and grant applications applied for


Operational Plan (1 year) 2019/2020


Action	Responsibility
3.1.1 Actively work for the community to identify additional funding to achieve community goals by promoting and assisting with external grant applications <i>KPI: Assisting at least four community groups each year</i>	Community Relations Officer
Progress update to 30/09/2019 Applications lodged for Business West Wyalong for the West Wyalong Christmas carnival and dual projects from the Ungarie RSL sub-branch. Advice provided to numerous other groups and organisations.	!
Progress update to 31/12/2019 Stronger Country Community Fund submissions lodged. Grant Guru portal launched to provide residents and staff with easy access and information regarding the latest grant opportunities.	!
3.1.2 Investigate new initiatives to promote and engage volunteers and seek to strengthen relationships <i>KPI: One volunteer event/workshop per year</i>	Community Development Officer
Progress update to 30/09/2019 Community Development staff are currently working with staff at West Wyalong High School on a community groups and volunteering initiative which involves an introduction to volunteering and inducting students to enable them to be Council volunteers.	!
Progress update to 31/12/2019 Council held two volunteering education sessions with year 9 students from West Wyalong High School in November and December touching on the importance of volunteering within the community and noted the contributions and services that community groups provide to the Bland Shire.	✓
3.1.3 Recognise and celebrate volunteers for National Volunteer Week <i>KPI: Hold one event per year. Link volunteers with local events</i>	Community Development Officer
Progress update to 30/09/2019 Event to be held in May 2020.	!
Progress update to 31/12/2019 As above.	!

3.1.4	Facilitate Community Reference Group and report through Manex to Council <i>KPI: Call for agenda items at least five times a year</i>	Community Relations Officer
Progress update to 30/09/2019	Successful CRG meeting held in August 2019 with minutes referred to Manex.	!
Progress update to 31/12/2019	Community Reference Group meeting held in November 2019 and referred to Manex.	!
3.1.5	Administer Council's Strengthening Communities Grant Programs <i>KPI: 100% applications considered</i>	Community Relations Officer
Progress update to 30/09/2019	Strengthening Communities grants provided to Whispering Pines Aviation and Country Hope West Wyalong.	!
Progress update to 31/12/2019	Strengthening Communities grant provided to West Wyalong Town Band.	!
3.1.6	Facilitate and support groups that build skills and social inclusion including workshops/presentations <i>KPI: Two workshops per year</i>	Community Development Officer
Progress update to 30/09/2019	Free community Youth Mental Health First Aid (YMHFA) Training held in July 2019.	!
Progress update to 31/12/2019	Assistance provided to members of OMNI (Older Men New Ideas) in hosting a meeting and presentation with the goal of establishing an older men's support group in West Wyalong. Support provided to the West Wyalong garden club in seeking grant funding and information regarding the installation of a community clock. Support provided to Country Hope West Wyalong in the establishment of the HOPE sign in McCann Park.	!
3.1.7	Apply for external grant funding to implement Tourism and Business programs and projects <i>KPI: Two grant applications per year with appropriate matched funding</i>	Senior Economic Development & Tourism Advisor
Progress update to 30/09/2019	Grant applications are prepared and submitted as and when appropriate.	!
Progress update to 31/12/2019	Grant applications are prepared and submitted as and when appropriate.	!
3.1.8	Facilitate and progress implementation of the successful SCCF grant for the Community Cinema project <i>KPI: Project completion in accordance with funding agreement and milestones</i>	Manager Development & Regulatory Services
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	Stage one works to commence early 2020.	!

3.1.9 Monitor and progress applications for funding under proposed Round 3 of the SCCF **General Manager**

KPI: Successful projects identified and progressed in accordance with funding agreement and milestones

Progress update to 30/09/2019 The projects under Round 3 of the SCCF have been identified by Council and have been submitted to the NSW Government for determination. 

Progress update to 31/12/2019 Council has been advised that the announcement of the successful projects will occur in early 2020. 

3.1.10 Facilitate and progress implementation of the successful SCCF grant for power and sports lighting to West Wyalong Rugby and Rodeo Clubs **Director Asset & Engineering Services**

KPI: Project completion in accordance with funding agreement and milestones

Progress update to 30/09/2019 

Progress update to 31/12/2019 

3.1.11 Facilitate and progress implementation of the successful SCCF grant for the Kikoira Hall amenities block and kitchen upgrade **Engineering Services Manager**

KPI: Project completion in accordance with funding agreement and milestones

Progress update to 30/09/2019 

Progress update to 31/12/2019 

3.

Nurture a strong sense of community and enrich the cultural life of the residents

Delivery Program (4 years) 2018 - 2022

Strategy 3.2

Provide cultural activities and community programs that foster social development and community wellbeing

Performance Measure

- Number of residents satisfied with range and quality of cultural events

Operational Plan (1 year) 2019/2020

Action	Responsibility
3.2.1 Continue membership and participation with Eastern Riverina Arts Inc <i>KPI: Annual Membership</i>	Community Development Officer
Progress update to 30/09/2019 2019-2020 fees have been processed to ensure continued membership.	✓
Progress update to 31/12/2019 As above.	✓
3.2.2 Facilitate visiting artist/exhibition/performance <i>KPI: One annually</i>	Community Relations Officer
Progress update to 30/09/2019 Fawlty Towers Dining Experience held and sold out in September 2019.	✓
Progress update to 31/12/2019 Visiting Zest International artists painted public murals in West Wyalong and Mirrool.	✓
3.2.3 Provide a range of community programs and activities for children and seniors <i>KPI: Four activities per year</i>	Director Corporate & Community Services
Progress update to 30/09/2019 0	!
Progress update to 31/12/2019 0	!
3.2.4 Facilitate a Bland Flavour Festival <i>KPI: Successful event within budget allocation</i>	Community Relations Officer
Progress update to 30/09/2019 Concept design developed.	!
Progress update to 31/12/2019 Save the date sent out for March 20-22.	!

3.

Nurture a strong sense of community and enrich the cultural life of the residents

Delivery Program (4 years) 2018 - 2022

Strategy 3.3

Support and strengthen our indigenous culture and history

Performance Measure

- Increased number of engagement opportunities

Operational Plan (1 year) 2019/2020

Action	Responsibility
3.3.1 Contribute to the positive working relationship with the Local Aboriginal Lands Council <i>KPI: Meet with WWLALC at least annually</i>	General Manager
Progress update to 30/09/2019 Council is working closely with the WWLALC to assist in the development of portable housing for the staff at the LCGM.	!
Progress update to 31/12/2019 Council will be meeting with all regional LALC's sometime in February 2020 to discuss the formation of a reference group.	!
3.3.2 Fly the Aboriginal Flag at Council on days of Aboriginal significance <i>KPI: Flag flown on National Reconciliation Week, NAIDOC Week and other special occasions and events where it is deemed appropriate, including the anniversary of the Apology (whether permitting)</i>	Community Relations Officer
Progress update to 30/09/2019 Flag flown throughout NAIDOC Week.	!
Progress update to 31/12/2019 Ongoing.	!

3.

Nurture a strong sense of community and enrich the cultural life of the residents

Delivery Program (4 years) 2018 - 2022

Strategy 3.4

Foster a community learning culture optimising our physical and virtual spaces

Performance Measure

- Increased number of community members accessing and utilising our library services

Operational Plan (1 year) 2019/2020

Action

3.4.1 Continue to promote the library as a community hub being utilised by all community members

KPI: Membership remains stable, 5% increase library visits

Responsibility

Library Services Officer

Progress
update to
30/09/2019

Baby Bounce (for babies up to 24 months) held every second Friday during school term. Storytime (for preschool aged children) held every Storytime for Bland Family Day Care educators held once a month. Storytime for Bland Preschool (various class groups) held each school term. Storytime for Ungarie Preschool held each school term. Regular school visits (various class groups). Day Book Club held first Monday of each month. Knit and Knatter (knitting group) meet every second Tuesday. Pals of the Pen (writers' group) meet every second Friday. Home delivery service provided every second Monday. Book Deposit Stations maintained in the villages of Barmedman and Weethalle - changeover of library items every 10 weeks. Continuous support of West Wyalong High School Student Volunteer Program by providing various work placements during the school year. Membership drive undertaken during September. Programs and services promoted via library webpage, social media, community noticeboard, newsletters & local newspaper. Current membership 1875. People through the door this quarter 9707.




Progress
update to
31/12/2019

As above. Refurbishment of library completed.




3.4.2 Foster lifelong learning through the provision of community programs **Library Services Officer**
KPI: Six programs per year

Progress update to 30/09/2019
 Emergency CPR for Babies and Toddlers. Children's Book Week 17 - 23 August. A competition was circulated to all 9 schools within the Bland Shire. 18 school groups from 4 schools visited the library and participated in a variety of activities promoting Australian literature, reading and literacy. Science in VR - Livestream Talk "Astronomy for all Australians" held 17 August. Participants received a set of virtual reality glasses to use with a VR app on their smartphones. Adult Learners Week event held 5 September. Kurrajong clients and their carers were invited to explore the world of virtual reality and participate in a soap-making activity. Visit by illustrator Ben Wood 16 - 20 September. The visit encompassed all 9 schools within the Bland Shire with 650 students Kinder to Year 10 participating. Australian Reading Hour event held 19 September. A communal reading hour was held to promote reading for all ages within the community.



Progress update to 31/12/2019
 Tech Savvy Seniors -- Introduction to smartphones. Launched Summer Reading Club program -- 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. Food For Fines -- supports the local St Vincent de Paul Society's Christmas Appeal.



Progress update to 31/03/2020
 0




Progress update to 30/06/2020
 0




3.4.3 Ensure Library content and services are available to the community in various platforms **Library Services Officer**
KPI: Usage increase of 5%

Progress update to 30/09/2019
 The library maintains a core collection of library materials including books, magazines, audiobooks, playaways and DVDs. A large range of free electronic resources and digital collections are available to all Bland Shire Library members via Riverina Regional Library. Daisy players for the visually impaired available. The library receives a weekly delivery of new library books, DVDs, etc. The library receives a weekly delivery from RRL - includes reservations, kits, promotional material, etc. 5614 library items issued this quarter.



Progress update to 31/12/2019
 As above.



4.

Ensure services are accessible for all residents

Delivery Program (4 years) 2018 - 2022

Strategy 4.1

Facilitate Council events to build social capital and a sense of belonging within the community

Performance Measure

- All KPI's met or exceeded each year

Operational Plan (1 year) 2019/2020

Action	Responsibility
4.1.1 Coordinate annual Australia Day celebrations and Awards <i>KPI: Annual event</i>	Community Relations Officer
Progress update to 30/09/2019 Report to Council's August meeting with changes to the Awards Committee structure adopted.	!
Progress update to 31/12/2019 Australia Day Award Committee meet held in December 2019.	!
4.1.2 Coordinate Youth Week Activities <i>KPI: Annual event</i>	Community Development Officer
Progress update to 30/09/2019 Plans in place to host Youth Week Program in April 2020.	!
Progress update to 31/12/2019 Funding has been received for the delivery of Youth Week 2020.	!
4.1.3 Coordinate Aged Care Expo <i>KPI: Bi-annual event - 2017 & 2019</i>	Community Care Coordinator
Progress update to 30/09/2019 Not progressed.	×
Progress update to 31/12/2019 Due to the resignation of the Community Care Coordinator this event was unable to proceed, currently considering holding late 2020.	×
4.1.4 Coordinate Seniors Week Activities <i>KPI: Annual event</i>	Community Care Coordinator
Progress update to 30/09/2019 Grant funding applied for.	!
Progress update to 31/12/2019 Grant funding application unsuccessful. Continuing to put together activities to be conducted throughout Seniors Week.	!

4.1.5	Coordinate Community Expo/Event <i>KPI: Bi-Annual - 2019</i>	Children's Services Coordinator
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	On 27.09.19 a community Outdoor Movie Night was held in Barnardo Park. The evening commenced with a sausage sizzle, jumping castle, giant bubble display, laser tag and ice-cream van along with a Toy Library interactive play area. Preceding the movie was a CSU slide show advertising all CSU services and popcorn. A movie then played on a large outdoor screen. This event was free for the community.	✓
4.1.6	Conduct Library school holiday activities <i>KPI: Three times per year</i>	Library Services Officer
Progress update to 30/09/2019	July school holiday program included Circuit Bugs (children created bugs out of pipe cleaners, pegs, etc. then made them light up using a battery operated circuit). Virtual Reality with OzGrav (children explored space using VR technology and participated in physic experiments). Travel Bugs (a "minibeasts" mobile exhibition).	!
Progress update to 31/12/2019	October school holiday program included Crocodile Encounters (a travelling reptile show). Christmas themed biscuit decorating with Dagmar McIntyre. Spook-tacular games (fun games day with a Halloween theme).	!
4.1.7	Conduct school holiday Activities <i>KPI: Three times per year</i>	Community Development Officer
Progress update to 30/09/2019	Successful school holiday program held in July 2019 including NRMA Driving lessons, Project Paintball/Oasis trip and a movie and bowling trip.	!
Progress update to 31/12/2019	Successful Holiday program held in October 2019 including the NRMA Safer Driving Program and Movie and Bowling excursion to Griffith. End of year pool parties held in Ungarie and West Wyalong in December 2019.	!
4.1.8	Conduct Vacation Care program <i>KPI: 32 days per year</i>	Children's Services Coordinator
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	The Vacation Care program operated from 30.09.2019 to 04.10.2019. Attendance numbers were Monday 18, Tuesday 10, Wednesday 22, Thursday 21, and Friday 6. A program has been set and distributed to local schools for the upcoming Vacation Care period operating 13.01.2020 to 24.01.2020.	!

4.1.9	Facilitate Bland Shire Interagency Meetings	Community Development Officer
	<i>KPI: Twice per year</i>	
Progress update to 30/09/2019	Interagency Meeting held 27 August 2019.	!
Progress update to 31/12/2019	Interagency meeting held Tuesday 26 November 2019.	!

4.

Ensure services are accessible for all residents

Delivery Program (4 years) 2018 - 2022

Strategy 4.2

Provide quality, accredited and affordable Education and care services within Bland Shire and surrounds (Bland Preschool, Family Day Care, Mobile Resource Unit, Vacation Care and Toy Library services)

Performance Measure

- Increase in community members who are accessing or satisfied with our education and care services
- All licensing requirements met across all services

Operational Plan (1 year) 2019/2020

Action		Responsibility
4.2.1	Undertake a service survey for Bland Shire Council Children's Services <i>KPI: Annual service survey undertaken</i>	Children's Services Coordinator
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	A service survey has been distributed through the Local Aboriginal Lands Council in regards to the 'It takes a Village' program.	!
4.2.2	Implement and update annual Quality Improvement Action Plans - All Children's Services areas <i>KPI: Annually</i>	Children's Services Coordinator
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	Current QIP's have been reviewed for all services. An updated set of goals have been drafted for all services in preparation for new QIP's to be written in January 2020.	!

4.2.3	Meet licensing, regulation and quality standards as set by state and federal government - all Children's services areas <i>KPI: As required by Department/s</i>	Children's Services Coordinator
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	Recruitment is being undertaken to ensure regulations are being met in regards to staff qualification and ratio. A Venue Management Plan has been submitted to NSW Early Childhood Education and Care Directorate to seek a waiver for non-compliance of the Ungarie CWA Hall for Mobile Resource Unit use. Safety film has been added to The Ungarie CWA hall to meet building code. Risk Assessment templates have been updated across all services to meet regulatory requirements.	!
4.2.4	Review and update all service policy and procedures as required - All Children's services areas <i>KPI: 33% reviewed annually</i>	Children's Services Coordinator
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	The Interactions with Children, Complaints, and Supervision policies have been reviewed and updated in preparation for Manex adoption.	!
4.2.5	Undertake toy library stock take <i>KPI: Annually</i>	Children's Services Coordinator
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	Users of the Toy Library were requested to return all resources to the Toy Library by 11.12.2019 in preparation for January 2020 clean and stocktake.	!
4.2.6	Provide access to Toy Library resources to residents via Mobile Resources Unit Playgroups, Family Day Care and ITAV sessions <i>KPI: Minimum 10 opportunities each year</i>	Children's Services Coordinator
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	ITAV has taken the Toy Library van to all ITAV sessions for access to participants. Temora Family Day Care has been given access via playgroup and West Wyalong Family Day Care has been given access to additional excess resources.	!

4.

Ensure services are accessible for all residents

Delivery Program (4 years) 2018 - 2022









Strategy 4.3

Actively engage with the community and promote open communication

Performance Measure

- Increase in number of community members accessing Council information

Operational Plan (1 year) 2019/2020

Action	Responsibility
4.3.1 In liaison with relevant staff, establish, maintain and regularly update a relevant online presence by ensuring that Council's website is engaging, up to date and rich in easily accessible content <i>KPI: Annual review of content</i>	Community Relations Officer
Progress update to 30/09/2019	Ongoing. Work commenced on populating new Council website. 
Progress update to 31/12/2019	Ongoing. 
4.3.2 Coordinate Council notices page in the West Wyalong Advocate <i>KPI: Weekly notices</i>	Community Relations Officer
Progress update to 30/09/2019	Ongoing. 
Progress update to 31/12/2019	Ongoing. 
4.3.3 Update the community noticeboard in West Wyalong <i>KPI: Weekly</i>	Community Relations Officer
Progress update to 30/09/2019	Ongoing. 
Progress update to 31/12/2019	Ongoing. 
4.3.4 Maintain and promote community email list <i>KPI: Quarterly update</i>	Community Relations Officer
Progress update to 30/09/2019	Ongoing. 
Progress update to 31/12/2019	Ongoing. 

4.3.5	Produce media releases to inform the community about Council updates, programs, events and initiatives <i>KPI: As and when required</i>	Community Relations Officer
Progress update to 30/09/2019	Media releases issued as and when required on various subjects.	!
Progress update to 31/12/2019	As above.	!
4.3.6	Showcase Council services and role in the community <i>KPI: Celebrate Local Government Week, Promote services at West Wyalong Show</i>	Community Relations Officer
Progress update to 30/09/2019	Display held in the Industrial Hall at West Wyalong Show.	!
Progress update to 31/12/2019	Ongoing.	!
4.3.7	Maintain and update an Events Calendar promoting all local events/workshops/programs <i>KPI: Weekly</i>	Office of the General Manager - Administration Officer
Progress update to 30/09/2019	Events calendar on Bland Shire Website and TV in Visitors Centre update with current events/workshops and programs.	!
Progress update to 31/12/2019	Events calendar on Bland Shire Website and TV in Visitors Centre update with current events/workshops and programs.	!
4.3.8	Monitor and update Council's social media accounts <i>KPI: 40 posts per year</i>	Community Relations Officer
Progress update to 30/09/2019	Social media presence growing. New Instagram page launched.	!
Progress update to 31/12/2019	Geofilters developed. Facebook and Instagram presence growing.	!
4.3.9	Ensure all Council social media accounts are conducted in accordance with Council's Social Media Policy and Procedures <i>KPI: Social media accounts and content reviewed weekly</i>	Community Relations Officer
Progress update to 30/09/2019	Ongoing.	!
Progress update to 31/12/2019	Ongoing.	!

4.

Ensure services are accessible for all residents

Delivery Program (4 years) 2018 - 2022

Strategy 4.4

Actively engage with youth to build social capital and a sense of belonging

Performance Measure

- Increased youth participation in programs and initiatives

Operational Plan (1 year) 2019/2020

Action

4.4.1 Partner with youth and youth service providers (including schools) to deliver programs/initiatives that improve wellbeing and build the capacity of local youth

KPI: Engage with all local schools annually

Responsibility

Community Development Officer

Progress update to 30/09/2019

Youth consultation session held in August at West Wyalong High School seeking feedback from young people around desired future projects and initiatives. Plans in place to partner with West Wyalong High School in the delivery of volunteering education and initiatives.



Progress update to 31/12/2019

Council is currently working with Rural Aid in establishing a community drought hub at one of the local schools which will include counselling on a month basis for residents. Council has developed a proposal for a Youth Mental Health and Wellbeing program to be delivered to students commencing in 2020 providing grant funding is successfully obtained. Council has sought advice from service providers who are involved with the Interagency committee and partnered with The Butterfly Foundation, Batyr, The Resilience Project, to develop a suitable youth program. Council has submitted a funding application to cover the cost of a mindfulness/student wellbeing full day program to be delivered at three village schools in early 2020. Council partnered with the L&R Group parties held in Ungarie and West Wyalong in December 2019.



4.4.2 Attend regional youth focused meetings

KPI: Two meetings attended per year

Community Development Officer

Progress update to 30/09/2019

Plans in place to attend October REROC Youth Meeting.



Progress update to 31/12/2019

October REROC meeting attended in Coolamon.



4.4.3	<p>Engage young people through a youth group to jointly identify areas of need/improvement and the most effective methods for engaging with youth in the community</p> <p><i>KPI: Two interactions per year</i></p>	Community Development Officer
Progress update to 30/09/2019	<p>Youth consultation session held in August at West Wyalong High School seeking feedback from young people around desired future projects and initiatives. Plans in place to partner with West Wyalong High School in the delivery of volunteering education and initiatives.</p>	!
Progress update to 31/12/2019	<p>As above.</p>	!



Our Places

Maintain and improve the Shire's assets and infrastructure

Our Objectives

- 5 Work in partnership with key stakeholders to provide equitable access to Council's road infrastructure, services and facilities
- 6 Manage waste and recycling to improve the utilisation of existing resources, including exploring new technologies
- 7 Manage water and sewerage resources
- 8 Ensure that public places and facilities are well maintained and easily accessible
- 9 Develop, implement and monitor appropriate programs, plans and budgets for effective and efficient management of Council's assets and infrastructure

2019/2020 Operational Plan Actions

as at 31/12/2019

Total number of actions:	57
🚩 On target	22
❌ Not progressed	1
✅ Complete	36

5.

Work in partnership with key stakeholders to provide equitable access to Council's road infrastructure, services and facilities

Delivery Program (4 years) 2018 - 2022







Strategy 5.1

Facilitate the delivery of accessible services and infrastructure

Performance Measure

- Increase in accessible infrastructure within the Shire

Operational Plan (1 year) 2019/2020

Action	Responsibility
5.1.1 Update and promote Access Mobility Map <i>KPI: Update every two years (2019), promote annually</i>	Community Development Officer
Progress update to 30/09/2019 Plans in place to review and update map later in the year.	
Progress update to 31/12/2019 The Bland Shire Mobility Access map has been updated with the revised version published on Council's website page.	
5.1.2 Monitor and review the Disability Inclusion Action Plan <i>KPI: Review Annually</i>	Community Development Officer
Progress update to 30/09/2019 Plan to be reviewed later in the year.	
Progress update to 31/12/2019 Council's Disability Inclusion Action Plan has been updated as required with the revised version published on Council's website and compiled as part of Council's annual report.	
5.1.3 Provide and promote the Access Incentive Scheme for improved access across the Shire <i>KPI: Grant program included in budget, promoted twice per year</i>	Community Development Officer
Progress update to 30/09/2019 A \$13,000 allocation has been included in the budget with the Access Incentive Scheme promoted in the Advocate in July 2019.	
Progress update to 31/12/2019 As above.	

5.

Work in partnership with key stakeholders to provide equitable access to Council's road infrastructure, services and facilities

Delivery Program (4 years) 2018 - 2022

Strategy 5.2



Work with heavy transport industry and road related organisations to cooperatively improve access to road infrastructure

Performance Measure

- Improved road conditions across the Shire

Operational Plan (1 year) 2019/2020

Action	Responsibility
5.2.1 Process heavy vehicle road usage applications <i>KPI: 100% processed</i>	Asset & Engineering Services Officer
Progress update to 30/09/2019 All applications processed within required timeframes.	✓
Progress update to 31/12/2019 All applications processed within required timeframes.	✓
5.2.2 Apply, when the opportunity arises, for external grant funding to implement engineering works and projects including additional funding for roads <i>KPI: Two grant applications per year, if available</i>	Director Asset & Engineering Services
Progress update to 30/09/2019 Applied for the Crown Lands Grant and Regional Road Repair Grant. Other available grants analysed for appropriateness.	✓
Progress update to 31/12/2019 Applied for Environmental Grant and others from the Commonwealth. Other available grants analysed for appropriateness.	✓
5.2.3 Maintain active representation on the Newell Highway Taskforce <i>KPI: 75% meetings attended</i>	General Manager
Progress update to 30/09/2019 Councillor Tony Lord was recently re-elected as the Deputy Chair of this Taskforce and continues to attend the Taskforce meetings.	✓
Progress update to 31/12/2019 Councillor Tony Lord was recently re-elected as the Deputy Chair of this Taskforce and continues to attend the Taskforce meetings.	✓

5.2.4	Maintain membership of the Australian Rural Roads Group	General Manager
	<i>KPI: Budget allocation for membership</i>	
Progress update to 30/09/2019	Council has renewed its membership of the ARRG for 2019/20.	
Progress update to 31/12/2019	Council has not received any meeting invitations in this quarter.	

6.

Manage waste and recycling to improve the utilisation of existing resources, including exploring new technologies

Delivery Program (4 years) 2018 - 2022

Strategy 6.1

Consult with the community and relevant stakeholders regarding waste management options throughout the Shire

Performance Measure

- Increase community participation in sustainability initiatives

Operational Plan (1 year) 2019/2020

Action	Responsibility
6.1.1 Investigate, review and monitor viable recycling options in liaison with recycle organisations and neighbouring councils <i>KPI: Annual review</i>	Engineering Services Manager
Progress update to 30/09/2019 Completed for first quarter . No viable new options.	!
Progress update to 31/12/2019 Completed for second quarter . No viable new options.	✓
6.1.2 Provide education to community to promote and support waste avoidance and resource recovery <i>KPI: Four education opportunities provided</i>	Engineering Services Manager
Progress update to 30/09/2019 Reinforce the need for recycling, especially PET bottles and glass.	!
Progress update to 31/12/2019 Reinforce the need for recycling, especially PET bottles and glass.	!

6.

Manage waste and recycling to improve the utilisation of existing resources, including exploring new technologies

Delivery Program (4 years) 2018 - 2022

Strategy 6.2

Reduce reliance on landfill by increasing recovery, waste minimisation and community education

Performance Measure

- Reduction in waste to landfill

Operational Plan (1 year) 2019/2020

Action	Responsibility
6.2.1 Ensure waste management operations are in line with the implementation of Council's waste strategy <i>KPI: Review strategy bi-annually (2018)</i>	Director Asset & Engineering Services
Progress update to 30/09/2019 Operations in line with waste strategy for first quarter.	✓
Progress update to 31/12/2019 Operations in line with waste strategy for second quarter.	✓
6.2.2 Work in partnership with neighbouring Councils to implement waste programs <i>KPI: Two contacts with neighbouring Councils per year</i>	Engineering Services Manager
Progress update to 30/09/2019 Working with REROC councils re employment of an authorised asbestos person.	!
Progress update to 31/12/2019 Working with REROC councils re employment of an authorised asbestos person.	!
6.2.3 Work in partnership with community relations to increase awareness of recycling options offered <i>KPI: Minimum two media releases per year</i>	Engineering Services Manager
Progress update to 30/09/2019 Completed for first quarter.	✓
Progress update to 31/12/2019 Completed for first quarter.	✓

6.2.4	Provide waste collection and management services to community <i>KPI: 50 kerbside collections per year</i>	Engineering Services Manager
Progress update to 30/09/2019	Provided in first quarter.	✓
Progress update to 31/12/2019	Provided in second quarter.	✓
6.2.5	Investigate new innovations in waste management <i>KPI: Annual review</i>	Engineering Services Manager
Progress update to 30/09/2019	Investigated.	!
Progress update to 31/12/2019	Investigated.	!
6.2.6	Implement littering and illegal dumping avoidance strategies in liaison with Manager Development & Regulatory Services <i>KPI: Review, when needed. Minimum once every four years</i>	Director Asset & Engineering Services
Progress update to 30/09/2019	Working on as needed. Currently trying to get EPA to drop its landfill charges on asbestos to encourage more people to use the landfill.	✓
Progress update to 31/12/2019	Working on as needed. Currently trying to get EPA to drop its landfill charges on asbestos to encourage more people to use the landfill.	!

7.

Manage water and sewerage resources

Delivery Program (4 years) 2018 - 2022

Strategy 7.1





Ensure adequate water storage and management for future use within Council's community facilities

Performance Measure

- Increased usage of recycled water

Operational Plan (1 year) 2019/2020

Action	Responsibility
7.1.1 Maximise water storage within budgetary constraints <i>KPI: Increase storage capacity as funding permits</i>	Director Asset & Engineering Services
Progress update to 30/09/2019 More water storage allowed for in 2019 - 2020 budget.	!
Progress update to 31/12/2019 More water storage allowed for in 2019 - 2020 budget.	!
7.1.2 Monitor irrigation system performance <i>KPI: Regular inspections per year</i>	Coordinator Urban
Progress update to 30/09/2019 Repairs and maintenance carried out as needed.	✓
Progress update to 31/12/2019 Repairs and maintenance carried out as needed.	✓
7.1.3 Incorporate in the annual works program, ideas to streamline stormwater flow if budget allows <i>KPI: Prepare/design works cost works and present to budget workshop if required</i>	Director Asset & Engineering Services
Progress update to 30/09/2019 No budget 2019 - 2020.	✓
Progress update to 31/12/2019 Preparing 2020 - 2021 budget.	!

7.1.4	Investigate external funding opportunities to maximise future water storage options <i>KPI: Apply at every opportunity</i>	Engineering Services Manager
Progress update to 30/09/2019	Investigated.	
Progress update to 31/12/2019	Investigated.	
7.1.5	Reduce reliance on potable water supply <i>KPI: Decrease usage on Council infrastructure</i>	Engineering Services Manager
Progress update to 30/09/2019	More storage to be provided.	
Progress update to 31/12/2019	More storage to be provided.	

7.

Manage water and sewerage resources

Delivery Program (4 years) 2018 - 2022

Strategy 7.2

Effectively manage and maintain existing stormwater and sewerage infrastructure

Performance Measure

- Review plans
- Undertake Sewerage Inspections

Operational Plan (1 year) 2019/2020

Action	Responsibility
7.2.1 Review the Stormwater Management Plan <i>KPI: Every two years (2018, 2020)</i>	Director Asset & Engineering Services
Progress update to 30/09/2019 Proposed to be rewritten 2020 - 2021.	✓
Progress update to 31/12/2019 Proposed to be rewritten 2020 - 2021.	✓
7.2.2 Review the Sewerage Management Plan <i>KPI: Every two years (2019, 2021)</i>	Director Asset & Engineering Services
Progress update to 30/09/2019 Proposed to be rewritten 2021 - 2022.	✓
Progress update to 31/12/2019 Proposed to be rewritten 2021 - 2022.	✓
7.2.3 Undertake Sewerage System Inspections <i>KPI: Six monthly inspections</i>	Engineering Services Manager
Progress update to 30/09/2019 First quarter completed.	✓
Progress update to 31/12/2019 Second quarter completed.	✓

8.

Ensure that public places and facilities are well maintained and easily accessible

Delivery Program (4 years) 2018 - 2022

Strategy 8.1

Ensure users of Council's facilities comply with agreements

Performance Measure

- Increase in consultation with user groups

Operational Plan (1 year) 2019/2020

Action

8.1.1 Liaise with User Groups regarding Memorandum of Understandings
KPI: Annual review of agreements

Responsibility

Director Asset & Engineering Services

Progress update to 30/09/2019 Investigating use with s355 committees.



Progress update to 31/12/2019 Investigating use with s355 committees. Liaised with other groups.



8.1.2 Develop and foster current and existing relationships with user groups
KPI: Meet annually with user groups

Coordinator Urban

Progress update to 30/09/2019 When needed.



Progress update to 31/12/2019 When needed.



8.

Ensure that public places and facilities are well maintained and easily accessible

Delivery Program (4 years) 2018 - 2022

Strategy 8.2

In collaboration with users provide facilities that are accessible to acceptable standards

Performance Measure

- Inspections undertaken and standards maintained or improved
- Community satisfaction levels maintained or improved

Operational Plan (1 year) 2019/2020

Action	Responsibility
8.2.1 Ensure access to public facilities and buildings meet the Access Premises Standards <i>KPI: 50% buildings reviewed annually</i>	Manager Development & Regulatory Services
Progress update to 30/09/2019: 0	!
Progress update to 31/12/2019: Advice provided upon request.	!
8.2.2 Undertake work health and safety audits including external sites and facilities <i>KPI: Minimum of 12 inspections per year</i>	Contract Compliance & WHS Officer
Progress update to 30/09/2019: Ongoing.	!
Progress update to 31/12/2019: Ongoing using Vault.	!
8.2.3 Implement signs as remote supervision <i>KPI: Annual review</i>	Contract Compliance & WHS Officer
Progress update to 30/09/2019: Foreman Assets working on upgrading and reviewing signs as needed.	!
Progress update to 31/12/2019: As above.	!

8.

Ensure that public places and facilities are well maintained and easily accessible

Delivery Program (4 years) 2018 - 2022

Strategy 8.3

Collaborate with transport providers to facilitate access within the shire and regional centres

Performance Measure

- Transport operators and government lobbied regarding service

Operational Plan (1 year) 2019/2020

Action

Responsibility

8.3.1 Lobby transport providers to ensure effective transport options are available within Bland Shire and to neighbouring regional centres

General Manager

KPI: Twice per year

Progress update to 30/09/2019

Council is continuing its negotiations with Train Link NSW for a public transport opportunity from West Wyalong to Wagga.



Progress update to 31/12/2019

Unfortunately, there has been no progress with this initiative and follow up will occur in early 2020.



8.3.2 Lobby Government to improve transport options

General Manager

KPI: Twice per year

Progress update to 30/09/2019

Council has been active in lobbying the NSW Government in respect to access to council roads by the heavy vehicle transport industry.



Progress update to 31/12/2019

Council has issued an invitation to Mr. Scott Bulcholz, Assistant Minister for Road Safety and Freight Transport, to visit the Bland Shire in 2020.



8.

Ensure that public places and facilities are well maintained and easily accessible

Delivery Program (4 years) 2018 - 2022

Strategy 8.4

Use planning and heritage policies and controls to protect and improve the unique built environment

Performance Measure

- Grants processed
- Policies reviewed
- Heritage buildings preserved, improved or maintained
- Maintain or improve the main street appearance

Operational Plan (1 year) 2019/2020

Action	Responsibility
8.4.1 Review Heritage Policies <i>KPI: Annual policy review</i>	Manager Development & Regulatory Services
Progress update to 30/09/2019: 0	!
Progress update to 31/12/2019: Review to commence after appointment of Planning and Compliance Officer.	!
8.4.2 Enforce controls in Local Environmental Plan and Development Control Plan <i>KPI: Enforced as required</i>	Manager Development & Regulatory Services
Progress update to 30/09/2019: 0	!
Progress update to 31/12/2019: Ongoing.	!
8.4.3 Review Development Control Plan <i>KPI: Review completed by 2018/2019</i>	Manager Development & Regulatory Services
Progress update to 30/09/2019: 0	!
Progress update to 31/12/2019: Waiting for standard template to be released by the Department of Planning.	!

8.4.4	Administer and promote Council Local Heritage Grants and funding programs <i>KPI: 100% grant applications processed</i>	Manager Development & Regulatory Services
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	0	!
8.4.5	Undertake a review of heritage items across the Shire <i>KPI: Review completed by 2018/2019</i>	Manager Development & Regulatory Services
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	Heritage Advisor is currently undertaking a review of Heritage Items.	!
8.4.6	Promote and implement the Verandah upgrade program <i>KPI: Two communications per year</i>	Manager Development & Regulatory Services
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	To be reviewed by Director Technical Services.	!

9.

Develop, implement and monitor appropriate programs, plans and budgets for the effective and efficient management of Council's assets and infrastructure

Delivery Program (4 years) 2018 - 2022







Strategy 9.1





Responsibly manage asset renewal and maintenance for current and future generations

Performance Measure

- Council's asset condition maintained or improved

Operational Plan (1 year) 2019/2020

Action	Responsibility
9.1.1 Review of the Building Management Plan <i>KPI: Complete a building review to determine if community needs are being met. Maintain Council's buildings in accordance with maintenance program and budget. Complete the review of Council's building assets</i>	Foreman Assets
Progress update to 30/09/2019 Waiting for finalisation of the assetic database.	
Progress update to 31/12/2019 Waiting for finalisation of the assetic database.	
9.1.2 Monitor and implement the Annual Works Program <i>KPI: Monitor and implement within budget</i>	Director Asset & Engineering Services
Progress update to 30/09/2019 On target in first quarter.	
Progress update to 31/12/2019 On target in second quarter.	
9.1.3 Develop, review and implement works programs in accordance with Council's road hierarchy and Asset Management Plan <i>KPI: Effectively manage and maintain town and village upkeep throughout the shire. Airport facilities are maintained to approved standards and budget. Effectively manage and maintain Council's works depot</i>	Director Asset & Engineering Services
Progress update to 30/09/2019 On target first quarter.	
Progress update to 31/12/2019 On target second quarter.	

9.1.4	Review Asset Management Policy and Strategy <i>KPI: Annual review</i>	Director Asset & Engineering Services
Progress update to 30/09/2019	Reviewed for the development of the 2019 - 2020 Resourcing Strategy.	
Progress update to 31/12/2019	Reviewed.	
9.1.5	Review and implement the annual and long term plant and equipment replacement program <i>KPI: Annual review</i>	Workshop & Plant Coordinator
Progress update to 30/09/2019	Complete.	
Progress update to 31/12/2019	Complete.	

9.

Develop, implement and monitor appropriate programs, plans and budgets for the effective and efficient management of Council's assets and infrastructure

Delivery Program (4 years) 2018 - 2022







Strategy 9.2

To manage and enhance the pool facilities within the Shire

Performance Measure

- Increase pool usage
- Master plan developed for pool facilities
- Maintenance program undertaken

Operational Plan (1 year) 2019/2020

Action	Responsibility
9.2.1 Undertake maintenance and repairs to pool facilities in accordance with maintenance program and approved budget in consultation with contractor <i>KPI: 80% maintenance undertaken</i>	Coordinator Urban
Progress update to 30/09/2019	Maintenance work carried out as required with consultation . 
Progress update to 31/12/2019	Maintenance work carried out as required with consultation . 
9.2.2 Develop master plan for future renewal and upgrade of pool facilities <i>KPI: Master plan developed 2020</i>	Coordinator Urban
Progress update to 30/09/2019	0 
Progress update to 31/12/2019	0 
9.2.3 Facilitate and progress implementation of the successful SCCF grant for Barmedman Pool Upgrade <i>KPI: Project completion in accordance with funding agreement and milestones</i>	Engineering Services Manager
Progress update to 30/09/2019	Completed. 
Progress update to 31/12/2019	Completed. 

9.

Develop, implement and monitor appropriate programs, plans and budgets for the effective and efficient management of Council's assets and infrastructure

Delivery Program (4 years) 2018 - 2022

Strategy 9.3

Maintain street trees

Performance Measure

- Maintain or increase number of street trees

Operational Plan (1 year) 2019/2020

Action	Responsibility
9.3.1 Manage street tree planting in accordance with Preferred Street Tree Species List <i>KPI: 100% trees planted are from preferred list</i>	Coordinator Urban
Progress update to 30/09/2019 Street tree preferred species list needs adjusting.	!
Progress update to 31/12/2019 Street tree preferred species list needs adjusting.	!
9.3.2 Proactively monitor street trees and action requests to maintain and/or remove trees within the approved budget <i>KPI: 100% action requests processed</i>	Coordinator Urban
Progress update to 30/09/2019 As required.	✓
Progress update to 31/12/2019 As required.	!

9.

Develop, implement and monitor appropriate programs, plans and budgets for the effective and efficient management of Council's assets and infrastructure

Delivery Program (4 years) 2018 - 2022

Strategy 9.4

Maintain parks, ovals and recreational facilities to approved standards

Performance Measure


- Cemeteries and open spaces utilised and maintained within standards


Operational Plan (1 year) 2019/2020

Action	Responsibility
9.4.1 Inspect parks, ovals and recreational facilities <i>KPI: 26 inspections per year</i>	Coordinator Urban
Progress update to 30/09/2019 Weekly.	✓
Progress update to 31/12/2019 Weekly.	✓
9.4.2 Conduct playground inspections for all playgrounds within the Shire <i>KPI: Minimum 12 inspections per year</i>	Coordinator Urban
Progress update to 30/09/2019 0	✓
Progress update to 31/12/2019 0	✓
9.4.3 Coordinate seasonal and on/off use of sporting fields <i>KPI: Coordinate use of parks by personal trainers, administer all other bookings as appropriate and assist with transition between user groups</i>	Coordinator Urban
Progress update to 30/09/2019 Council's booking system monitored.	✓
Progress update to 31/12/2019 Council's booking system monitored.	✓


9.4.4	Review the Open Space Management Plan <i>KPI: Annual review</i>	Director Asset & Engineering Services
Progress update to 30/09/2019	Proposed to be reviewed after the compulsory preparation of the Crown Land Management Plan due by mid 2021.	✓
Progress update to 31/12/2019	Proposed to be reviewed after the compulsory preparation of the Crown Land Management Plan due by mid 2021.	✓
9.4.5	Carry out maintenance in Wyalong Cemetery <i>KPI: 52 inspections per year</i>	Coordinator Urban
Progress update to 30/09/2019	Regular weekly visual inspections carried out.	✓
Progress update to 31/12/2019	Regular weekly visual inspections carried out.	✓
9.4.6	Inspect and maintain village cemeteries regularly <i>KPI: 12 inspections per year</i>	Coordinator Urban
Progress update to 30/09/2019	Inspections conducted.	✓
Progress update to 31/12/2019	Inspections conducted.	✓
9.4.7	Facilitate and progress implementation of the successful SCCF grant for Ungarie Tennis Club <i>KPI: P roject completion in accordance with funding agreement and milestones</i>	Director Asset & Engineering Services
Progress update to 30/09/2019	Completed.	✓
Progress update to 31/12/2019	Completed.	✓
9.4.8	Installation of shade sails at Tallimba Park <i>KPI: Installation on time and within budget allocation</i>	Director Asset & Engineering Services
Progress update to 30/09/2019	Completed.	✓
Progress update to 31/12/2019	Completed.	✓

9.4.9 **Extension and installation of additional beams at Wyalong Lawn Cemetery** **Coordinator Urban**
KPI: Installation on time and within budget allocation

Progress update to 30/09/2019 Beams in place headstones supplied as needed. 

Progress update to 31/12/2019 Beams in place headstones supplied as needed. 

9.4.10 **Installation of fencing and gates at McAlister Oval** **Director Asset & Engineering Services**
KPI: Installation on time and within budget allocation

Progress update to 30/09/2019 Gates finished and fencing half completed. 

Progress update to 31/12/2019 Gates finished and fencing completed. 

9.

Develop, implement and monitor appropriate programs, plans and budgets for the effective and efficient management of Council's assets and infrastructure

Delivery Program (4 years) 2018 - 2022

Strategy 9.5

Identify and plan for new infrastructure

Performance Measure

- New infrastructure identified and planning progressed

Operational Plan (1 year) 2019/2020

Action	Responsibility
9.5.1 Consult with community regarding future infrastructure needs <i>KPI: Community consultation undertaken</i>	General Manager
Progress update to 30/09/2019 Council is planning another round of community forums towards the end of 2019.	!
Progress update to 31/12/2019 Council has continued to engage with the local community in regard to suitable projects and facilities under State & Federal funding programs.	!
9.5.2 Develop a master plan for identified infrastructure <i>KPI: Master plan developed</i>	General Manager
Progress update to 30/09/2019 The preparation of this master plan will commence after the next round of community forums.	!
Progress update to 31/12/2019 The development of this Master Plan will now occur in conjunction with the preparation of the 2020/2021 budget.	!
9.5.3 Allocate funds to undertake investigation, designs, business plans and obtain costings for successful projects <i>KPI: Funds allocated and internally reserved</i>	General Manager
Progress update to 30/09/2019 Consideration is currently being given to the engagement of consultants to review the costs associated with the construction of an indoor heated pool.	!
Progress update to 31/12/2019 A consultant was engaged to ascertain the true cost of preparing a Business Case for the upgrade of the West Wyalong to Condobolin Road.	!



Our Leadership

A well run Council acting as the voice of the community

Our Objectives

- 10 To provide quality leadership, governance and management to develop strong community partnerships
- 11 Provide opportunities for all stakeholders to contribute to Council's decision making
- 12 Lead the community
- 13 Develop and maintain a framework of plans and policies that ensures open and transparent Council information

2019/2020 Operational Plan Actions

as at 31/12/2019

Total number of actions:	59
🟡 On target	47
🔴 Not progressed	2
🟢 Complete	10

Delivery Program (4 years) 2018 - 2022

Strategy 10.1

Ensure Councillors are provided with appropriate support and resources to carry out their civic duty

Performance Measure

- Policies reviewed on time and budget allocation for Councillor training opportunities

Operational Plan (1 year) 2019/2020

Action

Responsibility

10.1.1 Provide Councillors with professional development opportunities

General Manager

KPI: Develop a Councillor induction and professional development program

Progress
update to
30/09/2019

The development of an individual training plan for each councillor is currently being prepared.



Progress
update to
31/12/2019

Based on the OLG Guidelines the new DCCS has been requested to take responsibility for this task.



10.1.2 Prepare for the Mayoral and Deputy Mayoral elections in September bi-annually

General Manager

KPI: Every two years (2018, 2020)

Progress
update to
30/09/2019

There will be elections for Mayor and Deputy Mayor following the 2020 general council elections.



Progress
update to
31/12/2019

There will be elections for Mayor and Deputy Mayor following the 2020 general council elections during September 2020.



Delivery Program (4 years) 2018 - 2022

Strategy 10.2

Ensure Councillors take ownership and a strong leadership role

Performance Measure

- Reports presented on time
- Increased opportunities for Councillors to connect with the community

Operational Plan (1 year) 2019/2020

Action		Responsibility
10.2.1	Prepare the End of Term Report <i>KPI: Report presented to Council by August 2020</i>	Executive Assistant
Progress update to 30/09/2019	Preparation of draft to commence in early 2020.	!
Progress update to 31/12/2019	Preparation of draft to commence in February 2020.	!
10.2.2	Maintain active representation and involvement with the regional organisation representing Council <i>KPI: 80% meetings attended</i>	General Manager
Progress update to 30/09/2019	Council has just renewed its membership of REROC and the Riverina Joint Organisation.	!
Progress update to 31/12/2019	Council continues to be represented on both REROC and RIVJO by the Mayor and General Manager, who is also on the REROC Executive.	!

Delivery Program (4 years) 2018 - 2022







Strategy 10.3

Ensure the General Manager takes a high level role in implementing the Community Strategic Plan and other Council documents

Performance Measure

- Reports completed and submitted on time

Operational Plan (1 year) 2019/2020

Action	Responsibility
10.3.1 Coordinate, compile, monitor and distribute the progress reports on the Operational Plan <i>KPI: Four times per year</i>	Executive Assistant
Progress update to 30/09/2019	Ongoing. 
Progress update to 31/12/2019	Ongoing. 
10.3.2 Develop timelines and action plan for the review of the Community Strategic Plan and associated documents <i>KPI: Annually</i>	General Manager
Progress update to 30/09/2019	The timeline and action plan will be developed following the commencement of the new Director of Corporate & Community Services. 
Progress update to 31/12/2019	This task has commenced but will be given greater priority in early 2020. 
10.3.3 Report to the community and Council on Integrated Planning and Reporting progress <i>KPI: Report of Delivery Program two times per year</i>	General Manager
Progress update to 30/09/2019	The next report will be due for submission to Council by 31.12.19. 
Progress update to 31/12/2019	The progress report on activities within the Operational Plan as at 31.12.19 will be presented to the February 2020 Council Meeting. 

Delivery Program (4 years) 2018 - 2022







Strategy 10.4

Ensure the long term financial sustainability of Council through effective and prudent financial management

Performance Measure

- Maintain compliance with the requirements of the Office of Local Government guidelines and legislation

Operational Plan (1 year) 2019/2020

Action	Responsibility
10.4.1 Complete budget review statements for analysis by Directors within two weeks of end of quarter <i>KPI: Four times per year</i>	Manager Financial Services
Progress update to 30/09/2019	Completed. 
Progress update to 31/12/2019	December quarterly budget review to be sent to the GM and Directors by 5th February 2020. 
10.4.2 Ensure effective debt recovery is in place <i>KPI: Policy reviewed every two years</i>	Manager Financial Services
Progress update to 30/09/2019	Overdue debtor and rates accounts have been sent for debt collection with Council's debt collection agency. 
Progress update to 31/12/2019	Overdue debtor and rates accounts have been sent for debt collection with Council's debt collection agency. 
10.4.3 Complete financial statements and lodge in accordance with statutory requirements <i>KPI: Submitted by 31 October - annually</i>	Manager Financial Services
Progress update to 30/09/2019	In progress. 
Progress update to 31/12/2019	The audited financial statements were lodged on 25th October 2020. 

10.4.4	Manage investments in accordance with investment strategies and policies <i>KPI: Policy reviewed every two years</i>	Manager Financial Services
Progress update to 30/09/2019	Investments have been managed effectively, investing in secure term deposits and floating rate notes.	✓
Progress update to 31/12/2019	Investments have been managed effectively, investing in secure term deposits and floating rate notes.	✓
10.4.5	Review the long term financial plan aiming for financial sustainability to ensure fitness for the future <i>KPI: Annual review, \$0.00 bottom line year 20/21</i>	Manager Financial Services
Progress update to 30/09/2019	In progress.	!
Progress update to 31/12/2019	In progress.	!
10.4.6	Ensure timely and accurate processing of payments <i>KPI: Ensure timely and accurate processing of payments to employees, payments of invoices to suppliers and contractors, accounts receivable and quarterly rates</i>	Manager Financial Services
Progress update to 30/09/2019	Payments have been processed.	✓
Progress update to 31/12/2019	Payments have been processed.	✓
10.4.7	Conduct budget briefing session for Councillors <i>KPI: Annually</i>	Director Corporate & Community Services
Progress update to 30/09/2019	Not required this quarter.	✗
Progress update to 31/12/2019	Not required this quarter.	✗
10.4.8	Review outstanding rates and conduct sale for unpaid rates accordingly <i>KPI: As required</i>	Director Corporate & Community Services
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	0	!

10.

To provide quality leadership, governance and management to develop strong community partnerships

Delivery Program (4 years) 2018 - 2022

Strategy 10.5

Ensure Council's workforce is provided with appropriate equipment and resources to meet the needs of Council and the community

Performance Measure

- Services and equipment improved across organisation

Operational Plan (1 year) 2019/2020

Action	Responsibility
10.5.1 Maintain and renew network infrastructure hardware and software to ensure effective delivery of services <i>KPI: six monthly review</i>	Director Corporate & Community Services
Progress update to 30/09/2019 Continues to be maintained.	!
Progress update to 31/12/2019 Ongoing.	!
10.5.2 Ensure progressive upgrade of computers, phones and other IT equipment <i>KPI: Annual review</i>	Director Corporate & Community Services
Progress update to 30/09/2019 Upgrades to computers, phones and other IT equipment completed when and if the need arises.	!
Progress update to 31/12/2019 Continuously being reviewed and updated accordingly.	!

10.

To provide quality leadership, governance and management to develop strong community partnerships

Delivery Program (4 years) 2018 - 2022

Strategy 10.6

Regular consultation with key industry, business and stakeholders

Performance Measure

- Increased communication with key business and stakeholders

Operational Plan (1 year) 2019/2020

Action	Responsibility
10.6.1 Ensure attendance and participation in relevant meetings and/or events <i>KPI: 80% meetings attended</i>	General Manager
Progress update to 30/09/2019 The GM and Mayor will continue to meet with key industry and business stakeholders as and when required.	✓
Progress update to 31/12/2019 The GM and Mayor will continue to meet with key industry and business stakeholders as and when required.	!
10.6.2 Invite representatives from Cowal Gold Mine to address Council <i>KPI: Annually</i>	General Manager
Progress update to 30/09/2019 An invitation will be extended to the General Manager of the LCGM to address Council in the first quarter of 2020.	✓
Progress update to 31/12/2019 An invitation has been extended to the General Manager of the LCGM to address Council at the April 2020 Council Meeting.	✓
10.6.3 Open communication established between Council and key local industry <i>KPI: Two meetings per year</i>	General Manager
Progress update to 30/09/2019 The GM and Mayor will continue to meet with key industry and business stakeholders as and when required.	✓
Progress update to 31/12/2019 The GM and Mayor will continue to meet with key industry and business stakeholders as and when required.	!

11.

Provide opportunities for all stakeholders to contribute to Council's decision making

Delivery Program (4 years) 2018 - 2022

Strategy 11.1

Encourage village residents to participate in community forums

Performance Measure

- Increased community participation

Operational Plan (1 year) 2019/2020

Action	Responsibility
11.1.1 Seek community input into each forum agenda and report back to the community on forum outcomes <i>KPI: Annually</i>	Asset & Engineering Services Officer
Progress update to 30/09/2019 All matters relating to previous forums are up to date. Awaiting notification from Council for dates of next round.	✓
Progress update to 31/12/2019 Forums scheduled for 2019 have been finalised.	✓
11.1.2 Organise community forums in villages within the Shire, as required <i>KPI: Annually</i>	Asset & Engineering Services Officer
Progress update to 30/09/2019 All matters relating to previous forums are up to date. Awaiting notification from Council for dates of next round.	✓
Progress update to 31/12/2019 Forums scheduled for 2019 have been finalised.	✓
11.1.3 Communicate with the community utilising forums <i>KPI: Annual forums, meetings as required</i>	General Manager
Progress update to 30/09/2019 The Community Reference Group continues to meet every second month with a number of initiatives arising that have gained council support.	✓
Progress update to 31/12/2019 The Community Reference Group continues to meet every second month with a number of initiatives arising that have gained council support.	!

11.

Provide opportunities for all stakeholders to contribute to Council's decision making

Delivery Program (4 years) 2018 - 2022

Strategy 11.2

Provide innovative and accessible communication strategies to Shire residents to encourage active participation in Council's future

Performance Measure

- Maintain or increase community communication avenues

Operational Plan (1 year) 2019/2020

Action

11.2.1 Promote and foster electronic communications through Social Media, community email list and other technologies
KPI: Four communications per month, 12 local newspapers, six newsletters

Responsibility

Community Relations Officer

Progress update to 30/09/2019 Ongoing.



Progress update to 31/12/2019 Ongoing.



11.2.2 Target advertising to encourage maximum participation
KPI: 12 per year

Community Relations Officer

Progress update to 30/09/2019 Ongoing.



Progress update to 31/12/2019 Ongoing.



11.2.3 Maintain the Public Forum prior to each Ordinary Council Meeting
KPI: 11 times per year

General Manager

Progress update to 30/09/2019 The public forum was reviewed following the release of the new Code of Meeting Practice and continues to be held prior to each council meeting.



Progress update to 31/12/2019 The public forum was reviewed following the release of the new Code of Meeting Practice and continues to be held prior to each council meeting.



11.

Provide opportunities for all stakeholders to contribute to Council's decision making

Delivery Program (4 years) 2018 - 2022

Strategy 11.3

Ensure all Council communication branded signs and banners are provided to funding recipients

Performance Measure

- Council branding prevalent at sponsored events

Operational Plan (1 year) 2019/2020

Action		Responsibility
11.3.1	Provide Council branded signs and/or banners to funding recipients <i>KPI: 100% grant recipients provided with Council promotional information to display</i>	Community Relations Officer
Progress update to 30/09/2019	Ongoing.	!
Progress update to 31/12/2019	Ongoing.	!
11.3.2	Display council logo in all advertising and promotion of Council events/programs/workshops <i>KPI: 100%</i>	Community Relations Officer
Progress update to 30/09/2019	Ongoing.	!
Progress update to 31/12/2019	Ongoing.	!

Delivery Program (4 years) 2018 - 2022

Strategy 12.1

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

Performance Measure

- Maintain or improve service response times

Operational Plan (1 year) 2019/2020

Action		Responsibility
12.1.1	Review and monitor frontline customer service practices and performance <i>KPI: Annual review</i>	Corporate Services Coordinator
Progress update to 30/09/2019	Frontline customer service is monitored and changes made if necessary to meet customer service expectations.	!
Progress update to 31/12/2019	Frontline customer service is monitored and changes made if necessary to meet customer service expectations.	!
12.1.2	Process development applications <i>KPI: 90% applications approved within 40 days</i>	Manager Development & Regulatory Services
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	Ongoing.	!
12.1.3	Deliver store services <i>KPI: Orders filled/ordered within 48 hours</i>	Purchasing Officer
Progress update to 30/09/2019	Orders complete when requested.	✓
Progress update to 31/12/2019	Orders complete when requested.	✓
12.1.4	Deliver purchasing services <i>KPI: Purchase orders processed within 48 hours</i>	Purchasing Officer
Progress update to 30/09/2019	Processed when required.	✓
Progress update to 31/12/2019	Processed when required.	!

12.1.5	Provide information and services and monitor complaints in regards to companion animals and responsible pet ownership <i>KPI: Enter registrations on NSW Pet Registry within 72 hours. Place impounded dogs on website (include photo). Registration program twice per year. Two media releases per year for responsible pet ownership. Install automated watering system at the pound. Review enforcement policy and procedure. Investigate complaints within five days. Review illegal dumping policy. Review barking dog policy.</i>	Manager Development & Regulatory Services
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	Draft Barking Dog Policy has been prepared and is currently being reviewed by Director Technical Services.	!
12.1.6	Conduct customer satisfaction survey <i>KPI: Every four years (2019)</i>	Director Corporate & Community Services
Progress update to 30/09/2019	0	×
Progress update to 31/12/2019	0	×
12.1.7	Monitor and report on response times to major customer requests <i>KPI: Monthly report provided to Manex</i>	Corporate Services Coordinator
Progress update to 30/09/2019	A monthly report is generated and provided to Manex detailing any outstanding customer requests.	!
Progress update to 31/12/2019	A monthly report is generated and provided to Manex detailing any outstanding customer requests.	!

Delivery Program (4 years) 2018 - 2022

Strategy 12.2

Provide sustainable, productive, highly skilled and committed workforce which supports current and future service delivery needs

Performance Measure

- Maintain or increase staff satisfaction

Operational Plan (1 year) 2019/2020

Action

12.2.1 Assist in the management of workforce relations and provision of timely advice on workplace relations matters

KPI: Advice provided within 48 hours. Gather and report to GM on staffing issues/trends

Responsibility

Human Resources
Coordinator

Progress update to 30/09/2019 Monthly HR reports sent to GM. Regular meetings with HR staff and GM.



Progress update to 31/12/2019 Monthly HR reports sent to GM. Regular meetings with HR staff and GM.



12.2.2 Use of cost effective recruitment services

KPI: Within budget

Human Resources
Coordinator

Progress update to 30/09/2019 Funding received from Local Government Skills Strategy to assist with providing training.



Progress update to 31/12/2019 Funding received from Local Government Skills Strategy to assist with providing training.



12.2.3 Review and monitor the implementation of the workforce plan

KPI: Annual review of workforce plan

Human Resources
Coordinator

Progress update to 30/09/2019 Review completed and a restructure followed.





Progress update to 31/12/2019 Review completed and a restructure in progress.



12.2.4	Maintain register of delegations and issue authorities to relevant employees <i>KPI: Register reviewed annually</i>	Executive Assistant
Progress update to 30/09/2019	Ongoing review.	!
Progress update to 31/12/2019	Revised delegations to be issued to all relevant staff in early 2020.	!
12.2.5	Develop, implement and monitor Learning and Development Plan <i>KPI: Annual plans developed. Identify external funding opportunities for training and education</i>	Human Resources Coordinator
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	0	!
12.2.6	Maintain and promote the Employee Assistance Program (EAP) <i>KPI: Promote program through noticeboards and Thursday Thoughts</i>	Human Resources Coordinator
Progress update to 30/09/2019	EAP information shared on notice boards, Thursday Thoughts and in tea rooms.	!
Progress update to 31/12/2019	EAP information shared on notice boards, Thursday Thoughts and in tea rooms.	!
12.2.7	Promote and encourage employee representation on workplace committees <i>KPI: In accordance with committee requirements</i>	Human Resources Coordinator
Progress update to 30/09/2019	New committee members selected as per committee constitutions.	!
Progress update to 31/12/2019	New committee members selected as per committee constitutions.	✓
12.2.8	Implement the LGNSW Capability Framework including the review and update position descriptions <i>KPI: Review and update annually or as per Employee Development Review and/or organisational changes</i>	Human Resources Coordinator
Progress update to 30/09/2019	Position Description updated to include Capability Framework.	!
Progress update to 31/12/2019	Position Description updated to include Capability Framework.	!

12.2.9 Maintain and promote the staff service and achievement awards program Executive Assistant
KPI: Monthly service presentations and annual achievement awards

Progress update to 30/09/2019 Ongoing promotion, preparations commenced for end of year staff function. 

Progress update to 31/12/2019 Ongoing with presentations made to staff at the December staff appreciation function. 

Delivery Program (4 years) 2018 - 2022

Strategy 12.3

Develop, implement and monitor HR programs to solidify Council's reputation as an employer of choice

Performance Measure

- Maintain Council's reputation as an employer of choice

Operational Plan (1 year) 2019/2020

Action

Responsibility

12.3.1 **Oversee the implementation and monitoring of the EEO Management Plan** Human Resources
KPI: Minimum of two meetings annually Coordinator

Progress update to 30/09/2019 EEO Management plan has been revised. Quarterly meetings.



Progress update to 31/12/2019 EEO Management plan has been revised. Quarterly meetings.



12.3.2 **Identify and support opportunities for resource sharing arrangements with other Councils** Human Resources
KPI: Opportunities investigated Coordinator

Progress update to 30/09/2019 Regular communication with members of REROC Workforce Development group to share training costs and information.



Progress update to 31/12/2019 Regular communication with members of REROC Workforce Development group to share training costs and information.



12.3.3 **Implement workforce programs ensuring Council remains an employer of choice** Human Resources
KPI: Continue to develop and report on succession plan and initiatives Coordinator

Progress update to 30/09/2019 Opportunities for professional development are provided to all staff.



Progress update to 31/12/2019 Opportunities for professional development are provided to all staff.



12.3.4	Review the performance management system and process <i>KPI: Annual review</i>	Human Resources Coordinator
Progress update to 30/09/2019	To be reviewed to incorporate the Capabilities Framework.	!
Progress update to 31/12/2019	To be reviewed to incorporate the Capabilities Framework.	!
12.3.5	Conduct Employee Engagement and EEO Survey <i>KPI: Survey staff every two years (2017, 2019, 2021)</i>	Human Resources Coordinator
Progress update to 30/09/2019	Employee Engagement and EEO Survey to be rolled out.	!
Progress update to 31/12/2019	Employee Engagement and EEO Survey completed, results to be communicated.	!

Delivery Program (4 years) 2018 - 2022

Strategy 12.4

Review and implement Council policies and comply with WHS and Risk Management requirements

Performance Measure

- Maintain councils focus on WHS and Risk Management

Operational Plan (1 year) 2019/2020

Action

12.4.1 Ensure WHS Committee meet in accordance with approved schedule
KPI: Minimum four meetings per year

Responsibility

Contract Compliance & WHS Officer

Progress update to 30/09/2019 Meeting held 20 August 2019.



Progress update to 31/12/2019 Meeting held 7 November 2019.



12.4.2 Develop and maintain Council's Risk Management Action Plan (RAMP) in consultation with staff
KPI: Annually

Risk & Insurance Officer

Progress update to 30/09/2019 Draft Risk Management Action plan has been submitted with copy of CIP worksheets progress to date (Due 30.9.19).



Progress update to 31/12/2019 Draft Risk Management Action plan has been submitted with copy of CIP worksheets progress to date 2019-2020 CIP worksheets ongoing.



12.4.3 Establish and monitor Council's Risk Register
KPI: Monitor annually

Risk & Insurance Officer

Progress update to 30/09/2019 Revised Risk Registers have been developed in line with StateWide Mutual best practice. Number of Departments have participated awaiting recruitment of staff to complete.



Progress update to 31/12/2019 Revised Risk Registers have been developed in line with StateWide Mutual best practice. Number of Departments have participated awaiting recruitment of staff to complete work in progress.



12.4.4	Maintain the Contractor Database <i>KPI: Update information annually</i>	Contract Compliance & WHS Officer
Progress update to 30/09/2019	Ongoing.	!
Progress update to 31/12/2019	Ongoing.	!
12.4.5	Undertake inspections and audit of Council workplaces in liaison with relevant staff <i>KPI: Minimum 20 Internal and 20 external sites annually</i>	Contract Compliance & WHS Officer
Progress update to 30/09/2019	Ongoing.	!
Progress update to 31/12/2019	Ongoing.	!

13.

Develop and maintain a framework of plans and policies that ensures open and transparent Council information

Delivery Program (4 years) 2018 - 2022

Strategy 13.1

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

Performance Measure

- Maintain or increase staff satisfaction

Operational Plan (1 year) 2019/2020

Action

Responsibility

13.1.1 Ensure information required under the GIPA legislation is displayed appropriately on Council's website

Corporate Services Coordinator

KPI: Information under legislation is available

Progress update to 30/09/2019 Open Access Information is monitored and documents updated regularly to ensure information is current and meets the requirements of the GIPA Act.



Progress update to 31/12/2019 Open Access Information is monitored and documents updated regularly to ensure information is current and meets the requirements of the GIPA Act.



13.1.2 Monitor and report on response times to service requests (received in person, phone or mail)

Corporate Services Coordinator

KPI: Overdue tasks report of Manex monthly

Progress update to 30/09/2019 A monthly report is generated and provided to Manex detailing any outstanding customer requests.



Progress update to 31/12/2019 A monthly report is generated and provided to Manex detailing any outstanding customer requests.



13.1.3 Monitor compliance with Council's Record Management Policy

Corporate Services Coordinator

KPI: Regular communication and monitoring by Records staff that policy is being complied

Progress update to 30/09/2019 Compliance with Council's records management policy is monitored by Records staff. Staff training is undertaken as required to ensure compliance with Council's record keeping policy and procedures.



Progress update to 31/12/2019 Compliance with Council's records management policy is monitored by Records staff. Staff training is undertaken as required to ensure compliance with Council's record keeping policy and procedures.



13.

Develop and maintain a framework of plans and policies that ensures open and transparent Council information

Delivery Program (4 years) 2018 - 2022

Strategy 13.2

Develop, implement and promote best practice governance policies and procedures

Performance Measure

- Review Council procedures

Operational Plan (1 year) 2019/2020

Action

Responsibility

13.2.1 Progress the establishment of an Internal Risk and Audit Committee and function within the organisation as per the legislation **General Manager**

KPI: Committee established and functioning by 30/6/2020

Progress update to 30/09/2019	The guidelines for the establishment of an ARIC were released by the OLG in September 2019 and are currently being reviewed by council staff.	✓
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Progress update to 31/12/2019	The new DCCS has taken responsibility for the internal audit process but is still overseen by the General Manager.	!
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13.2.2 Review Council's policies and procedures **General Manager**
KPI: 25% reviewed annually

Progress update to 30/09/2019	This is an ongoing process with regular reports to the monthly council meetings to identify policies in need of review.	✓
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Progress update to 31/12/2019	In early 2020 a new process will be developed to ensure that a regular review of all council policies is undertaken in a timely manner.	✓
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Our Prosperity

Growing our population and jobs

Our Objectives

- 14 Visitors and tourists are welcomed
- 15 Promote the Shire as a place to do business
- 16 Work with our communities and businesses to use our resources in a sustainable way for the future of the Bland Shire

2019/2020 Operational Plan Actions

as at 31/12/2019

Total number of actions:	34
🟡 On target	29
🔴 Not progressed	0
🟢 Complete	5

Delivery Program (4 years) 2018 - 2022

Strategy 14.1

Work with the tourism industry to identify and develop products and services that appeal to visitors of the Shire

Performance Measure

- Increase in tourism enterprises that encourage people to stay

Operational Plan (1 year) 2019/2020

Action	Responsibility
14.1.1 Maintain relationships with Business West Wyalong and Events West Wyalong <i>KPI: Minimum two meetings per year</i>	Office of the General Manager - Administration Officer
Progress update to 30/09/2019 Attended meetings with Business West Wyalong during months of July, August and September. Events West Wyalong not holding meetings in 2019.	!
Progress update to 31/12/2019 Attended meetings with Business West Wyalong and assisted in Business West Wyalong Awards Night and Christmas Carnival. Also promotion of Why Leave Town Card. Events West Wyalong not holding meetings in 2019.	!
14.1.2 Maintain an active participation and representation in relevant regional tourism and business meetings and events <i>KPI: 80% meetings attended</i>	Senior Economic Development & Tourism Advisor
Progress update to 30/09/2019 Ongoing. Active participation and representation in the relevant regional tourism and business meetings.	!
Progress update to 31/12/2019 Ongoing. Active participation and representation in the relevant regional tourism and business meetings.	!
14.1.3 Investigate options to further develop the League of Extraordinary Communities with Dull in Scotland and Boring in the United States <i>KPI: Minimum annual contact</i>	Senior Economic Development & Tourism Advisor
Progress update to 30/09/2019 Ongoing project promoting the League of Extraordinary Communities.	!
Progress update to 31/12/2019 Ongoing project promoting the League of Extraordinary Communities.	!

14.1.4	Investigate potential strategic property acquisition opportunities as they arise <i>KPI: Report to Council as required</i>	General Manager
Progress update to 30/09/2019	A number of properties (2) were purchased by Council recently adjoining the proposed new Business Park.	
Progress update to 31/12/2019	The General Manager and other senior staff will continue to identify strategic property opportunities as they arise.	
14.1.5	Develop local tourism publications and website information to showcase the Bland Shire <i>KPI: Review annually</i>	Office of the General Manager - Administration Officer
Progress update to 30/09/2019	Brochures in Visitors Centre have been updated. Website updated with new attractions. Joined Thrive Riverina group to better promote our Shire.	
Progress update to 31/12/2019	Completed the Art Trail through Lockhart, Leeton, Narrandera, Weethalle and West Wyalong. Working on local art trail.	

Delivery Program (4 years) 2018 - 2022

Strategy 14.2

Attract a diverse range of Visitors to the Shire

Performance Measure

- Increase visitors to the Shire

Operational Plan (1 year) 2019/2020

Action

14.2.1 Seek major and minor event opportunities for the Bland Shire

KPI: Contact made at least three times per year

Responsibility

Senior Economic
Development & Tourism
Advisor

Progress update to 30/09/2019 This is an ongoing project, EOI submitted for any relevant opportunities.



Progress update to 31/12/2019 This is an ongoing project, EOI submitted for any relevant opportunities.



14.2.2 Investigate technology to improve the visitor experience within Bland Shire

KPI: Review technology options annually

Office of the General
Manager - Administration
Officer

Progress update to 30/09/2019 TV screen added to Visitors Centre to showcase events/flyers and attractions.



Progress update to 31/12/2019 Looking into updated screen for front window of Council offices.



14.2.3 Produce and circulate the VIC Connect publication

KPI: Monthly

Office of the General
Manager - Administration
Officer

Progress update to 30/09/2019 Info shared via email. Looking to update VIC Connect to make it more user friendly.



Progress update to 31/12/2019 Businesses requested a list of activities for visitors. Distributed a 30Things2Do list to all accommodation properties.



14.2.4	Installation of the Bob Fisher Memorial Plaque in Weethalle <i>KPI: Installation on time and within budget allocation</i>	Director Asset & Engineering Services
Progress update to 30/09/2019	Awaiting agreement from John Holland before finalising.	!
Progress update to 31/12/2019	To be done in 2020.	!

Delivery Program (4 years) 2018 - 2022

Strategy 15.1

Encourage and actively seek out businesses and industry to relocate within the Shire

Performance Measure

- Maintain or increase number of businesses and industry within the shire

Operational Plan (1 year) 2019/2020

Action		Responsibility
15.1.1	Identify, target and liaise with existing and potential new retail business and/or industry opportunities <i>KPI: Regular investigation</i>	Senior Economic Development & Tourism Advisor
Progress update to 30/09/2019	The encouragement of new businesses to the shire is an on-going commitment.	!
Progress update to 31/12/2019	The encouragement of new businesses to the shire is an on-going commitment.	!
15.1.2	Promote Business Development Assistance Fund to retail industries looking at establishing and/or expanding in the Bland Shire <i>KPI: Regular email broadcasts and personal contact</i>	Senior Economic Development & Tourism Advisor
Progress update to 30/09/2019	Business Assistance Applications are encouraged from new and expanding businesses on a regular basis.	!
Progress update to 31/12/2019	Business Assistance Applications are encouraged from new and expanding businesses on a regular basis.	!

Delivery Program (4 years) 2018 - 2022

Strategy 15.2

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

Performance Measure

- Increase support to existing business

Operational Plan (1 year) 2019/2020

Action	Responsibility
15.2.1 Work cooperatively with the local business groups <i>KPI: Attend meetings, provide email broadcasts and regular personal contact</i>	Senior Economic Development & Tourism Advisor
Progress update to 30/09/2019 Council has established a good working relationship with Business West Wyalong and a council representative regularly attends their meetings.	!
Progress update to 31/12/2019 Council is working closely with Business West Wyalong to ensure the success of this years' Christmas Carnival.	!
15.2.2 Maintain strong working relationships and engagement with relevant agencies, authorities, organisations and Government Departments in relation to providing guidance on business systems and strategies to local business <i>KPI: Regularly attend meetings and as needed</i>	Senior Economic Development & Tourism Advisor
Progress update to 30/09/2019 This is an on-going process.	!
Progress update to 31/12/2019 This is an on-going process.	!
15.2.3 Monitor and support requests to assist future mining activities within the Bland Shire <i>KPI: Regularly and as needed</i>	Senior Economic Development & Tourism Advisor
Progress update to 30/09/2019 This is an on-going process.	!
Progress update to 31/12/2019 This is an on-going process.	!

15.2.4 Monitor and support requests to assist future major developments within the Bland Shire **Senior Economic Development & Tourism Advisor**
KPI: Regularly and as needed

Progress update to 30/09/2019 This is an on-going process. 

Progress update to 31/12/2019 This is an on-going process. 

Delivery Program (4 years) 2018 - 2022

Strategy 15.3

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

Performance Measure

- Maintain or improve telecommunication and technology within the shire

Operational Plan (1 year) 2019/2020

Action		Responsibility
15.3.1	Monitor telecommunication and technology trends <i>KPI: Regular and as needed</i>	Senior Economic Development & Tourism Advisor
Progress update to 30/09/2019	This is an on-going process.	!
Progress update to 31/12/2019	This is an on-going process.	!
15.3.2	Send submission to Government on new technology <i>KPI: As and when required</i>	Senior Economic Development & Tourism Advisor
Progress update to 30/09/2019	A submission was made on the Federal Government's Black Spot Program.	!
Progress update to 31/12/2019	Submissions are made as and when necessary.	!
15.3.3	Inform local businesses of new technology <i>KPI: Business meetings and forums</i>	Senior Economic Development & Tourism Advisor
Progress update to 30/09/2019	This is an on-going process.	!
Progress update to 31/12/2019	This is an on-going process.	!

Delivery Program (4 years) 2018 - 2022

Strategy 16.1

Ensure a sustainable environment for current and future generations through effective management and planning for the long term future by ensuring appropriate land is zoned and available to support business and industry through growth

Performance Measure

- Maintain development inline with legislation and guidelines

Operational Plan (1 year) 2019/2020

Action

Responsibility

16.1.1 Retain prime agricultural land, farm viability and manage rural subdivision **Manager Development & Regulatory Services**
KPI: Address agricultural land and rural subdivision in Land Use Strategy

Progress update to 30/09/2019

0



Progress update to 31/12/2019

Work is continuing on Local Strategic Planning Statement.



16.1.2 Prepare and implement NSW Planning Reforms **Manager Development & Regulatory Services**
KPI: Review relevant policies including Section 94 Contribution Plan

Progress update to 30/09/2019

0



Progress update to 31/12/2019

Ongoing.



16.1.3 Ensure orderly, feasible and equitable development whilst safeguarding the communities interests, environment, agribusiness and residential amenity **Manager Development & Regulatory Services**
KPI: Review LEP and DCP

Progress update to 30/09/2019

0



Progress update to 31/12/2019

Ongoing.



Delivery Program (4 years) 2018 - 2022

Strategy 16.2



Through partnerships with stakeholders foster our education, learning and training industry and increase employment opportunities within the Shire

Performance Measure

- Maintain or increase number of community members attending educational opportunities

Operational Plan (1 year) 2019/2020

Action	Responsibility
16.2.1 Maintain Council's traineeship and apprenticeship program <i>KPI: Advertise positions as available</i>	Human Resources Coordinator
Progress update to 30/09/2019 Traineeship has been advertised and filled.	!
Progress update to 31/12/2019 Traineeship has been advertised and filled.	!
16.2.2 Foster partnerships with education sector <i>KPI: Meet at least annually</i>	Human Resources Coordinator
Progress update to 30/09/2019 Regular communication with local school and RTOs.	!
Progress update to 31/12/2019 Regular communication with local school and RTOs.	!
16.2.3 Identify education needs for local businesses and work with training providers to deliver appropriate training <i>KPI: One workshop/program per year</i>	Senior Economic Development & Tourism Advisor
Progress update to 30/09/2019 TAFE information and training schedule provided to Business West Wyalong.	!
Progress update to 31/12/2019 TAFE training schedule 2020 sent to local businesses.	!

16.2.4	Liaise with retail and industry to assist in creating employment opportunities <i>KPI: Regularly attend meetings and as needed</i>	Senior Economic Development & Tourism Advisor
Progress update to 30/09/2019	This is an on-going process.	
Progress update to 31/12/2019	This is an on-going process.	

16.

Work with our communities and businesses to use our resources in a sustainable way for the future of the Bland Shire

Delivery Program (4 years) 2018 - 2022

Strategy 16.3

Promote agricultural practices which are leading edge and efficient

Performance Measure

- Maintain or increase environmental awareness

Operational Plan (1 year) 2019/2020

Action	Responsibility
16.3.1 Provide a workshop/program targeting the agricultural industry <i>KPI: One workshop/program per year</i>	Foreman Environmental Services
Progress update to 30/09/2019 Council worked in conjunction with Cowra Shire Council on an on farm field day and inspection program on several farms.	✓
Progress update to 31/12/2019 0	✓
16.3.2 Provide a workshop/program targeting energy efficiency <i>KPI: One workshop/program per year</i>	Foreman Environmental Services
Progress update to 30/09/2019 0	!
Progress update to 31/12/2019 0	!
16.3.3 Educate the community on benefits of protecting our environment <i>KPI: Minimum of one awareness campaign annually</i>	Foreman Environmental Services
Progress update to 30/09/2019 Bland Shire Council has participated in a Weeds awareness campaign aired on two television channels for the spring/summer period.	✓
Progress update to 31/12/2019 0	!

16.

Work with our communities and businesses to use our resources in a sustainable way for the future of the Bland Shire

Delivery Program (4 years) 2018 - 2022

Strategy 16.4

Liaise with utility providers to ensure a quality sustainable service to the community

Performance Measure

- Maintain or improve access to reliable and efficient utilities

Operational Plan (1 year) 2019/2020

Action	Responsibility
16.4.1 Maintain delegate representation on Goldenfields Water County Council <i>KPI: 80% meetings attended</i>	General Manager
Progress update to 30/09/2019 Councillor Liz McGlynn is currently Council's delegate to GWCC and will remain so until the September 2020 general council elections.	✓
Progress update to 31/12/2019 Councillor Liz McGlynn is currently Council's delegate to GWCC and will remain so until the September 2020 general council elections.	✓
16.4.2 Communicate local issues with utility providers <i>KPI: As required</i>	General Manager
Progress update to 30/09/2019 The GM meets with or corresponds with the local utility providers on a 'needs' basis.	✓
Progress update to 31/12/2019 Council is currently considering its involvement in the Southern Lights project and will make a determination in early 2020.	!
16.4.3 Liaise with potable water suppliers to ensure sustainable water supply to the Shire and investigate alternative options to existing potable and non potable water supplies <i>KPI: Number of times met with suppliers</i>	General Manager
Progress update to 30/09/2019 The General Manager has arranged for a presentation by GWCC to the October 2019 Workshop on future water issues for the Shire.	!
Progress update to 31/12/2019 The General Manager is in regular contact with the General Manager of GWCC on a range of issues affecting the Bland Shire.	!

16.

Work with our communities and businesses to use our resources in a sustainable way for the future of the Bland Shire

Delivery Program (4 years) 2018 - 2022

Strategy 16.5

The availability of commercial and industrial land, coupled with our geographic location, be maximised and marketed to boost economic growth

Performance Measure

- Maintain or improve availability of industrial land

Operational Plan (1 year) 2019/2020

Action		Responsibility
16.5.1	Identify and act on avenues for marketing our Shire's (commercial) industrial land <i>KPI: Any opportunity</i>	Senior Economic Development & Tourism Advisor
Progress update to 30/09/2019	This will be an on-going process once the new Business Park has been developed.	!
Progress update to 31/12/2019	This will be an on-going process once the new Business Park has been developed.	!
16.5.2	Investigate, purchase and market industrial land for new industrial estate in the Bland Shire <i>KPI: Maintain regular contact with WWLALC and GWCC</i>	Senior Economic Development & Tourism Advisor
Progress update to 30/09/2019	This will be an on-going process once the new Business Park has been developed.	!
Progress update to 31/12/2019	This will be an on-going process once the new Business Park has been developed.	!
16.5.3	Identify suitable industrial land within the Shire <i>KPI: Rezone or identify for zone review within LEP</i>	Manager Development & Regulatory Services
Progress update to 30/09/2019	0	!
Progress update to 31/12/2019	Completed - land has been rezoned Industrial in Wyalong	!



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2019/20 Progress Report Combined Delivery Program & Operational Plan



8.8 Draft Financial Reserves 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 Services

Introduction

This report is to seek Council's endorsement of the DRAFT Financial Reserves Policy (**Attachment 1**) to allow it to be placed on exhibition for comment from the community. The draft policy is a document that establishes the parameters for the management of internally restricted funds which Council requires to meet current and future community obligations.

The purpose of reserve accounting is to put aside funds in the current year for capital and other purchases to be made in future years. This practice eliminates fluctuations in Council's annual budget for capital and large purchases, and provides more consistency in the level of rates required each year.

During the Fit for the Future process, one of the key measures to which Councils in New South Wales were held to account was their capability to manage finances. Establishing a specific policy which sets the framework for this to occur is not only in Council's best interest but those of the community as well. Effective financial policies, which are ideally adopted by an elected body, help guide decision making and are essential to a local government's long-term fiscal health.

Some of the benefits of having clear policies in place are they:

- Institutionalize good financial management practices;
- Provide clarity around strategic intent for financial management;
- Define boundaries for expenditure;
- Support good investment rating and lowers borrowing costs;
- Promote long-term strategic thinking;
- Manage risks to financial condition; and
- Comply with established public management best practices.

Bland Shire Council currently has a number of internally restricted reserves and this policy will aid in the ongoing effective and appropriate management of those funds.

Financial Implications

The only financial implications in endorsing the attached DRAFT Financial Reserves Policy is in advertising that the document is on exhibition for community comment.

Summary

In endorsing the DRAFT Financial Reserves Policy, Council will, upon its adoption, be in a better position to set aside funds in the internally restricted reserves with amounts to be decided in accordance with the policy.

Reserves are established to set aside funds for Council to allocate to specific projects, as required. Prior to the creation of a Reserve, it is prudent for Council to adopt operating parameters in relation to the Reserve which are to set out:

- The purpose of the Reserve;
- The basis of calculation for any transfer to the Reserve;
- The basis of calculation for any transfer from the Reserve; and
- The proposed allocation of any unexpended balance remaining in the Reserve following completion of the project.

Every Reserve created should have a specific purpose, and relate back to the adopted Integrating Planning and Reporting (IP&R) strategies and plans of Council. There should be a clear link between this policy, the Operational Plan/Delivery Program, and Councils Asset Management Plans and Community Plans.

Recommendation:

It is recommended that Council;

- 1. Endorse the DRAFT Financial Reserves 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 Financial Reserves Policy.**

POLICY STATEMENT

Financial Reserves

POLICY ADOPTED: TBC

Policy Objective:

To ensure sustainable and responsible financial management of Bland Shire Council's cash reserves, through consistent identification, administration and usage of these reserves.

Policy Statement:

Bland Shire Council is committed to the responsible use and allocation of public funds with consideration of long-term financial sustainability and responsible asset management.

Definitions:

Financial Reserves – The term includes Asset Revaluation Reserves under Australian Accounting Standards and cash backed reserves as described in this policy.

Asset Revaluation Reserves – Are reserves required by the Australian Accounting Standards for the movement in fair value of assets. These are not cash backed reserves.

Internally Restricted Reserves – Are reserves established by Council to ensure that sufficient funds are available when required for a specific purpose. These reserves are cash backed.

Externally Restricted Reserves – Are reserves that are subject to external restrictions in their purpose. These reserves are cash backed.

Internal Borrowing – The transfer of reserve funds from one reserve to another, as an alternative to external borrowing, to be repaid at a future date as determined by council.

Responsibilities:

This policy applies to all Councillors and employees of Council.

Councillors: The elected body will have responsibility for determining the contribution and expenditure of funds from specific reserves in accordance with this policy

General Manager: The General Manager provides oversight and may in turn delegate the day to day management of this policy to the Responsible Accounting Officer or senior staff, subject to regular reviews

Directors: The Directors provide oversight for this policy in conjunction with the General Manager

Responsible Accounting Office: The Responsible Accounting Office is the person responsible for maintaining the Australian Accounting Standards has responsibility for implementation and compliance with this policy.

Recommended Practices:

1. Classification of Financial Reserves

1.1 Asset Revaluation Reserves

This reserve is established under the requirements of the Australian Accounting Standards. It reflects the increments or decrements of fixed asset values due to asset revaluations.

1.2 Externally Restricted Reserves

The following criteria apply to externally restricted reserves:

- The reserve is subject to legal requirements that govern the use of the funds; or
- The reserve includes funds that have not been utilised for the purpose for which they were received, and an obligation or requirement to return funds to its contributor exist.

The following Council reserve is an externally restricted reserve:

Unexpended Grants and Contributions: This reserve holds the balance of unexpended grants and contributions received from external contributors. The funds are held in this reserve until expended in line with the funding conditions. External restrictions apply in line with the individual funding agreements.

1.3 Internally Restricted Reserves

The following criteria apply to internally restricted reserves:

- The reserve is not subject to legal requirements governing the use of the funds; or
- The reserve has been established for a specific internal purpose, however, if that purpose does not eventuate or Council changes its priorities the funding can be diverted to other purposes following a resolution of the Council.

The following Council reserves are internally restricted reserves:

Asset Renewal Reserve: The reserve holds funding for renewal, replacement or upgrading of existing assets, including infrastructure, property and fleet. Specific renewals must be identified, and funds are to be allocated to those.

Election Expense Reserve: This reserve will hold funds for any upcoming Council election, or to help fund a by-election.

Major Initiatives Reserve: This reserve will fund major initiatives for the future development of Bland Shire Council in line with identified major capital works, Community Strategic Plan and the Long-term Financial Plan. Specific initiatives must be identified, and funds are to be allocated to those.

Unexpended Capital Works Reserve: This reserve holds the balance of unexpended capital works funds that are requested to be carried forward to the following financial year.

Developer Contribution Reserve: This reserve holds the balance of unexpended funds in lieu of construction received by developers.

Disaster Recovery Reserve: This reserve will fund expenses incurred due to storms, cyclones, floods or any other natural disaster. The fund will enable Bland Shire Council to recover from these disasters and return to normal operations.

Employee Leave Entitlements Reserve: This reserve is to ensure that adequate funds are available to finance employee leave entitlements such as long service leave, sick leave, annual leave and redundancies.

1.4 Working Capital Reserve

The following criteria of this reserve is:

- The reserve is not subject to any legal obligations; and
- The funds in this reserve are not currently allocated to a specific purpose.

Working Capital Reserve: This reserve holds funds that have not been allocated to a specific purpose.

2. Establishment of Financial Reserves

Asset Revaluation Reserves: Establishment of reserves follows the Australian Accounting Standards.

Externally Restricted Reserves: A reserve will be established for any value if there is a legal requirement or a requirement under the Australian Accounting Standards.

Internally Restricted Reserves: An establishment of a new reserve must be authorised by Council and shall not be established for an amount less than \$100,000.

3. Transfer of Funds In/Out of Financial Reserves

Asset Revaluation Reserves: Transfer of funds will follow the Australian Accounting Standards.

Externally Restricted Reserves: Transfer of funds are restricted to the terms and conditions of individual funding agreements. All transfers must be authorised by Council resolution.

Internally Restricted Reserves: Transfer of funds are restricted by the internal purpose of the reserve. All transfers must be authorised by Council resolution.

Working Capital Reserve: Transfer of funds will occur at the end of the financial year or during budget review processes if excess funds exist or funds are required. All transfers must be authorised by Council resolution.

Appropriate records and sufficient detail must accompany any reserve transfer.

All transfers of reserves shall be assessed during the preparation of the annual budget and the annual financial statements. Budgeted reserve movements will also be reviewed during the budget review process.

If any unexpected money is received during the financial year, it will be allocated to the Working Capital Reserve or to a specific purpose reserve via Council resolution.

The total of all reserves shall not exceed current assets less current liabilities held by Council. Required adjustments at the end of the financial year will be made against the Working Capital Reserve, however any operational surplus funds shall be utilised to secure minimum balances on reserves in the first instance.

The following internal fund transfers shall not require Council resolution:

Externally restricted reserves as the funds must be expended for the purpose that they were received.

4. Balances for Financial Reserves

Reserve balances at the end of a financial year shall be:

Disaster Recovery Reserve: This reserve shall be maintained at or near \$500,000. External funds received after the event for the propose of disaster recovery shall be used to maintain the reserve on this level of funds.

Election Expense Reserve: This reserve shall be increased annually over the Council term. This reserve should not exceed \$100,000.

Employee Leave Entitlements Reserve: The target balance will be based upon the age and anticipated payout for each employee.

5. Internal Borrowing from Reserves

Any internal borrowings must be authorised by Council and require disclosure in accordance with Council's Code of Conduct and are to be repaid at a future date as determined by Council.

6. Reporting of Finance Reserves

In line with the *Local Government (Accounting) Regulations*, Council is required to disclose all reserves set aside for a specific purpose in its annual financial statements.

In addition, these reserves are reported on as follows:

- A detailed statement with expected movements as part of the annual budget.
- A detailed statement with expected performance compared to current approved annual budget as part of the budget review reports.
- A statement of approved budgeted balances as part of the monthly finance report.

References:

Local Government (Accounting) Regulations
Australian Accounting Standards

Appendices:

NIL

Authorisation:

Status	Council	N/A	
	Manex	N/A	
Owner	Director Corporate & Community Services		
EDRMS Doc. ID	< .. Contact Records..>		
Superseded Policy	Nil		
Date of Adoption/ Amendment	Revision Number	Minute Number	Review Date
	1		
Related Council Policy / Procedure			
Bland Shire Council Long-term Financial Plan			

8.9 Budget Review – December 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: Acting Manager Financial Services

Introduction

The Local Government (General) Regulation 2005 requires the Council to prepare and consider a Budget Review Statement each quarter, which shows:

- Estimates of income and expenditure
- Appropriate revision of those estimates

The Statement must also include a report indicating changes in estimates for income and expenditure. This is done in consultation with the responsible director or manager of the relevant department. The Statement must comply with the Local Government Code of Accounting Practice and be considered by the Council and be considered by the Council no later than 2 months past the conclusion of the quarter.

The attached financial reports comply with the Council's statutory responsibilities and are presented using the organisational structure approved by the Council.

The Quarterly Budget Review Statement has been prepared on an accrual basis as required.

The Statement includes:

- Budget Review Summary including actuals to date, original budget and revised estimates if applicable and remaining balance.
- Summary of significant variations and budget adjustments.
- Reserves Position

Overall Position

In general terms, the Council has achieved 58% of projected revenue (calculated on an accrual basis) to adjusted budget and 39% of projected expenditure to adjusted budget by the end of December 2019.

Capital Expenditure at the end of December 2019 is currently at \$3,092,793 representing 70% of the revised budget.

Council have been able to invest more funds resulting in the balance of Councils cash and investments held being around \$39million.

Operational Budget and Variations

The following are the results in the Departmental cost centres together with some commentary. An adjustment summary is attached to the review documentation.

OFFICE OF THE GENERAL MANAGER

The OGM has produced a result at the end of the 2nd quarter that is within the budget for the directorate. All areas appear to be performing within budget expectations and provided for a favourable result.

CORPORATE, COMMUNITY & DEVELOPMENT SERVICES

Corporate, Community and Development Services have produced a result at the end of the 2nd quarter that is within the budget for the directorate. All areas appear to be performing within budget expectations and provided for a favourable result.

ASSETS AND ENGINEERING SERVICES

Assets and Engineering has produced a result at the end of the 2nd quarter that is within the budget for the directorate. All areas appear to be performing within budget expectations and provide for a favourable result. Depreciation and overheads are yet to be applied and this will impact the expenditure in the March quarter.

Conclusion

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

As Council's Responsible Accounting officer, it is my opinion that the Quarterly Budget Review Statement for Bland Shire Council for the quarter ended 31st December 2019 indicates that Council's financial position at 31st December 2019 is considered satisfactory, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed _____ Date ____ / ____ / ____

Responsible Accounting Officer, Bland Shire Council

Recommendation:

- 1. That the Officers Report be received and noted.**
- 2. That the Council endorses the Statement acknowledging the financial position is considered satisfactory.**

**INCOME/EXPENDITURE
AS AT 31ST DECEMBER 2019**

INCOME

PRINCIPAL ACTIVITY	BUDGET 2019/20	C/FWD PROJECTS 2018/19	Approved Adjustments	ADJUSTED BUDGET 2019/20	Requested Adjustments	Projected Year End Result	2nd Quarter Actuals	Balance Remaining
EXECUTIVE								
Governance	0	0	0	0	0	0	0	0
Democracy	0	0	0	0	0	0	0	0
Land Development	-100,000	0	0	-100,000	0	-100,000	0	-100,000
Economic Development	0	0	0	0	0	0	0	0
Tourism	-5,150	0	0	-5,150	0	-5,150	-1,408	-3,742
Human Resources	-12,400	0	0	-12,400	0	-12,400	-5,349	-7,051
Community Services	-65,581	0	0	-65,581	0	-65,581	-70,717	5,136
Community Relations	0	0	0	0	0	0	0	0
Executive Total Outcome	-183,131	0	0	-183,131	0	-183,131	-77,474	-105,657
CORPORATE DEVELOPMENT								
General Revenue	-6,768,694	0	0	-6,768,694	0	-6,768,694	-6,764,996	-3,698
Financial Assistance & investments	-5,170,335	0	0	-5,170,335	0	-5,170,335	-1,319,595	-3,850,740
Corporate Support	-314,220	0	0	-314,220	0	-314,220	-7,349	-306,871
Corporate Development Total	-12,253,249	0	0	-12,253,249	0	-12,253,249	-8,091,940	-4,161,309
COMMUNITY & DEVELOPMENT SERVICES								
Aged Care	-377,524	0	0	-377,524	0	-377,524	-210,113	-167,411
Library & Children's Services	-1,389,093	-80,055	0	-1,469,148	0	-1,469,148	-989,169	-479,979
Regulatory Services	-6,700	0	0	-6,700	0	-6,700	-5,874	-826
Support	0	0	0	0	0	0	0	0
Development Control	-63,400	0	0	-63,400	0	-63,400	-57,599	-5,801
Environmental Planning	-5,000	0	0	-5,000	0	-5,000	-2,031	-2,969
Health & Environment	-2,000	0	0	-2,000	0	-2,000	0	-2,000
Property Maintenance	0	0	0	0	0	0	0	0
Community & Development Services Total	-1,843,717	-80,055	0	-1,923,772	0	-1,923,772	-1,264,785	-658,987
ASSETS & ENGINEERING								
Works Administration	-2,301,760	0	0	-2,301,760	0	-2,301,760	-1,511,834	-789,926
Plant Running	-3,658,138	0	0	-3,658,138	0	-3,658,138	-1,847,888	-1,810,250
Roads, Works & Transport	-4,232,596	0	0	-17,232,596	0	-17,232,596	-7,812,278	-9,420,318
Public Services	-449,710	0	0	-449,710	0	-449,710	-224,323	-225,387
Pools	-20,000	0	0	-20,000	0	-20,000	-18,182	-1,818
Council Property Maintenance	-269,353	0	0	-269,353	0	-269,353	-390,824	121,471
Waste management	-1,426,956	0	0	-1,426,956	0	-1,426,956	-1,285,547	-141,409
Sewerage Disposal Services	-1,732,262	0	0	-1,732,262	0	-1,732,262	-1,633,405	-98,857
Assets & Engineering Total	-14,090,775	0	0	-27,090,775	0	-27,090,775	-14,724,281	-12,366,494
GENERAL FUND TOTAL	-28,370,872	-80,055	0	-41,450,927	0	-41,450,927	-24,158,480	-17,292,447

EXPENDITURE

PRINCIPAL ACTIVITY	BUDGET 2019/20	C/FWD PROJECTS 2018/19	Approved Adjustments	ADJUSTED BUDGET 2019/20	Requested Adjustments	Projected Year End Result	2nd Quarter Actuals	Balance Remaining
EXECUTIVE								
Governance	456,067	0	0	456,067	0	456,067	226,061	230,006
Democracy	193,668	0	0	193,668	0	193,668	88,272	105,396
Land Development	100,000	0	0	100,000	0	100,000	1,367	98,633
Economic Development	173,542	0	0	173,542	0	173,542	181,509	-7,967
Tourism	201,112	0	0	201,112	0	201,112	53,618	147,494
Human Resources	354,067	0	0	354,067	0	354,067	184,964	169,103
Community Services	219,465	0	0	219,465	0	219,465	116,166	103,299
Community Relations	171,760	0	0	171,760	0	171,760	79,050	92,710
Executive Total Outcome	1,478,456	0	0	1,869,681	0	1,478,456	735,790	742,666
CORPORATE DEVELOPMENT								
General Revenue	1,031,169	0	0	1,031,169	0	1,031,169	80,538	950,632
Financial Assistance & investments	150,977	0	0	150,977	0	150,977	51,297	99,680
Corporate Support	1,835,002	0	0	1,835,002	0	1,835,002	996,737	838,265
Corporate Development Total	3,017,148	0	0	3,017,148	0	3,017,148	1,128,572	1,888,577
COMMUNITY & DEVELOPMENT SERVICES								
Aged Care	374,107	0	0	374,107	0	374,107	154,551	219,556
Library & Children's Services	1,679,977	0	0	1,679,977	0	1,679,977	932,608	747,369
Regulatory Services	176,501	0	0	176,501	0	176,501	53,279	123,222
Support	527,095	0	0	527,095	0	527,095	265,814	261,281
Development Control	4,030	0	0	4,030	0	4,030	3,057	973
Environmental Planning	64,110	0	0	64,110	0	64,110	21,645	42,465
Health & Environment	1,010	0	0	1,010	0	1,010	414	596
Council Property Maintenance	143,500	0	0	143,500	0	143,500	71,130	72,370
Community & Development Services Total	2,826,830	0	0	2,970,330	0	2,826,830	1,431,367	1,395,836
ASSETS & ENGINEERING								
Works Administration	3,726,012	0	0	3,726,012	0	3,726,012	2,530,932	1,195,080
Plant Running	2,965,658	0	0	2,965,658	0	2,965,658	876,242	2,089,416
Roads, Works & Transport	8,847,475	0	0	21,847,475	0	21,847,475	7,706,763	14,140,712
Public Services	3,233,627	0	0	3,233,627	0	3,233,627	1,121,420	2,112,207
Pools	364,750	0	0	364,750	0	364,750	186,946	177,804
Council Property Maintenance	455,868	0	0	455,868	0	455,868	158,163	297,705
Waste management	1,426,956	0	0	1,426,956	0	1,426,956	458,777	968,179
Sewerage Disposal Services	1,827,138	0	0	1,732,262	0	1,827,138	364,080	1,463,058
Assets & Engineering Total	22,847,484	0	0	35,752,608	0	35,847,484	13,403,323	22,444,161
GENERAL FUND TOTAL	30,169,918	0	0	43,609,767	0	43,169,918	16,699,052	26,471,239

Bland Shire Council
31st December 2019
Capital Budget Review

PRINCIPAL ACTIVITY	BUDGET 2019/20	C/FWD PROJECTS 2018/19	Approved Adjustments	ADJUSTED BUDGET 2019/20	Requested Adjustments	Projected Year End Result	2nd Quarter Actuals	Balance Remaining
Capital Funding								
EXECUTIVE								
Governance	0	-129,554	0	-129,554	0	-129,554	0	-129,554
Internal Restrictions	0	-129,554	0	-129,554	0	-129,554	0	-129,554
Rates & Other Untied Funding	0	0	0	0	0	0	0	0
Tourism	0	-30,000	0	-30,000	0	-30,000	0	-30,000
Internal Restrictions	0	-30,000	0	-30,000	0	-30,000	0	-30,000
Rates & Other Untied Funding	0	0	0	0	0	0	0	0
Executive Total Capital Funding	0	-159,554	0	-159,554	0	-159,554	0	-159,554
CORPORATE DEVELOPMENT								
Corporate Support	0	0	0	0	0	0	0	0
Internal Restrictions	0	0	0	0	0	0	0	0
Rates & Other Untied Funding	0	0	0	0	0	0	0	0
Corporate Support Total Capital Funding	0	0	0	0	0	0	0	0
COMMUNITY & AGED CARE								
Library & Children's Services	0	-80,055	0	-80,055	0	-80,055	0	-80,055
External Restrictions	0	-30,045	0	-30,045	0	-30,045	0	-30,045
Rates & Other Untied Funding	0	-50,010	0	-50,010	0	-50,010	0	-50,010
Community & Aged Care Total Capital Funding	0	-80,055	0	-80,055	0	-80,055	0	-80,055
Regulatory Activities	0	-8,685	0	-8,685	0	-8,685	0	-8,685
Rates & Other Untied Funding	0	-8,685	0	-8,685	0	-8,685	0	-8,685
Regulatory Activities Total Capital Funding	0	-8,685	0	-8,685	0	-8,685	0	-8,685
DEVELOPMENT SERVICES								
Environmental Planning	0	-17,500	0	-17,500	0	-17,500	0	-17,500
Internal Restrictions	0	-17,500	0	-17,500	0	-17,500	0	-17,500
Rates & Other Untied Funding	0	0	0	0	0	0	0	0
Development Services Total Capital Funding	0	-17,500	0	-17,500	0	-17,500	0	-17,500
WORKS & SERVICES								
Works Administration	0	0	0	0	0	0	0	0
Rates & Other Untied Funding	0	0	0	0	0	0	0	0
Capital Grants & Contributions	0	0	0	0	0	0	0	0
Plant Running	-1,275,192	0	0	-1,275,192	0	-1,275,192	-176,355	-1,098,837
Income from Sale of Assets	-290,750	0	0	-290,750	0	-290,750	-176,355	-114,395
External Restrictions	0	0	0	0	0	0	0	0
Rates & Other Untied Funding	-984,442	0	0	-984,442	0	-984,442	0	-984,442
Roads, Works & Transport	-1,825,269	0	0	-1,825,269	0	-1,825,269	-905,365	-919,904
Capital Grants & Contributions	-1,825,269	0	0	-1,825,269	0	-1,825,269	-905,365	-919,904
Rates & Other Untied Funding	0	0	0	0	0	0	0	0
Public Services	0	-232,814	0	-232,814	0	-232,814	-56,724	-176,090
Rates & Other Untied Funding	0	-50,038	0	-50,038	0	-50,038	0	-50,038
Capital Grants & Contributions	0	0	0	0	0	0	-56,724	56,724
External Restrictions	0	-87,291	0	-87,291	0	-87,291	0	-87,291
Internal Restrictions	0	-95,485	0	-95,485	0	-95,485	0	-95,485
Council Property Maintenance	-5,000	-10,000	0	-15,000	0	-15,000	0	-15,000
Rates & Other Untied Funding	-5,000	-10,000	0	-15,000	0	-15,000	0	-15,000
External Restrictions	0	0	0	0	0	0	0	0
Waste management	0	0	0	0	0	0	0	0
Rates & Other Untied Funding	0	0	0	0	0	0	0	0
Sewerage Disposal Services	0	-200,000	0	-200,000	0	-200,000	-67,172	-132,828
External Restrictions	0	-200,000	0	-200,000	0	-200,000	-67,172	-132,828
Works & Services Total Capital Funding	-3,105,461	-442,814	0	-3,548,275	0	-3,548,275	-1,205,616	-2,342,659
Total Capital Funding	-3,105,461	-708,608	0	-3,814,069	0	-3,814,069	-1,205,616	-507,192

**Bland Shire Council
31st December 2019
Capital Budget Review**

PRINCIPAL ACTIVITY	BUDGET 2019/20	C/FWD PROJECTS 2018/19	Approved Adjustments	ADJUSTED BUDGET 2019/20	Requested Adjustments	Projected Year End Result	2nd Quarter Actuals	Balance Remaining
Capital Expenditure								
EXECUTIVE								
Governance	0	129,554	0	129,554	0	129,554	0	
Shovel Ready Project	0	129,554	0	129,554	0	129,554	0	0
Land Development	319,418	0	0	319,418	0	0	319,418	
Business Park Purchases	319,418	0	0	319,418	0	0	319,418	-319,418
Community Development	0	0	5,930	5,930	0	0	5,930	
Mirrool Cinema	0	0	5,930	5,930	0	0	5,930	-5,930
Executive Total Capital Expenditure	319,418	129,554	5,930	454,902	0	129,554	325,348	-325,348
CORPORATE DEVELOPMENT								
Corporate Support	0	0	0	0	0	0	11,416	-11,416
Council Software Package	0	0	0	0	0	0	11,416	-11,416
Corporate Development Total Capital Expenditure	0	0	0	0	0	0	11,416	-11,416
COMMUNITY & AGED CARE								
Library	0	80,055	0	80,055	0	80,055	18,726	0
Library Refurbishment	0	80,055	0	80,055	0	80,055	18,726	0
Community & Aged Care Total Capital Expenditure	0	80,055	0	80,055	0	80,055	18,726	0
Regulatory Activities	0	8,685	0	8,685	0	8,685	0	
Pound Upgrade	0	8,685	0	8,685	0	8,685	0	0
Regulatory Activities Capital Expenditure	0	8,685	0	8,685	0	8,685	0	0
DEVELOPMENT SERVICES								
Support	0	0	0	0	0	0	0	0
Council Buildings Project	0	0	0	0	0	0	0	0
Environmental Planning	0	17,500	0	17,500	0	17,500	0	17,500
Heritage Panels	0	17,500	0	17,500	0	17,500	0	17,500
Development Services Total Capital Expenditure	0	17,500	0	17,500	0	17,500	0	17,500
WORKS & SERVICES								
Plant Running	1,275,192	0	0	1,275,192	0	1,275,192	1,076,101	199,091
Plant & Equipment Purchases - Cap	1,260,192	0	0	1,260,192	0	1,260,192	1,066,299	193,893
Plant & Equipment Purchases - Cap	0	0	0	0	0	0	0	0
Plant Minor - Cap	15,000	0	0	15,000	0	15,000	9,802	5,198
Roads, Works & Transport	1,825,269	0	0	1,825,269	0	1,825,269	982,504	842,765
MR398 West Wide Construction	253,139	0	0	253,139	0	253,139	0	253,139
R2R Capital Program	1,512,130	0	0	1,512,130	0	1,512,130	982,504	529,626
Shire Wide Approaches & Signage	60,000	0	0	60,000	0	60,000	0	60,000
Public Services	0	145,523	359,690	505,213	0	505,213	651,890	-250,963
Cemeteries								
New Beams at Lawn Cemetery (10 year plan)	0	84,286	0	84,286	0	84,286	0	0
Repair Old Unattended Grave Sites	0	11,199	0	11,199	0	11,199	0	11,199
Parks & Gardens								
Coinda Park	0	30,038	187,800	217,838	0	217,838	115,107	102,731
Sporting Ovals								
McAlister Oval Scoreboard	0	20,000	0	20,000	0	20,000	0	0
Rugby Union Club & Rodeo Grounds	0	0	0	0	0	0	383,410	-383,410
Barmedman Mineral Pool Upgrade	0	0	171,890	171,890	0	171,890	153,372	18,518
Council Property Maintenance	5,000	10,000	0	15,000	0	15,000	0	0
184 Main St Electrical Upgrade	0	10,000	0	10,000	0	10,000	0	0
Museum Cornice Replacement in Kitchen	5,000	0	0	5,000	0	5,000	0	0
Waste management								
Sewerage Disposal Services	0	200,000	0	200,000	0	200,000	26,807	-22,144
Sewer Extension	0	200,000	0	200,000	0	200,000	26,807	-22,144
Works & Services Total Capital Expenditure	3,105,461	355,523	359,690	3,820,674	0	3,820,674	2,737,302	768,749
Total Capital Expenditure	3,424,879	591,317	365,620	4,381,816	0	4,381,816	3,092,793	449,484

Bland Shire Council
31 Dec 2019 Budget Review
Cash Investment Statement

	OPENING 2019/20	Approved adjustments	ADJUSTED BUDGET 2019/20	Requested Adjustments	Projected Year End Result	Movements	2nd Quarter Actuals
Externally Restricted							
Multi Service Outlet	196,334		196,334		196,334		196,334
Community Care - Capital Grant	122,893		122,893		122,893		122,893
Bland Shire Day Care	301,732		301,732		301,732		301,732
HACC Dementia Day Care	47,029		47,029		47,029		47,029
MRU Additional Operating Grant	402,115		402,115		402,115		402,115
Family Day Care	194,614		194,614		194,614		194,614
Preschool Reserve	620,798		620,798		620,798		620,798
Stronger Communities - Community Cinema Res	0		0		0		0
Library Revitalising Grant	14,051		14,051		14,051		14,051
Library Refurbishment Reserve	30,045		30,045		30,045		30,045
Strengthening Communities Reserve	0		0		0		0
Stronger Communities - Water Slide Holland Pk	0		0		0		0
State & National Roads Reserve	9,152		9,152		9,152		9,152
Roads to Recovery Reserve	246,248		246,248		246,248		246,248
Crown Management Reserve	100,000		100,000		100,000		100,000
RLCIP West Wyalong Tennis Court Resurface	8,545		8,545		8,545		8,545
Cooinda Park	61,974		61,974		61,974		61,974
Community Relations - Heritage Walk	8,060		8,060		8,060		8,060
Rugby & Rodeo Ground	276,873		276,873		276,873		276,873
Kikoira Hall	45,968		45,968		45,968		45,968
DECC Funding	16,150		16,150		16,150		16,150
Future Towns Project	43,729		43,729		43,729		43,729
Stronger Communities - Ungarie Tennis Crt	0		0		0		0
Trust Deposits	11,413		11,413		11,413		11,413
Sec 94 Contributions - Open Space	995		995		995		995
Sec 94 Contributions - General Development	113,203		113,203		113,203		113,203
Sec 94 Contributions - Stormwater	636		636		636		636
Sec 94 Contributions - Bushfire	802		802		802		802
Sec 94 Contributions - Car Parking	6,720		6,720		6,720		6,720
Sec 94 Contributions - Studies	755		755		755		755
Sec 94 Contributions - Roads	2,817		2,817		2,817		2,817
Sec 64 Contributions (Sewer)	95,435		95,435		95,435		95,435
Reticulation Reserve	99,376		99,376		99,376		99,376
Sewer Fund - Externally Restricted Reserve	340,687		340,687		340,687		340,687
			0		0		0
Total Externally Restricted	3,419,149	0	3,419,149	0	3,419,149	0	3,419,149
Internally Restricted							
Employees Leave Entitlements	1,513,287		1,513,287		1,513,287		1,513,287
Plant Purchases	1,140,462		1,140,462		1,140,462		1,140,462
Cemetery Reserve	35,230		35,230		35,230		35,230
Business Development Assistance	10,000		10,000		10,000		10,000
Tourism	24,335		24,335		24,335		24,335
FAG Grant Reserve - General	2,360,385		2,360,385		2,360,385		2,360,385
FAG Grant Reserve - Road Component	1,530,146		1,530,146		1,530,146		1,530,146
Economic Development Reserve	805,401		805,401		805,401		805,401
Grant Match Reserve	163,670		163,670		163,670		163,670
Office Equipment Reserve	200,000		200,000		200,000		200,000
Insurance Provision	25,607		25,607		25,607		25,607
Future Land Purchases	42,537		42,537		42,537		42,537
Internal Audit Committee Reserve	12,000		12,000		12,000		12,000
S355 Committee Reserve	5,000		5,000		5,000		5,000
Waste Depot Reserve	284,920		284,920		284,920		284,920
Gravel Pit Restoration	322,792		322,792		322,792		322,792
Community Facilities	2,970,321		2,970,321		2,970,321		2,970,321
Loan Repayment Reserve	351,895		351,895		351,895		351,895
Election Reserve	38,066		38,066		38,066		38,066
Public Building	191,750		191,750		191,750		191,750
Corporate Legal Expenses	10,479		10,479		10,479		10,479
Library Reserve	65,010		65,010		65,010		65,010
West Wyalong Community Care Centre	32,956		32,956		32,956		32,956
Employee Assist & Attraction Reserve	28,831		28,831		28,831		28,831
Recruitment & Selection Reserve	7,341		7,341		7,341		7,341
Infrastructure Renewal Reserve	900,000		900,000		900,000		900,000
Heritage Panel	17,500		17,500		17,500		17,500
Infrastructure Backlog Reserve	1,000,000		1,000,000		1,000,000		1,000,000
Holland Park Pool Reserve	30,000		30,000		30,000		30,000
Ungarie Pool Reserve	16,000		16,000		16,000		16,000
Land Development Reserve	294,876		294,876		294,876		294,876
Access Grant Reserve	5,000		5,000		5,000		5,000
Pound Upgrade	8,685		8,685		8,685		8,685
Verandah/ Façade Restoration Reserve	43,675		43,675		43,675		43,675
CSU Building Reserve	22,230		22,230		22,230		22,230
Ungarie Health Service	22,560		22,560		22,560		22,560
Total Internally Restricted	14,532,947	0	14,532,947	0	14,532,947	0	14,532,947
Total Restricted	17,952,096	0	17,952,096	0	17,952,096	0	17,952,096
Total Cash & Investments	39,648,525						39,648,525
Available Cash	21,696,429						21,696,429

Contracts > \$50,000 @ 31 December 2019

Contractor	Contract Detail & Purpose	Contract Value	Commencement Date	Duration of Contract	Budgeted (Y/N)
ARRB GROUP LIMITED	Hawkeye Laser Profiler	\$ 118,043.20	1/08/2019	Project based	Y
BJ & VM KEYS EARTHWORKS	Flood Damage	\$ 2,110,607.37	1/07/2018	Project based	Funded
CHOPPAS CONCRETING SERVICE	Barmedman Mineral Pool Upgrade	\$ 114,706.94	1/08/2019	Project based	Funded
CLEARY EARTH & CIVIL	Flood Damage	\$ 1,699,795.90	1/07/2018	Project based	Funded
DAN FORD FENCING & EARTHMOVING PTY LTD	Flood Damage	\$ 2,090,988.89	1/07/2018	Project based	Funded
G & M CONNELLAN ELECTRICAL	Electrician	\$ 421,751.26	1/07/2018	Project based	Funded
RODS EARTHMOVING & EXCAVATION PTY LTD	Flood Damage	\$ 560,799.48	1/07/2018	Project based	Funded
STATEWIDE MUTUAL	Insurance	\$ 429,504.85	30/06/2019	30/06/2020	Y
TECHNOLOGY ONE LTD	Software - Annual Support Services	\$ 58,702.84	1/07/2019	30/06/2020	Y
WESTERN KERBING & CIVIL PTY LTD	Flood Damage	\$ 52,355.27	1/07/2018	Project based	Funded

Consultancy & Legal Expenses > \$50,000 @ 31 December 2019

Expenses	Expenditure YTD	Budgeted (Y/N)
GP EVANS & ENGLERT Legal Services	\$ 351,359.43	Y

Key Performance Indicators
31 Dec 2019

Rates & Annual Charges Coverage Ratio

	Rates	Waste	Sewer	Total	Ratio
Rates & Annual Charges	- 6,764,996	- 1,285,547	- 1,633,405	- 9,683,948	32.02%
Revenue from Continuing Operations				- 30,239,362	
% Revenue achieved					
Actual Revenue Achieved				- 25,240,200	83.47%
Budget Revenue from Continuing Operations				- 30,239,362	
% Actual Expenditure					
Actual Expense YTD				16,940,398	55.52%
Budget Expenditure from Continuing Operations				30,509,767	

8.10 Drought Communities Programme - Extension



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

DP5 - Work in partnership with key stakeholders to provide equitable access to Council's road infrastructure, services & facilities

Author: Director Corporate and Community Services

Introduction

On 7 November 2019 the Australian Government committed to provide an additional \$1 million each to 122 drought-affected councils and shires under the Drought Community Programme – Extension. Bland Shire Council was one of those Councils advised it was to receive the additional funds. These measures were designed to provide an immediate economic stimulus to drought-affected communities by investing in projects that support jobs and business income.

The allocation is a continuation of the programme from which Council received \$1 million in December 2018. At that time, Council considered a number of projects and at its meeting on 18 December resolved to make application to the fund and receive ongoing reports from the General Manager on the progress of each project.

In a report to the 16 July meeting, the General Manager advised that 19 projects funded by the program, four were still to be finalised with minor works to be undertaken. Council was also advised that a one month extension of time had been sought from the funding organisation to allow for these works to be completed. These projects have now been finalised.

With the announcement of further funding for community-based projects, preliminary discussions have been held and an initial assessment against the eligibility criteria undertaken. As a result, the activities included as Improving Community Connections Project Category A activities (**Attachment 1**) are being presented to this meeting for Council's endorsement for inclusion in the Drought Community Programme – Extension application.

Included in the attachment are a list of the remaining projects which were part of the \$2.5 million worth of activities presented for consideration. Many of these did not meet the eligibility criteria for the Drought Community Programme funding.

Financial Implications

The current list of projects indicates expenditure across the Shire as follows:

- Community - \$40,000
- Wyalong / West Wyalong - \$500,00
- Ungarie - \$172,000
- Mirrool - \$80,000
- Barmedman - \$73,000
- Weethalle - \$45,000
- Tallimba - \$45,000
- Naradhan - \$45,000

The direct cost to Council associated with the Drought Community Programme – Extension will be in the form of staff time. An estimate of these costs has been included in the attachment as Council's co-contribution to the Improving Community Connections Project and are in the vicinity of \$185,000.

Summary

Project activities included in the Drought Community Programme – Extension application will be required to be completed by 31 December 2020 with all funds expended by that time.

An endorsement by Council of the activity list will support the organisation's application process, particularly as many of the tasks included as Category A activities have previously been identified as meeting a community need.

Recommendation:

That Bland Shire Council

- 1. Endorses the 'Category A' Activities for inclusion in the Drought Community Programme – Extension application.**
- 2. An application to the Drought Community Programme – Extension be made for funds to achieve the Improving Community Connections Project.**
- 3. Monthly updates on funded activities included in the Improving Community Connections Project be provided to Council.**

Improving Community Connections Project	Target community	Activity costs	Amount of co-contribution*
1. Health and Healing Program	Barmedman, Mirrool, Naradhan, Tallimba, Ungarie, Weethalle, West Wyalong, Wyalong	\$35,000	\$19,000
2. Remembrance Walk – West Wyalong/Wyalong	West Wyalong, Wyalong	\$120,000	\$13,000
3. West Wyalong Small-bore amenities block and kitchen upgrade	West Wyalong	\$80,000	\$13,000
4. Disabled toilets at West Wyalong Pool	West Wyalong	\$25,000	\$12,000
5. Improve camp draft facilities at Showground	West Wyalong	\$120,000	\$12,000
6. Motorsports Park	West Wyalong	\$115,000	\$12,000
7. Barmedman Infrastructure	Barmedman	\$73,000	\$20,000
8. Ungarie netball court upgrade	Ungarie	\$157,000	\$15,000
9. Mirrool tennis courts and dump point	Mirrool	\$80,000	\$17,000
10. Village amenities blocks - Narradhan (near the RFS shed), Tallimba (in park) and Weethalle (near Children's Playground)	Naradhan, Tallimba, Weethalle	\$150,000	\$25,000
11. Fencing of grounds at Perseverance Street	West Wyalong	\$40,000	\$12,000
12. Preparation of an Adverse Events Plan	Barmedman, Mirrool, Naradhan, Tallimba, Ungarie, Weethalle, West Wyalong, Wyalong	\$5,000	\$15,000
TOTAL - A Projects		\$1,000,000	\$185,000
TOTAL PROJECT VALUE		\$1,185,000	

NB: Co-contribution amounts account for staff time associated with individual Project activities.

Category B Project element	Amount needed
Village pump tracks	\$50,000.00
Resurfacing of West Wyalong netball courts and drainage upgrade	\$220,000.00
West Wyalong Scout Hall refurbishment	\$80,000.00
McCann Park playground soft fall replacement	\$85,000.00
Shade facilities at Holland Park pool	\$80,000.00
TOTAL - B Projects	\$465,000.00

Category C Project element	Amount needed
Extension of power supply from Tennis Courts to Recreation Oval and small concrete based shed at Weethalle	\$75,000
Buy local program	\$372,500
Adventure playground for Natural Heritage reserve	\$350,000
Replace seating at Ron Crowe Oval	\$75,000
Electricity controllers at McAlister Oval	\$25,000
Under lighting Shade Sail at Barmedman Sports Field	\$25,000
Whispering Pines Aviation Museum exhibition space	\$125,000
TOTAL - C Projects	\$1,047,500

8.11 Additional Collections Contribution To Riverina Regional Library



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

Strategy 3.4 Foster a community learning culture optimising our physical and virtual spaces

Author: Director Corporate and Community Services

Introduction

Bland Shire Council is one of two member Councils of the Riverina Regional Library (RRL) that has, for some years, committed additional collections funding as part of its annual member council contribution. The additional funding has, to date, been included with the global RRL collections budget, administered by the RRL Collection Services staff.

The provision of significant additional state funding for NSW councils/libraries for the four-year period 2019/20 to 2022/23 has increased the likelihood of further RRL libraries seeking to increase their expenditure on collections.

Executive Director of Riverina Regional Library, Robert Knight has advised with this possibility in mind, and as an agreed outcome of consultation with RRL member councils during August 2019, a report has been prepared for the March 2020 meeting of the RRL Advisory Committee recommending a region wide project for the expenditure of 25% of the additional state funding to all RRL member Councils on a Collections Enhancement Project.

If the recommendation is adopted, the additional collections funding will be included in the RRL collections budget and allocated through the established shelf-ready procurement process. Mr Knight has indicated that this proposal will need 100% support from member councils to be viable. If too many councils choose not to participate, RRL will be faced with the situation of inequitable collection quality and participating libraries "subsidising" non participating libraries through the RRL inter-branch loans program.

This report is to seek Council's endorsement of the proposal to use 25% of the additional state funding on a Collections Enhancement Project for Riverina Regional Libraries.

Financial Implications

The financial implications of this proposal on Bland Shire Council are negligible and equate to a reallocation within Council's budget documentation.

Summary

In the event that the recommendation is not endorsed, the Riverina Regional Library Administration Centre (RRLAC) will not have the capacity to channel individual requests for additional collections expenditure through the current shelf-ready procurement process. Instead, councils/libraries that still wish to spend extra funds on collections could do this through the existing provisions of the RRL Service Level Agreement (SLA) for collection purchases not funded from the RRL collection resources budget. A breakdown of the Service Level Agreement is included with this report as Attachment 1.

This process has been successfully deployed by a number of RRL branch libraries in the past, guided by advice from the RRLAC Collection Services staff. Branch library staff select shelf-ready items from appointed RRL collections suppliers, with costs invoiced directly to the associated council/library.

Mr Knight has further advised that in the interests of equity and transparency, and in order to comply with the terms of RRL's SLA, the organisation was no longer in a position to include additional collections expenditure for individual councils in the annual Member Council Contributions spreadsheet.

Recommendation:

THAT Bland Shire Council:

- 1. Endorses the proposal for Riverina Regional Libraries to allocate 25% of additional state funding to all RRL member Councils on a Collections Enhancement Project.**
- 2. Representatives of the Council attending the March Riverina Regional Libraries Advisory Committee be authorised to inform the committee of this support.**
- 3. Allocate the Additional Bland Collections fund included in its annual contribution to Riverina Regional Libraries to the Bland Shire Library annual operational budget to meet future requirements of the local library.**

Riverina Regional Library Service Level Agreement for collection purchases

RRL Service Level Agreement (SLA) for collection purchases not funded from the RRL collection resources budget is as follows:

Service	Performance Indicator
Shelf-ready provision of collection items funded from the RRL collection resources budget: <ul style="list-style-type: none"> • Provided through the RRL outsourced shelf-ready collections process 	<ul style="list-style-type: none"> ▪ Supplier KPIs are achieved
Shelf-ready processing of collection items not funded from the RRL collection resources budget: <ul style="list-style-type: none"> • No charge for processing of donations equalling up to 20% of total number of new items allocated in the previous year • The following schedule of shelf-ready processing fees is applied to donations beyond the SLA threshold (<i>see Note 1 below</i>) and to any other externally funded collection items that are processed by RRL (<i>see Note 2 below</i>): <p>Book item: \$7.50 (inc GST)</p> <p>Non book item (includes One-Time CD/DVD/MP3 cases): \$11.00 (inc GST)</p> <p>Non book item (includes multi-CD sound recording cases): \$16.50 (inc GST)</p> <p>Digitised item (cataloguing and linking): \$11.00 (Inc GST)</p>	<ul style="list-style-type: none"> ▪ 80% of donations processed within 8 weeks of being received ▪ Externally funded collection items processed within 8 weeks being received ▪ Processing of donations adheres to the agreed formula for calculating the quantity of donations that may be processed at no charge ▪ Processing of externally funded collection purchases, as well as donations above the “free” quota adhere to the item processing costs as published in the annual RRL Fees & Charges schedule (Internal Charges)

Note 1 – there is a cost attached to processing donated items, and all member libraries must be judicious about which donated items are added to the library collection. In order to control this area of cost, the amount of donated material that will be processed at no charge is limited to 20% of the new items acquired (on average) by each library in the previous year. For example, if 15,000 items were acquired by RRL in the previous year and Member Shire Council was allocated 10% of the items (1,500) it would be entitled to have 300 donated items processed in the current year.

Note 2 – Individual member Councils occasionally purchase additional library resources using external funding sources (i.e. funding that falls outside the RRL annual budget). As this expenditure falls outside the terms of the RRL Agreement and the Strategic Procurement model, branch libraries will source their own externally funded collection items, send them to the RRL shelf-ready provider for processing, and make financial arrangements through their individual Councils directly with suppliers. In the event that externally funded collection items are sent to RRL for processing, the shelf-ready processing schedule in the above table will be applied.

Section 3 – Technical Services

8.12 Alcohol Free Zones - West Wyalong and Wyalong



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

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

Author: Manager Development and Regulatory Services

Introduction

Alcohol Free Zones (AFZ) have been in place in Wyalong and West Wyalong since 1994, and have been widely supported by the local police, business community and members of the public.

Section 644 of the Local Government 1993 enables Council to prepare a proposal for the establishment of an AFZ in accordance with the Act and any appropriate guidelines. The proposed AFZ may comprise either or both of the following:

- (a) A public road or part of a public road;
- (b) A public place that is a car park or part of a car park.

The proposal may provide for an Alcohol Free Zone to be established for a period of not exceeding four (4) years and for the zone to operate for the whole of that period or for days on which particular special events occur.

The time period during which an Alcohol Free Zone operates cannot be extended and Council is required to establish a new Alcohol Free Zone which can be in the same configuration.

To establish an AFZ, Council must consult with the NSW Police and interested parties. This process requires that a notice is placed in a newspaper circulating in the area and a copy of the proposal is to be sent to the NSW Police Local Area Commander, liquor licensees and secretaries of registered clubs whose premises border on or are adjacent to the proposed zone and invite representations or objections within 30 days from the date of sending a copy of the proposal.

At the conclusion of the consultation process, Council must then consider any representations, submissions or objections received. The proposal would then require a Council resolution to establish the Alcohol Free Zone.

Financial Implications

It is proposed to use adhesive labels to update the existing signage, where possible. It is expected that costs will be approximately \$300 if replacement signs are not required.

Summary

The proposed Alcohol Free Zone is the same configuration as the existing zone. Once the consultation period has concluded, any representations or submissions received will be reviewed prior to the adoption of the proposal and the submission of a further report to Council.



Recommendation:

That Council resolves to establish an Alcohol Free Zone and place the proposal on public exhibition for a period of thirty (30) days for comment.

ALCOHOL FREE ZONE - WEST WYALONG



Alcohol Free Zone - West Wyalong

-  AFZ - Public Roads
-  AFZ - Public Carparks

ALCOHOL FREE ZONE - WYALONG



8.13 Local Heritage Assistance Funding – 99 Main Street, West Wyalong



Our Prosperity - Growing our population and jobs

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

Author: Manager Development and Regulatory Services

Introduction

An application for Local Heritage Assistance Funding has been received from Barry McGee, the owner of 99 Main Street, West Wyalong. The proposal is for external painting of the front façade of the building.



The aim of the Heritage Assistance funding is to provide incentive funding to assist property owners in the restoration and conservation of their heritage house or business premises.

The premises is listed as a heritage item under the Bland Local Environmental Plan 2011. The following is an extract from the NSW State Heritage Inventory:

Statement of Significance:

This building has historic, social and aesthetic significance, representing the production of large Life assurance companies to regional NSW. The grand neo-classical style of the building provides a landmark within the streetscape and introduces the through site layout to Main Street retailing. This provides for an open public corridor on the ground floor with separate accommodation to each side.

Physical Description and Historical Notes

A two storey commercial building in the neo-classical style that suited the period and the image projected by major Insurance Companies. The detailed facade includes dory columns, pane windows shop fronts and gates to the arcade. Includes original fittings. The layout is impressive with a central corridor leading to the upstairs entrance.

Commemoration Dinner held to celebrate opening of building 25 May 1928. With the deputy Shire president Cr. D A Gagie as Chairman and Mr. Evans as host.

The proposed costs for the works are:

Prepare and paint front facade	\$7500
Prepare and paint gates	\$1133

The applicant is seeking a grant of \$4316.00, which is 50 per cent of the total cost of \$8633.00. Under the Heritage Assistance Grant Guidelines the project is eligible for a grant of \$3500.00.

Financial Implications

There is currently \$21,701.00 of unallocated funds in the Local Heritage Grants budget. Should this application be approved there will be \$18,021.00 remaining in the budget for Local Heritage Grants.

Summary

The project is consistent with the Local Heritage Fund Guidelines. The maximum funding under the guidelines is fifty per cent of the project cost to a maximum of \$3,500.00 and it is recommended that Council allocate an amount of \$3,500.00 for the project, which is fifty per cent of the total cost of project.

Recommendation:

That Council approve funding of \$3500.00 to Barry McGee towards the painting of the front façade of 99 Main Street, West Wyalong.

Section 4 – Reports for Information

Recommendation:

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

- **8.14 - Economic Development & Tourism Report – February 2020**
- **8.15 - Community Services Report**
- **8.16 - Children’s Services Monthly Update**
- **8.17 - Bland Community Care Services Update**
- **8.18 - Assets & Engineering Services Report**
- **8.19 - Development Services Activity Report December 2019 & January 2020**

8.14 Economic Development & Tourism Report – February 2020



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 and Tourism & Administration Officer

Introduction: Economic Development and Tourism initiatives during December 2019 and January 2020

ECONOMIC DEVELOPMENT

Proposed major residential development

The expansion of the Lake Cowal Gold Mine has resulted in a significant demand for more residential development and Council is working closely with a number of stakeholders to facilitate the development of existing residential zoned land within West Wyalong.

Recent DA for 10 2-storey townhouses

A development application for the building of 10 2-storey townhouses has been approved by Council which is linked to the demand for more residential housing. This development is close to the western entrance of the town and will fill a large block of land that has been vacant for many years.

Round 3 of the Stronger Country Communities Fund

Still waiting on the announcement of the successful projects under Round 3 of the Stronger Country Communities Fund with total funds from the 3 Rounds totalling \$3,116,055.00

Drought Community Funding Program

Council has been successful in receiving funding of \$1m in the first round of this program with the majority of the funds going to projects in our villages. Council is in the process of determining suitable and eligible projects under Round 2 which is another \$1m

Launch of the Second Flavour Festival

Following the success for the Flavour Festival in 2018 and with a sizeable grant from the FRRR, the second Bland Shire Flavour Festival will be held from 20-22. Further details will be forthcoming in the next week or so.

TOURISM

Free Pool Entry for Visitors to West Wyalong

During the month of December 2019 and January 2020, the Bland Shire Visitors Centre together with Angus Westaway from Holland Park Pool sponsored free pool tickets to any visitors in caravans.

With temperatures deep in the 40°C, Bland Shire experienced extreme hot weather which would make it uncomfortable for tourists traveling with caravans. Tourists to our region staying at accommodations could utilise the air conditioners in their accommodations. Free pool tickets were left at the ACE Caravan Park, West Wyalong Caravan Park and the West Wyalong Show Grounds to hand to those visitors in caravans.

Twenty-three tickets were given to tourist in caravans.



Why Leave Town Project

The 'Why Leave Town' card has been a real success in the Bland Shire during December 2019.

Almost \$15k through the program was a good result, but more importantly was the fact that over 200 cards were loaded up. It is really important that we get lots of people talking about the program in these early days, and so it is all about volume rather than value (as value will follow).

Program Overview	
Total Value of Cards Loaded in Program:	\$16,702
Total Value of Cards Redeemed in Program:	\$3,297
Total Value Not Yet Spent in Program:	\$13,405

WLT MONTHLY STATISTICS:

	Oct '19	Nov '19	Dec '19	Oct 19 – Dec '19
Total Program				
Number of Loaded Cards	2	48	218	268
Load Value	\$61	\$2,820	\$13,821	\$16,702
Number of Redemptions	1	1	56	58
Value of Redemptions	\$1	\$50	\$3,246	\$3,297

Interestingly, from the 218 loaded cards in December, 92 cards were loaded by Why Leave Town for 2 organisations requesting bulk cards. It is easier to ring Why Leave Town to load bulk cards instead of a small business as it takes time to load te cards with the different amounts. The amount on those cards came to \$4560 which would be spend back into the community.

From the \$13821 upload, \$10575 still needs to be redeemed in the Bland Shire.

NRMA Vehicle Re-Charging Station – West Wyalong

Since the installment of the NRMA vechile charging station in October 2018, 44 vechles stopped and re-charged at the charging station.

A vechle fast charge takes 30min to fully charge and during that time the driver and passengers would take a walk down the West Wyalong Main Street to stretch their legs and usually to get something to eat and drink. This is a good result for West Wyalong as it fills the gap of having to re-charge your vechle on the Newell to Dubbo or to Narandera.

Business West Wyalong Christmas Carnival 2019

Another very succesful Christmas Carnival was held on the 6 December 2019 in the Main Street of West Wyalong.

This event was sponsored by Bland Shire Council and Lake Cowal Gold Mine last year with many benefits to the businesses that stay open till 9pm. It is a time for Bland Shire locals and visitors to enjoy the free rides for children and getting those Christmas shopping locally. A bus tour of the Homes and Businesses Christmas Lights were fully booked and generously sponsored by Kelly's Coaches.

With the release of the WLT local shopping card in time for this event, locals could either redeem their cards that they have received or load cards as gift to friends and family.



Bland Shire Events 2020

JANUARY 2020		LOCATION
1	New Year's Day	NSW
25	Dean Wood Big Gig 2020	West Wyalong
26	Barmedman Australia Day Breakfast	Barmedman
26	Weethalle Beach Party (Hotel)	Weethalle
26	Ungarie Community Brunch	Ungarie
26	Australia Day West Wyalong – Barnado Park	West Wyalong
31	Nathan Griggs Whip cracker	West Wyalong

FEBRUARY		LOCATION
8	West Wyalong Show Society Markets	West Wyalong
13-15	Jet Flyers	West Wyalong
28-29	Rugby League Knockout	West Wyalong

MARCH		LOCATION
21-22	West Wyalong Flavour Festival – 'Chickenstock'	West Wyalong
22	Crooked Mile Show and Shine	West Wyalong
28	West Wyalong Rodeo	West Wyalong
28	Browsers Walk	West Wyalong
29	West Wyalong Evolution Gold Triathlon	West Wyalong

APRIL		LOCATION
3-5	Jet Flyers	West Wyalong
10-11	Evolution Mining Pairs Bowls	West Wyalong
11	West Wyalong Show Society Markets	West Wyalong
12	Eric Miller Memorial Fours	West Wyalong
18	Barmedman Music Festival	Barmedman
29 April- 3 May	Weethalle Country Music Muster	Weethalle

MAY		LOCATION
29 April- 3 May	Weethalle Country Music Muster	Weethalle
9	West Wyalong Show Society Markets	West Wyalong
15-17	Jet Flyers NSW Flying Weekend	West Wyalong
25-31	Library and Information Week	West Wyalong
TBC	Free Tip Day	Bland Shire

JUNE		LOCATION
8	Queen's Birthday Public Holiday	NSW
13	West Wyalong Show Society Markets	West Wyalong
26-28	Jet Flyers NSW Flying Weekend	West Wyalong
TBC	West Wyalong Horse Sports Fun Day	West Wyalong
TBC	Phillip Judd Jumping Day and Gymkhana	West Wyalong

JULY		LOCATION
7-15	MAAA(Model Aircraft) 72 nd Championships	West Wyalong
11	West Wyalong Show Society Markets	West Wyalong
TBC	After School Care	West Wyalong
TBC	Bland Shire Library School Holiday Program	West Wyalong

AUGUST		LOCATION
8	West Wyalong Show Society Markets	West Wyalong
14-16	Jet Flyers NSW Flying Weekend	West Wyalong
16	Weethalle Show	Weethalle
TBC	Bland Shire Library Book Week	West Wyalong
TBC	West Wyalong Horse Sports Sore Butt Ride	TBC

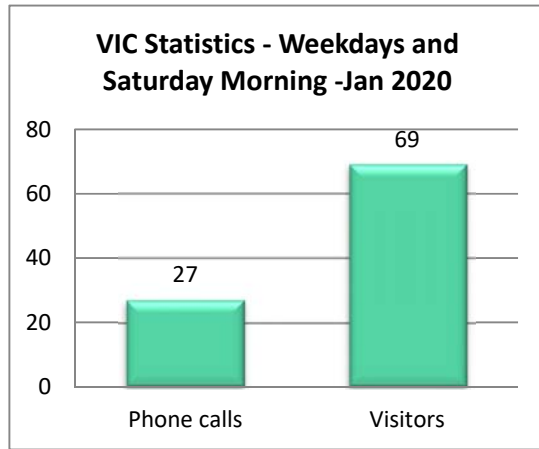
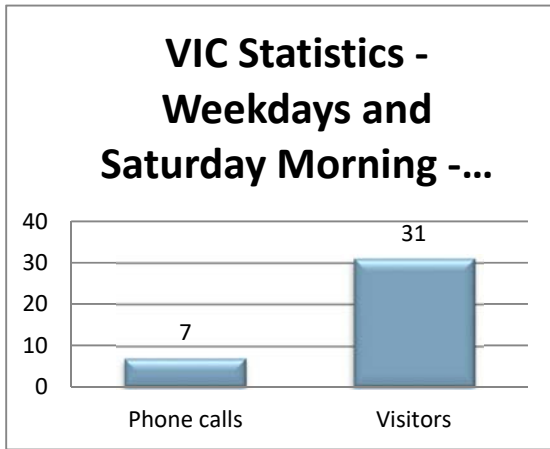
SEPTEMBER		LOCATION
1-2	West Wyalong Show	West Wyalong
6	Ungarie Show	Ungarie
12	West Wyalong Show Society Markets	West Wyalong
25-27	Model Jet Flyers NSW	West Wyalong
TBC	West Wyalong Charity Campdraft	West Wyalong
TBC	Ungarie Bowling Bogeye Cup	Ungarie

OCTOBER		LOCATION
5	Labour Day Public Holiday	NSW
10	West Wyalong Show Society Markets	West Wyalong
10	Mirrool Silo Kick	Mirrool
10	Barmedman Tractor Pull	Barmedman
TBC	Bland Shire Library Holiday Program	West Wyalong
TBC	Vacation Care Holiday Program	West Wyalong

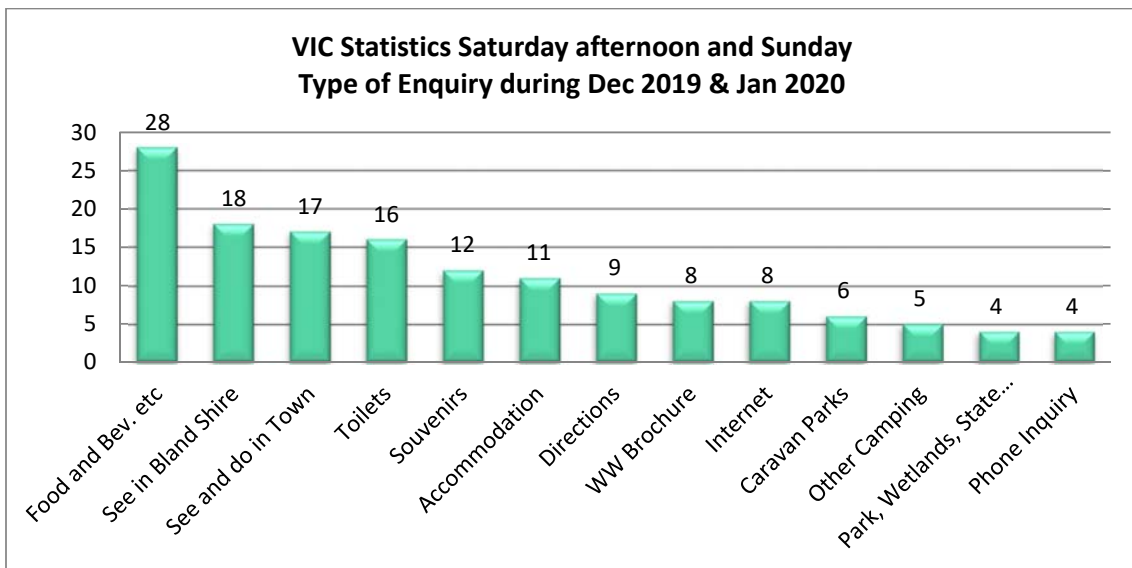
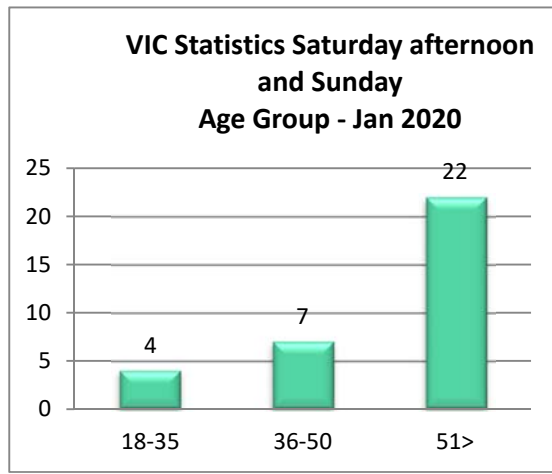
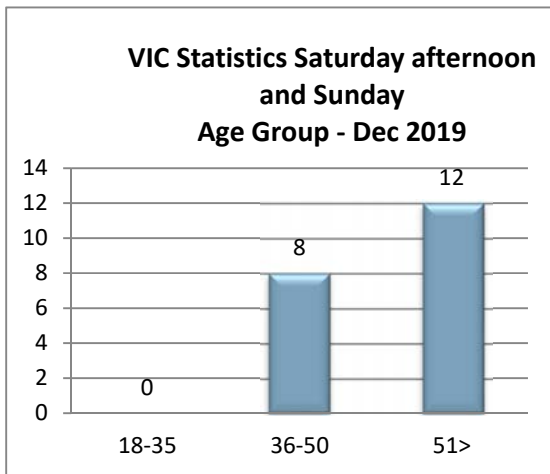
NOVEMBER		LOCATION
14	West Wyalong Show Society Markets	West Wyalong
TBC	Australian Yard Dog Championships	West Wyalong
TBC	Melbourne Cup Ladies Day for CanAssist	West Wyalong
TBC	Barmedman Mineral Pool Opens for season	Barmedman
TBA	Wyalong Museum Open Day	Wyalong

DECEMBER		LOCATION
12	West Wyalong Show Society Markets	West Wyalong
25	Christmas Day	NSW
26	Boxing Day Public Holiday	NSW
TBC	Business West Wyalong Christmas Carnival	West Wyalong
TBC	Holland Park Pool Party	West Wyalong
TBC	Carols by Candlelight	West Wyalong
TBA	Library After School Christmas Activity	West Wyalong
TBC	International Day of People with a Disability	West Wyalong
TBC	Ungarie Pool Party	Ungarie

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



VIC Statistics On Weekends (Saturday 12pm to Sunday)



8.15 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

Ungarie and West Wyalong Pool Parties

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

Attendance levels were fabulous at both events with all feedback received being overwhelmingly positive.



Murrumbidgee Youth Grant for the delivery of the BAMB program

Council was recently informed that an application submitted 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 was successful.

The full day BAMB School Wellbeing Program has been developed to support the cognitive, emotional, social, physical and spiritual wellbeing of students. The delivery of this program offers opportunities for young village residents to connect, succeed and thrive, having a positive impact on their learning and development.

Council has facilitated local events with the Mindful Warrior in the past, with the feedback received from teachers and students involved in these events being extremely positive. 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.

Australia Day

The annual Australia Day breakfast and awards were held in Barnado Park on Sunday 26 January with a huge crowd in attendance to witness this year's award presentations and enjoy the always delicious breakfast provided by the West Wyalong Lions Club. The morning ceremonies included an inspiring Acknowledgment of Country from Linton Howarth, a rousing address from Mayor Brian Monaghan paying tribute to the Bland Shire volunteers and achievers, an inspired address from this year's extremely accomplished Australia Day Ambassador, Samantha Hollier-James and the presentation of the 2020 Australia Day awards.

This year saw five wonderful and extremely deserving residents acknowledged for their achievements and commitment to the Bland Shire. Award recipients are as follows -

Citizen of the Year: Joyce Cooper

Young Citizen of the Year: Thomas Jordan-Downes

Environmental Citizens of the Year: The West Wyalong Garden Group volunteers

Community Group of the Year: West Wyalong Town Band

Achievement in Sport Award: Zac Hanrahan



LLS Reconciliation Mural Grant

Following a competitive application process up against numerous regional Councils, Bland Shire Council was offered a \$10,000 grant from Local Land Services (LLS) for the delivery of an indigenous reconciliation mural to be delivered within the Bland Shire. Both Council and the West Wyalong LALC have written to Goldenfields Water seeking their support in the delivery of the public artwork with the intention to install the mural on the Goldenfields water tower situated at Wyalong.

The matter was taken to a December Goldenfields Water board meeting for consideration, with the matter referred to the February meeting for further discussion.

8.16 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

Recruitment

The following positions have been successfully recruited to in preparation for Term 1 classes:

- Child Care Educator – Maternity Relief
- Play Session Leader – Temporary part time
- Early Childhood teacher – Temporary part time
- Early Childhood teacher – Maternity Relief – this position is now temporarily job share
- 2 x Child Care Educator (Special Needs) – Temporary part time

Advertising for the following positions closed recently.

- Trainee Child Care Educator – closing date: 3 February 2020
- Casual Child Care Educator – closing date: 7 February 2020

Staff Training

All CSU staff participated in First Aid and CPR training on Tuesday 28 January 2020 followed by an all staff meeting in preparation for the year ahead.

It Takes A Village

- There were no scheduled sessions due to the holiday period.
- Staff undertook a stocktake including cleaning of resources in Toy Library.
- The development of an e-catalogue for Toy Library has commenced.
- The Play Session Leader conducted an induction with a casual assistant.
- Meeting/correspondence with services within CSU for planning of sessions and co-ordination purposes to ensure that sessions offered do not clash with that of other CSU services.
- Research and planning of itinerary for first term with a schedule of sessions being set.

Mobile Resource Unit

The service submitted and was successful in gaining Inclusion Support funding for two children attending Friday West Wyalong classes. These funds will be utilised for two additional educators across the classrooms.

Ungarie Preschool

- No sessions held in January due to the holiday period.
- Classes re-commenced Wednesday 5 February.
- Enrolments for Wednesday are at 10 children and Thursday 8 children.

Playgroups

- No sessions held due to the holiday period.
- Sessions re-commenced Monday 3 February.

The following venue changes have been made:

- West Wyalong on Monday mornings, Tallimba and Weethalle on alternate Monday afternoons.
- Playgroup will visit Ungarie on Tuesday mornings and West Wyalong will have access to a second play session on Tuesday afternoons.
- The second session in West Wyalong will be trialed for six months and then re-assessed. Families have been notified of these changes via SMS, email and Facebook.

Vacation Care

Two weeks of Vacation Care was held from 13 – 23 January 2020. The program consisted of recycled craft projects, messy play, water fun days, woodwork, sing star, cooking and two incursions from Splatter Gallery and Laser Tag.

Attendance numbers were:

- 13.01.2020 – 5 children
- 14.01.2020 – 12 children
- 15.01.2020 – 15 children
- 16.01.2020 – 13 children
- 17.01.2020 – 10 children
- 20.01.2020 – 7 children
- 21.01.2020 – 9 children
- 22.01.2020 – 9 children
- 23.01.2020 – 14 children

Bland Preschool

Term 1 commenced on Wednesday 29 January 2020, it has been a very smooth transition for the three year old classes moving into the four year old classroom.

We welcomed new families into our service with our three year old classes underway. To ensure the children have a smooth introduction to the preschool environment the three year old Friday class, will be having two, three hour sessions before commencing a full six hour day in week three. Previously this has shown to be extremely successful, for both the children and their families.

Preschool Enrolments:

- Monday/ Tuesday Bilby: 17 children
- Wednesday/ Thursday Bilby: 20 children
- Wednesday/ Thursday Gecko: 19 children
- Friday Bilby: 15 children
- Friday Gecko: 15 children

Bland Preschool was successful in gaining a Department Of Education Community Grant in the sum of \$10,000. This grant will be used for staff development opportunities that promote Aboriginal cultural awareness and inclusion as well as the purchase of culturally appropriate resources.

A workshop facilitated by Koori Curriculum is being held on 14 March 2020 and has been offered to all CSU staff including FDC educators.

Family Day Care

Recruitment for the newly appointed Family Day Care Support Officer was undertaken. On commencement of this position, visits by the FDC Support Officer and CSU Coordinator to West Wyalong Educators occurred as a way of introduction.

Monitoring visits did not occur during the month of January due to Educator and Support Officer annual leave periods.

8.17 Bland Community Care Services Update



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

DP1- Ensure health and support services address the needs of the community

Author: Community Care Coordinator

Internal audit/review

To ensure that Bland Shire Community Care Services are acting in accordance to all relevant frameworks and standards we have been busy conducting an internal audit and review. We engaged the services of an external consult in December, during this time, we were able to draft a detailed Action/Strategic Plan to assist us in the planning and implementation of the changes required within the organisation.

As part of this, we are adding to, changing and updating all of our assessment/client paperwork, the way in which we manage our funding, our policies, procedures, and our internal processes. This is in order to ensure we are following the relevant guidelines.

This process will be an ongoing project for the next six months. By the end, Bland Shire Community Care Services will be suitably setup to continue with our current grant funding and in a position to tender or market ourselves to expand our client base.

Recruitment

We have successfully recruited for our Administration Assistant position. This will commence on the 18 February 2020 as a 12 month contract for the time being.

In the coming weeks we hope to advertise for another Support Assistant and a Cleaner to work within the community. This will mean that we can accept more client referrals.

Training

Last Tuesday and Wednesday both our Administration staff and our Support Assistants attended CPR and First Aid training.

Ongoing Demand

We are continuing to receive a high volume of referrals for service provision within the Bland Shire. These are comprised of CHSP, HCP and NDIS. However whilst we complete our internal audit and review process, we are only accepting CHSP referrals until such time that we are compliant with the guidelines for HCP and NDIS.

Wednesday Activity Day

On the 18 December, we celebrated Christmas with our WAD group – the team prepared a roast lunch and Pavlova for the group and had Christmas related activities.

During January, we celebrated Australia Day with related trivia, facts, games and iconic foods.



8.18 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 Technical Services

1. Council Road Crew Locations Week Commencing 15.12.2019

- Graders
 - Wargin Road
 - Alleena Road
 - Old Condobolin Road
 - Lewes/Humby Road
 - McCaskie's Lane Area
- Gravel Carting
 - Storms Pit/Alleena Road
- Maintenance Crews (Bobcat/Backhoe)
 - Shire Roads

2. Council Road Crew Locations Week Commencing 13.1.2020

- Ditchfields Lane/Girral Road
- Alleena Road/Ariah Park Road
- Old Condobolin Road
- McCaskie's Lane Area
- Sandy Creek/Humby Road
- Gravel Carting
 - Girral Road/Deans Pit
- Maintenance Crews (Bobcat/Backhoe)
 - Shire Roads

3. Council Road Crew Locations Week Commencing 20.1.2020

- Graders
 - Merrengreen Road
 - Ariah Park Road
 - Old Condobolin Road/Bena Road
 - Humby Road
 - Youngareen Road Area
- Gravel Carting
 - Youngareen Road
- Maintenance Crews (Bobcat/Backhoe)
 - Shire Roads

4. Council Road Crew Locations Week Commencing 27.1.2020

- Graders
 - Arianh Park Road
 - Bena Road
 - Humby Road
- Gravel Carting
 - Youngareen Road
- Maintenance Crews (Bobcat/Backhoe)
 - Shire Roads

Noxious Weeds/Environmental

- High Risk Pathway Inspection – MR371, Mid Western Highway, Newell Highway,
- Slashing / Mowing – Hazard reduction – Clear Ridge Road Clearing Drains
- MidWestern Highway Property Inspections - 25
- The following noxious weeds and other controls were undertaken:
 - West Wyalong - cemetery, lanes
 - St Johns Wort – Dundas Road.
 - Spiny Burr Grass Red Zones – Barmedman, Wombyne Road, Blow Clear Road, 57 North, Bena Road, Cottingley Lane, MR231 , Abernethys Lane, Ungarie Water tower area and rail corridor, Kikoira Road, Hatelys Lane, Quandialla Road, Newell north, Sandy Creek Road, McDermotts Lane, Gunn Road, Clear ridge Road, Wilsons Lane, Youngs Lane, Yalgogrin Hall, Weethalle Show ground, West Wyalong pony club , Bygoo Road, Buralyang Road, MR371 , Lonegans Lane.
 - Tree Sucker spraying – Kolkilbertoo Road.
 - Coolatai – sprayed Pfeiffers Lane.
 - Blue Heliotrope – Buddigower Road.
 - Tree Suckers – West Wyalong Wet Lands.
 - Silver Leaf Nightshade – 57 Nth , Kikoira Road, Calleen area, Merringreen Road, Bolagamy Road, Youngareen Road, Bena Road, Dundas Road, Bonehams Lane, Stidwells Lane, AbernethysLane, MR368.
 - Bathurst burr – Troths Lane, Euroka Road, Grahams Lane, Morangerall , Waarbilla Road, Back Creek Road, Harris Lane, Quambatook Road, TroysLane, Berendebba Road, Kerrs Lane, Burrangong Lane, East Bland Lane, William Crossing Road, Nobbys Lane, MR398, Sunderlands Lane, Mclvers Lane, Wests Lane, Corringale Lane, Lake Cowal Road, Uncle Bills Road, Blow Clear Road, Cattles Lane, Browns Lane, Bolygamy Road, Bowlands Lane, Youngareen Road, Greaves Lane, McKenzies Lane, Mulga Road, Pfeiffers Lane, Harts Lane, Meaghers Lane, Staniforths Lane, Quilties Corner, Buddigower Road, Adlers Lane, Bartels Lane, Beckom Road, Tyndals Lane, Rielly Lane, Arianh Park Road.

8.19 Development Services Activity Report December 2019 & January 2020



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

December 2019

Planning and Building Activities Update

Development Applications

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

Application No	Address	Development
DA2020/0031	29 England Street, West Wyalong	Demolition of an existing dwelling
DA2020/0032	22 Bellarwi Road, West Wyalong	Garage
DA2020/0033	22 Monash Street, West Wyalong	Storage shed

The following DA applications were approved during December 2019:

Application No	Address	Development	Approval Date
DA2020/0022	190 Showground Road, West Wyalong	Alterations to and including the enclosure of an existing shed for use as a public entertainment facility	11/12/2019
DA2020/0028	110 Neeld Street, Wyalong	Above ground swimming pool	13/12/2019
DA2020/0030	73 Park Street, West Wyalong	Public Recreation Facility – Tennis Club amenities facility incorporating toilets, canteen and undercover viewing area	10/12/2019

Complying Development Certificates

Council received the following CDC Application during December 2019:

Application No.	Address	Development	Received Date
CDC2020/0005	124 Showground Road, West Wyalong	Inground swimming pool	3/12/2019

Building Inspections

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

Inspection Type	Number
Site	2
Pier Holes	1
Slab/Coping	4
Frame	9
Hot & Cold	5
Wet Areas	5
Drainage/Plumbing	5
Stormwater	8
Final	24

Regulatory Activities Update

Dog Attacks

There were no dog attacks reported during December 2019.

Barking Dog Complaints

There were no barking dog complaints received during December 2019.

Companion Animal Seizure and Impound Activities December 2019

Seizure Activities:	Dogs	Cats
Seized	9	0
Returned to Owner	9	0

Impounding Activities:	Dogs	Cats
Animals in pound at start of month	5	9
Incoming Animals		
Transferred from Seizure Activities	0	0
Dumped at Pound	14	35
Surrendered	0	0
Total Animals in Pound	19	44

Outgoing Animals		
Released to Owner	0	0
Euthanased	0	0
Rehoused	13	39
Sold	0	0
Died at Pound	0	0
Stolen	0	0
Escaped	0	0
Total Animals Leaving Pound	13	39
Animals in Pound at end of Month	6	5

January 2020

Planning and Building Activities Update

Development Applications

The Council has received the following Development Applications during January 2020:

Application No	Address	Development
DA2020/0034	26 Bellarwi Road, West Wyalong	Garage
DA2020/0035	51 Dumaresq Street, West Wyalong	Storage shed
DA2020/0036	155 Main Street, West Wyalong	Alterations to commercial premises
DA2020/0037	169 Main Street, West Wyalong	Use of footpath for "A" frame advertising sign
DA2020/0038	3-7 Robertson Street, Barmedman	Storage shed
DA2020/0039	89 Centenary Drive, West Wyalong	Retrospective shade structure & spa pool
DA2020/0040	89 Gladstone Street, West Wyalong	Additions of a verandah
DA2020/0042	27-33 Shire Street, West Wyalong	Change of use from commercial to a workshop
DA2020/0043	14 Dumaresq Street, West Wyalong	Subdivision Strata Title (Creation of an additional four [4] Lots)

The following DA applications were approved during January 2020:

Application No	Address	Development	Approval Date
DA2020/0023	50 Park Street, West Wyalong	Alterations & additions to a commercial premises	9/1/2020
DA2020/0031	29 England Street, West Wyalong	Demolition of an existing dwelling	13/1/2020
DA2020/0032	82 Bellarwi Road, West Wyalong	New single storey dwelling & storage shed	16/1/2020
DA2020/0033	22 Monash Street, West Wyalong	Storage shed	30/1/2020
DA2020/0034	26 Bellarwi Road, West Wyalong	Garage	21/1/2020
DA2020/0035	51 Dumaresq Street, West Wyalong	Storage shed	31/1/2020
DA2020/0036	155 Main Street, West Wyalong	Alterations to commercial premises	23/1/2020
DA2020/0037	169 Main Street, West Wyalong	Use of footpath for "A" advertising sign	28/1/2020

Complying Development Certificates

Council approved the following CDC Application during January 2020:

Application No.	Address	Development	Approval Date
CDC2020/0006	82 Bellarwi Road, West Wyalong	Inground swimming pool	30/1/2020

Building Inspections

The following inspections were carried out by Council during January 2020:

Inspection Type	Number
Pre-Lodgement	2
Site	14
Pier Holes	1
Strip Footings	1
Slab/Coping	5
Frame	2
Hot & Cold	2
Wet Areas	3
Drainage/Plumbing	2
Stormwater	3
Final	3

Regulatory Activities Update

Dog Attacks

There were no dog attacks reported during January 2020.

Barking Dog Complaints

There were no barking dog complaints received during January 2020.

Companion Animal Seizure and Impound Activities January 2020

Seizure Activities:	Dogs	Cats
Seized	12	2
Returned to Owner	7	0

Impounding Activities:	Dogs	Cats
Animals in pound at start of month	6	5
Incoming Animals		
Transferred from Seizure Activities	5	2
Dumped at Pound	9	11
Surrendered	5	0
Total Animals in Pound	25	18

Outgoing Animals		
Released to Owner	3	0
Euthanased	0	0
Rehoused	12	1
Sold	0	0
Died at Pound	0	0
Stolen	0	0
Escaped	0	0
Total Animals Leaving Pound	15	1
Animals in Pound at end of Month	10	17

NOTICES OF MOTIONS / QUESTIONS WITH NOTICE