



**Bland Shire Council**  
**Business Paper**  
**Ordinary Council Meeting**  
**17 November 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**

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

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

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

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

**Agency Advice**

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

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

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

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

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



PSITAB	NSW Public Sector Industry Advisory Board
PSSA	NSW Primary Schools Sports Association
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

17 November 2020

commencing at 6:30PM

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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").*

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

### 2.1 Attendance

#### Councillors

Cr Bruce Baker

Cr Rodney Crowe

Cr Penny English

Cr Kerry Keatley

Cr Tony Lord

Cr Liz McGlynn

Cr Brian Monaghan

Cr Murray Thomas

Cr Jan Wyse

#### Staff

General Manager – Ray Smith

Director Technical Services – Will Marsh

Director Corporate & Community Services – Alison Balind

Executive Assistant – Julie Sharpe

### 2.2 Apologies

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

## 3.0 CONFIRMATION OF MINUTES

### 3.1 Ordinary Meeting held on 20 October 2020

- Corrections
- Business Arising
- Confirmation

#### 4.0 DISCLOSURES OF INTERESTS

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

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

#### 6.0 MAYORAL MINUTE(S)

#### 7.0 REPORTS OF COMMITTEES

#### 8.0 REPORTS TO COUNCIL

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## **Section 4 - Reports for Information**

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## **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 Sale of 64 Court Street West Wyalong**

*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.*

### **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*

<b>Committee</b>	<b>Date/s</b>	<b>Minutes attached</b>
<b>Australia Day Awards Committee of the Whole</b> <i>(Whole Council)</i>		
<b>Australian Rural Roads Group Inc</b> <i>(Mayor Monaghan, Cr McGlynn - alternate, Cr Thomas - alternate)</i>		
<b>Bland Rural Fire District Zone Liaison Committee</b> <i>(Cr Keatley)</i>		
<b>Bland – Temora RFS Zone Bushfire Management Committee</b> <i>(Cr Baker)</i>	23 <sup>rd</sup> September 2020	
<b>Community Reference Group</b> <i>(Whole Council)</i>		
<b>Country Mayors Association of NSW</b> <i>(Mayor Monaghan)</i>	6 <sup>th</sup> November 2020	
<b>Cowal Gold Project Community Environmental Monitoring &amp; Consultative Committee (CEMCC)</b> <i>(Mayor Monaghan, Cr Thomas - alternate)</i>	2 <sup>nd</sup> December 2020	
<b>Goldenfields Water County Council Board</b> <i>(Cr McGlynn)</i>	22 <sup>nd</sup> October 2020	✓
<b>Audit, Risk &amp; Improvement Committee</b>		
<b>Lachlan Valley Noxious Plants Advisory Committee</b> <i>(Cr Crowe)</i>		
<b>Local Traffic Advisory Committee</b>		
<b>Murrumbidgee Primary Health Network Board</b> <i>(Cr Monaghan)</i>		



<b>Newell Highway Taskforce</b> <i>(Cr Lord)</i>	10 <sup>th</sup> November 2020	
<b>NSW Association of Mining &amp; Energy Related Councils (MERC)</b> <i>(Cr McGlynn, Cr Thomas - alternate)</i>	27 <sup>th</sup> November 2020	
<b>NSW Public Libraries Association</b> <i>(Cr Wyse)</i>		
<b>Riverina Eastern Regional Organisation of Councils (REROC)</b> <i>(Mayor Monaghan)</i>	27 <sup>th</sup> August 2020 23 <sup>rd</sup> October 2020	✓
<b>Riverina Joint Organisation</b> <i>(Mayor Monaghan)</i>	23 <sup>rd</sup> October 2020	✓
<b>Riverina Regional Library Advisory Committee</b> <i>(Cr Wyse)</i>		

**Recommendation:**

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

The meeting commenced at 10.10am.

**PRESENT**

Cr D Palmer, Cr G Armstrong, Cr B Callow, Cr D McCann, Cr L McGlynn, 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) Miss S Jung (Engineering Manager), Mrs A Coleman (Executive Assistant).

**1. LEAVE OF ABSENCE/APOLOGIES**

**BOARD RESOLUTION**

**20/091 RESOLVED on the motion of Crs Callow and McCann that Cr K Morris 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**

Councils Auditor Brad Bohun will attend the meeting virtually to present Councils audited Financial Statements for 2019/2020.

**4. DECLARATION OF PECUNIARY INTERESTS**

Nil

**5. DECLARATION OF NON PECUNIARY INTERESTS**

Chairperson Palmer declared a non-pecuniary interest in the late report of Rosehill to Harden Additional 2.7km Pipeline Replacement Report. The interest is due to a relative being engaged by an organisation that has provided a tender. Chairperson Palmer will leave the meeting while the matter is deliberated. Deputy Chairperson Clr David McCann will chair the meeting during deliberation of this item.

**6. CONFIRMATION OF MINUTES OF MEETINGS HELD ON 27 AUGUST 2020**

**BOARD RESOLUTION**

**20/092 RESOLVED on the motion of Crs Armstrong and Sinclair that the minutes of the meetings held on the 27 August 2020, having been circulated and read by members be confirmed.**

## 7. BUSINESS ARISING FROM MINUTES

Nil

## 8. CORRESPONDENCE

### 8.1. EXCELLENCE IN ENVIRONMENT AWARDS 2020

Goldenfields Water was awarded the Sustainable Infrastructure Award in the Local Government NSW Excellence in the Environment Awards 2020, for the Goldenfields Water App.

## 9. MATTERS OF URGENCY

### BOARD RESOLUTION

**20/093 RESOLVED** on the motion of Cr Callow and Sinclair that the late report of ROSEHILL TO HARDEN ADDITIONAL 2.7KM PIPELINE REPLACEMENT be accepted for consideration.

## 10. NOTICES OF MOTION / RESCISSION MOTIONS

Nil

## 11. CHAIRPERSON'S MINUTE

Nil

## 12. ELECTION OF CHAIRPERSON

### BOARD RESOLUTION

**20/094 RESOLVED** on the motion of Crs McCann and Callow that nomination for the position of Chairperson is called and that if necessary, voting be by ordinary ballot.

10:15am Chairperson Palmer vacated the Chair to the General Manager.

The General Manager is to conduct the elections for the Chairperson and Deputy Chairperson.

A duly signed nomination form for the position of Chairperson was received for Cr D Palmer.

Cr D Palmer was declared elected as Chairperson for the ensuing 12 months

### Report prepared by General Manager

### COUNCIL OFFICER RECOMMENDATION

That nomination for the position of Chairperson is called and that if necessary, voting be by ordinary ballot.

### ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

## **BACKGROUND**

In accordance with section 391 of the Local Government Act (1993) the position of Chairperson becomes vacant at this meeting and an election is required to elect a person from within the members of the council to fill this position. The Chairperson holds office for one year.

## **REPORT**

The Local Government (General) Regulations 2005 clause 395, Schedule 8 provides the following:

- The General Manager (or person appointed by the General Manager) is the Returning Officer
- A Member of a county council may be nominated without notice for election as Chairperson of the county council
- The nomination is to be made in writing by two or more Members of the county council (one of whom may be the nominee)
- The nomination is not valid unless the nominee has indicated consent to the nomination in writing
- The nomination is to be delivered or sent to the Returning Officer
- The Returning Officer is to announce the names of the nominees at the county council meeting at which the election is to be held
- If only one member of the county council is nominated, that Member is elected
- If more than one Member is nominated, the county council is to resolve whether the election is to proceed by preferential ballot, by ordinary or by open voting
- The election is to be held at the county council meeting at which the county council resolves on the method of voting.

Appropriate nomination forms have been circulated to all Councillors.

## **FINANCIAL IMPACT STATEMENT**

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

**ATTACHMENTS:** Nil

**TABLED ITEMS:** Nil

## **13. ELECTION OF DEPUTY CHAIRPERSON**

### **BOARD RESOLUTION**

**20/095 RESOLVED on the motion of Crs McGlynn and Armstrong that nominations for the position of Deputy Chairperson is called and that if necessary, voting be by ordinary ballot. That the person with the most votes apart from the Chairperson and Deputy be called on when these are unavailable for engagements.**

A duly signed nomination form for the position of Deputy Chairperson was received for Cr D McCann.

Cr McCann was declared elected as Chairperson for the ensuing 12 months.

The Chairperson resumed the Chair.

**Report prepared by General Manager**

**COUNCIL OFFICER RECOMMENDATION**

That nominations for the position of Deputy Chairperson is called and that if necessary, voting be by ordinary ballot. That the person with the most votes apart from the Chairperson and Deputy be called on when these are unavailable for engagements.

**ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN**

07 Efficient Operations

**BACKGROUND**

In accordance with section 231 of the Local Government Act (1993) Councillors may elect a person from within their number to be the Deputy Chairperson.

**REPORT**

The position of Deputy Chairperson is an optional position. The Deputy Chairperson may exercise any function of the Chairperson at the request of the Chairperson or if the Chairperson is prevented by illness, absence or otherwise, from exercising the function or if there is a casual vacancy in the office of Chairperson.

Council has traditionally elected such a person and the election procedures are the same as for the Chairperson.

Appropriate nomination forms have been circulated to all Councillors with their Business Papers.

**FINANCIAL IMPACT STATEMENT**

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

**ATTACHMENTS:** Nil.

**TABLED ITEMS:** Nil.

**14. PUBLIC PARTICIPATION – CONFIDENTIAL SESSION – 10.17am**

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

**BOARD RESOLUTION**

**20/096 RESOLVED on the motion of Crs Callow and McGlynn that Council move into CONFIDENTIAL SESSION.**



**15. MATTERS TO BE SUBMITTED TO CONFIDENTIAL SESSION**

**15.1. MATTERS SUBMITTED BY PRODUCTION AND SERVICES MANAGER**

**15.1.1. SERVICE PROVIDER – ELECTRICAL SWITCHBOARDS AND  
ELECTRICAL INSTALLATION – CONTRACT 03/2020**

*This report is **CONFIDENTIAL** in accordance with Section 10A(2)(d)(i) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:*

- d) Commercial information of a confidential matter that would, if disclosed:
  - (i) prejudice the commercial position of the person who supplied it,**

**BOARD RESOLUTION**

**20/097 RESOLVED** on the motion of Crs McCann and Callow that the Board:

- a. Award the contract to JRC Electrical Services Pty Ltd for a committed price of \$87,638.02 (GST Inc.) for completion of Oura Bore 3 switchboard.**
- b. Approve the General Manager or his delegate to enter into a contract with JRC Electrical Services Pty Ltd, as the preferred supplier of design, manufacture, supply, delivery, and installation of electrical switchboards and associated equipment for a period up to 12th December 2022.**

**15.2. MATTERS SUBMITTED BY ENGINEERING MANAGER**

**15.2.1. CRITICAL LARGE VALVES REPLACEMENT – CONTRACT 06/2020**

*This report is **CONFIDENTIAL** in accordance with Section 10A(2)(d)(i) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:*

- d) Commercial information of a confidential matter that would, if disclosed:
  - (i) Prejudice the commercial position of the person who supplied it, or**

**BOARD RESOLUTION**

**20/098 RESOLVED** on the motion of Crs McCann and McGlynn that the Board:

- 1. Accept the offer for Contract 06/2020 for the Critical Large Valves Replacement to Gongues Constructions Pty Ltd for \$120,000 (excl. GST) for the Lump Sum offer of design services.**
- 2. Approve the General Manager or his delegate to enter into a contract with Gongues Constructions Pty Ltd including the potential to deliver the provisional construction items works to a total value of \$ 656,255.00 (excl. GST) which includes the \$120,000 design Lump Sum Offer.**

**15.2.2. ROSEHILL TO HARDEN ADDITIONAL 2.7KM PIPELINE REPLACEMENT**

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(d)(i) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

- e) Commercial information of a confidential matter that would, if disclosed:
  - (ii) prejudice the commercial position of the person who supplied it,

10.26am - The Chairperson vacated the chair to the Deputy Chairperson.

Chairperson Palmer left the meeting having declared a non-pecuniary interest in this matter.

**BOARD RESOLUTION**

**20/099 RESOLVED on the motion of Crs Sinclair and Callow**

**That:**

- 1. The Board approve an increase to the capital works budget by the figure noted within the report to allow for the works for the additional 2.7km of the Rosehill to Harden Pipeline replacement to be contracted**
- 2. Pursuant to s55(3)(i) of the Local Government Act 1993, the Board considers that a satisfactory result would not be achieved by inviting tenders before entering into a contract for the work for the additional 2.7km of the Rosehill to Harden Pipeline replacement due to extenuating circumstances, being that:**
  - a. earlier in 2020 the Council concluded Tender – 05/2020 for the pipeline replacement work, which involved the receipt of a large number of tenders,**
  - b. a successful tenderer was selected to enter into a contract with the Council to carry out the pipeline replacement work except for the additional 2.7 km,**
  - c. all conforming tenders contained provisional pricing for the additional 2.7km of pipeline work enabling the Council to adequately assess the likely cost of the additional work and achieve value for money for that work without a further tender process.**
- 3. the Board approve the General Manager to negotiate and enter into a contract for the additional 2.7km of pipeline replacement work with any of the tenderers who submitted a conforming bid for tender 05/2020.**

4 in favour. 1 opposed. The motion was carried.

**BOARD RESOLUTION**

**20/100 RESOLVED on the motion of Crs McCann and Armstrong that there being no further confidential items that Council revert back to Open Session and that the resolutions made in confidential session be made public.**

## **16. MATTERS TO BE SUBMITTED TO OPEN COUNCIL – 10.35am**

The General Manager read out the resolutions made in Confidential session.

### **16.1. MATTERS SUBMITTED BY CORPORATE SERVICES MANAGER**

#### **16.1.1. FINANCIAL STATEMENTS 2019/20**

Brad Bohun attended the meeting virtually and provided an overview of the 2019/20 Financial Statements.

#### **BOARD RESOLUTION**

**20/101 RESOLVED** on the motion of Crs Sinclair and Cr McCann that the Board receives and notes the 2019/20 Audited Financial Statements.

#### **COUNCIL OFFICER RECOMMENDATION**

That the Board receives and notes the 2019/20 Audited Financial Statements.

#### **ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN**

09 Financially Sustainable

#### **BACKGROUND**

Under section 419 of the Local Government Act 1993, Council is required to present its Audited Financial Statements, together with the Auditor's Report, at a meeting of the Council.

#### **REPORT**

The Audit Office of NSW have completed their audit of the 2019/20 Financial Statements. Council's auditor under appointment by the Auditor General, Brad Bohun, will be in attendance at the meeting to present the Audit Report.

#### **FINANCIAL IMPACT STATEMENT**

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

**ATTACHMENTS:** 2019/20 Financial Statements.

**TABLED ITEMS:** Nil.

#### **16.1.2. COUNCIL INVESTMENTS**

#### **BOARD RESOLUTION**

**20/102 RESOLVED** on the motion of Crs McCann and Callow that the report detailing Council Investments as at 30<sup>th</sup> September 2020 be received and noted.

**Report prepared by Corporate Services Manager**

#### **COUNCIL OFFICER RECOMMENDATION**

That the report detailing Council Investments as at 30<sup>th</sup> September 2020 be received and noted.

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at  
TEMORA OFFICE on 22 October 2020**

**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 \$54,250,000 as at 31<sup>st</sup> July 2020 to \$54,750,000 as at 30<sup>th</sup> September 2020.

**Investment Portfolio**

Type	Rating	SP Rating	Issuer	Frequency	Purchase	Maturity	Days	Rate	Benchmark*	Principal
TD	A-	A1	Macquarie Bank	At Maturity	7/04/2020	21/10/2020	197	1.70	0.50	\$2,000,000
TD	BBB+	A2	BOQ	Annual	7/11/2017	9/11/2020	1098	3.00	0.50	\$3,000,000
TD	BBB+	A2	Rural Bank	Annual	6/12/2017	7/12/2020	1097	2.95	0.50	\$3,000,000
TD	A-	A1	Macquarie Bank	At Maturity	17/03/2020	16/12/2020	274	1.60	0.50	\$4,000,000
TD	BBB+	A2	Rural Bank	Annual	9/01/2018	11/01/2021	1098	3.10	0.50	\$3,000,000
TD	AA-	A1+	National Australia Bank	At Maturity	14/02/2020	16/02/2021	368	1.50	0.50	\$3,000,000
TD	NR	NR	Police Credit Union SA	Annual	21/03/2018	22/03/2021	1097	3.15	0.50	\$2,000,000
TD	BBB	A2	AMP Bank	At Maturity	19/03/2020	25/03/2021	371	1.80	0.50	\$2,000,000
TD	NR	NR	Australian Military Bank	Annual	29/03/2018	29/03/2021	1096	3.20	0.50	\$1,000,000
TD	AA-	A1+	Westpac	Quarterly	24/04/2018	27/04/2021	1099	3.13	0.50	\$3,000,000
TD	AA-	A1+	National Australia Bank	At Maturity	9/06/2020	9/06/2021	365	0.98	0.50	\$2,000,000
TD	BBB	A2	P&N Bank	Annual	27/06/2018	28/06/2021	1097	3.15	0.50	\$3,000,000
TD	BBB+	A2	BOQ	Annual	12/07/2017	12/07/2021	1461	3.45	0.50	\$2,000,000
TD	BBB+	A2	BOQ	Annual	29/10/2018	29/10/2021	1096	3.00	0.50	\$3,000,000
TD	BBB	A2	AMP Bank	Annual	15/05/2020	17/11/2021	551	1.55	0.50	\$3,000,000
TD	BBB+	A2	BOQ	Annual	12/07/2018	12/07/2022	1461	3.50	0.50	\$1,000,000
TD	AA-	A1+	Westpac	Quarterly	13/07/2020	13/07/2022	730	0.96	0.50	\$3,000,000
TD	BBB+	A2	BOQ	Annual	23/06/2020	20/07/2022	757	1.23	0.50	\$1,000,000
TD	AA-	A1+	Westpac	Quarterly	5/08/2020	7/09/2022	763	0.90	0.50	\$3,000,000
TD	AA-	A1+	NT Treasury	Annual	10/09/2020	15/12/2023	1191	1.00	0.50	\$2,000,000
TD	AA-	A1+	NT Treasury	Annual	28/09/2020	15/12/2024	1539	1.10	0.50	\$1,000,000
CASH	BBB	A2	ME	Monthly				0.65	0.25	\$2,000,000
CASH	AA-	A1+	CBA	Monthly				0.20	0.25	\$2,750,000
<b>TOTAL:</b>										<b>\$54,750,000</b>

\*Benchmarks

On Call - RBA Cash

Floating Rate Deposit - 3m BBSW

Term Deposit - BBSW

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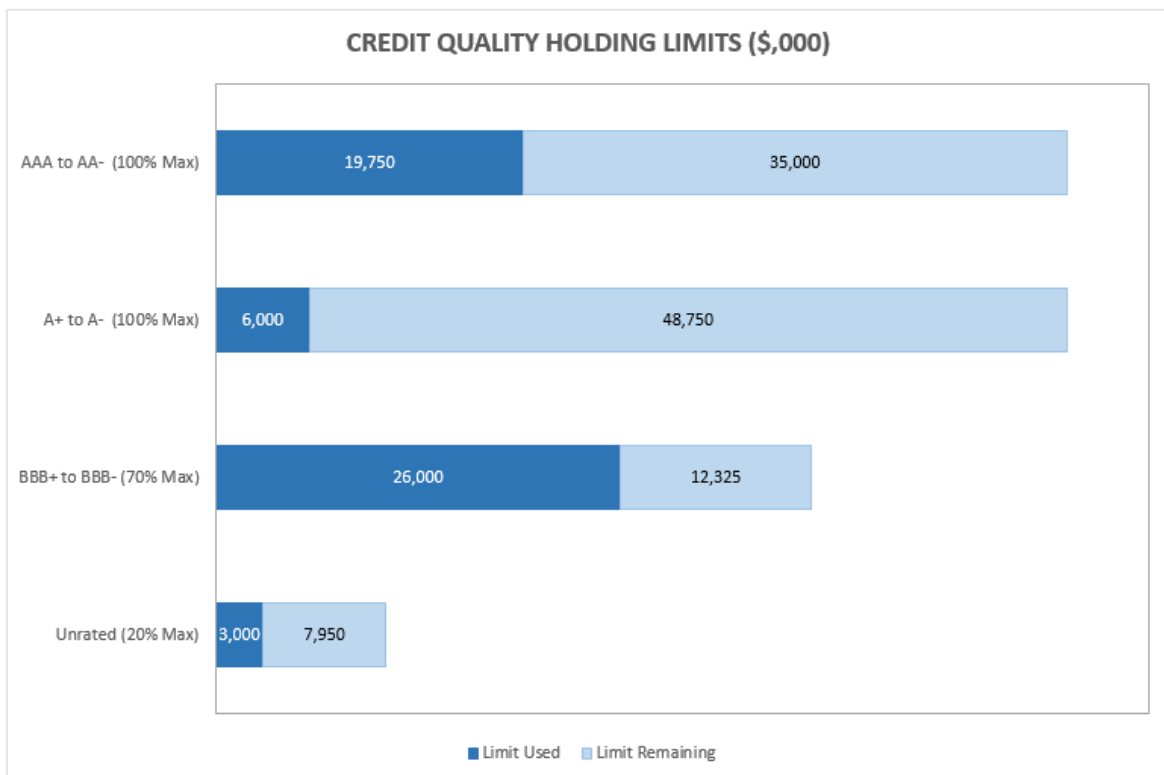
**Performance**

Goldenfields Water County Council's investment portfolio outperformed the relevant BBSW Index benchmark by 325%. The average weighted yield for July was 2.03%, over an average weighted term of 300 days, with a benchmark of 0.48%.

<b>Total Cost</b> <b>54,750,000</b>	<b>Total Accrued Interest</b> <b>557,084</b>	<b>Weighted Average Term</b> <b>300 Days</b>
<b>Total Value</b> <b>54,750,000</b>	<b>Monthly Interest Received</b> <b>67,147</b>	<b>Weighted Average Yield</b> <b>2.03%</b>

**Credit Quality Compliance**

Council's investment portfolio was compliant with policy in terms of S&P long term rating credit quality limits, as displayed below.



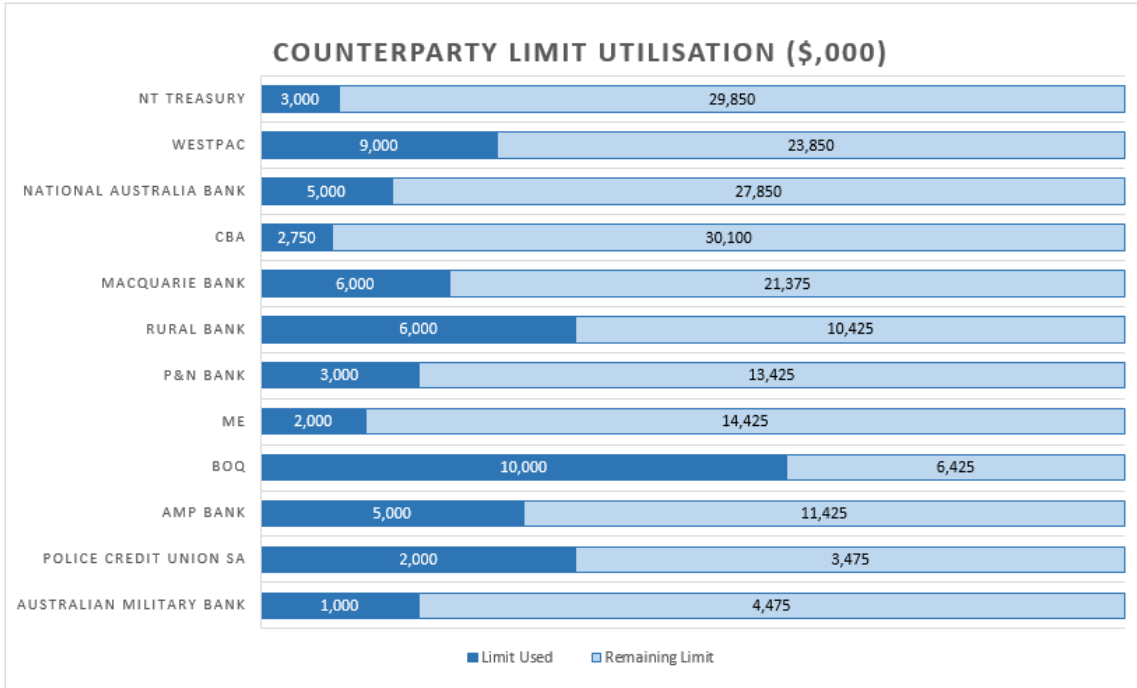


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**Counter Party Compliance**

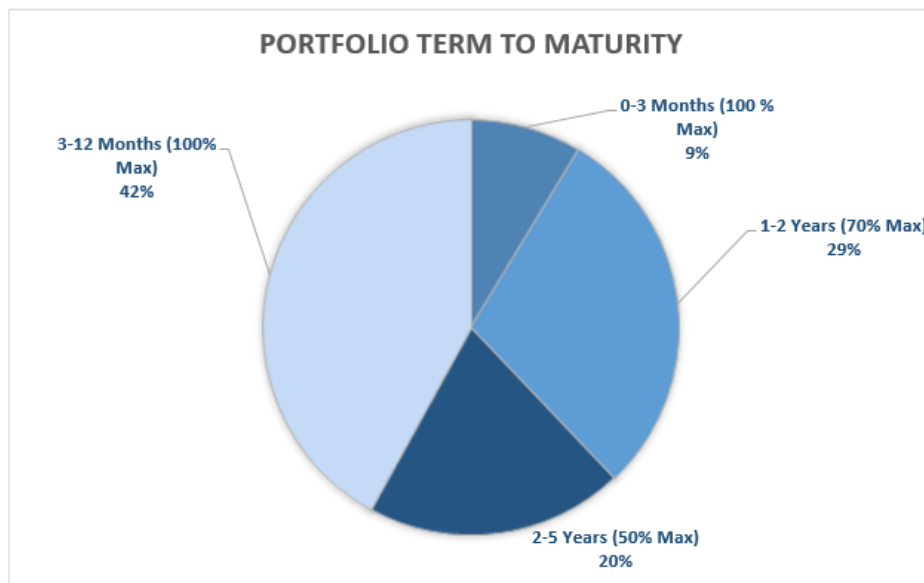
As at the end of September, Council was compliant with policy in terms of individual financial institution capacity limits. It is worth noting that capacity limits are affected by changes in the on call account balance compared to the total portfolio balance.

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



**Term to Maturity**

Council's investment portfolio maturities shown graphically below were also compliant with policy requirements.



## 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.

<b>Restricted Funds:</b>	
Plant & Vehicle Replacement	1,269,216
Infrastructure Replacement	34,009,119
Employee Leave Entitlement	2,128,849
Sales Fluctuation Reserve	2,000,000
Property Reserve	391,890
<b>Unrestricted Funds:</b>	14,950,926
<b>TOTAL</b>	<b>54,750,000</b>

## FINANCIAL IMPACT STATEMENT

Council's investment portfolio increased by \$500,000 from \$54,250,000 as at 31<sup>st</sup> July 2020 to \$54,750,000 as at 30<sup>th</sup> September 2020.

## 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  
Responsible Accounting Officer

**ATTACHMENTS:** Nil.

**TABLED ITEMS:** Nil.

### 16.1.3. PROGRESS REPORT – CAPITAL WORKS EXPENDITURE

#### BOARD RESOLUTION

**20/103 RESOLVED** on the motion of Crs McCann and Sinclair that the report detailing Council's Capital Works Program as at 30 September 2020 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 September 2020 be received and noted.

## **ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN**

09 Financially Sustainable

### **BACKGROUND**

Capital Works represents a significant part of Councils 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 September 2020.

### **FINANCIAL IMPACT STATEMENT**

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

**ATTACHMENTS:** Capital Works Progress Report as at 30 September 2020

**TABLED ITEMS:** Nil.

#### **16.1.4. QUARTERLY BUDGET REVIEW**

##### **BOARD RESOLUTION**

**20/104 RESOLVED** on the motion of Crs Sinclair and Armstrong that the Board receives and adopts the Quarterly Budget Review for the period ended 30 September 2020.

Report prepared by Corporate Services Manager

##### **COUNCIL OFFICER RECOMMENDATION**

That the Board receives and adopts the Quarterly Budget Review for the period ended 30 September 2020.

## **ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN**

09 Financially Sustainable

### **BACKGROUND**

The Quarterly Budget Review Statement is presented to Council in accordance with Clause 203(2) of the Local Government (General) Regulations 2005, for the purpose of periodically reviewing and revising estimates of income and expenditure.

### **REPORT**

The Quarterly Review of Council's Budget for the period ended 30 September 2020 is submitted for examination by Council.

The anticipated Operating Result for 2020/21 is a deficit of \$726,000. The anticipated Operating Result as originally adopted was a surplus of \$247,000. Proposed adjustments are detailed below.

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The Capital Works expenditure is not included in the Operating Result and is an additional outlay. Further detail about capital works can be found in the Capital Works Progress Report item of the business paper.

Proposed September 2020 quarterly review adjustments:

**Operational Expenditure**

- \$761,000 increase in depreciation
- \$150,000 increase for Innovyze Pilot Trial

**Capital Expenditure**

- \$26,000 Demolition of 2 houses on Crowley St
- \$30,000 Ardlethan Dead End Removal
- \$50,000 Developer Paid Mains
- \$15,000 Safety Trailer
- \$150,000 Wyalong Pressure Improvement
- \$100,000 Aria Park Pump Station Investigation and Design
- \$75,000 North Weethalle Pump Station Upgrade
- \$50,000 Weethalle Pump Station Upgrade
- \$100,000 Joffre St Temora Mains Renewal

**FINANCIAL IMPACT STATEMENT**

The recommendation reduces Council's Operating Result by \$911,000 and increases Capital Works Expenditure by \$596,000.

**ATTACHMENTS:** Quarterly Budget Review 30-09-20.

**TABLED ITEMS:** Nil.

**16.1.5. AUDIT RISK AND IMPROVEMENT COMMITTEE**

**BOARD RESOLUTION**

**20/105 RESOLVED** on the motion of Crs Callow and Armstrong that the Board receives and notes the minutes of the Audit, Risk and Improvement Committee meeting held on 30 September 2020.

**Report prepared by Corporate Services Manager**

**COUNCIL OFFICER RECOMMENDATION**

That the Board receives and notes the minutes of the Audit, Risk and Improvement Committee meeting held on 30 September 2020.

**ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN**

09 Financially Sustainable

**BACKGROUND**

Goldenfields Water County Council Audit, Risk and 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 Res 17/008 on 23 February 2017. In accordance with the Audit, Risk and Improvement Committee Charter, the Committee will report regularly to Council.

## **REPORT**

The Goldenfields Water County Council Audit, Risk and Improvement Committee met on 30 September 2020. 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 30-9-20.

**TABLED ITEMS:** Nil.

## **16.2. MATTERS SUBMITTED BY OPERATIONS MANAGER**

### **16.2.1. MANDAMAH STAGE 2 CONSTRUCTION PROGRESS REPORT**

#### **BOARD RESOLUTION**

**20/106 RESOLVED** on the motion of Crs McGlynn and Callow that the Mandamah Stage 2 Construction Report be received and noted.

**Report prepared by the Operations 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 approximately 180 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**

Construction of stage 2 has been completed (58,224 metres) and is currently in the process of pressure testing, disinfection and commissioning. 15 of the 19 consumers have been connected and it is envisaged that the remainder of the commissioning and consumer connections will be completed by mid-November. Construction rates are still tracking at

approx: \$33 per metre compared to a conservative NSW Reference Rate of approx: \$127 per metre.

Stage 3 consists of approx 45,000 metres and is currently under construction with only minor delays due to weather and mechanical breakdowns.

Mandamah construction is still progressing ahead of schedule and under budget

#### **FINANCIAL IMPACT STATEMENT**

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

**ATTACHMENTS:** Nil

**TABLED ITEMS:** Nil

#### **16.2.2. VALVE MAINTENANCE PROGRAM**

##### **BOARD RESOLUTION**

**20/107 RESOLVED** on the motion of Crs Sinclair and Callow that the ongoing valve maintenance program report be received and noted.

**Report prepared by Operations Manager**

##### **COUNCIL OFFICER RECOMMENDATION**

That the ongoing valve maintenance program report be received and noted.

##### **ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN**

01 Excellence in Service Provision 07 Efficient Operations

##### **BACKGROUND**

In October 2019 two fixed term labourers were appointed to undertake the Valve Maintenance Program.

##### **REPORT**

A total of 8997 valves have been identified within the supply area. These valves consist of:

- Scour valves - 89
- Air valves - 1071
- Stop valves - 3852
- Hydrants – 3985

To date a total of 5139 valves have been serviced and a number of which have required maintenance, refurbishment and/or replacement.

The southern operational area has now been completed and work has commenced in the northern area starting at Aria Park through to Barellan and Binya areas.

This program is on-going and due for completion October 2021.

These fixed term labourers have also been utilised to assist Operations on a number of occasions for emergent works within the southern and northern operational areas.

#### **FINANCIAL IMPACT STATEMENT**

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

**ATTACHMENTS:** Nil

**TABLED ITEMS:** Nil

### **16.3. MATTERS SUBMITTED BY PRODUCTION AND SERVICES MANAGER**

#### **16.3.1. WATER PRODUCTION REPORT**

##### **BOARD RESOLUTION**

**20/108 RESOLVED** on the motion of Crs Armstrong and Sinclair 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.

Goldenfields Waters' 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.

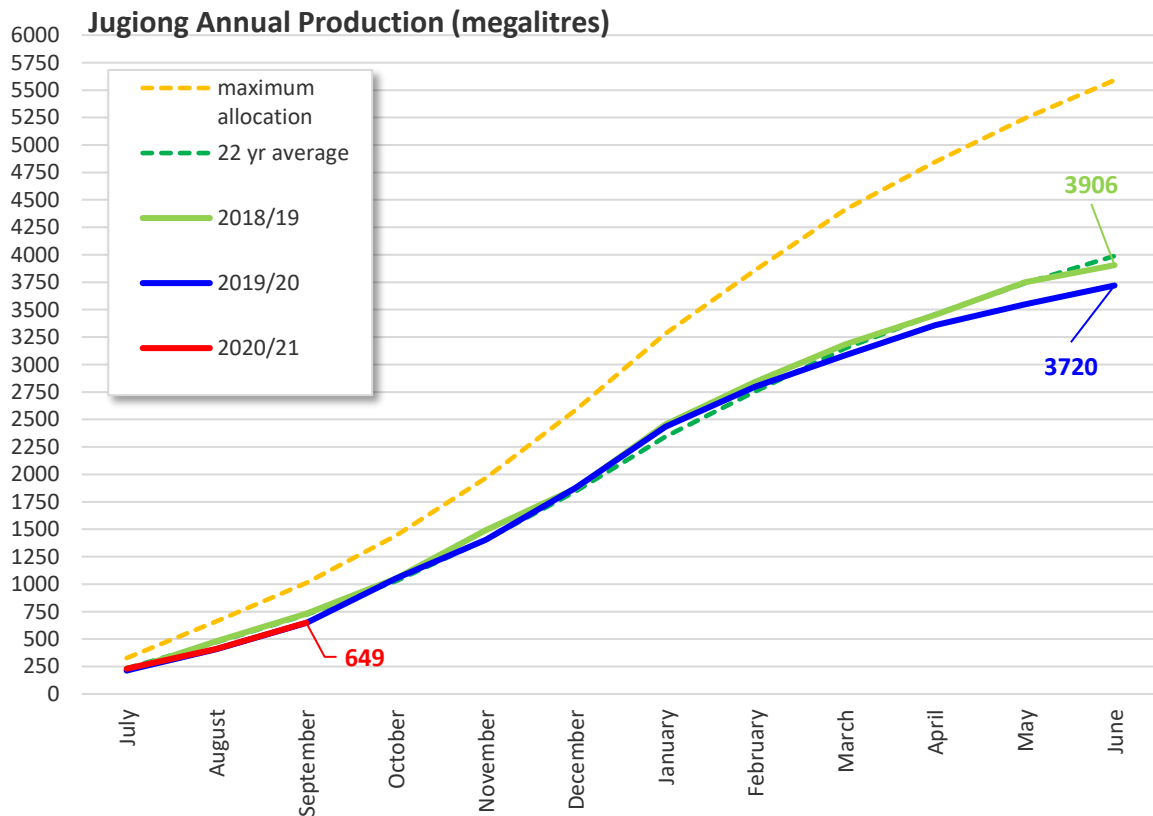
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The Jugiong Scheme has 14 sets of reservoirs and 8 pumping stations. The Jugiong Scheme supplies bulk water to the Hilltops and Cootamundra-Gundagai Regional Councils for supply to the townships of Cootamundra, Harden and Young with a population of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

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

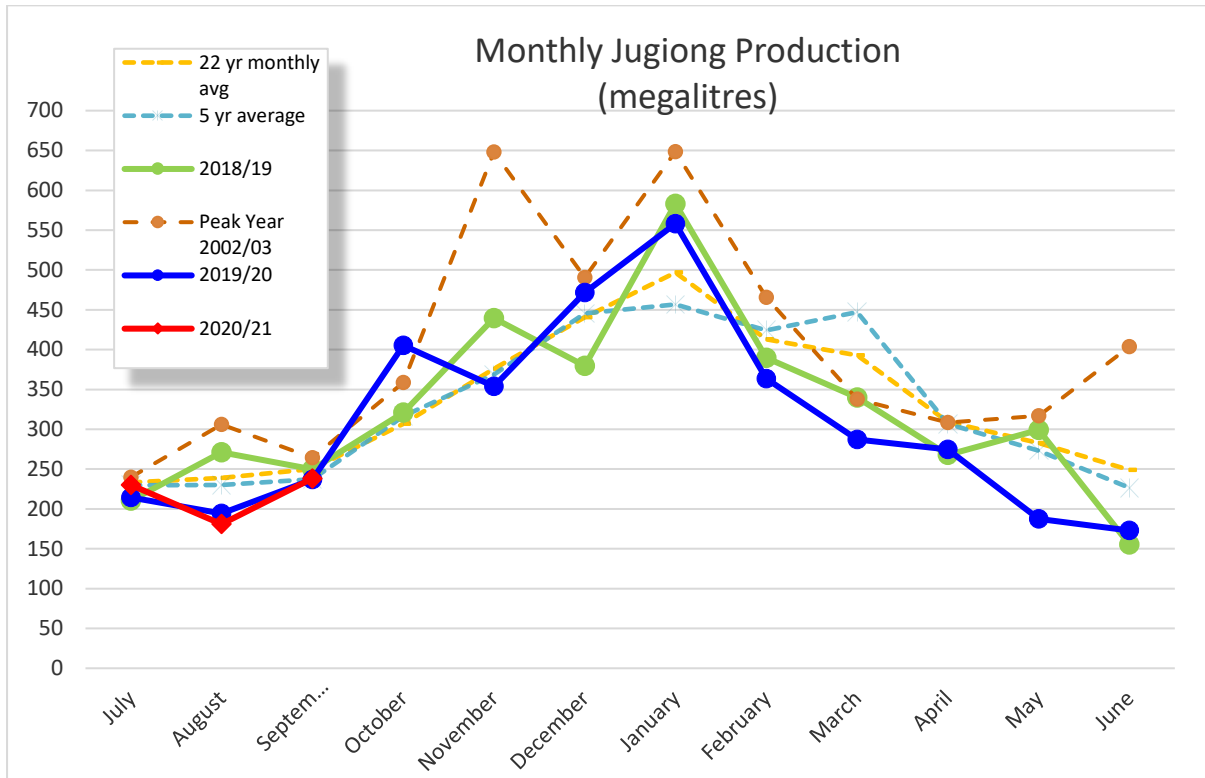
For the first quarter of the 2020/21 financial year, 649ML of water has been extracted from the Murrumbidgee River and processed at the Jugiong Water Treatment plant. Totals for each month are as follows: July 230.19ML, August 180.95 ML and September 238.32 ML. This is very similar to the first quarter for 2019/20 where 645.67ML was produced as illustrated in the below graph.





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As mentioned above, Jugiong monthly water production is tracking very similar to the previous 2019/20 period.

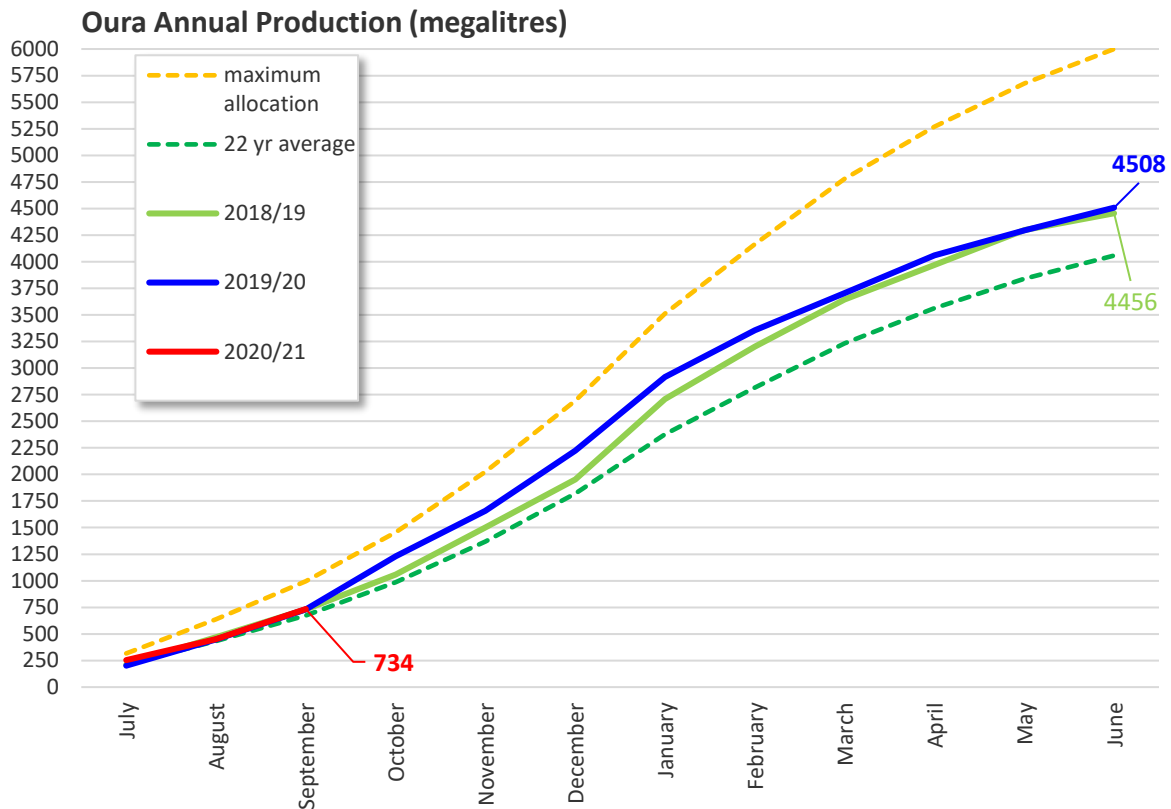


### Oura Drinking Water Scheme

The water source at Oura is the Murrumbidgee inland alluvial aquifer, this water is extracted from 4 bores namely: Bores 2, 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.

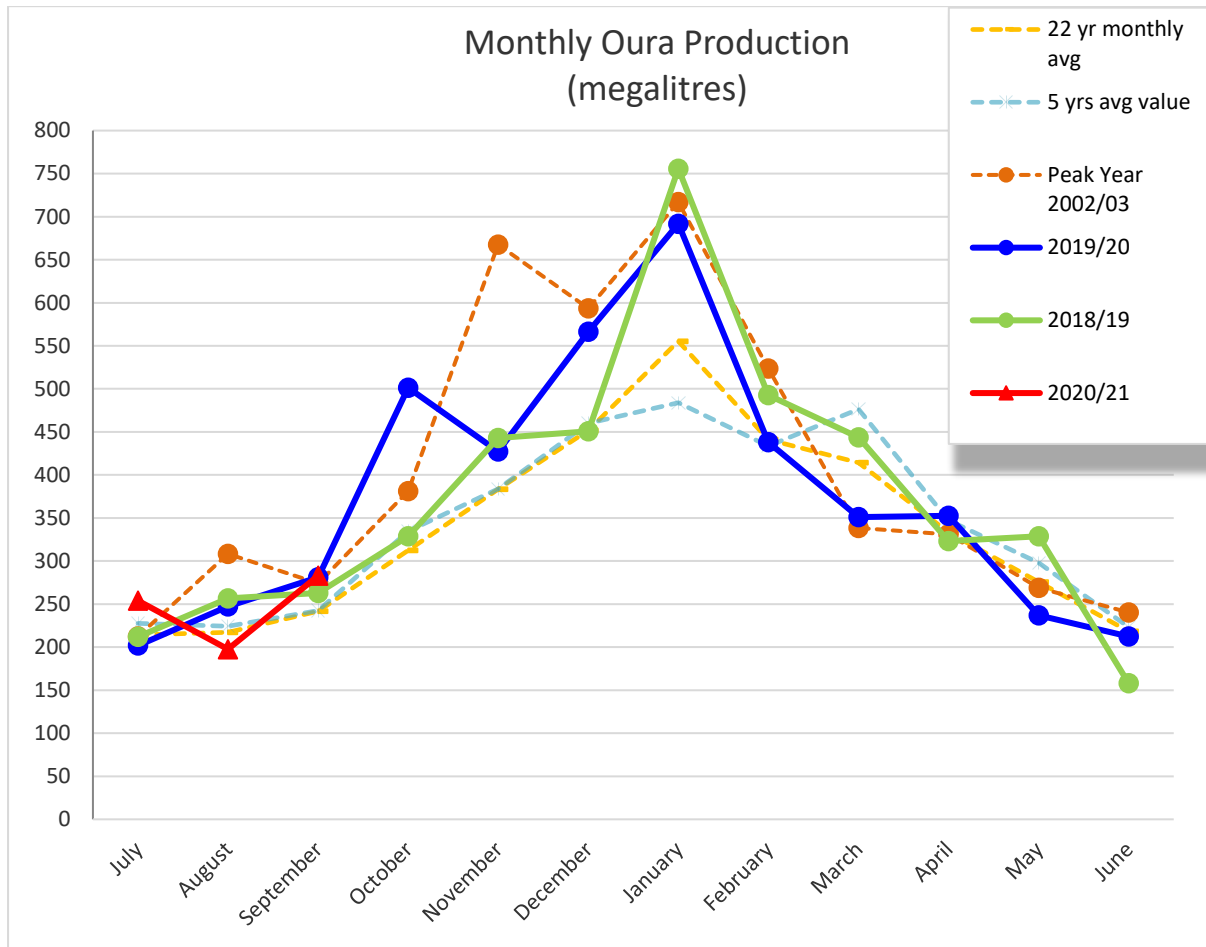
The Oura scheme has 33 sets of reservoirs and 19 pumping stations, produces drinking water for approximately 14,600 people in the Bland, Coolamon, Junee, Narrandera and Temora Shires. The Oura scheme can also supply water to the Northern side of the rural area of Wagga Wagga City when required.

For the first quarter of the 2020/21 financial year, 734ML of water has been extracted from the Oura Borefield and processed at the Oura Water Treatment Plant. Totals for each month are as follows: July 253.87 ML, August 197.58 ML and September 282.91 ML. This is very similar to the first quarter for 2019/20 where 730.44ML was produced which is depicted in the graph below trending in a similar fashion to historical years.



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As mentioned above, Ora monthly water production is tracking very similar to the previous 2019/20 period. However the month of August was low compared to previous years due to higher than average rainfall and colder weather.

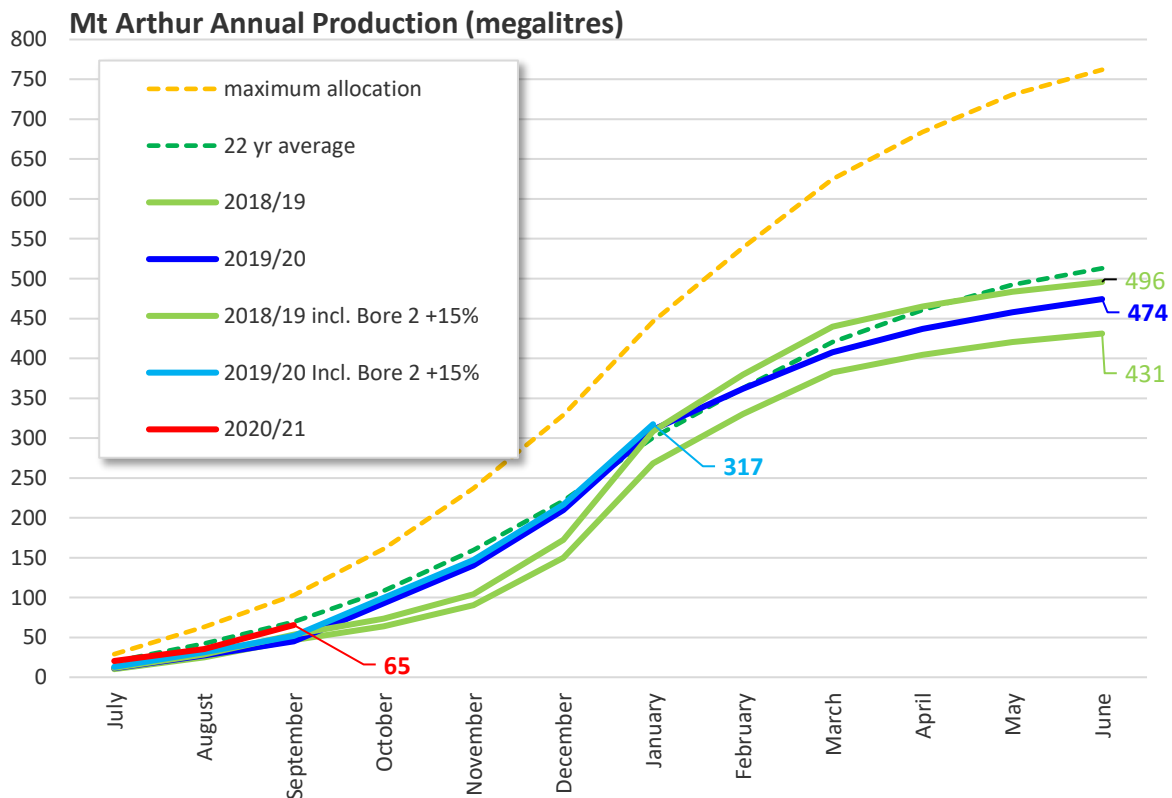


**Mount Arthur Drinking Water Scheme**

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 a new Bore 1 is currently being developed to replace the existing Bore site and associated assets. Upon completion, testing and commissioning of the new Bore 1, the old bore will be decommissioned and removed. Water quality and hydraulic capacity requirements appear to be positive at this stage; however actual confirmation of this cannot be known until full commissioning of the bore occurs.

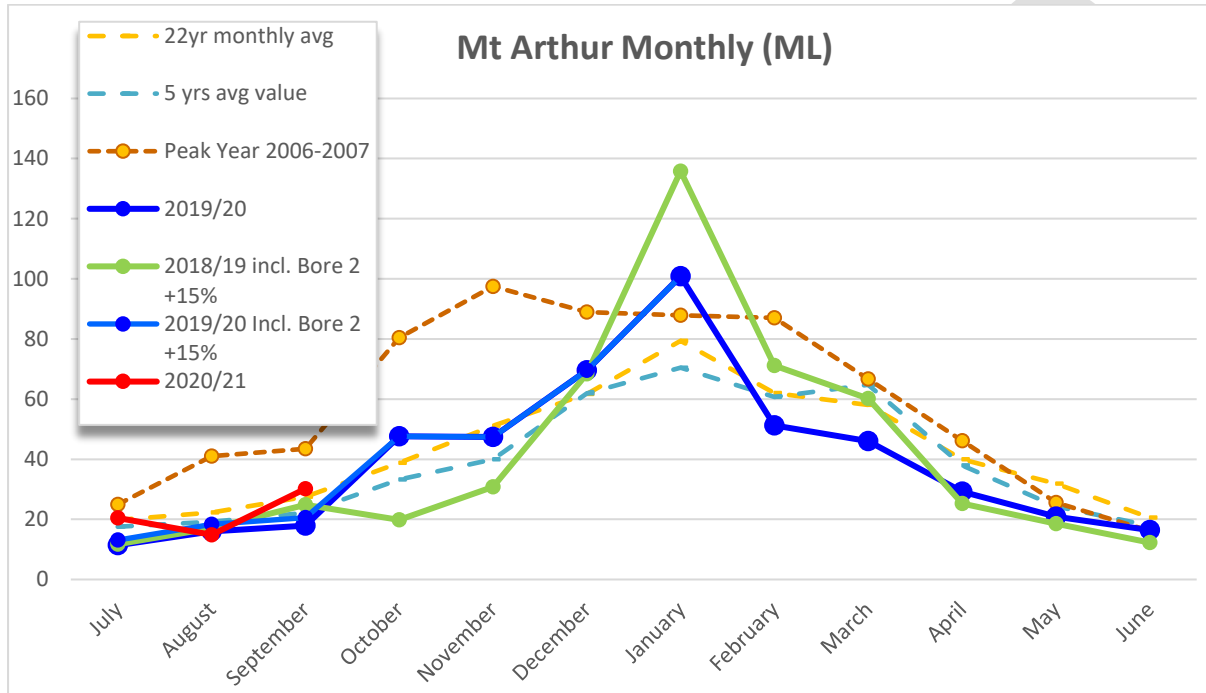
For the first quarter of the 2020/21 financial year, 65ML of water has been extracted from the Mt Arthur Borefield. Totals for each month are as follows: July 20.44 ML, August 14.87 ML and September 30.18 ML. This is a higher volume compared to the first quarter for 2019/20 where 45.24ML was produced. As can be seen in the graph below trending in a similar fashion to historical years. It is not yet understood why such an increase has occurred since the previous financial year period.



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As the new Mag Flow meter has been operational at Mt Arthur since November 2019, the necessity to report with a 15% variation is no longer required. 2019/20 data is now being reported as indicated. However, as you can see from the above graph the varying volumes are still being depicted as reference only.

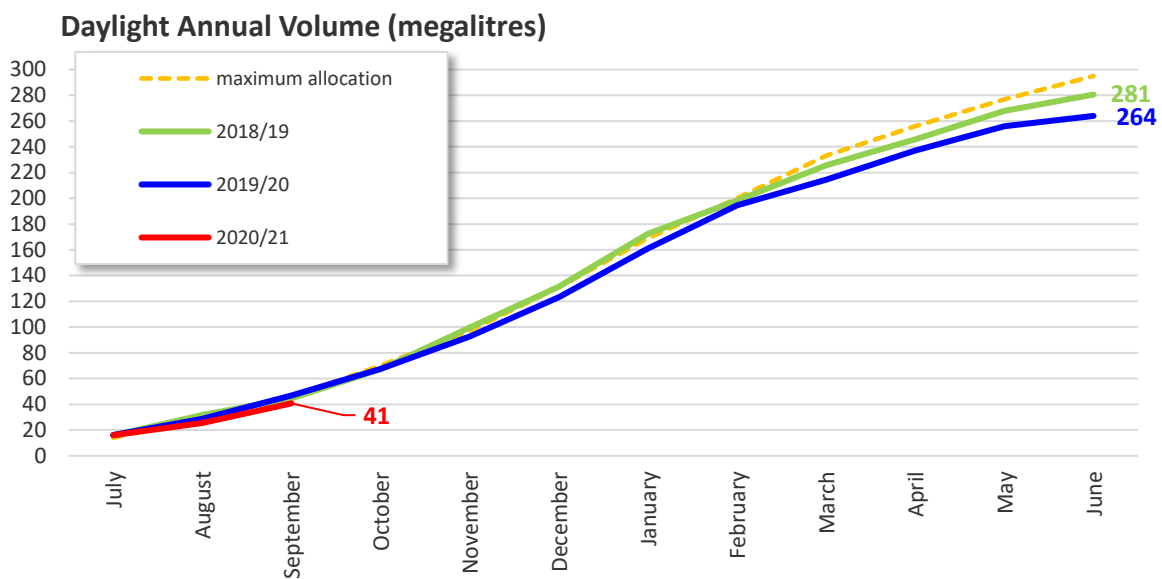
As mentioned above, Mt Arthur monthly water production is tracking very similar to the previous 2019/20 period. However the month of August was low compared to previous years due to higher than average rainfall and colder weather. Both July and September monthly periods appear to be a significant increase when compared to the previous year's monthly volumes.



### 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 which is located within the Bland Shire.

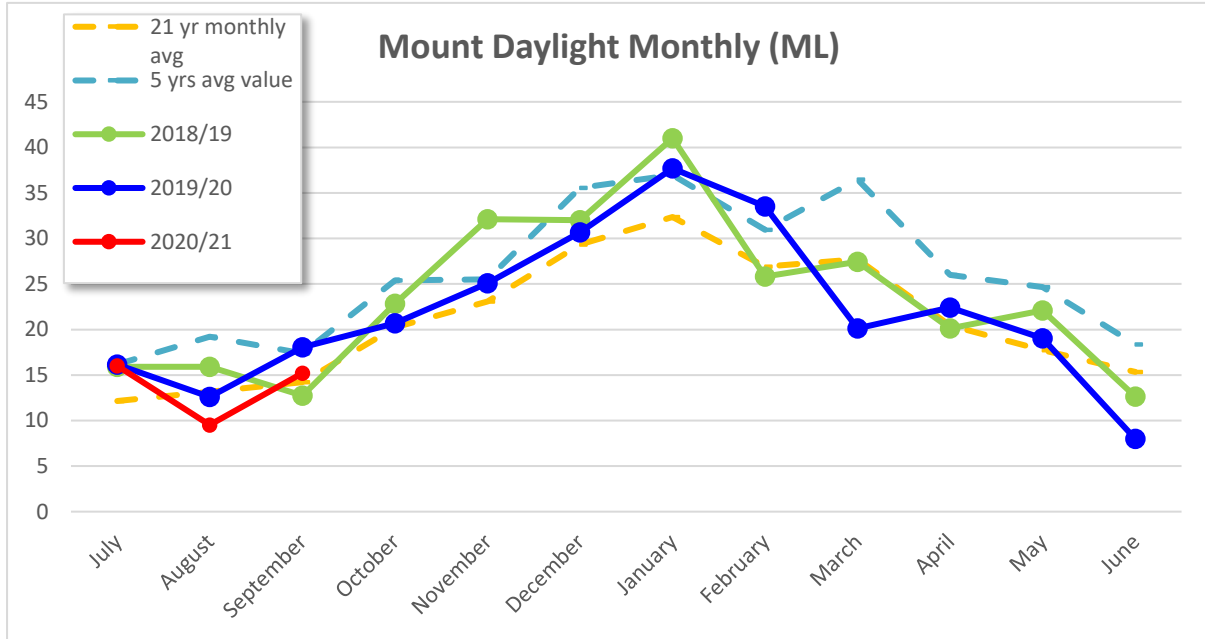
For the first quarter of the 2020/21 financial year, 41ML of water has been extracted from the Mt Daylight Borefield. Totals for each month are as follows: July 16.01 ML, August 9.52 ML and September 15.2 ML. This is a lower volume compared to the first quarter for 2019/20 where 46.81ML was produced. As can be seen in the graph below trending in a similar fashion to historical years.



As mentioned above, the Mt Daylight monthly water production is tracking lower than previous year's first quarter period. This is simply due to higher than average rainfall and colder

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weather. Again as the as the other schemes the month of August was well below the average.

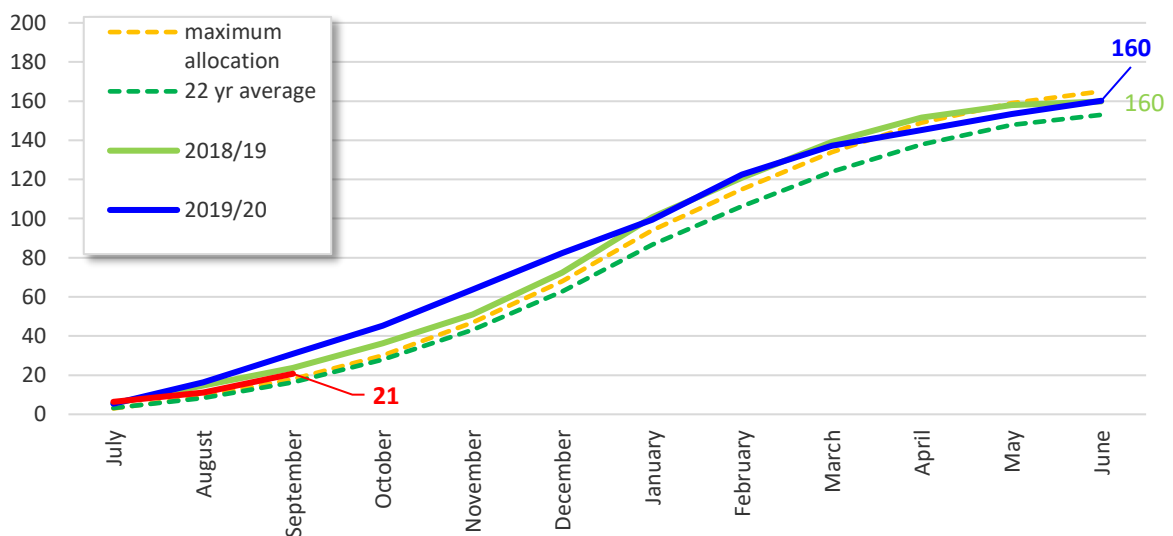


**Hylands Bridge - Non Potable**

Hylands Bridge supplies Non Potable water to Barellan and Binya. The water is sourced through the Murrumbidgee Irrigation Area where Goldenfields Water holds 165ML shareholding for water entitlement.

For the first quarter of the 2020/21 financial year, 21ML of water has been extracted from the Hylands Bridge Raw Water scheme. Totals for each month are as follows: July 6.37ML, August 4.71ML and September 9.65ML. This is a similar volume compared to the first quarter for 2019/20 where 21.73ML was produced. As can be seen in the graph below trending in a similar fashion to historical years.

**Hylands Bridge Annual Volume (megalitres)**



## **FINANCIAL IMPACT STATEMENT**

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

**ATTACHMENTS:** Nil

**TABLED ITEMS:** Nil

## **16.4. MATTERS SUBMITTED BY THE GENERAL MANAGER**

### **16.4.1. COOLAMON LARGE LOT RESIDENTIAL GROWTH AREA AND ACCESS TO GWCC WATER**

#### **BOARD RESOLUTION**

**20/109 RESOLVED** on the motion of Crs McCann and Callow that the Board note the information provided within the Coolamon Large Lot Residential Growth Area report.

A motion was moved by Crs McCann and Armstrong that the pipeline from the Coolamon South Reservoir on Coopers Lane to Millwood Road, be brought forward for inclusion in this year's capital budget and funded from infrastructure replacement reserves.

The motion was carried.

#### **BOARD RESOLUTION**

**20/110 RESOLVED** on the motion of Crs McCann and Armstrong that the pipeline from the Coolamon South Reservoir on Coopers Lane to Millwood Road, be brought forward for inclusion in this year's capital budget and funded from infrastructure replacement reserves.

**Report prepared by General Manager**

#### **COUNCIL OFFICER RECOMMENDATION**

That the Board note the information provided within the Coolamon Large Lot Residential Growth Area report.

#### **ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN**

05 Proactive Customer Relations

#### **BACKGROUND**

A number of recent meetings have been held with Coolamon Shire representatives regarding the opportunity for large lot residential growth in the south western part of Coolamon.

#### **REPORT**

Following our meetings with Coolamon Shire representatives we have received an application from a developer for a 6 large lot residential subdivision outside the urban infrastructure



footprint. Staff will address the application in accordance with our Water Service Connection Policy with clause 6.2.4 requiring:

#### **6.2.4 Service Connections to be served directly from GWCC Water Main**

1. All new water service connections are to be served directly from a GWCC water main as set out in the current Plumbing Code.
2. The cost of any water main extension required to enable compliance to **6.2.4.1** is to be met by the applicant.
3. Reasonable and cost-effective opportunities are to be taken to eliminate outdated metering and service arrangements within GWCC supply area.

Water supply within the vicinity of the proposed development is at capacity and requires additional augmentation (new water main joining two reticulation zones) to enable supply. The augmentation works are not currently listed on our capital works program, however will be considered as part of the development of our Integrated Water Cycle Management Strategy (IWCM). The content of the IWCM will help develop our Development Servicing Plan (DSP) which lists infrastructure upgrades to be funded by developer infrastructure charges. It is anticipated that our DSP will be completed in 2022. The developer will be advised that should they wish to undertake the development now they need to fund the augmentation works necessary for their development. However, if they wait for a review and development of a new DSP, this area has been earmarked for future growth and may be included as a funded project through a new DSP.

#### **FINANCIAL IMPACT STATEMENT**

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

**ATTACHMENTS:** Nil

**TABLED ITEMS:** Nil

#### **16.4.2. 2019/20 ANNUAL REPORT**

##### **BOARD RESOLUTION**

**20/111 RESOLVED** on the motion of Crs Sinclair and Armstrong that Council's 2019/20 Annual Report be received and noted.

**Report prepared by General Manager**

##### **COUNCIL OFFICER RECOMMENDATION**

That Council's 2019/20 Annual Report be received and noted.

##### **ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN**

07 Efficient Operations

##### **BACKGROUND**

Section 428 of the Local Government Act 1993, requires Council to prepare an Annual Report. The report details Goldenfields' achievements in implementing the Delivery Program and the

effectiveness of the principles undertaken in achieving the objectives at which those principal activities are directed.

## **REPORT**

Goldenfields Waters' 2019/20 Annual Report is the third Annual report within the four year reporting period for the 2017 – 2021 Delivery Program.

The results and outcomes are a reflection of the efforts of all staff within the organisation, undertaking a variety of roles from the front office in Temora to the remote areas within our 22,500 square kilometre footprint.

The Annual Report has been prepared in accordance with the guidelines under section 406 of the Local Government Act – *Integrated Planning and Reporting Guidelines*.

A copy of Council's audited financial reports will be included as an Appendix in the final version of this document, however have been excluded from this attachment as they already appear in the October 2020 Council Meeting Agenda under **Financial Statements 2019/20**.

The complete annual report will be posted on Council's website and provided to the Minister for Local Government as per requirements.

## **FINANCIAL IMPACT STATEMENT**

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

## **ATTACHMENTS:**

2019/20 Annual Report

**TABLED ITEMS:** Nil

### **16.4.3. APPOINTMENT OF ACTING GENERAL MANAGER**

#### **BOARD RESOLUTION**

**20/112 RESOLVED** on the motion of Crs McGlynn and Callow that Council appoints Geoff Veneris, Production and Services Manager, as acting General Manager during the period 30 November 2020 to 11 December 2020, inclusive.

Report prepared by General Manager

#### **COUNCIL OFFICER RECOMMENDATION**

That Council appoints Geoff Veneris, Production and Services Manager, as acting General Manager during the period 30 November 2020 to 11 December 2020, inclusive.

#### **ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN**

07 Efficient Operations

#### **BACKGROUND**

Section 351 of the Local Government Act, provides for council to appoint a person temporarily to the role of General Manager when the holder of such a position is absent.

## **REPORT**

The General Manager will be on leave from 30 November 2020 to 11 December 2020.

The appointment of an Acting General Manager is recommended to ensure efficient operations and the functions of the General Manager are maintained during this period.

## **FINANCIAL IMPACT STATEMENT**

The annual operating budget includes funding for acting allowances, therefore there is no impact on Councils Financial Position.

**ATTACHMENTS:** Nil

**TABLED ITEMS:** Nil

### **16.4.4. 2020 STAFF SURVEY RESULTS**

#### **BOARD RESOLUTION**

**20/113 RESOLVED** on the motion of Crs McCann and Sinclair that the report detailing 2020 Staff Survey Results be received and noted.

**Report prepared by Human Resources Coordinator**

#### **COUNCIL OFFICER RECOMMENDATION**

That the report detailing 2020 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 2020 Staff Survey commenced on 7 September and concluded on 18 September 2020 with 78% of staff completing the survey.

The 2020 results show a significant improvement in perception across the outcomes and drivers of organisational performance.

In addition to the 2019 survey high performance areas, 2020 saw the following additional outcomes and drivers move into the "High Performance" category:

- Values
- Resources
- Supervision

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TEMORA OFFICE on 22 October 2020**

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

- Processes
- Recruitment & selection
- Involvement
- Leadership

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

<b>Outcome / Driver</b>	<b>2016 Survey</b>	<b>2017 Survey</b>	<b>2018 Survey</b>	<b>2019 Survey</b>	<b>2020 Survey*</b>
High Performance	5	12	2	4	6
Medium Performance	24	21	20	22	16
Low Performance	5	1	12	8	3

*\*The total number of drivers reported on for the 2020 Survey decreased to ensure that results were presented in a more succinct manner.*

Whilst the outcomes have resulted in an overall improvement since the previous year, the Leadership Team will move forward focusing on key areas with the intention of further improving the results in 2021. The key areas are in relation to information sharing, treating each other with respect and providing staff with career opportunities.

#### **FINANCIAL IMPACT STATEMENT**

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

**ATTACHMENTS:** Nil.

**TABLED ITEMS:** Nil.

#### **16.4.5. 2020 CUSTOMER SATISFACTION SURVEY**

##### **BOARD RESOLUTION**

**20/114 RESOLVED** on the motion of Crs Callow and McGlynn that the report detailing the 2020 customer satisfaction survey be received and noted.

Report prepared by General Manager

##### **COUNCIL OFFICER RECOMMENDATION**

That the report detailing the 2020 customer satisfaction survey be received and noted.

##### **ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN**

05 Proactive Customer Relations

##### **BACKGROUND**

As part of the Goldenfields Water Delivery Program for 2017-2021, Goldenfields Water committed to develop and implement its first Community Engagement Strategy. As part of this

strategy Goldenfields have undertaken the 2020 customer survey to help inform its medium and long term decision making.

Goldenfields Water collaborated with expert social media market researcher 'Iris Research' to roll out their Customer Satisfaction Survey during the month of August. The survey was conducted via telephone and as an online questionnaire, designed to provide important insights into the local community's priorities and satisfaction levels including Goldenfields brand recognition and reputation, customer service experience, product quality and service delivery.

## **REPORT**

Iris Research presented summarised findings to the Board prior to today's meeting. The executive summary is attached providing an overview of the survey outcomes. The results of the survey will be considered in Goldenfields long term strategic decision making and future integrated planning and reporting.

## **FINANCIAL IMPACT STATEMENT**

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

**ATTACHMENTS:** 2020 Customer Satisfaction Survey Executive Summary

**TABLED ITEMS:** Nil.

### **16.4.6. COUNCIL MEETING DATES 2020/21**

#### **BOARD RESOLUTION**

**20/115 RESOLVED** on the motion of Crs Armstrong and McGlynn that Council set the meeting schedule as described for the ensuing twelve months.

Report prepared by General Manager

#### **COUNCIL OFFICER RECOMMENDATION**

That Council set the meeting schedule as described for the ensuing twelve months.

#### **ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN**

07 Efficient Operations

#### **BACKGROUND**

Goldenfields Water County Council meetings are held on the fourth Thursday of every second month at the Temora Office, commencing at 10.00am.

#### **REPORT**

By reviewing the meeting schedule for the ensuing twelve months at the October meeting each year, a new Council and / or a new Chairperson can revise the meeting schedule after the annual Chair elections have been held.

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at  
TEMORA OFFICE on 22 October 2020**

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Goldenfields Water Council meetings are generally held on the fourth Thursday of every second month, commencing at 10.00am.

In order to allow advance public notification of Council meeting dates for the next twelve months, the following program is put forward for consideration:

Friday 18 December 2020, commencing at 10am  
Thursday 25 February 2021, commencing at 10am  
Thursday 22 April 2021, commencing at 10am  
Thursday 24 June 2021, commencing at 10am  
Thursday 26 August 2021, commencing at 10am  
Thursday 28 October 2021, commencing at 10am

#### **FINANCIAL IMPACT STATEMENT**

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

**ATTACHMENTS:** Nil.

**TABLED ITEMS:** Nil.

#### **16.4.7. COUNCIL END OF YEAR CORPORATE FUNCTION**

##### **BOARD RESOLUTION**

**20/116 RESOLVED on the motion of Crs Armstrong and Sinclair that:**

- 1. Goldenfields Water hosts an end of year corporate function at the conclusion of the December Council meeting.**
- 2. The Temora office be closed from 12.00pm Friday 18 December 2020 for the remainder of the day to facilitate the function.**

**Report prepared by General Manager**

#### **COUNCIL OFFICER RECOMMENDATION**

That:

1. Goldenfields Water hosts an end of year corporate function at the conclusion of the December Council meeting.
2. The Temora office be closed from 12.00pm Friday 18 December 2020 for the remainder of the day to facilitate the function.

#### **ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN**

08 Highly Skilled and Energetic Workforce

#### **BACKGROUND**

Goldenfields Water traditionally hosts a for the Board, staff, and their families to acknowledge the efforts of employees over the preceding year.

## **REPORT**

Goldenfields Water December Council meeting is normally held with an end of year corporate function immediately following its conclusion.

The function will be held on Friday 18 December 2020 commencing 12.30pm at the Temora Golf Club. Councillors, staff, and families will be invited to attend.

Transportation will be arranged as required for employees whose roles are based outside Temora.

To facilitate the hosting of the function the office will be closed from 12.00pm Friday 18 December 2020 for the remainder of the day.

The function will be dependent on the COVID-19 parameters at the time.

## **FINANCIAL IMPACT STATEMENT**

The cost of hosting an end of year corporate function has been allocated within the budget.

**ATTACHMENTS:** Nil.

**TABLED ITEMS:** Nil.

### **16.4.8. OFFICE CLOSURE**

#### **BOARD RESOLUTION**

**20/117 RESOLVED** on the motion of Crs McCann and Sinclair that Council endorse the office to be closed commencing Monday 21 December 2020, reopening Monday 4 January 2021.

**Report prepared by General Manager**

#### **COUNCIL OFFICER RECOMMENDATION**

That Council endorse the office to be closed commencing Monday 21 December 2020, reopening Monday 4 January 2021.

#### **ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN**

08 Highly Skilled and Energetic Workforce

#### **BACKGROUND**

Council has previously closed its office for a period of two weeks during the Christmas and New Year Period, with minimal disruption to Council's normal operations.

## **REPORT**

The office closure is proposed to be from Monday 21 December 2020, reopening Monday 4 January 2021.

Benefits are:

- The first week of the New Year is a quiet week for customer interaction,
- Many businesses that Council deals with are closed that week,
- Many staff take advantage of extending their Christmas/New Year break, and
- The additional closure assists annual leave liability management.

Rostered staff will be on call to attend to operational issues (water breaks, breakdowns etc) and for major emergencies key staff will be recalled.

Customers can pay accounts through Australia Post and Bpay facilities.

Notification of the office closure period would be advertised during December.

#### **FINANCIAL IMPACT STATEMENT**

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

**ATTACHMENTS:** Nil

**TABLED ITEMS:** Nil

#### **17. NEXT MEETING**

The next ordinary meeting of Council is scheduled to be held on Friday 18 December 2020, commencing at 10.00am.

#### **18. CLOSE OF BUSINESS**

There being no further business requiring the attention of Council the meeting was closed at 11.15am.



**RIVERINA EASTERN REGIONAL ORGANISATION OF COUNCILS**  
**MINUTES OF THE BOARD MEETING HELD Via ZOOM**  
**Thursday 27 August 2020**

Meeting opened at 11:00am, due to COVID-19 restrictions the meeting was held electronically.

**PRESENT**

Ray Smith	Bland Shire Council	
Tony Donoghue <i>PSM</i>	Coolamon Shire Council	
Cr John Seymour <i>OAM</i>	Coolamon Shire Council	
Cr Abb McAlister	Cootamundra-Gundagai Regional Council	Arrived 11:04am
Phil McMurray	Cootamundra-Gundagai Regional Council	Arrived 11:04am
Cr Heather Wilton	Greater Hume Shire Council	
Steven Pinnuck	Greater Hume Shire Council	
Aaron Drenovski	Goldenfields Water County Council	
Cr Dennis Palmer	Goldenfields Water County 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 <i>OAM</i>	Temora Shire Council	Chairman
Gary Lavelle <i>PSM</i>	Temora Shire Council	
Julie Briggs	REROC	
Kate Hardy	REROC	
Matthew Dudley	RAMJO/REROC	Arrived 11:03am

**APOLOGIES**

Apologies for non-attendance were received from Cr N Smith, Cr B Monaghan, James Bolton and Rachel Whiting.

***Moved Cr P Veneris, seconded S Pinnuck that the apologies be accepted.***

**CARRIED**

**CONFIRMATION OF MINUTES**

***Moved Cr H Wilton, seconded J Davis that the minutes of the meeting held on 25 June 2020 be confirmed.***

**CARRIED**

**BUSINESS ARISING**

Business arising dealt with in reports.

## CORRESPONDENCE

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

**Letter from James Hay, Deputy Secretary, Energy, Climate Change and Sustainability, DPI** regarding the NSW Public Lighting code review. The preparation of a response was referred to the Southern Lights project participants to prepare a submission.

***Moved Cr P Veneris, seconded G Lavelle that the Correspondence be received.***

**CARRIED**

## EXECUTIVE OFFICER'S REPORT

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

**Review of REROC and JO Operations** – all Members were written to and asked if they were prepared to remain in REROC for another 2 years to mirror the State's requirement for them to remain in the JO. Some responses have been received but not all, some will go to the September council meetings. Riverina Water advised at the meeting their Board has passed a resolution that they will only remain a member of REROC for another 12 months but will not commit to the second year.

Cr Schirmer advised that Lockhart Shire Council questioned the need to run the two organisations for the two-year period and raised the issue of whether REROC be put into hibernation for the remaining term.

Greater Hume Shire, Coolamon Shire, Cootamundra-Gundagai Regional Council, Junee Shire and Temora Shire have resolved to remain in REROC for the next 2 years.

Goldenfields Water is making a decision at the 27 August board meeting. Bland Shire Council will be taking a recommendation to the September Council meeting.

**Southern Lights** – the tender for the Smart technology has reached the BAFO stage and analysis of the final tenders is currently underway. There are still some concerns around the viability of this part of the project. Essential Energy has lodged a submission for State funding assistance for the Smart rollout.

**Design and Building Practitioners Act** – a Briefing Paper was provided to the Board for information. The Riverina JO is considering the Act from a lobbying perspective but there are a number of operational impacts REROC may also need to consider.

**Review of the NSW Public Lighting Code** – the review of the Public Lighting Code is currently underway with submissions on the Code due by 14 September. The submission will be lodged by Southern Lights.

***Moved by J Davis, seconded Cr H Wilton that REROC contribute to a submission on the Review of the Public Lighting Code.***

**CARRIED**

**Biodiversity Conservation reform** – the final report for the Biodiversity project was provided to the Board for information.

**Contaminated Lands** – the funding arrangements for the new REROC/RAMJO delivery are being finalised with the EPA.

**Regional Resettlement Program Presentation** - Multicultural NSW has asked to present to the Board on the Regional Resettlement Pilot Program. The Board discussed this proposal and agreed that due to the current COVID situation the appropriate time to invite Multicultural NSW to present would be at the first meeting in February 2021.

**REROC Board Meeting Dates** - as the current REROC Board meeting dates clash with Goldenfields Water County Council's meetings it is recommended that the REROC meetings be moved to the fourth Friday of every second month.

***Moved by Cr H Wilton, seconded P McMurray that the REROC Board meetings be moved to be in line with the new proposed Riverina JO meeting dates, the fourth Friday of every second month.***  
**CARRIED**

**REROC AGM** – The REROC AGM will be held on Friday 23 October 2020, we are currently looking at available venues that will meet the COVID meeting requirements.

***Moved Cr R Schirmer, seconded Cr A McAlister that the CEO Report be received.***  
**CARRIED**

#### **RESOURCE SHARING REPORT**

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

**Southern Lights** – There has been 41.5% of the total planned 77,019 lights installed across the Southern Lights footprint. Full credit must be given to local council for getting this project across the line with almost no funding assistance from Government. Installation of LED lighting has commenced across the REROC region with Junee, Bland and Temora all scheduled to be installed by the end of the year. The Southern Lights group will be meeting again on 7 September to discuss the project.

**Planning Technical Committee** – M Dudley is participating in the Committee and updating on the CLM project. Greater Hume raised the issue of the rising cost of the Biodiversity credits. This issue will be referred to the Planners group to investigate further.

**RivSIG and Mapped Out** – NSW Spatial Services who are the presenters of the second day of the Mapped Out conference advised this week that due to travel restrictions they are unable to attend a face to face event. This news together with other travel restrictions in place for councils and distancing requirements that need to be put in place at the venue adds to the complications of running an event during COVID conditions. We have tentatively booked an alternative date for the Mapped Out conference in March 2021 and it is our recommendation to the Board that the conference be postponed until this time.

***Moved by Cr A McAlister, seconded Cr H Wilton that the REROC Mapped Out conference be postponed due to COVID concerns until March 2021.***

**CARRIED**

**Water and Wastewater Group** – the Group has identified additional procurements in their area with liquid alum, inspections/jetting and hypochlorite required. We will also be organising some webinars on telemetry training and looking at other training for staff working in the area.

**Energy Management Group** – the Group has agreed to undertake a project on micro-sites and will be applying for funding through the DPIE's Increasing Resilience to Climate Change funding. The group will also be working on a project to promote Electric Vehicle charging stations. The bi-annual Energy Conference will be held in March 2021 an agenda is currently being prepared.

**Infrastructure/Engineers Group** – there will be consultations with councils and industry stakeholders in mid-September for the CSIRO Transit study.

*Moved Cr H Wilton, seconded Cr R Schirmer that the Resource Sharing report be received.*

CARRIED

#### TREASURER'S REPORT

The report was tabled by T. Donoghue.

*Moved T Donoghue, seconded Cr H Wilton that the Finance Report be received.*

CARRIED

#### WASTE FORUM REPORT

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

**No Time to Waste Conference** – attendances at the Conference are likely to be compromised because of COVID. We have spoken with the venue and have booked an alternative date for February 2021, it is our recommendation to the Board that the No Time to Waste conference be postponed until February 2021.

*Moved by Cr R Schirmer, seconded by J Davis that the No Time to Waste Conference be postponed due to COVID concerns until February 2021.*

CARRIED

**E-Waste** - E-Waste collections continued throughout the region for the 2019/20 year with 249.8 tonnes of E-Waste diverted from landfill and sent to Kurrajong Recycling in Wagga Wagga to be processed. We are currently looking at booking our advertising for the 2020/21 year.

**Waste Metal Collections** – Waste metal is proving to be a valuable income stream for the participating councils with approx. 2,861 tonnes of waste metal collected over the 2019/20 financial year which resulted in approx. \$405,000 (excl GST) across the region. Another tender is about to be released.

**Battery Collections** – we will be looking at running a regional battery collection similar to the way we run waste metal and have contacted REROC councils to gain interest in participating.

**EGEL Waste to Energy project** – the REROC Waste Forum met with EGEL via zoom at the last meeting to discuss their Waste to Energy project. EGEL have advised they are working with Cootamundra-Gundagai Regional Council as the proposed site for this plant and a follow up meeting has been scheduled for Friday 4 September to discuss the project further.

Representatives from REROC, Cootamundra-Gundagai, Coolamon and Junee councils will be attending this meeting.

***Moved by Cr H Wilton, seconded T Donoghue that REROC enter into discussions with EGEL to explore the feasibility of establishing a Waste to Energy Plant in the REROC region.***

**CARRIED**

**Funding of Voluntary Regional Waste Groups (VRWGs) after 30 June 2021** – REROC and RENEW are currently liaising with the EPA on the issue of ongoing funding for the VRWGs past 30 June 2021.

**Safe Sharps** – We are currently in discussion with Diabetes NSW about a remodel of the site. Diabetes NSW is in discussions with the Ministry of Health (MoH) to obtain some funding for this site upgrade to occur. The REROC Waste Forum will also contribute to the remodel of the Safe Sharps website.

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

**CARRIED**

### **YOUTH & COMMUNITY DEVELOPMENT NETWORK REPORT**

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

**Take Charge Riverina Youth Leadership Forum** – the Forum has been moved to Wednesday 24 March 2021; all speakers, workshop facilitators and schools have been notified of the change. We have also been advised that our funding through the Murrumbidgee Primary Health Network can be rolled over to the new date.

**Youth and Community Development Meeting** – the group is currently meeting via Zoom and will continue to do so until the end of the year.

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

**CARRIED**

### **PROCUREMENT REPORT**

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

**Native Title Expert Panel** – this EOI is now complete and the successful Panel members will be made available on the members section of the REROC website.

**Bitumen Emulsion Tender** – this RFQ was released on 11 August and closes next Tuesday 2 September.

**Liquid Alum Tender** – we are due to re-tender for Liquid Alum and have once again invited RAMJO councils to be part of this tender process, noting the new REROC non-member procurement charge.

**Riverina JO BPAP** – REROC is providing project support for this project.

***Moved Cr R Schirmer, seconded Cr A McAlister that the Procurement report be received.***

**CARRIED**

G Lavelle left the meeting at 11:56am

### **REGIONAL CONTAMINATED LAND MANAGEMENT PROJECT REPORT**

The report was tabled. M. Dudley raised the following issues with members:

**Project Officer Position** – a recruitment process is underway for this new position; the position will be advertised in September.

**Project Management** – the delivery of the project is in line with the amended project plan and the financial spend is also in line with the forecast budget.

**Stakeholder engagement** – a series of webinars will be delivered over the coming months with a refresher on contaminated land management the first to be delivered this week.

**Historical Imagery Data** – the CRCB project officer and EPA are currently liaising with NSW Spatial Services to provide councils with historical imagery back to 1940. This information is important for councils to make informed decisions on contaminated land.

***Moved Cr H Wilton, seconded P Veneris that the Contaminated Land Management report be received.***

**CARRIED**

### **GENERAL BUSINESS**

**IPART review of the council rates on mines** – this was released in June, there is no timeline for feedback. As this is an advocacy issue it will be referred to the Riverina Joint Organisation for response.

**Annual reports from Essential Energy on Public Lighting** – these have not been received yet by councils. J Briggs to follow-up with Essential Energy.

### **NEXT MEETING**

Friday 23 October 2020

### **CLOSURE+**

Meeting closed at 12:09pm



# **Riverina Joint Organisation**

**Minutes**

**Board Meeting held**

**23 October 2020**

## Minutes of the Riverina Joint Organisation Board Meeting held at The Rules Club, Wagga Wagga on Friday 23 October 2020

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The meeting opened at 9:05am

### Present

Cr Brian Monaghan	Bland Shire Council
Ray Smith	Bland Shire Council
Cr John Seymour OAM	Coolamon Shire Council
Tony Donoghue PSM	Coolamon Shire Council
Cr Abb McAlister	Cootamundra-Gundagai Regional Council
Phil McMurray	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
Cr Graham Sinclair	Temora Shire Council
Elizabeth Smith	Temora Shire Council
Cr Greg Conkey	Wagga Wagga City Council
Peter Thompson	Wagga Wagga City Council
Julie Briggs	Riverina Joint Organisation
Kate Hardy	Riverina Joint Organisation
Claire Garrett	Riverina Joint Organisation
Paul Worsfold	Riverina Joint Organisation
James Bolton	Department of Regional NSW
Giles Butler	Department of Regional NSW

### 1. Apologies

**Resolved** on the motion of Cr N Smith, Cr H Wilton that the apologies of Gary Lavelle PSM and Cameron Templeton be received.

### 2. Move to Committee of the Whole

**Resolved** on the motion of Cr R Schirmer, seconded Cr J Seymour 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 A McAlister, seconded Cr H Wilton that the minutes of the 27 August 2020 Board meeting be confirmed as a true and accurate record.

### **5. Business Arising from Previous Board Meetings**

**Resolved** on the motion of Cr J Seymour, seconded Cr H Wilton that the Board note the progress on matters arising.

### **6. Correspondence**

**Resolved** on the motion of Cr G Sinclair, seconded Cr H Wilton that the issue of First-Past-the-Post voting be referred to the Governance Working Party to prepare a paper to present to the Board at the December meeting.

**Resolved** on the motion of Cr B Monaghan, seconded Cr A McAlister that the Board receive and note the correspondence.

### **7. Chief Executive Officer Report**

#### **7.1 JO Funding Arrangements**

**Recurrent Funding for JOs** – there is no further advice on funding for JOs.

#### **7.2 JO Core Activities - Regional Planning**

**JO Capacity Building Funding** – a report on the projects was provided to the Riverina JO Board. All three elements of the JO Capacity Building Funding are on time and on budget.

**Skills Shortages Project** - a presentation to the Board was delivered by Mr Steven Pinnuck. The Riverina JO welcomes Mr Paul Worsfold to the role of Skills Shortage Project Officer.

**CSIRO Freight transport project** – we have received the next iteration of the data which is out for comment. A consultation with the Engineers and CSIRO TraNSIT will be held on 27 October.

**Best Practice in Aggregated Procurement (BPAP)** – The Western Research Institute (WRI) have been appointed to complete the next stage of the project.

**Resolved** on the motion of Cr H Wilton, seconded Cr N Smith that the Board note the Report on the JO Capacity Building Projects.

**Regional Water Strategy** – noted.

#### **7.3 JO Working Party Meetings**

Noted.

## Minutes of the Riverina Joint Organisation Board Meeting held at The Rules Club, Wagga Wagga on Friday 23 October 2020

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### 7.4 JO Core Activities – Advocacy and Lobbying

1. **Access to Council Water Infrastructure within Rail Corridor** – the Board considered Riverina Water's correspondence in relation to the imposition of ongoing fees imposed for access to the rail corridors.

**Resolved** on the motion of Cr R Schirmer, seconded Cr A McAlister that the Riverina JO Board write to Riverina Water County Council to support their advocacy in relation to access to rail corridors for water supply, sewerage and stormwater drainage works conducted by Local Government. Access should be provided without the need to pay ongoing licence fees.

2. **Agricultural Land Use Planning Issues Paper** – A response to this Paper was prepared and provided to the Board for review.

**Resolved** on the motion of Cr G Sinclair, seconded Cr N Smith that the Riverina JO Board adopt the response to the Agricultural Land Use Planning Issues Paper.

3. **COVID-19 Local Government Recovery Package** – noted.
4. **Access to T-Corp Funding** -noted.
5. **ESL Increases** – noted.
6. **Section 7.12 Contributions for State Significant Developments** –noted.
7. **Consultation on the ABS Agricultural Census** – we received a response from the ABS in relation to our submission advising that they would not approve any of the additions the JO requested. We responded to their advice making a further case for the additions and they again rejected the suggestions, they have however, extended an invitation to meeting with them about the issues we raised.

**Resolved** on the motion of Cr H Wilton, seconded Cr B Monaghan that the Riverina JO Board accept the invitation to meet with the ABS and that the CEO make arrangements for this meeting.

8. **Streamlined Rate Variation Process to deal with Third Party-imposed Cost Events** – noted.
9. **Regional Roads Transfer Terms of Reference for the Independent Panel** – noted.
10. **Certification of Council Engineers** – the CEO has approached Engineers Australia (EA) about putting into place a skills assessment regime that would allow engineers who do not hold a degree level qualification but have substantial experience to have their qualifications together with their experience assessed as being at degree level. For this process three volunteer engineers who do not hold a degree are required to work with EA. The CEO will send a request to councils for participants.

LGNSW are also holding a Forum on the issue on the 17 November, the CEO will be attending.

**Minutes of the Riverina Joint Organisation Board Meeting held at The Rules Club, Wagga Wagga on Friday 23 October 2020**

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**Mobile Phone Black Spots** – the sub-committee appointed at the August Board meeting met with local wi-fi technology provider Zetifi to explore working with it on a Regional Connectivity Program project. It was agreed that the technology on offer did not really address the mobile black spot issues that councils had identified as it was more suitable for farmers. The CEO recommended that a small JO sub-committee be formed to explore other options for Mobile Phone Black Spot areas.

**Resolved** on the motion of Cr N Smith, seconded Cr G Sinclair that a sub-committee of Cr Abb McAlister, Cr Heather Wilton, Tony Donoghue and James Davis convene as a telecommunication subcommittee and continue to explore opportunities to address mobile phone black spots in the Region.

11. **NSW Public Spaces Legacy Program Funding** – RAMJO has approached Cr R Firman for support from Riverina JO in advocating against the restricted access to the funding. It is only available to councils on the e-planning portal. Several Members also raised the issue of the expense of joining the NSW Planning's e-planning portal which for most will require the purchase of the add-on module to their existing software.

RAMJO has asked that the guidelines for access to the funding be changed to allow councils who connect to e-planning by the end of the year to access the funding.

**Resolved** on the motion of Cr B Monaghan, seconded Cr N Smith that the Riverina JO Board support RAMJO's advocacy on this issue with regard to the Public Spaces Legacy Program and that the Riverina JO write to the State government to consider providing extra funding to implement the e-planning portal within local councils.

12. **LGNSW/JO Working Group** – noted.
13. **Audit, Risk, and Improvement Framework** – noted.
14. **Proposed Export Waste Ban** – noted.

7.5 JO Core Activities – Intergovernmental Co-operation

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The following activities have occurred in this Core Activity:

- **Drought Sub-committee** – The new name of the Committee is the Critical Events Co-ordination Committee. A copy of the template for the Adverse Events Plan was provided to the Board. Councils using the template are now customising it to reflect their local circumstances.
- **Cross Border COVID Briefings** – These briefings have now slowed. They have provided an extremely useful communication platform and Mr James McTavish and his staff are to be congratulated for the efficacy of the initiative.

**Resolved** on the motion of Cr H Wilton, seconded Cr R Schirmer that the Riverina JO write to Mr James McTavish congratulating he and his staff on the effectiveness of their work in relation to the NSW-Victoria border closure.

## Minutes of the Riverina Joint Organisation Board Meeting held at The Rules Club, Wagga Wagga on Friday 23 October 2020

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- **Smarter Regions CRC** - noted.
- **Riverina-Murray Drought Task Group** - noted.
- **Meetings with Murrumbidgee Primary Health District** – noted.
- **Meeting with Department of Regional NSW** – noted.
- **JO Executive Officer Meetings** - noted.

**Resolved** on the motion of Cr R Schirmer, seconded Cr J Seymour that the Board receive the CEO's Report.

### 8. **JO Chairman's Report**

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1. **Joint JO Chairs' Meeting** - the JO Chairs last met on 6 August and are not due to meet again until 5 November.
2. **JO Review** - Cr R Firman has spoken with the Minister's office about the Terms of Reference for the Review being circulated to the JOs for comment. COVID has delayed the release of these and they are expected to be released before the end of year.

**Resolved** on the motion of Cr A McAlister, seconded Cr N Smith that the Board receive and note the Chairman's Report.

### 9. **Finance Report**

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1. **Audited Financial Statements 2019/20** – The Audit has been completed and the Draft Statements were provided to the Board. The last day for the Audited Financial Statements to be presented to the Board is 5 December as the JO's next Board meeting is 11 December, we may need to hold an extraordinary meeting to present the Statements, move the Board meeting forward by one week to 4 December or request an extension for the Audited Financial Statements.

**Resolved** on the of Cr G Sinclair, seconded Cr G Conkey that the CEO seek an extension from OLG on the due date of the Audited Financial Statements to 12 December 2020.

2. **Year to Date Financial Report** – noted.

**Resolved** on the motion of Cr N Smith, seconded Cr R Schirmer that the Board receive the Finance Report.

### 10. **Governance**

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Annual Performance Statement Report must be completed by the end of November. The Statement must show progress against the Strategic Priorities and Statutory requires including:

- GIPA

**Minutes of the Riverina Joint Organisation Board Meeting held at The Rules Club, Wagga Wagga on Friday 23 October 2020**

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- Overseas Travel
- EEO Management Plan
- Remuneration of Executive Officer

**11. Urgent Business without Notice**

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**Election of Chairman and Deputy Chairman** –the election of Chairman and Deputy Chairman should have been conducted at the October Board meeting, in keeping with the requirement for a two-year term for the Chairman. However due to an oversight this was not scheduled and will need to be done in December.

**Resolved** on the motion of Cr N Smith, seconded Cr A McAlister that the election of the chairman and deputy chairman be moved to the December meeting.

**12. Resolution to Move out of Committee of the Whole**

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**Resolved** on the motion of Cr J Seymour, seconded Cr R Schirmer that the Board move a motion to move out of Committee of the Whole.

**13. Next Board Meeting**

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The Board of the Riverina JO will next meet on Friday, December 11, 2020

Meeting closed at 9:59am



# REPORTS TO COUNCIL

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## Section 1 - Office of the General Manager

### 8.1 Annual Report 2019/20



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

*DP10.3 Ensure the General Manager takes a high level role in implementing the Community Strategic Plan and other Council documents*

**Author:** Executive Assistant

#### **Introduction**

The Annual Report outlines Council's activities in accordance with the statutory reporting requirements of the Local Government Act and Integrated Planning and Reporting Framework for the 2019/20 financial year and includes additional information so as to provide Councillors and the community with a greater snapshot of Council's achievements over this 12 month period.

The Annual Report document is included in the Attachments to this business paper for Councillors. It will be lodged with the Office of Local Government and made available online by the deadline of 30 November.

#### **Financial Implications**

Nil to this report

#### **Summary**

This report meets the statutory reporting requirements of the Local Government Act and Integrated Planning and Reporting Framework and is provided for the information of Councillors and the community.

#### **Recommendation:**

**That Council receives and notes the Annual Report for the year 2019/20.**

## 8.2 West Wyalong Community Theatre – Stage 2 Progress as at November 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**

This is the second progress report on the Stage 2 works for the West Wyalong Community Theatre as at 10 November 2020. Council will be aware of their resolution to accept the tender from Adaptive Interiors based in Wagga for these works.

### **Financial Implications**

The original estimates for this project, prepared in February 2017, were \$661,729.41 but these figures were revised in July 2018 to \$754,749.60.00 plus consultant costs of \$71,400.00. Total estimate = \$826,149.60.

In February 2019, Council considered three (3) tenders, for the complete works but resolved not to accept any tender and to split the scope of works into two (2) stages with the objective of reducing costs.

Adaptive - \$1,353,824.96  
Mansfield - \$1,414,928.59  
Network - \$1,676,440.66

In November 2019, Council accepted the tender of Daniher Building Co. for \$196,500.00.

In September 2020, Council accepted the tender of Adaptive Interiors, for \$1,089,935.00

Total Contract amount - \$1,286.435.00

### Income

Contribution from the NSW State Government - \$451,572.00  
Contribution from Evolution Mining - \$300,000.00  
Contribution from the Commonwealth Government - \$150,000.00  
Contribution from Bland Shire Council - \$384,863.00 (Estimate at this stage. Subject to any contract variations).

There is a strong likelihood of variations to Stage 2 given the age of the building and the possible discovery of previously unidentified issues.

There are also ancillary costs that are currently being met by Council but will be reimbursed by the Theatre Committee once the theatre becomes operational. These include rental of the building, rental of a PO Box, telephone connection, ASIC registration, website development, and logo development.



## **Summary**

I previously reported that there had been some issues identified with the completion of works in Stage 1 and these matters were being investigated accordingly. It appears that a solution is imminent after discussions with the contractor, sub-contractors and the architect.

The appointment of Mr. Ian Dodge, as the on-site project manager for the Stage 2 works, is proving very beneficial. Mr. Dodge has developed a very professional working relationship with the Stage 2 contractor and he is providing regular updates on the progress of works.

There are some other incidental works required to the building, such as the demolition of an old storeroom, refurbishment of the kitchen and some electrical wiring to the first floor. The Masons are meeting the cost of these works.

## **Recommendation:**

**That the progress report, as at November 2020, on the community theatre project be received and noted and that the General Manager continue to provide regular updates to Council on this project.**

## 8.3 Business West Wyalong – Request for Financial Support – Why Leave Town Cards



### Our Prosperity - Growing our population and jobs

*DP14.1 Work with the tourism industry to identify and develop products and services that appeal to visitors of the Shire.*

**Author:** General Manager

#### **Introduction**

Council is in receipt of a written request from Business West Wyalong seeking a 50% contribution towards the annual subscription fee for the Why Leave Town Promotion.

A copy of the correspondence is included as an attachment to this report.

#### **Financial Implications**

The annual subscription fee is \$1,975.00 therefore; the amount of the Council contribution would be \$950.00. There is sufficient funds within the existing Economic Development budget to meet this request.

#### **Summary**

Council's Tourism & Administration Officer currently administers this particular promotion with a significant amount of time devoted to the process. I believe that if Council is going to make a financial contribution then Business West Wyalong should take responsibility for this administrative process.

#### **Recommendation:**

- 1. That Council agrees to make a financial contribution of \$987.50 towards the 2020/2021 Why Leave Town promotion, with funds being allocated from the current Economic Development budget;**
- 2. That this contribution is made on the basis of Business West Wyalong assuming responsibility for the administration of this promotion.**



30<sup>th</sup> October 2020

**Bland Shire Council**

Ray Smith  
PO Box 21  
WEST WYALONG NSW 2671

Dear Mr Smith,

Business West Wyalong Inc would like to extend our gratitude to Bland Shire Council for your support and lead on the Why Leave Town initiative. We are proud of the success that this initiative has had and wish to continue this into the future.

As the renewal invoice for the annual subscription fee has come in we are seeking further support from Bland Shire Council and propose that, with the acceptance of Bland Shire Council, that we pay 50% each of the subscription fee.

Should you wish to discuss the details or produce an amended offer we would be open to any support that Bland Shire Council is able to provide. Please don't hesitate to contact our President Barbra Last on 0428 617 756 or email [Businesswestwyalong@gmail.com](mailto:Businesswestwyalong@gmail.com).

Warm regards,

**Kate Braunberger**  
Secretary

0428 617 756 (President Barbra Last) 0431 204 115 (Secretary Kate Braunberger)

TBC

Follow us on Facebook @BusinessWestWyalongInc

PO Box 349, West Wyalong NSW 2671



## 8.4 Bland Shire Australia Day 2021



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

*DP4.1 Facilitate Council events to build social capital and a sense of belonging within the community*

**Author:** Community Relations Officer

### **Introduction**

The COVID-19 pandemic has wreaked chaos on events across Australia in 2020 and beyond.

One of the largest annual events held in the Bland Shire each year is Australia Day, featuring the Bland Shire Australia Day awards and Lions Club breakfast.

### **Australia Day Awards and breakfast**

The uncertainty surrounding COVID-19 and the various restrictions currently in place surrounding public events, social distancing, food service and check-in procedures are forcing Councils all over Australia to re-evaluate their plans for Australia Day 2021.

Due to these factors and following discussion at the workshop, it is regrettably recommended that Council not proceed with the traditional Australia Day breakfast in the park in 2021.

However, Council remains committed to holding the awards and paying tribute to the nominees and recipients in the most fitting way possible. Citizenship candidates can also be incorporated into any revised event.

As per discussion at the workshop, it is recommended that Council host a COVID Safe awards reception/dinner for nominees and citizenship candidates on Monday 25 January at the West Wyalong Services and Citizens Club. The Services and Citizens Club is registered as a COVID Safe business and has approved and effective check in, food handling and service provisions in place. The club advises that under current restrictions they can accommodate up to 100 guests in the auditorium.

Council has been successful in receiving a grant from the National Australia Day Council for the purchase of live streaming equipment which will allow the awards presentations to be live streamed to the community as well as recorded and posted on Council's website.

Australia Day award nominations are currently open and Council may wish to review its plans at the December meeting if an exceedingly high number of nominations are received which cannot be adequately catered for within the 100 person restriction.

It should also be noted that plans may be forced to change up until the day of the proposed dinner if there are further major developments relating to COVID-19.

### **Australia Day Committee**

Council adopted a new terms of reference for the Bland Shire Australia Day Committee in August 2019.

Membership of the committee previously comprised of the Councillors and General Manager before the newly adopted new terms of reference included the addition of community representatives including Bland Shire Community Ambassadors, youth representatives including West Wyalong High School and Ungarie Central School captains, the Young Citizen of the Year and the Lions Youth of the Year, the incumbent Citizen of the Year and Contribution to Sport recipient and Showgirl winners from West Wyalong, Weethalle, Ungarie and Weethalle.

The role of the committee is to make a recommendation/s to Council and the terms of reference state that a quorum will consist of –

- Mayor of the day or nominated Councillor representative
- Deputy Mayor of the day or nominated Councillor representative
- General Manager or delegate
- At least one (1) Bland Shire Community Ambassador or current Miss Showgirl from West Wyalong, Barmedman, Weethalle or Ungarie or Bland Shire Citizen of the Year or Bland Shire Contribution to Sport recipient
- At least one (1) representative from the West Wyalong or Ungarie High School Captains or Bland Shire Young Citizen of the Year or Lions Youth of the Year

In the event that a quorum is not achieved responsibility for making a recommendation to Council and assessing the nominations falls back to Council.

Due to the COVID-19 pandemic, the associated difficulty in achieving a quorum and as per discussion at the workshop it is recommended that the expanded Australia Day Awards Committee is not formed in 2020 and that the responsibility for assessing and recommending the 2021 award recipients reverts back to the Councillors and General Manager.

### **Financial Implications**

Council would fund the cost of meals at the proposed dinner at the Services and Citizens Club on Monday 25 January. This cost can be accommodated in the existing Australia Day budget utilising savings achieved by not holding traditional events.

### **Summary**

Current restrictions relating to COVID-19 make it exceptionally difficult to proceed with Australia Day 2021 in its traditional format.

Recommended changes will help protect Council and the community while continuing to provide an accessible platform to celebrate the award nominees and recipients.

**Recommendation:**

- 1. That Council not proceed with the Australia Day awards breakfast on 26 January 2021 due to the COVID-19 pandemic and associated restrictions**
- 2. That Council host an Australia Day Awards dinner for nominees and citizenship candidates at the West Wyalong Services and Citizens Club on Monday 25 January and the situation be reviewed at the December meeting if deemed warranted by the number of nominations received.**
- 3. That the 2021 Australia Day awards be live streamed by Council and a recording made available to the community**
- 4. That the Australia Day Committee in its current format, not be convened for the 2021 awards and that the assessment of nominations revert back to the Councillors and General Manager.**

## 8.5 Part Day Public Holiday Application – West Wyalong Show 2021-2022



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

*DP3.1 Develop and support a strong sense of community, providing advice and support to community groups*

**Author:** Community Relations Officer

### **Introduction**

The West Wyalong Show Society has asked Council to apply to the NSW Industrial Relations Office for a part day public holiday between the hours of 12 noon and 6pm on Wednesday 8 September 2021 and Wednesday 7 September 2022 for the purposes of the West Wyalong Show.

Any application from Council for a local public holiday requires a formal Council resolution and must include the history of the event, an outline and evidence of extensive community consultation including written correspondence to stakeholders such as banks, schools and chambers of commerce, details of alternatives considered and transport arrangements for school students.

For a biennial application, applicants must also include additional information focusing on the economic and social importance of the event for the designated holiday area.

### **Financial Implications**

Nil to this report

### **Summary**

Council was required to undertake a widespread community consultation process in order to support any application for a local public holiday or local event day in the West Wyalong/Wyalong and Tallimba Town Improvement Districts

An online survey was published on Council's website and promoted through social media and press advertisements in the West Wyalong Advocate.

A total of 82 responses were received of which 81 (98.78 per cent) believe a holiday is necessary for the survival of the Show.

In accordance with the requirements of any future application from Council to Industrial Relations, the survey posed all available options by asking residents to indicate their preference for either a part day public holiday (noon-6pm), a half day public holiday (noon-midnight), a full day public holiday, a local event day (where banks, schools and businesses have the option to close but are not required to) or neither. The results were as follows –

**Part Day Public Holiday (noon-6pm): 37.8%**  
**Half Day Public Holiday (noon-midnight): 17.1%**  
**Full Day Public Holiday: 42.7%**  
**Local Event Day: 2.4%**

While survey respondents slightly favour a full day holiday over a part day holiday, the part day holiday is less burdensome on local business and in particular the hospitality industry

After previously supporting a half day holiday (noon-midnight), Council has applied for a part day public holiday (noon-6pm) each year since 2014 after receiving correspondence from the Australian Hotels Association (AHA) on behalf of its local members. The AHA expressed concern at the impact of a local half day public holiday and the payment of penalty rates for employees after 6pm when the Show had concluded. The Show Society has supported this stance.

Meanwhile, the majority of survey respondents also identified positive community, social, local economy, tourism, employment and business impacts associated with the Show.

To ensure these positive impacts continue to be realised in the long term it is recommended that Council include in its resolution a requirement for the West Wyalong Show Society to complete and lodge a COVID Safe event plan, if relevant at the time, within one month of the Show. Council may choose to review its support for any local public holiday at the August 2021 and 2022 meetings if a suitable plan is not provided.

Comments received from community as part of the survey process for the consideration of Councillors were –

**Comments from respondents in favour of a part day public holiday (noon-6pm) -**

*“A half day holiday on show day would encourage the community to support the show society by being able to attend the event.”*

*“Without a holiday there would be no Volunteers to help stage this event.”*

*“Holiday is needed to get support for people to be able to attend the show.”*

*“Without an afternoon holiday the West Wyalong Show would not have enough, if any public visitors and would fail. After over 100 years for the Show to fold would be a great loss to the community.”*

*“Country shows are different to city shows. It brings family together for the day, also allows kids to have fun locally without having to drive a distance. Good for the community as it gives meaning to locals when they can display their handicraft”.*

*“We need locals to support our show or it will not go ahead so by having a half day it allows this to happen. Unless we move to a weekend but it is ALOT of organising to change dates.”*

*“Without a public holiday next to no-one will be able to attend the show. A public holiday is also required for school children to be able to attend from Midday. If the wasn't a public holiday, 5 - 5.30 will be far too late for anyone to "bother" to go to the show as it would be dark & time to take the kids home an hour later! Without a public holiday we would have no show.”*

*“Without a public holiday we will not attract the number of volunteers, community groups or the school students. Less volunteers means less show.”*



*“Show day is a local legend and I believe a half day public holiday is needed to allow people to attend.”*

*“The show committee works very hard it would be lovely to have a holiday and the town support the.”*

**Comments from respondents in favour of a half day public holiday (noon-midnight) –**

*“Without at least half day holiday for the West Wyalong Show parents wont be able to take their children to the Show and community members employed in the Bland Shire will not be able to attend as they will still be at work.”*

*“Half day holiday will help show survive.”*

**Comments from respondents in favour of a full day public holiday –**

*“After not being able to have Show day in 2020, 2021 and 2022 need to be big events for the community to get together and support for the Show to survive.”*

*“This is a long served tradition that needs to continue. As the show is on a Wednesday, if there was no public holiday no one would be able to attend. This would force it to not happen which would be detrimental to to adults and children alike.”*

*“As participants in the horse ring I’m still required to take half a day off work, if I can’t get the time off then my family can’t compete and that is taking numbers away from the horse ring  
This is a long served tradition that needs to continue. As the show is on a Wednesday, if there was no public holiday no one would be able to attend. This would force it to not happen which would be detrimental to to adults and children alike.”*

*“I feel for the West Wyalong show to be successful, there needs to be at least a half day public holiday. Without this, the number of people attending/able to attend will be drastically reduced and makes the Show non viable. Communities like West Wyalong need the show to continue on for many years to come.”*

*“Having a public holiday or half day public holiday is essential for most people to be able to take their children to the show or attend themselves. Without the holiday, people would not be able to attend.”*

*“In these difficult times brings the community together.”*

*“The West Wyalong Show gives the community the chance to come together and have some fun, as well as allowing the children the chance to show off their creations in the pavilion. Many individuals look forward to this time of year, where they can show the community their art, cooking, gardening and animal care skills.”*

**Comments from respondents in favour of a local event day –**

*“During the current economic situation is it would be an act of economic vandalism to impose public holiday penalty rate on the struggling businesses trying to service the community.”*

*“As the show is during the week, having the half day allows children (normally in school) to attend. This creates a culture that will allow the show to continue into the future.”*

In addition to the survey, individual letters outlining the application process and seeking feedback were also sent to local banks, schools and Business West Wyalong. No return correspondence had been received at the time of writing this report.

The local public holiday has traditionally been declared in the Wyalong/West Wyalong and Tallimba Town Improvement Districts.

**Recommendation:**

- 1. That the Council make application for a local part day public holiday between the hours of 12noon and 6.00pm for the purpose of the West Wyalong Show on Wednesday 8 September 2021 and Wednesday 7 September 2022 covering the West Wyalong/Wyalong and Tallimba Town Improvement Districts within the Bland Shire area.**
- 2. Council requests a COVID Safe Plan, if relevant at the time, be provided to Council by the West Wyalong Show Society no later than one month prior to the 2021 and 2022 West Wyalong Shows.**

## Section 2 – Corporate & Community Services

### 8.6 Finance and Investment Report for October 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:** Manager Customer & Financial Services

#### **Introduction**

The Finance and Investment Report is provided to Council for information and prepared in accordance with the Local Government (General) Regulation 2005.

#### **Financial Implications**

**STATEMENT OF BANK BALANCES, RATES COLLECTIONS AND INVESTMENTS FOR THE MONTH OF OCTOBER 2020.**

#### **BANK BALANCES AS AT 31<sup>st</sup> OCTOBER 2020**

<b>ACCOUNT</b>	<b>BALANCE</b>
General Fund	\$ 797,498.60
BCard	\$ 30,000.00
	<b>\$827,498.60</b>
Invested Funds	
Fixed Deposits	\$ 45,200,000.00
Deposits at Call	\$ 3,246,103.29
	<b>\$ 48,446,103.29</b>
Net Balance	<b>\$ 49,273,601.89</b>
Percentage of investment to Net Balance	98.32%

**STATEMENT OF BANK BALANCES AS AT 31.10.20**  
**SUBMITTED TO THE ORDINARY MEETING NOVEMBER 17, 2020**

<b>BALANCE as at 01.10.20</b>	<b>\$ 3,659,036.85</b>
<b>Add Receipts</b>	
<u>Receipts over \$150,000</u>	
NIL	
<u>Receipts under \$150,000</u>	\$ 2,528,003.53
<i>Total Receipts for October 2020</i>	<b>\$ 2,528,003.53</b>
<b>Less Payments</b>	
<u>Payments over \$150,000</u>	
22/10/20 Temora Shire NSW RFS Contribution 1 <sup>st</sup> Qtr	-\$ 155,604.98
<u>Payments under \$150,000</u>	-\$ 5,233,936.80
<i>Total Payments for October 2020</i>	<b>-\$ 5,389,541.78</b>
<b>CASH BALANCE</b>	<b><u>\$ 797,498.60</u></b>
Limit of Overdraft Arranged with Bank	\$ 350,000.00

## ACCOUNTS SUMMARY AND CERTIFICATION

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

I CERTIFY,

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

<b>Fund</b>		<b>Voucher No.s</b>	<b>Total</b>
Cheques		025960 - 025971	\$ 10,421.71
Auto-pay	Creditors	E022617 – E022947	\$ 4,898,675.16
Auto-pay	Payroll	04/10/20 – 25/10/20	\$ 457,587.88
October Bank Charges & Commission etc			\$ 2,496.49
Direct Debits		Repayments & Vehicle Lease	\$ 20,360.54
			<b>\$ 5,389,541.78</b>

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

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

.....  
Manager Customer and Financial Services  
Responsible Accounting Officer

**CERTIFICATE OF GENERAL MANAGER**

This accounts summary, a copy of which was submitted to each member of Council on the 17<sup>th</sup> November 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 \$5,389,541.78 was submitted to the Ordinary Meeting on the 17<sup>th</sup> November 2020 and that the amounts are presented to Council for confirmation of payment.

.....  
Chairman of Ordinary Meeting

## INVESTMENTS

The following table gives details of Council's Funds invested at 30<sup>th</sup> September 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 (\$s)	TERM	YIELD	DATE DUE
14-September-2020	Bank of QLD (Term Deposit)	1,000,000.00	365 days	0.70%	14-September-2021
21-September-2020	NAB (Term Deposit)	1,000,000.00	365 days	0.75%	21-September-2021
17-February-2020	NAB (Term Deposit)	1,000,000.00	365 days	1.55%	16-February-2021
01-March-2020	NAB (Term Deposit)	1,500,000.00	210 days	1.33%	01-October-2020
08-November-2018	Bank of QLD (Term Deposit)	1,000,000.00	550 days	2.80%	11-May-2021
08-September-2020	Bendigo Bank (Term Deposit)	400,000.00	365 days	0.95%	08-September-2021
08-September-2020	Bendigo Bank (Term Deposit)	400,000.00	365 days	0.95%	08-September-2021
08-September-2020	Bendigo Bank (Term Deposit)	400,000.00	365 days	0.95%	08-September-2021
13-December-2019	AMP (Term Deposit)	1,000,000.00	370 days	1.70%	17-December-2020
16-August-2020	Bank of QLD	1,000,000.00	364 days	0.75%	16-August-2021
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
08-July-2019	AMP (Term Deposit)	1,000,000.00	550 days	2.15%	08-January-2021
29-September-2020	ME Bank (Term Deposit)	2,000,000.00	365 days	0.55%	29-September-2021
06-April-2020	NAB (Term Deposit)	2,000,000.00	365 days	1.20%	06-April-2021
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
28-February-2020	MyState Bank (Term Deposit)	2,000,000.00	276 days	1.60%	30-November-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
07-February-2020	Australian Unity Bank	2,000,000.00	364 days	1.70%	05-February-2021
12-December-2020	Australian Unity Bank	1,500,000.00	343 days	1.70%	20-January-2021
26-March-2020	MyState Bank (Term Deposit)	2,000,000.00	210 days	1.85%	22-October-2020
28-May-2020	Bank of QLD	2,000,000.00	1097 days	1.35%	30-May-2023
28-May-2020	Bank of QLD	2,000,000.00	1460 days	1.50%	27-May-2024
6-August-2020	Bank of QLD	2,000,000.00	1093 days	1.05%	4-August-2023
30-September-2020	Northern Territory Treasury	2,000,000.00	1902 days	1.20%	15-December-2025
30-October-2020	Northern Territory Treasury	1,000,000.00	1141 days	0.80%	15-December-2023
	ANZ Deposit at Call	50,915.70	Cash at Call		
	CBA Deposit at Call	3,195,187.59	Cash at Call		
	<b>TOTAL:</b>	<b>\$48,446,103.29</b>			

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

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

**GENERAL MANAGER**

## **RATES REPORT**

### **Below is a summary of outstanding rates**

Total rates income levied (2020/21)	\$ 10,545,998.02
Rates received as at 31/10/2020	\$ 4,002,686.84
% of rates received to date	37.95%

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

### **Summary**

The information provided within this Finance and Investment Report has been prepared in accordance with the Local Government (General) Regulation 2005 as well as Council's financial management policies and procedures. Further, 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 information contained within the Finance and Investment Report for the month of October 2020**
- 2. That Council confirms the payment of accounts, for the period 01 October to 31 October 2020, summarised in the accounts summary totalling \$5,389,541.78.**



## 8.7 Audit Report – 2019/20 General Purpose Financial Statements



**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:** Manager Customer & Financial Services

### **Introduction**

The purpose of this report is to inform the Council and the community that the Council's Annual Financial Reports for the year ending 30 June 2020 have been completed and audited. The financial reports and auditor reports can now be presented to the public and adopted by Council.

Council's General Purpose Financial Statements for 2019/20 have been audited by the NSW Auditor General.

As the Audit Office does not have the capacity to undertake audits of all Councils across the state, it has contracted accounting firms to perform much of the audit for the Audit Office. In Bland Shire Council's case Crowe were contracted to undertake the audit. The 2019/20 audit has been completed and the Audit Office has submitted their statutory reports being the Audit Opinion and Report on the Conduct of the Audit. The Auditor Generals reports accompany the General Purpose Financial Reports which are available to Councillors and the public.

### **Financial Implications**

The audit fee as prescribed by the NSW Audit Office. This has already been approved in Council's budget.

### **Summary**

Financial reports and Auditor reports can be adopted by Council and advertised for public display.

### **Recommendation**

**That Council adopt the 2019/20 Financial Statements and Auditors Report as presented and note the advertisement advising the public that the reports are available for viewing.**

## 8.8 Budget Review – September 2020



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

*DP14.4 Ensure the long term financial sustainability of the Council through effective and prudent financial management*

**Author:** Manager Customer & 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 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.
- Reserves Position

### **Overall Position**

In general terms, the Council has achieved 34% of projected revenue (calculated on an accrual basis) to adjusted budget and 17% of projected expenditure to adjusted budget by the end of September 2020.

Capital Expenditure at the end of September 2020 is currently at \$780,403 representing 14% of the revised budget.

With many grant works currently in progress, it is anticipated that capital expenditure will increase in the following quarter to meet funding guidelines.

Council needs to continue monitoring budget items to ensure it is on target for a zero based budget at year end. The balance of Council's cash and investments held is around \$50million.

### Operational Budget and Variations:

At the end of the September quarter, there were no significant budget adjustment requests.

The Aged Care original adopted budget has been removed, and a newly structured budget has replaced it. As Council has aimed for a zero based budget in this area, there is no change to the original budget result for Aged Care Services.

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 1<sup>st</sup> quarter that is within the budget for the directorate. All areas appear to be performing within budget expectations and provided for a favourable result. Evolution has agreed to contribute \$300,000 to the West Wyalong Community Cinema project, so an additional \$300,000 in income & expenditure has been added to the budget document.

#### **CORPORATE, COMMUNITY & DEVELOPMENT SERVICES**

Corporate, Community and Development Services has produced a result at the end of the 1<sup>st</sup> 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 1<sup>st</sup> quarter that is within the budget for the directorate. All areas appear to be performing within budget expectations and provide for a favourable result.

#### **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 30<sup>th</sup> September 2020 indicates that Council's financial position at 30<sup>th</sup> September 2020 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 30TH SEPTEMBER 2020**

**INCOME**

PRINCIPAL ACTIVITY	BUDGET 2020/21	C/FWD PROJECTS 2019/20	Approved Adjustments	ADJUSTED BUDGET 2020/21	Requested Adjustments	Projected Year End Result	1st Quarter Actuals	Balance Remaining
<b>EXECUTIVE</b>								
Governance	0	0	0	0	0	0	0	0
Democracy	0	0	0	0	0	0	0	0
Land Development	-325,000	0	0	-325,000	0	-325,000	0	-325,000
Economic Development	0	0	0	0	0	0	0	0
Tourism	-5,150	0	0	-5,150	0	-5,150	-550	-4,600
Human Resources	-12,700	0	0	-12,700	0	-12,700	-5,752	-6,948
Community Services	-177,106	0	0	-177,106	0	-177,106	-125,440	-51,666
Community Relations	-1,050,000	0	0	-1,050,000	0	-1,050,000	-500,000	-550,000
<b>Executive Total Outcome</b>	<b>-1,569,956</b>	<b>0</b>	<b>0</b>	<b>-1,569,956</b>	<b>0</b>	<b>-1,569,956</b>	<b>-631,741</b>	<b>-938,215</b>
<b>CORPORATE DEVELOPMENT</b>								
General Revenue	-6,943,640	0	0	-6,943,640	0	-6,943,640	-6,889,608	-54,032
Financial Assistance & investments	-5,308,163	0	0	-5,308,163	0	-5,308,163	-848,027	-4,460,136
Corporate Support	-321,675	0	0	-321,675	0	-321,675	-14,327	-307,348
<b>Corporate Development Total</b>	<b>-12,573,478</b>	<b>0</b>	<b>0</b>	<b>-12,573,478</b>	<b>0</b>	<b>-12,573,478</b>	<b>-7,751,962</b>	<b>-4,821,516</b>
<b>COMMUNITY &amp; DEVELOPMENT SERVICES</b>								
Aged Care	-401,964	0	0	-401,964	0	-401,964	-83,854	-318,110
Library & Children's Services	-1,414,417	0	0	-1,132,859	0	-1,132,859	-315,193	-817,666
Regulatory Services	-6,700	0	0	-6,700	0	-6,700	-2,395	-4,305
Support	0	0	0	0	0	0	0	0
Development Control	-53,500	0	0	-53,500	0	-53,500	-29,681	-23,819
Environmental Planning	-5,000	0	0	-5,000	0	-5,000	-2,188	-2,813
Health & Environment	-2,000	0	0	-2,000	0	-2,000	0	-2,000
Property Maintenance	0	0	0	0	0	0	0	0
<b>Community &amp; Development Services Total</b>	<b>-1,883,581</b>	<b>0</b>	<b>0</b>	<b>-1,602,023</b>	<b>0</b>	<b>-1,602,023</b>	<b>-433,311</b>	<b>-1,168,712</b>
<b>ASSETS &amp; ENGINEERING</b>								
Works Administration	-2,382,225	0	0	-2,382,225	0	-2,382,225	-372,597	-2,009,628
Plant Running	-3,719,939	0	0	-3,719,939	0	-3,719,939	-809,348	-2,910,591
Roads, Works & Transport	-13,322,121	0	0	-13,322,121	0	-13,322,121	-460,443	-12,367,970
Public Services	-453,638	0	0	-453,638	0	-453,638	-71,011	-382,627
Pools	-20,000	0	0	-20,000	0	-20,000	-9,091	-10,909
Council Property Maintenance	-417,841	0	0	-417,841	0	-417,841	-99,536	-318,305
Waste management	-1,432,393	0	0	-1,432,393	0	-1,432,393	-1,236,551	-195,842
Sewerage Disposal Services	-1,753,695	0	0	-1,753,695	0	-1,753,695	-1,645,424	-41,099
<b>Assets &amp; Engineering Total</b>	<b>-23,501,852</b>	<b>0</b>	<b>0</b>	<b>-23,501,852</b>	<b>0</b>	<b>-23,501,852</b>	<b>-4,704,002</b>	<b>-18,236,970</b>
<b>GENERAL FUND TOTAL</b>	<b>-39,528,867</b>	<b>0</b>	<b>0</b>	<b>-39,247,309</b>	<b>0</b>	<b>-39,247,309</b>	<b>-13,521,017</b>	<b>-25,165,412</b>

**EXPENDITURE**

PRINCIPAL ACTIVITY	BUDGET 2020/21	C/FWD PROJECTS 2019/20	Approved Adjustments	ADJUSTED BUDGET 2020/21	Requested Adjustments	Projected Year End Result	1st Quarter Actuals	Balance Remaining
<b>EXECUTIVE</b>								
Governance	466,581	0	0	451,681	0	451,681	115,041	336,640
Democracy	198,297	0	0	198,297	0	198,297	867	197,430
Land Development	325,000	0	0	325,000	0	325,000	0	325,000
Economic Development	70,574	20,000	0	90,574	0	90,574	8,284	90,574
Tourism	167,884	0	0	167,884	0	167,884	11,358	156,526
Human Resources	391,081	20,000	0	411,081	0	411,081	78,452	332,629
Community Services	334,539	0	0	334,539	334,539	334,539	158,482	176,057
Community Relations	1,224,500	0	0	1,224,500	0	1,224,500	4,936	1,219,564
<b>Executive Total Outcome</b>	<b>1,619,417</b>	<b>40,000</b>	<b>0</b>	<b>1,644,517</b>	<b>0</b>	<b>1,644,517</b>	<b>214,002</b>	<b>1,438,799</b>
<b>CORPORATE DEVELOPMENT</b>								
General Revenue	1,058,690	0	0	1,058,690	0	1,058,690	1,047,388	11,302
Financial Assistance & investments	150,977	0	0	150,977	0	150,977	12,056	138,921
Corporate Support	1,911,271	0	0	1,911,271	0	1,911,271	432,822	1,478,449
<b>Corporate Development Total</b>	<b>3,120,938</b>	<b>0</b>	<b>0</b>	<b>3,120,938</b>	<b>0</b>	<b>3,120,938</b>	<b>1,492,266</b>	<b>1,628,672</b>
<b>COMMUNITY &amp; DEVELOPMENT SERVICES</b>								
Aged Care	401,964	0	0	401,964	0	401,964	70,498	331,466
Library & Children's Services	1,694,419	0	0	1,694,419	0	1,694,419	379,882	1,314,537
Regulatory Services	160,356	0	0	160,356	0	160,356	29,260	131,096
Support	546,169	0	0	546,169	0	546,169	155,375	390,794
Development Control	6,030	0	0	6,030	0	6,030	3,963	2,067
Environmental Planning	89,188	21,701	0	110,889	0	110,889	17,554	93,335
Health & Environment	16,260	0	0	1,260	0	1,260	0	1,260
Council Property Maintenance	148,000	0	0	148,000	0	148,000	14,870	133,130
<b>Community &amp; Development Services Total</b>	<b>2,914,386</b>	<b>21,701</b>	<b>0</b>	<b>2,921,087</b>	<b>0</b>	<b>2,921,087</b>	<b>656,531</b>	<b>2,264,556</b>
<b>ASSETS &amp; ENGINEERING</b>								
Works Administration	3,907,646	0	0	3,907,646	0	3,907,646	1,062,827	2,844,819
Plant Running	3,133,594	0	0	3,133,594	0	3,133,594	442,727	2,690,867
Roads, Works & Transport	14,150,938	0	0	14,040,938	0	14,040,938	1,292,505	12,748,433
Public Services	4,142,026	0	0	4,142,026	0	4,142,026	652,444	3,489,582
Pools	409,224	0	0	409,224	0	409,224	22,840	386,384
Council Property Maintenance	498,967	0	0	498,967	0	498,967	85,503	413,464
Waste management	1,432,393	0	0	1,432,393	0	1,432,393	320,435	1,111,958
Sewerage Disposal Services	1,793,695	0	0	1,793,695	0	1,793,695	118,247	1,675,448
<b>Assets &amp; Engineering Total</b>	<b>29,468,483</b>	<b>0</b>	<b>0</b>	<b>29,358,483</b>	<b>0</b>	<b>29,358,483</b>	<b>3,997,528</b>	<b>25,360,955</b>
<b>GENERAL FUND TOTAL</b>	<b>37,123,224</b>	<b>61,701</b>	<b>0</b>	<b>37,045,025</b>	<b>0</b>	<b>37,045,025</b>	<b>6,360,327</b>	<b>30,692,982</b>

**Bland Shire Council**  
**30th September Budget Review**  
**Cash Investment Statement**

	OPENING 2019/20	Approved adjustments	ADJUSTED BUDGET 2020/21	Requested Adjustments	Projected Year End Result	Movements	1st Quarter Actuals
<b>Externally Restricted</b>							
Aged Care Reserves	599,415		599,415		599,415		599,415
Children's Services Reserves	1,462,092		1,462,092		1,462,092		1,462,092
DECC Funding	16,150		16,150		16,150		16,150
WHS Incentive Bonus	21,829		21,829		21,829		21,829
Future Towns Project	43,729		43,729		43,729		43,729
Roads to Recovery Reserve	297,915		297,915		297,915		297,915
Crown Management Reserve	100,000		100,000		100,000		100,000
Flood Damage Reserve	1,641,975		1,641,975		1,641,975		1,641,975
Community Relations - Heritage Walk	8,060		8,060		8,060		8,060
Drought Communities	429,208		429,208		429,208	-429,208	0
Stronger Country Communities	45,968		45,968		45,968	-45,968	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	137,284		137,284		137,284		137,284
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)	100,685		100,685		100,685		100,685
Reticulation Reserve	53,752		53,752		53,752		53,752
Sewer Fund - Externally Restricted Reserve	247,997		247,997		247,997		247,997
			0		0		0
<b>Total Externally Restricted</b>	<b>5,230,197</b>	<b>0</b>	<b>5,230,197</b>	<b>0</b>	<b>5,230,197</b>	<b>-475,176</b>	<b>4,755,021</b>
<b>Internally Restricted</b>							
Employees Leave Entitlements	1,513,287		1,513,287		1,513,287		1,513,287
Plant Purchases	1,325,462		1,325,462		1,325,462		1,325,462
Cemetery Reserve	26,598		26,598		26,598		26,598
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	1,283,030		1,283,030		1,283,030	414,552	1,697,582
Grant Match Reserve	663,670		663,670		663,670		663,670
Waste Depot Reserve	194,543		194,543		194,543		194,543
Gravel Pit Restoration	322,792		322,792		322,792		322,792
Community Facilities	2,947,949		2,947,949		2,947,949	-1,542,687	1,405,262
Loan Repayment Reserve	364,581		364,581		364,581	150,977	515,558
Election Reserve	53,066		53,066		53,066	15,000	68,066
Corporate Legal Expenses	10,479		10,479		10,479		10,479
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	1,201,621		1,201,621		1,201,621		1,201,621
Heritage	39,201		39,201		39,201		39,201
Infrastructure Backlog Reserve	1,000,000		1,000,000		1,000,000		1,000,000
Land Development Reserve	337,413		337,413		337,413		337,413
Access Grant Reserve	5,000		5,000		5,000		5,000
Verandah/ Façade Restoration Reserve	43,675		43,675		43,675		43,675
Working Reserve	391,952		391,952		391,952		391,952
Ungarie Health Service	22,560		22,560		22,560		22,560
<b>Total Internally Restricted</b>	<b>15,673,582</b>	<b>0</b>	<b>15,673,582</b>	<b>0</b>	<b>15,673,582</b>	<b>-962,158</b>	<b>14,711,424</b>
<b>Total Restricted</b>	<b>20,903,779</b>	<b>0</b>	<b>20,903,779</b>	<b>0</b>	<b>20,903,779</b>	<b>-1,437,334</b>	<b>19,466,445</b>
<b>Total Cash &amp; Investments</b>	<b>50,634,077</b>						<b>50,634,077</b>
<b>Available Cash</b>	<b>29,730,298</b>						<b>31,167,632</b>

**Bland Shire Council  
30th September 2020  
Capital Budget Review**

PRINCIPAL ACTIVITY	BUDGET 2020/21	C/FWD PROJECTS 2019/20	Approved Adjustments	ADJUSTED BUDGET 2020/21	Requested Adjustments	Projected Year End Result	3rd Quarter Actuals	Balance Remaining
<b>Capital Funding</b>								
<b>EXECUTIVE</b>								
<b>Governance</b>								
Internal Restrictions	-445,531		0	-445,531		-445,531		-445,531
Rates & Other Untied Funding								
<b>Community Development</b>								
Rates & Other Untied Funding			0	0				
Capital Grants & Contributions	0			0	-300,000	-300,000	0	-300,000
<b>Community Relations</b>								
Internal Restrictions	0		0	0	0	0	-12,118	12,118
<b>Executive Total Capital Funding</b>	<b>-445,531</b>	<b>0</b>	<b>0</b>	<b>-445,531</b>	<b>-300,000</b>	<b>-745,531</b>	<b>-12,118</b>	<b>-733,413</b>
<b>CORPORATE DEVELOPMENT</b>								
<b>Corporate Support</b>	<b>-100,000</b>	<b>0</b>	<b>0</b>	<b>-100,000</b>	<b>0</b>	<b>-100,000</b>	<b>-241,096</b>	<b>141,096</b>
Internal Restrictions	-100,000			-100,000		-100,000	-50,000	-50,000
Rates & Other Untied Funding	0			0		0	-191,096	191,096
<b>Corporate Support Total Capital Funding</b>	<b>-100,000</b>	<b>0</b>	<b>0</b>	<b>-100,000</b>	<b>0</b>	<b>-100,000</b>	<b>-241,096</b>	<b>141,096</b>
<b>COMMUNITY &amp; AGED CARE</b>								
<b>Aged Care</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-8,118</b>	<b>8,118</b>
External Restrictions	0	0		0		0	0	0
Rates & Other Untied Funding	0	0		0		0	-8,118	8,118
<b>Community &amp; Aged Care Total Capital Funding</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-8,118</b>	<b>8,118</b>
<b>Regulatory Activities</b>								
Capital Grants & Contributions	-68,000			-68,000		-68,000	0	-68,000
Internal Restrictions	-35,000			-35,000		-35,000	-35,000	0
<b>DEVELOPMENT SERVICES</b>	<b>-103,000</b>	<b>0</b>	<b>0</b>	<b>-103,000</b>	<b>0</b>	<b>-103,000</b>	<b>-35,000</b>	<b>-68,000</b>
<b>Environmental Planning</b>								
Internal Restrictions	-120,000			-120,000		-120,000	0	-120,000
Rates & Other Untied Funding	0			0		0	0	0
<b>Development Services Total Capital Funding</b>	<b>-120,000</b>	<b>0</b>	<b>0</b>	<b>-120,000</b>	<b>0</b>	<b>-120,000</b>	<b>0</b>	<b>-120,000</b>
<b>WORKS &amp; SERVICES</b>								
<b>Works Administration</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Rates & Other Untied Funding	0	0		0		0	0	0
Capital Grants & Contributions	0	0		0		0	0	0
<b>Plant Running</b>	<b>-786,541</b>	<b>0</b>	<b>0</b>	<b>-786,541</b>	<b>0</b>	<b>-786,541</b>	<b>-142,000</b>	<b>-644,541</b>
Income from Sale of Assets	-280,210	0		-280,210	0	-280,210	-142,000	-138,210
Internal Restrictions	-506,331			-506,331		-506,331	0	-506,331
Rates & Other Untied Funding	0			0		0	0	0
<b>Roads, Works &amp; Transport</b>	<b>-1,512,130</b>	<b>0</b>	<b>0</b>	<b>-1,512,130</b>	<b>0</b>	<b>-1,512,130</b>	<b>-1,805,400</b>	<b>293,270</b>
Capital Grants & Contributions	-1,512,130			-1,512,130		-1,512,130	-1,805,400	293,270
Rates & Other Untied Funding	0			0		0	0	0
<b>Cemeteries</b>	<b>-463,697</b>	<b>0</b>	<b>0</b>	<b>-463,697</b>	<b>0</b>	<b>-463,697</b>	<b>-18,000</b>	<b>-445,697</b>
Internal Restrictions	-463,697			-463,697		-463,697	-18,000	-445,697
<b>Parks &amp; Gardens</b>	<b>-1,633,040</b>	<b>0</b>	<b>0</b>	<b>-1,633,040</b>	<b>0</b>	<b>-1,633,040</b>	<b>-1,116,600</b>	<b>-516,440</b>
Internal Restrictions	-85,000			-85,000		-85,000	-85,000	0
Capital Grants & Contributions	-214,000			-214,000		-214,000	0	-214,000
<b>Sporting Ovals</b>	<b>-667,020</b>	<b>0</b>	<b>0</b>	<b>-667,020</b>	<b>0</b>	<b>-667,020</b>	<b>-515,800</b>	<b>-151,220</b>
Internal Restrictions	-405,800			-405,800		-405,800	-405,800	0
Capital Grants & Contributions	-151,220			-151,220		-151,220	0	-151,220
<b>Public Services</b>	<b>-110,000</b>	<b>0</b>	<b>0</b>	<b>-110,000</b>	<b>0</b>	<b>-110,000</b>	<b>-110,000</b>	<b>0</b>
Rates & Other Untied Funding	0			0		0	0	0
Capital Grants & Contributions	0			0		0	0	0
External Restrictions			0	0		0	0	0
Internal Restrictions	-110,000		0	-110,000	0	-110,000	-110,000	0
<b>Council Property Maintenance</b>	<b>-95,000</b>	<b>0</b>	<b>0</b>	<b>-95,000</b>	<b>0</b>	<b>-95,000</b>	<b>-85,000</b>	<b>-10,000</b>
Rates & Other Untied Funding	-10,000	0		-10,000		-10,000	0	-10,000
Internal Restrictions	-85,000		0	-85,000	0	-85,000	-85,000	0
<b>Works &amp; Services Total Capital Funding</b>	<b>-2,503,671</b>	<b>0</b>	<b>0</b>	<b>-2,503,671</b>	<b>0</b>	<b>-2,503,671</b>	<b>-2,142,400</b>	<b>-361,271</b>
<b>Total Capital Funding</b>	<b>-3,272,202</b>	<b>0</b>	<b>0</b>	<b>-3,272,202</b>	<b>-300,000</b>	<b>-3,572,202</b>	<b>-2,438,732</b>	<b>-1,133,470</b>

**Bland Shire Council**  
**30th September 2020**  
**Capital Budget Review**

PRINCIPAL ACTIVITY	BUDGET 2020/21	C/FWD PROJECTS 2019/20	Approved Adjustments	ADJUSTED BUDGET 2020/21	Requested Adjustments	Projected Year End Result	3rd Quarter Actuals	Balance Remaining
<b>Capital Expenditure</b>								
<b>EXECUTIVE</b>								
<b>Governance</b>								
Southern Lights Project	291,811			291,811		291,811	0	291,811
Smart Controllers for Southern Lights Project	153,720	0	0	153,720	0	153,720	0	153,720
<b>Community Development</b>								
Community Cinema (Evolution Contribution)	0				300,000	300,000	46,881	253,119
Street Art Project	10,000	0	0	10,000	0	10,000	0	10,000
<b>Executive Total Capital Expenditure</b>	<b>163,720</b>	<b>0</b>	<b>0</b>	<b>163,720</b>	<b>300,000</b>	<b>463,720</b>	<b>46,881</b>	<b>416,839</b>
<b>CORPORATE DEVELOPMENT</b>								
<b>Corporate Support</b>								
Loan - Principal Community Infrastructure Development	100,000	0	0	100,000	0	100,000	0	100,000
Council Software Package	30,000	0	0	30,000	0	30,000	1,922	28,078
<b>Corporate Development Total Capital Expenditure</b>	<b>130,000</b>	<b>0</b>	<b>0</b>	<b>130,000</b>	<b>0</b>	<b>130,000</b>	<b>1,922</b>	<b>128,078</b>
<b>COMMUNITY &amp; AGED CARE</b>								
<b>Childrens Services</b>								
CSU Upgrade	0	244,565	0	244,565	0	244,565	0	244,565
<b>Community &amp; Aged Care Total Capital Expenditure</b>	<b>0</b>	<b>244,565</b>	<b>0</b>	<b>244,565</b>	<b>0</b>	<b>244,565</b>	<b>0</b>	<b>244,565</b>
<b>Regulatory Activities</b>								
Dog Park	68,000			68,000		68,000	8,800	59,200
Pound Upgrade	35,000	0	0	35,000	0	35,000	0	35,000
<b>Regulatory Activities Capital Expenditure</b>	<b>103,000</b>	<b>0</b>	<b>0</b>	<b>103,000</b>	<b>0</b>	<b>103,000</b>	<b>0</b>	<b>94,200</b>
<b>DEVELOPMENT SERVICES</b>								
<b>Environmental Planning</b>								
Heritage Verandah and Painting Project	120,000	0	0	120,000	0	120,000	0	120,000
<b>Development Services Total Capital Expenditure</b>	<b>120,000</b>	<b>0</b>	<b>0</b>	<b>120,000</b>	<b>0</b>	<b>120,000</b>	<b>0</b>	<b>120,000</b>
<b>WORKS &amp; SERVICES</b>								
<b>Works Administration</b>								
Test & Tag Machine	3,000	0	0	3,000	0	3,000	0	3,000
<b>Plant Running</b>	<b>1,335,386</b>	<b>0</b>	<b>0</b>	<b>1,335,386</b>	<b>0</b>	<b>1,335,386</b>	<b>153,091</b>	<b>1,182,295</b>
Plant & Equipment Purchases - Cap	1,310,586	0	0	1,310,586	0	1,310,586	151,431	1,159,155
Plant & Equipment Purchases - Cap	9,800	0	0	9,800	0	9,800	0	9,800
Plant Minor - Cap	15,000	0	0	15,000	0	15,000	1,660	13,340
<b>Roads, Works &amp; Transport</b>	<b>1,542,130</b>	<b>0</b>	<b>0</b>	<b>1,542,130</b>	<b>0</b>	<b>1,542,130</b>	<b>443,480</b>	<b>1,098,650</b>
MR398 West Wide Construction	0	0	0	0	0	0	0	0
MR57N Widening	0	0	0	0	0	0	174	-174
R2R Capital Program	1,512,130	0	0	1,512,130	0	1,512,130	427,871	1,084,259
Seal Road into Weethalle Showground	30,000	0	0	30,000	0	30,000	15,434	14,566
<b>Public Services</b>	<b>1,274,020</b>	<b>429,208</b>	<b>0</b>	<b>1,703,228</b>	<b>0</b>	<b>1,703,228</b>	<b>130,938</b>	<b>1,572,290</b>
Drought Communities Projects		429,208		429,208		429,208	0	429,208
<b>Cemeteries</b>								
Weethalle Cemetery upgrade	10,000	0	0	10,000	0	10,000	-3,358	13,358
Ungarie Cemetery Niche Wall	8,000	0	0	8,000	0	8,000	-5,598	13,598
Establish New Extension	400,000	0	0	400,000	0	400,000	0	400,000
<b>Parks &amp; Gardens</b>								
Outdoor Fitness Equipment	50,000	0	0	50,000	0	50,000	0	50,000
Floodlight for "Big" Football	10,000	0	0	10,000	0	10,000	0	10,000
Playground Equipment at Monash St Park	25,000	0	0	25,000	0	25,000	0	25,000
Outdoor Basketball Court	214,000	0	0	214,000	0	214,000	8,800	205,200
<b>Sporting Ovals</b>								
SCCF#3 - WW Skate Park Upgrade	151,220	0	0	151,220	0	151,220	163	151,057
Pump for Weethalle Dam	10,000	0	0	10,000	0	10,000	0	10,000
Ron Crowe Oval Upgrade	350,800	0	0	350,800	0	350,800	84,175	266,625
Ron Crowe Oval Seats	45,000	0	0	45,000	0	45,000	46,757	-1,757
<b>Council Property Maintenance</b>	<b>85,000</b>	<b>0</b>	<b>0</b>	<b>85,000</b>	<b>0</b>	<b>85,000</b>	<b>4,091</b>	<b>80,909</b>
Re-tile changerooms	35,000	0	0	35,000	0	35,000	4,091	30,909
Replacement Office at Caravan Park	50,000	0	0	50,000	0	50,000	0	50,000
<b>Works &amp; Services Total Capital Expenditure</b>	<b>4,239,536</b>	<b>429,208</b>	<b>0</b>	<b>4,668,744</b>	<b>0</b>	<b>4,668,744</b>	<b>731,600</b>	<b>3,937,144</b>
<b>Total Capital Expenditure</b>	<b>4,756,256</b>	<b>673,773</b>	<b>0</b>	<b>5,430,029</b>	<b>300,000</b>	<b>5,730,029</b>	<b>780,403</b>	<b>4,940,826</b>

**Key Performance Indicators**  
**30th September 2020**

**Rates & Annual Charges Coverage Ratio**

	Rates	Waste	Sewer	Total	Ratio
Rates & Annual Charges	- 6,889,608	- 1,236,551	- 1,645,424	- 9,771,584	22.59%
Revenue from Continuing Operations				- 43,253,447	
<b>% Revenue achieved</b>					
Actual Revenue Achieved				- 16,758,656	38.75%
Budget Revenue from Continuing Operations				- 43,253,447	
<b>% Actual Expenditure</b>					
Actual Expense YTD				6,872,410	17.78%
Budget Expenditure from Continuing Operations				38,650,046	



## Contracts > \$50,000 @ 30 September 2020

<b>Contractor</b>	<b>Contract Detail &amp; Purpose</b>	<b>Contract Value</b>	<b>Commencement Date</b>	<b>Duration of Contract</b>	<b>Budgeted (Y/N)</b>
BJ & VM Keys Earthworks	Flood Damage	\$475,648.80	Jul-20	30/06/2021	Y

## Consultancy & Legal Expenses > \$50,000 @ 30 September 2020

Expenses	Expenditure YTD	Budgeted (Y/N)
Nil in September Quarter		

## 8.9 Report on Bland Shire Council Code of Conduct Statistics



**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:** Director Corporate and Community Services

### **Introduction**

Council has a statutory obligation to report information in relation to any Code of Conduct Complaints made against Councillors or the General Manager on an annual basis. This report serves to assist Council in meeting this obligation.

### **Financial Implications**

Nil

### **Summary**

Under Section 11 of the Procedures for the Administration of the Bland Shire Code of Conduct 2020, Council's Complaints Co-ordinator (Director Corporate and Community Services) must within 3 months of the end of September each year (by 31 December), report statistics in relation to any Code of Conduct complaints made about Councillors and/or the General Manager to both Council and the Office of Local Government (OLG). The reporting period applicable to this report is from 1 September 2019 until 31 August 2020.

The presentation of the Code of Conduct Complaints Report is an important accountability mechanism that provides local communities with a valuable insight into the performance of their councils. Council did not receive any Code of Conduct complaints about Councillors and/or the General Manager during the reporting period.

A full list of the reporting document is included with this report as **Attachment 1**. This information was provided to the Officer of Local Government electronically on Friday, 6 November 2020.

### **Recommendation:**

#### **THAT Council notes:**

- 1. That there were no Code of Conduct complaints made about Councillors or the General Manager during the period of 1 September 2019 to 31 August 2020, and**
- 2. That these statistics have been reported to the Office of Local Government in accordance with the Procedures for Administering the Model Code of Conduct.**

**Attachment 1**

Model Code of Conduct Complaints Statistics Bland Shire Council			
Number of Complaints			
1	a	The total number of complaints <b>received</b> in the period about councillors and the General Manager (GM) under the code of conduct	<input type="text" value="0"/>
	b	The total number of complaints <b>finalised</b> in the period about councillors and the GM under the code of conduct	<input type="text" value="0"/>
Overview of Complaints and Cost			
2	a	The number of complaints <b>finalised at the outset</b> by alternative means by the GM or Mayor	<input type="text" value="0"/>
	b	The number of complaints <b>referred to the Office of Local Government (OLG)</b> under a special complaints management arrangement	<input type="text" value="0"/>
	c	The number of code of conduct complaints <b>referred to a conduct reviewer</b>	<input type="text" value="0"/>
	d	The number of code of conduct complaints <b>finalised at preliminary assessment</b> by conduct reviewer	<input type="text" value="0"/>
	e	The number of code of conduct complaints <b>referred back to GM or Mayor</b> for resolution after preliminary assessment by conduct reviewer	<input type="text" value="0"/>
	f	The number of finalised code of conduct complaints <b>investigated by a conduct reviewer</b>	<input type="text" value="0"/>
	g	The number of finalised complaints investigated where there was found to be <b>no breach</b>	<input type="text" value="0"/>

h	The number of finalised complaints investigated where there was found to be a <b>breach</b>	0
i	The number of complaints referred by the GM or Mayor to <b>another agency</b> or body such as the ICAC, the NSW Ombudsman, OLG or the Police	0
j	The number of complaints being investigated that are <b>not yet finalised</b>	0
k	The <b>total cost</b> of dealing with code of conduct complaints within the period made about councillors and the GM including staff costs	0
<b>Preliminary Assessment Statistics</b>		
3	The number of complaints determined by the conduct reviewer at the preliminary assessment stage by each of the following actions:	
a	To take no action (clause 6.13(a) of the 2018 and 2020 Procedures)	0
b	To resolve the complaint by alternative and appropriate strategies (clause 6.13(b) of the 2018 and 2020 Procedures)	0
c	To refer the matter back to the GM or the Mayor, for resolution by alternative and appropriate strategies (clause 6.13(c) of the 2018 and 2020 Procedures)	0
d	To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, OLG or the Police (clause 6.13(d) of the 2018 and 2020 Procedures)	0
e	To investigate the matter (clause 6.13(e) of the 2018 and 2020 Procedures)	0
<b>Investigation Statistics</b>		

- 4 The number of investigated complaints resulting in a determination that there was **no breach**, in which the following recommendations were made:
- a That the council revise its policies or procedures
  - b That a person or persons undertake training or other education (clause 7.37 of the 2018 Procedures or clause 7.40 of the 2020 Procedures)
- 5 The number of investigated complaints resulting in a determination that there **was a breach** in which the following recommendations were made:
- a That the council revise any of its policies or procedures (clause 7.36(a) of the 2018 Procedures or clause 7.39 of the 2020 Procedures)
  - b In the case of a breach by the GM, that action be taken under the GM's contract for the breach (clause 7.36(h) of the 2018 Procedures or clause 7.37(a) of the 2020 Procedures)
  - c In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 (clause 7.36(i) of the 2018 Procedures or clause 7.37(b) of the 2020 Procedures)
  - d In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 and that the matter be referred to OLG for further action (clause 7.36(j) of the 2018 Procedures or clause 7.37(c) of the 2020 Procedures)
- 6 Matter referred or resolved after commencement of an investigation (clause 7.20 of the 2018 or 2020 Procedures)

### Categories of misconduct

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

a	General conduct (Part 3)	0
b	Non-pecuniary conflict of interest (Part 5)	0
c	Personal benefit (Part 6)	0
d	Relationship between council officials (Part 7)	0
e	Access to information and resources (Part 8)	0
<b>Outcome of determinations</b>		
8	The number of investigated complaints resulting in a determination that there was a breach in which the council failed to adopt the conduct reviewers recommendation	0
9	The number of investigated complaints resulting in a determination that there was a breach in which the council's decision was overturned following a review by OLG	0

## Section 3 – Technical Services

### 8.10 Local Roads and Community Infrastructure Program



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

*DP 5.1 Facilitate the delivery of accessible services and infrastructure.*

**Author:** Director Technical Services

#### **Introduction**

On the 8 October, 2020, the Federal Government announced that Bland Shire would receive an additional \$1,390,203.00 to the already approved 2020 – 2021 Local Roads and Community Infrastructure Grant. This would mean these monies will have to be spent by June 2021. By the time the works allocated to this funding are submitted and approved by the Commonwealth Government, Council will have only about 5 months to complete the works. Therefore, the works being suggested are chosen from works that cannot be done normally by Council and which Council believes contractors will be available to complete the works within the time frame.

The discussion regarding the suggested works are included in the attached confidential document.

The works are:

1. Ungarie beautification – Hayes old store;
2. Refurbish West Wyalong Mens Shed;
3. Construct (or reconstruct) the worst causeways on rural roads;
4. Gilbert Street – Spinners and Weavers – Water/toilet connections;
5. Repair various roads in West Wyalong collapsing at the kerb and gutter due to heavy vehicles;
6. Commonwealth Government Cinema Contribution.

And; either a BMX track **or** Kerb & Gutter Pine Street/Operator Street/Boltes Road.

#### **Financial Implications**

None, funding already approved.

#### **Recommendation:**

1. **That the items one to six in the report be endorsed for inclusion into the 2020 -2021 Local Road and Community Infrastructure Grant.**
2. **That Council determine whether to include the proposed BMX track OR kerb and gutter at Pine St – Operator St – Boltes Rd into the 2020 - 2021 Local Road and Community Infrastructure Grant.**



## 9.11 Airport Sealed Runway



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

*DP 5.1 Facilitate the delivery of accessible services and infrastructure.*

**Author** Director Technical Services

### **Introduction**

Recently the Commonwealth Government brought forward its next round of the Regional Airports program. The closing date is the 15 December, 2020.

West Wyalong airport is earmarked (in keeping with CASA regulations) to have the sealed runway resurfaced in the next 2 to 4 years. This will be at the total cost to Council.

Under the Regional Airports program, if selected, the Commonwealth Government will cover 50% of the cost of construction.

The cost of resurfacing the runway with asphalt is \$3m (as per a contractors quote) and Council is currently gathering quotes for two coat seals with a stronger binder used on airports, which is cheaper.

West Wyalong airport is currently classified as a registered airport and as such the use of the two coat seal would be satisfactory. However, CASA is currently redoing its classifications, and, council believes, all airports will have to be classified in the future as Certified or Non-Certified, and how this affects West Wyalong Airport is uncertain. There is a grandfather clause currently being proposed which allows old airports to stay unchanged in some aspects and council hopes this will cover the West Wyalong airport.

The indication is that the cost of the improvements will be around \$1.3m, and council staff wish to apply for this under the grant on the 50/50 funding model.

Since there is only a small chance of Council winning this grant and since, if it did, the acquittal of funds would be, at the earliest, at the end of the 2021 – 2022, Council is only requested at this stage to adopt the endorsement of the payment of the 50% of the construction sum at the time of acquittal.

### **Financial Implications**

None, at this stage

### **Recommendation:**

**That Bland Shire Council endorse that they will allocate monies notionally from the Community Infrastructure Reserve, up to a maximum of \$650,000, if needed at the time of acquittal of the Regional Airports program.**

## 9.12 Draft Development Contributions Plan



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

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

**Author:** Manager Development and Regulatory Services

### Introduction

The revised Section 7.12 Development Contributions Plan enable Council to levy monetary contributions from development across the Bland Local Government Area to fund local infrastructure listed in the Works Program.

The plan will apply to all development applications over \$100,000 (with some exceptions identified in the plan). Clause 25K of the Environmental Planning and Assessment Regulation allows a maximum levy of 0.5 per cent of the estimated construction cost for development between \$100,001 to \$200,000 and 1 per cent of the estimated cost for development over \$200,000.

The current contribution applicable to development in the Bland Local Government Area is:

<b>Proposed Cost of Development</b>	<b>Levy (%)</b>
<b>Commercial and Industrial</b>	
Up to \$100,000	0.25
\$100,001 to \$200,000	0.5
\$200,001 and above	1
<b>Residential</b>	
Existing vacant residential allotments as of the date of adoption of this policy	0.125

The proposed development contribution will be:

<b>Proposed Cost of Development</b>	<b>Levy (%)</b>
Up to \$100,000	Nil
\$100,001 - \$200,000	0.5
More than \$200,000	1

Levies paid to Council are applied towards the provision, extension or augmentation of public facilities, or towards recouping the cost of their provision, extension or augmentation. These facilities are listed in Schedule 1 – Works Program.

### Financial Implications

The contribution rate levied under this Plan is set in accordance with the rates specified under the Environmental Planning and Assessment Regulation 2000. The proposed amendment to the existing will increase the amount of income collected under the Plan.

**Summary**

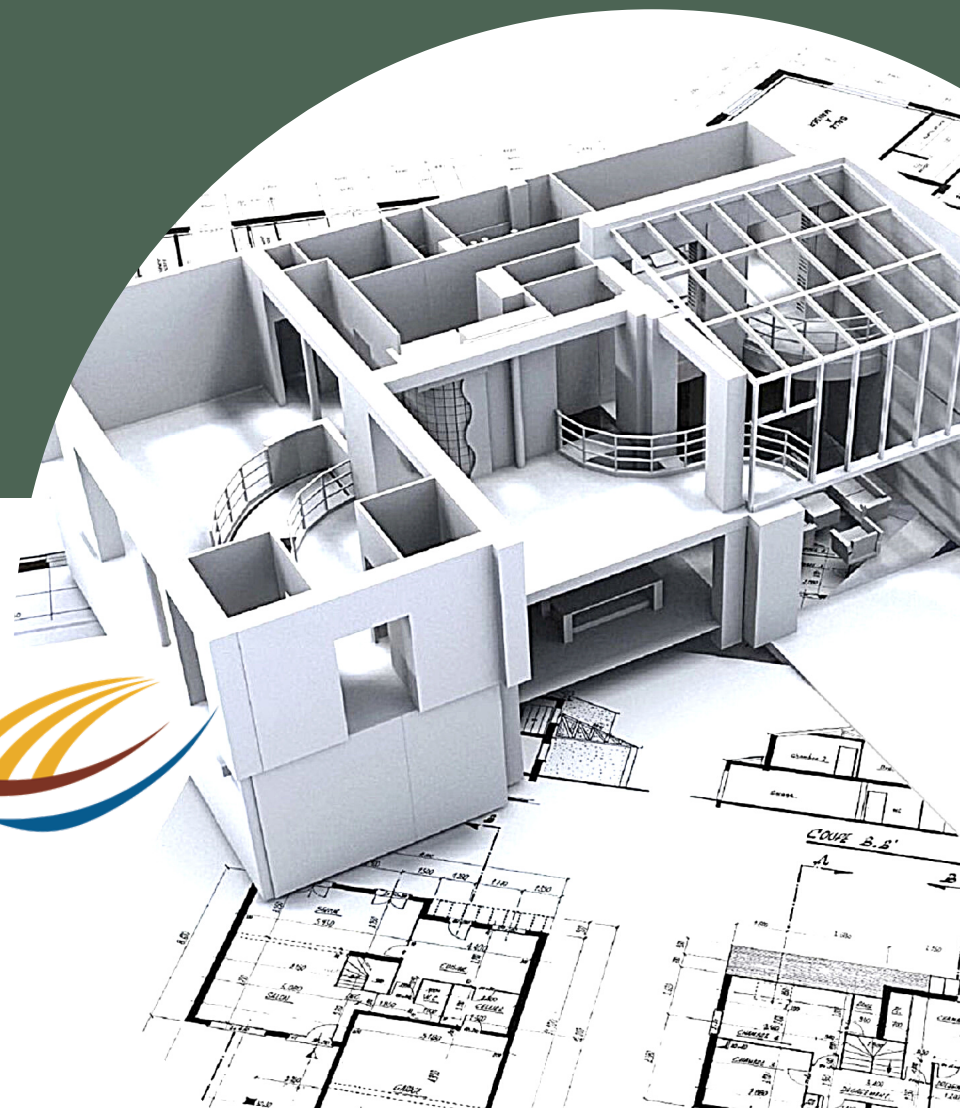
A review of neighbouring Council has shown that the current levy in the existing development contribution plan is well below that of neighbouring Councils. The increase of the levy will bring Council in line with the majority of Council in our region.

The draft Section 7.12 Development Contributions Plan is required to be publically exhibited for a period of 28 days in accordance with the Community Participation Plan.

**Recommendation:**

**That Council resolve to publicly exhibit the draft Section 7.12 Development Contributions Plan for a period of 28 days.**

# SECTION 7.12 DEVELOPMENT CONTRIBUTIONS PLAN



Bland Shire Council 7.12 Contribution Plan

Prepared by:

Manager Development and Regulatory Services

For

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Document Details:

Revision	Public Exhibition Dates	Adoption Date	Effective Date
Original			DD/MM/YYYY

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# 1. Administration and Operation of the Plan

## 1.1 What is the name of this development contributions plan?

This development contribution plan is called the Bland Shire Section 7.12 Development Contributions Plan 2020 (“the development contributions plan”).

## 1.2 Application of this development contributions plan

The development contributions plan applies to all land within the local government area of Bland.

## 1.3 When does this development contributions plan commence?

The development contributions plan commences on XXXXXXXXXX.

## 1.4 The purpose of this contributions plan

The primary purpose of the development contributions plan is:

- To authorise the imposition of a condition on all development consents and complying development certificates requiring the payment of a contribution pursuant to section 7.12 of the Environmental Planning and Assessment Act 1979 (EP&A Act);
- To assist the Bland Shire Council (“council”) in providing the appropriate public facilities that are required to maintain and enhance amenity and service delivery within the Bland local government area; and
- To publicly identify the purposes for which the levies are required.

## 1.5 When is the levy applicable?

The levy is applicable to applications for development consent and applications for complying development certificates under Part 4 of the EP&A Act, except where exempt under section 1.6 below.

The amount to be levied is:

Proposed Cost of Development	Levy (%)
Up to \$100,000	Nil
\$100,001 to \$200,000	0.5
\$200,000 and above	1

## 1.6 Are there any exemptions to the levy?

Under section 7.17 of the EP&A Act, the Minister for Planning has directed that a levy cannot be imposed in respect of development:

- Where the proposed cost of carrying out the development is \$100,000 or less; or
- For the purpose of disabled access;
- For the sole purpose of providing affordable housing; or
- For the purpose of reducing a building’s use of potable water (where supplied from water mains) or energy; or
- For the sole purpose of the adaptive reuse of an item of environmental heritage; or
- That has been the subject of a condition under section 94 under a previous development consent relating to the subdivision of the land on which the development is to be carried out.

In addition, Council will not impose a levy in respect of development for which Council considers by formal ramification at a full Council meeting as an exemption. For such claims to be considered, any such development will need to include a comprehensive submission arguing the case for exemption.

### 1.7 Relationship with other plans and policies

The development contributions plan repeals the Bland Section 94A Development Contributions Plan 2011 and Bland Section 94 Development Contribution Plan – Traffic Generating Development 2011.

The development contributions plan supplements the provisions of the Bland Local Environmental Plan 2011 and any amendment or local environmental which it may supercede.

### 1.8 Pooling of levies

The development contribution plan expressly authorises money obtained from section 7.12 levies paid for different purposes to be pooled and applied (progressively or otherwise) for the public facilities listed in the works program (Schedule 1) in accordance with the staging set out in that Schedule.

### 1.9 Construction certificates and the obligation of accredited certifiers

In accordance with clause 146 of the Environmental Planning and Assessment Regulation 2000 (“the EP&A Regulation”), a certifying authority must not issue a construction certificate for building work or subdivision work under a development consent unless it has verified that each condition requiring the payment of levies has been satisfied.

In particular, the certifier must ensure that the applicant provides a receipt(s) confirming that levies have been fully paid and copies of the certified plans provided to the council in accordance with clause 142(2) of the EP&A Regulation. Failure to follow this procedure may render such a certificate invalid.

### 1.10 Complying development certificates and the obligations of accredited certifiers

In accordance with section 7.21 of the EP&A Act, a certifying authority (Council or an accredited certifier) must impose a condition requiring monetary contributions in accordance with the development contributions plan which satisfies the following criteria:

- Pursuant to section 4.17(1) of the EP&A Act and the development contributions plan, a levy calculated in accordance with this section 1.11 below.
- The amount to be paid is to be adjusted in accordance with section 1.14 below.

### 1.11 How will the levy be calculated?

The levy will be calculated as follows:

**Levy Payable = L x \$C**

Where:

- **L** is 0.005 where the cost of development is more than \$100,000 and less than \$200,000 or 0.01 where the cost of development is \$200,00 or more; and
- **\$C** is the cost of carrying out the proposed development (calculated in accordance with Section 1.12 below)



## 1.12 How will the cost of carrying out the proposed development be calculated?

A development application or an application for complying development certificate must submit an estimated cost of development that has been calculated in accordance with clause 25J of the EP&A Regulation.

That clause provides as follows:

### **25J Section 7.12 levy—determination of proposed cost of development**

- (1) *The proposed cost of carrying out development is to be determined by the consent authority, for the purpose of a section 7.12 levy, by adding up all the costs and expenses that have been or are to be incurred by the applicant in carrying out the development, including the following—*
  - (a) *if the development involves the erection of a building, or the carrying out of engineering or construction work—the costs of or incidental to erecting the building, or carrying out the work, including the costs (if any) of and incidental to demolition, excavation and site preparation, decontamination or remediation,*
  - (b) *if the development involves a change of use of land—the costs of or incidental to doing anything necessary to enable the use of the land to be changed,*
  - (c) *if the development involves the subdivision of land—the costs of or incidental to preparing, executing and registering the plan of subdivision and any related covenants, easements or other rights.*
- (2) *For the purpose of determining the proposed cost of carrying out development, a consent authority may have regard to an estimate of the proposed cost of carrying out the development prepared by a person, or a person of a class, approved by the consent authority to provide such estimates.*
- (3) *The following costs and expenses are not to be included in any estimate or determination of the proposed cost of carrying out development—*
  - (a) *the cost of the land on which the development is to be carried out,*
  - (b) *the costs of any repairs to any building or works on the land that are to be retained in connection with the development,*
  - (c) *the costs associated with marketing or financing the development (including interest on any loans),*
  - (d) *the costs associated with legal work carried out or to be carried out in connection with the development,*
  - (e) *project management costs associated with the development,*
  - (f) *the cost of building insurance in respect of the development,*
  - (g) *the costs of fittings and furnishings, including any refitting or refurbishing, associated with the development (except where the development involves an enlargement, expansion or intensification of a current use of land),*
  - (h) *the costs of commercial stock inventory,*
  - (i) *any taxes, levies or charges (other than GST) paid or payable in connection with the development by or under any law,*
  - (j) *the costs of enabling access by disabled persons in respect of the development,*
  - (k) *the costs of energy and water efficiency measures associated with the development,*
  - (l) *the cost of any development that is provided as affordable housing,*
  - (m) *the costs of any development that is the adaptive reuse of a heritage item.*
- (4) *The proposed cost of carrying out development may be adjusted before payment, in accordance with a contributions plan, to reflect quarterly or annual variations to readily accessible index figures adopted by the plan (such as a Consumer Price Index) between the date the proposed cost was determined by the consent authority and the date the levy is required to be paid.*
- (5) *To avoid doubt, nothing in this clause affects the determination of the fee payable for a development application.*

Without limitation to the above, council may review the estimated cost of development and may seek the services of an independent person to verify the costs. In these cases, all costs associated with obtaining such advice will be at the expense of the applicant and no construction certificate will be issued until such time that the levy has been paid.

### 1.13 When is the levy payable?

A levy must be paid to council at the time specified in the condition on the development consent that imposes the levy. If no such time is specified, the levy must be paid prior to the issue of a construction certificate or complying development certificate.

### 1.14 How will the levy be adjusted?

Contributions required as a condition of consent under the provisions of the development contributions plan will be adjusted at the time of payment of the contribution in accordance with the following formula (not less than original payment):

$$\text{Contribution at time of payment} = \$C_o + \$A$$

Where:

$\$C_o$  is the original contribution as set out in the in the consent condition; and

$\$A$  is the adjustment amount which is:

$$\frac{\$C_o \times (\text{Current Index} - \text{Base Index})}{\text{Base Index}}$$

where:

the **Current Index** is the most recent quarterly Consumer Price Index for Sydney as published by the Australian Bureau of Statistics (Ref:6401.0) at the time the levy is paid; and

the **Base Index** is the quarterly Consumer Price Index for Sydney as published by the Australian Bureau of Statistics (Ref:6401.0) for the period immediately prior to the date of the development consent.

*Note: In the event that the Current Index is less than the Base Index, the contribution payable shall be that stated in the consent condition.*

### 1.15 Can deferred or periodic payments be made?

Council does not allow deferred or periodic payments of levies authorised by the development contributions plan.

## 2 Expected Development & Demand for Public Facilities

The relationship between expected development and demand for public facilities is established through:

- population growth in parts of the Shire;
- the future population will require the provision of additional public facilities; and
- the future population will diminish the existing population's enjoyment and standards of public facilities unless additional facilities are provided.

Council is committed to providing the equitable distribution of public facilities for the benefit and well-being of all residents. Council's works program (Schedule 1) identifies the public amenities or services to be provided, recouped, extended or augmented by contribution monies derived by this plan.

This development contributions plan applies to all land within the local government area of Bland. The contributions levied will be applied towards meeting the cost of provision or augmentation of public facilities that have been or will be provided across the entire local government area in accordance with the works program (Schedule 1).

Department of Planning, Industry and Environment (DPIE) Circular (Ref: PS05-003) states there does not have to be a connection between the subject of the development consent levy and the object any monies derived are spend on. Consequently monies derived by this plan may be used to embellish public facilities in a location remote from that which the levy was derived (for example, in another town).

Council may also levy contributions towards the provision of water and sewerage infrastructure. These contributions are levied under Section 64 of the *Local Government Act 1993* and therefore are not part of this development contributions plan. Reference should also be made to the separate contributions plan for levies towards water and sewer infrastructure.

### 3 Works Program

The works program (Schedule 1) identifies the public facilities for which section 7.12 levies under the EP&A Act will be required.

Levies paid to council under a condition authorised by the development contributions plan will be applied towards meeting the cost of provision or augmentation of public facilities that have been or will be provided. Schedule 1 provides a summary of public facilities, which have been or will be provided by council over the next five years, as well as the estimated cost of provision and timing.

### 4 References

The following reference documents have been utilised in the preparation of this Section 7.12 Plan.

- *Environmental Planning and Assessment Act 1979*
- *Environmental Planning and Assessment Regulation 2000*
- *Department of Planning, Industry and Environment – Planning Circular – Changes to the development contributions system in NSW – PS 05-003, 14 June 2005*
- *Bland Local Environmental Plan 2011.*

#### Dictionary

In this plan, unless the context or subject matter otherwise indicates or requires, the following definitions apply:

**EP&A Act** means the Environmental Planning and Assessment Act 1979

**Council** means Bland Shire Council

**Development contributions plan** means Bland Section 7.12 Development Contributions Plan 2020

**Levy** means a levy under s7.12 of the EP&A Act authorised by the development contributions plan

**Public facility** means a public amenity or public service

**EP&A Regulation** means the Environmental Planning and Assessment Regulation

## Schedule 1 – Works Program

Public facilities to be funded/embellished through Section 7.12 contributions are listed in the following Schedule

Description	Estimated Cost	Estimated Time Frame	Priority
McCann Park Upgrade	\$280,000	2021	1
Herridge Park Upgrade	\$110,000	2022	2
Footpath Improvement Program 1	\$300,000	2022	3
Urban Road Reseal Program 1	\$800,000	2023	4
Sporting Facilities Upgrade	\$120,000	2025	5
Footpath Improvement Program 2	\$500,000	2027	6
Urban Road Reseal Program 2	\$1,400,000	2029	7

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

**Recommendation:**

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

- **8.13 - Economic Development & Tourism Report – November 2020**
- **8.14 - Community Services Report**
- **8.15 - Bland Shire Library Monthly Update**
- **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 October 2020**

## 9.13 Economic Development & Tourism Report – November 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

### ECONOMIC DEVELOPMENT

#### Why Leave Town Statistics

	Oct 20	Nov 2019 - Oct 2020
Number of Loaded Cards	<b>135</b>	<b>1,858</b>
Load Value	<b>\$7,728</b>	<b>\$87,596</b>
Number of Redemptions	<b>301</b>	<b>1,212</b>
Value of Redemptions	<b>\$10,746</b>	<b>\$42,512</b>

#### Small Business Month – October 2020

Bland Shire Council together with Business West Wyalong held 2 webinar sessions for businesses during Small Business Month – October 2020.

The sessions were held via zoom as well as face to face at the Council Chambers for those that preferred.

Topics of discussions where:

- Jobkeeper by Rachelle Nowland from Findex in West Wyalong
- Employment Law by Tina cooper from Griffin Legal.
- Customer Service & Staff Training by Raylene Spackman from TAFE in West Wyalong
- Employment Superannuation by Racelle Nowland from Findex

### **Services NSW for Business**

Service NSW for Business makes it faster and easier for people to start, run, grow and adapt a business in three different ways:

- **Business Concierge**  
Free personalised support and step-by-step guidance helps small business owners navigate the requirements of government at local, state and federal levels. Business Concierges work one-on-one with customers to help them complete application forms and understand changes to regulation, with the aim of opening or expanding a business faster.
- **Online Business Guides**  
The Service NSW for Business website includes information and guides that explain the processes, regulations, timeframes and costs involved in starting, running and growing a small business in NSW.
- **Digital Platform**  
A digital platform with regulatory information in one location as well as the ability for small business owners to create a personalised Business Profile to help manage their regulatory obligations, complete or initiate transactions across government and keep track of their progress.

### **Meeting with Nicola James – Southern Region Manager AusIndustry**

The General Manager met with Nicola James on 29 October 2020 to discuss funding opportunities for local businesses, particularly those business looking to expand, such as West Wyalong Machinery and Mid-West Fabrication.

### **West Wyalong Machinery**

The General Manager has been involved in negotiations concerning the expansion of this business and the possibility of the purchase of land within the new Business Park.

### **Riverina RDA Forum**

On Friday 19 November 2020, the General Manager will be attending an Economic Development Officers Forum in Whitton. The agenda includes matters such as Eco-Tourism, the future of events, funding opportunities and the 'Love NSW' Tourism Campaign.

### **Special Activation Precinct – Wagga Wagga**

The General Manager participated in a Zoom meeting on 10 November 2020, concerning the establishment of a Special Activation Precinct (SAP) for Wagga Wagga. The SAP could provide some long-term benefits for the Bland Shire.

Special Activation Precincts are a new way of planning and delivering industrial and commercial infrastructure projects in dedicated areas in regional NSW, by bringing together planning and investment support services.

This means that businesses will be able to establish and grow with certainty and confidence knowing that the right planning framework is in place to enable more local jobs and drive economic outcomes in regional NSW.

The creation of Special Activation Precincts is part of the NSW Government's 20 Year Economic Vision for Regional NSW and will be delivered as part of the \$4.2 billion Snowy Hydro Legacy Fund.

## TOURISM

### Thrive Riverina:

Thrive Riverina will be promoting the region through a Social Media Competition.

- What we are doing;
  1. A Facebook and Instagram Photo competition
  2. Inspiration and use of created competition from the #myriverinamurray competition run by Destination Riverina Murray
  3. Main competition flyer
  4. Weekly flyers announcing topic of week will be created
    1. Week One Monday 16<sup>th</sup> November to Sunday 22<sup>nd</sup> November - Topic Water
    2. Week Two Monday 23<sup>rd</sup> November to Sunday 29<sup>th</sup> November – Topic Art, Culture and Heritage
    3. Week Three Monday 30<sup>th</sup> November to Sunday 6<sup>th</sup> December – Topic Food and Drink
    4. Week Four Monday 7<sup>th</sup> December to Sunday 13<sup>th</sup> December – Topic Outdoor Adventure
    5. Week Five Monday 14<sup>th</sup> December to Sunday 20<sup>th</sup> December – People's Choice – Photo with the overall most likes, shares, comments
  
- **Aims of Competition**
  1. To increase followers
  2. To increase exposure
  3. To increase photo library for Thrive
  
- **Prizes for the Competition**

Prizes for the competition are donated by each member council in Thrive Riverina.

Flyer to promote the competition will be sent out soon. Update will be provided to the Councillors and the community.

### Tourism Touchscreen Statistics

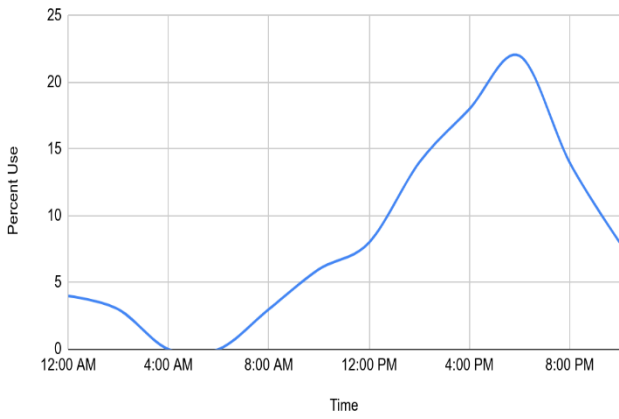
West Wyalong Visitor Centre has opted to extend the contract for 3 years with Datatrax. A Tourism Touchscreen is located in 200 locations across Australia which means our Shire's information is available to tourist to plan ahead before entering the Shire. The information is also available after hours through the use of a pin pad to navigate the screen.

Datatrax continue to promote in print based media to ensure coverage of the screens and app. This includes;

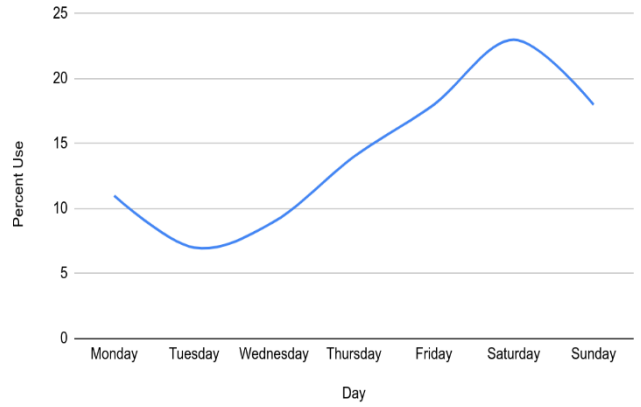
- All 200 Touchscreens profile the App in the "Attract Loop" when the screen is not actively touched;
- Mentions in Regional Tourism Magazines as part of the Visitor Centre Ads;
- Signage on all company Vehicles to download the app;
- In Room Compendium flyers into some 2000+ in hotels that advertise with us
- Publication in the "This week in Series" of guides for Brisbane, Sydney, Canberra, Melbourne, which is distributed in some 800+ hotels in those cities.
- Special Event publications, for example the Bathurst 1000 show



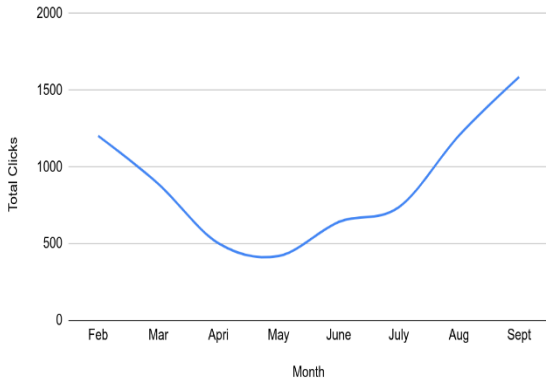
Percent Use vs. Time



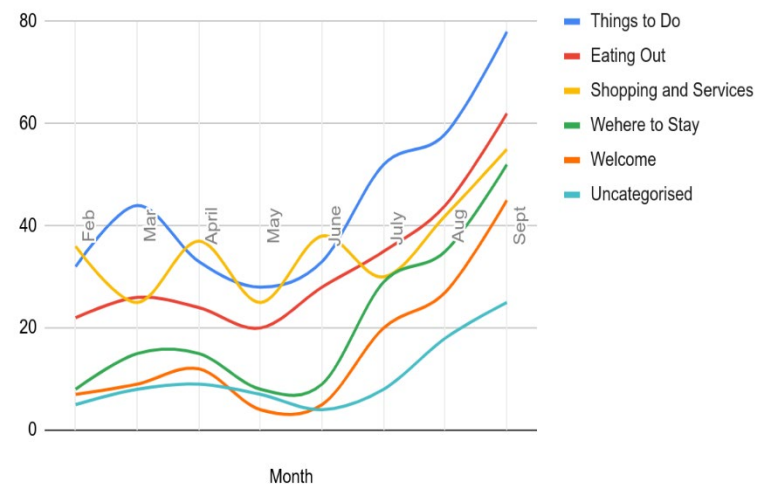
Percent Use vs. Day



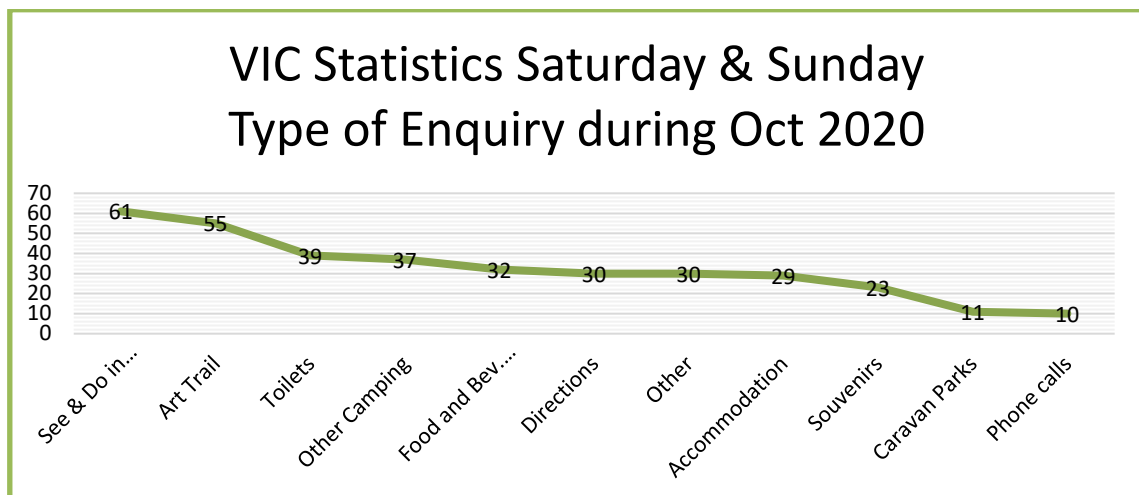
Total Clicks vs. Month



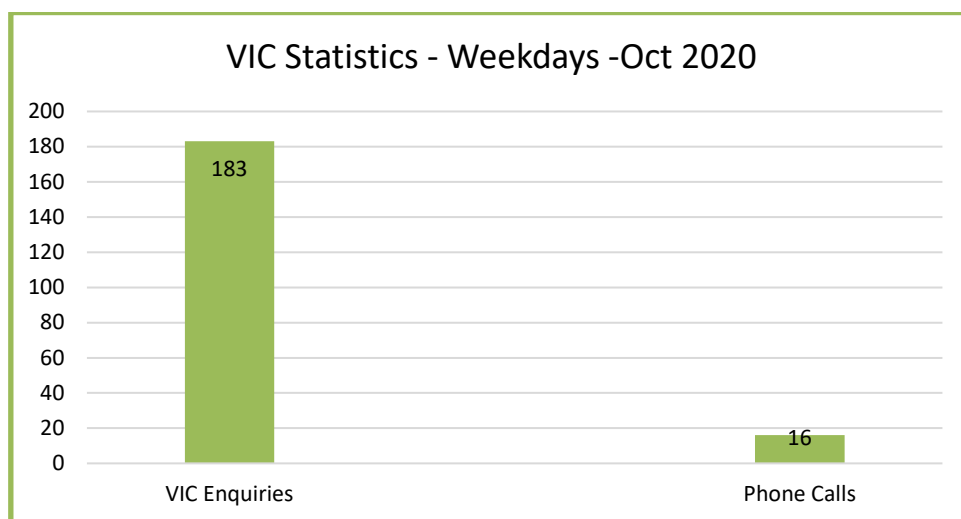
Combined Category Views



**Visitor Centre Statistics:**



















































































*Other camping refers to free camping  
Other included questions about Lake Cowal, birdwatching, events and markets.*



## The Riverina:

Member Council Facebook posts on The Riverina page. Below the reach for Bland Shire Council as part of the 9 member Councils for The Riverina Facebook page

10/30/2020 8:14 AM		Great news - the Tumbarumba to Rosewood Rail Trail has now			734		10 26		<a href="#">Boost Post</a>
10/29/2020 7:15 PM		Rocking Horse Restorations Museum 🐾 Be transported to			2.4K		129 88		<a href="#">Boost Post</a>
10/28/2020 9:30 PM		It's that time of year - 🏡 🍷 🌿 Barmedman Mineral Pool is a large			15.1K		2.5K 1K		<a href="#">Boost Post</a>
10/27/2020 8:30 PM		Enjoy a short break to the 'Bidgee - come for a night or a couple of days.			1K		42 56		<a href="#">Boost Post</a>
10/26/2020 7:30 PM		A diverse collection of artifacts showcasing the history of Hay is			816		17 37		<a href="#">Boost Post</a>
10/25/2020 9:00 PM		Still feeling that morning chill? Did you know Temora has an indoor			892		9 25		<a href="#">Boost Post</a>
10/24/2020 11:34 PM		* Tumbarumba to Rosewood Rail Trail temporarily closed due to			979		58 27		<a href="#">Boost Post</a>
10/24/2020 8:00 PM		Cootamundra, the Paw-fect Town . In the CBD: Our streets, along			721		5 17		<a href="#">Boost Post</a>
10/23/2020 7:00 PM		#Repost @narranderatourism ..... • 🕒 It might be 5 o'clock			993		11 34		<a href="#">Boost Post</a>
10/22/2020 7:10 PM		#Repost @thecrowshaveeyes ..... • Galore Hill 🌄 Stunning views at			816		23 43		<a href="#">Boost Post</a>
10/21/2020 8:25 PM		@thebackbutton captured the perfect contrast between the different crops			1.1K		15 70		<a href="#">Boost Post</a>
10/20/2020 7:05 PM		With newly upgraded interpretive signage, the Goanna Walking Track			1K		27 39		<a href="#">Boost Post</a>
10/19/2020 8:05 PM		In the middle of 1959, a long legged black and white fox terrier turned up			2.7K		229 172		<a href="#">Boost Post</a>
10/18/2020 9:05 PM		Leeton Safari 🐾 #HolidayHereThisYear and escape to			1.2K		31 52		<a href="#">Boost Post</a>
10/17/2020 7:45 PM		Whispering Pines is a certified organic wheat and oats farm in			763		40 13		<a href="#">Boost Post</a>
10/16/2020 8:15 PM		Braymont Garden 🌻🌻 Set on 6 acres, this open garden is			955		65 44		<a href="#">Boost Post</a>

10/15/2020 8:30 PM		Located just 52 kilometres west of Hay, Maude is a beautiful place to			3K 	234 158 	<a href="#">Boost Post</a>
10/14/2020 7:30 PM		Paleface Adios was a champion harness pacing horse, winning over			1.1K 	34 56 	<a href="#">Boost Post</a>
10/13/2020 8:00 PM		Kestrel Nest EcoHut ☐ Highfield Farm and Woodlands' Kestrel Nest			1.1K 	57 29 	<a href="#">Boost Post</a>
10/12/2020 7:30 PM		Located in the small village of Milbrulong between The Rock and			1.8K 	51 162 	<a href="#">Boost Post</a>
10/11/2020 8:30 PM		Michael Lyons from Sandhills Artefacts inherited the skills and			1.5K 	33 36 	<a href="#">Boost Post</a>
10/10/2020 9:00 PM		Sweet Briar Bed and Breakfast is located on the main street of			1.1K 	40 40 	<a href="#">Boost Post</a>
10/09/2020 7:20 PM		The Shamrock 🍀 A family restaurant in Hillston dishing you up			608 	4 13 	<a href="#">Boost Post</a>
10/08/2020 8:10 PM		Come along and watch the stream of colourful tinnys have fun down the			4.6K 	252 51 	<a href="#">Boost Post</a>
10/07/2020 3:04 PM		Posted @withregram • @haytourism Looking for something amazing to			754 	15 14 	<a href="#">Boost Post</a>
10/06/2020 7:00 PM		DOG ON THE SELFIEBOX COMPETITION!! 🐕🐕			759 	14 14 	<a href="#">Boost Post</a>
10/05/2020 7:45 PM		Holland Park Pool in West Wyalong has one of the best slides in regional			1.7K 	174 66 	<a href="#">Boost Post</a>
10/04/2020 6:45 PM		Gogeldrie Weir, located 20 minutes from Leeton, is one of the best spots			2.8K 	165 86 	<a href="#">Boost Post</a>
10/03/2020 8:45 PM		🏠 Housed in an historic 1920's co-op building in Coolamon's main			1.5K 	48 44 	<a href="#">Boost Post</a>
10/02/2020 8:45 PM		Enjoy a beautiful day out on the banks of the Lachlan River in			866 	22 35 	<a href="#">Boost Post</a>
10/01/2020 7:30 PM		Travelling through our region this long weekend? Stop. Revive.			643 	3 13 	<a href="#">Boost Post</a>

Service NSW for  
Business

Council Report

October 2020

Bland Shire  
Council



# We're here to help!



## Service NSW for Business

- The Making Business Easy program has transitioned to a permanent business offering and is now referred to as Service NSW for Business.
- We offer free, personalised support to small business owners across NSW. We provide one stop shop access to all three levels of government, and guide business owners through the application processes for licenses, financial assistance and other business requirements.
- We're here to help at all stages of the business cycle, including when businesses are impacted by natural disasters such as bushfires or emerging issues such as COVID-19.

## Our Business Concierge team offer

- over-the-phone, as well in-person help, for one-off requests, or longer-term case management over weeks or months.
- specialist expertise in helping small business owners impacted by natural disasters or emerging issues to access a range of Government grants, support and information.

## Your local Business Concierge can help find the support small business customers need

- Chantel Constable is based in our community and brings expert local knowledge and connections across Council, business chambers and other government agencies to work with business owners 1-1. She will offer support and answer any questions to business owners in our community as a dedicated case manager. Chantel can be contact on 0428 047 826 or by email at [Chantel.Constable@service.nsw.gov.au](mailto:Chantel.Constable@service.nsw.gov.au)
- Alternatively business owners can speak with a Business Concierge Monday to Friday 7:00 am – 7:00 pm (Sydney time) 13 77 88 or request a call for later [mybusiness.service.nsw.gov.au/concierge](https://mybusiness.service.nsw.gov.au/concierge)

Service NSW service centres remain open, but due to COVID-19 restrictions, may have reduced hours and staff. Business owners should check the opening hours before visiting and can be assured that the Business Concierge team is here to help over the phone.

# We're here to help!



## Our online offering

- personalised Business Profile:
  - enabling businesses to connect and track online their NSW government services and transactions safely and securely,
  - prefilled application forms,
  - Login to your existing Service NSW account to access your Business Profile
  - we've had over 65,000\* uptakes,
- online business guides to help business owners with general information and key tasks required when starting and running a business in NSW.
- visit our website at [mybusiness.service.nsw.gov.au](https://mybusiness.service.nsw.gov.au)

\* Oct 2020

MyServiceNSW Account MyServiceNSW Business Log out Change language v

NSW Service NSW Home Browse services Business Find locations Search

### Support for businesses

We'll help you access a range of support options and understand the government requirements to start or grow a business in NSW.

Get started

#### Popular Pages

<a href="#">COVID-19 recovery grant</a>	<a href="#">COVID-19 commercial lease support</a>	<a href="#">COVID-19 land tax relief</a>	<a href="#">Register as a COVID Safe business</a>
<a href="#">Export assistance grant</a>	<a href="#">Apply for the bushfire recovery grant</a>	<a href="#">Grants and financial help</a>	<a href="#">Southern border small business support grant</a>

#### Choose the support that's right for you

Starting or growing a business is exciting. We can help you understand government requirements you need to make opening and growing your small business easier. That's why we have a range of help available to guide you through what you need to do.

<b>Speak to us</b> Get a free dedicated Business Concierge who will help you start, manage and grow your business. <a href="#">Book a call</a> or call us on 13 77 88	<b>Browse business guides</b> Guides on popular business topics and industries. <a href="#">Go to guides</a>
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Feedback





# Feedback from small business owners we've assisted



"I truly appreciate you checking on our business regularly, your empathy and kindness are beyond description. Outstanding service by Service NSW!!!"

"We are exceedingly grateful for this help. It is extremely refreshing to have a local business expert to help us through all the challenges we have faced this year."

"I really cannot thank you enough for the offers of support and the phone calls, which have been worth just as much as the money. Thank you for making our stress less."

" I really appreciate your call and to know I can contact you. I need help with everything and if you are sending it all in one email that would be great."



# Service NSW QR Code for contactless customer check ins



- Businesses who register as a COVID Safe business will be provided with a unique QR code.
- Customers will be able to scan the code using their Service NSW app. This will then register them at the business and NSW Health will be able to get in contact if needed.
- The contactless process is quick and easy, with details pre-populated.
- Personal data is stored securely.

So far, we've had 685 973 check-ins\*



\* 14 Oct

# Small Business COVID19 Recovery Grant (\$3k)



Service for Business (SfB) NSW

Pick a Council  
Bland Shire Council

## Bland Shire Council

Select Start Date: 01-01-2016 | Select End Date: 14-10-2020 | Grant Type: Small Business COVID19 Recovery Grant (\$3K)

**Jodie Dietsch**  
Council Relationship Manager  
Email: [jodie.dietsch@service.nsw.gov.au](mailto:jodie.dietsch@service.nsw.gov.au)  
Mobile: 0466505326

### Grant Details

RebateStatus	Number of Applications	Total Amount
Completed	25	\$74,945
<b>Grand Total</b>	<b>25</b>	<b>\$74,945</b>

### Top Ten Industries



IndustryType	Number of Grant Applications
Accommodation and Food Services	15
Retail Trade	7
Other Services	2
Health Care and Social Assistance	1

Copyright Service NSW - Working with Local Government in Support of Small Businesses - Service for Business (SfB) NSW - (Tableau User: Jodie.Dietsch@service.nsw.gov.au)

# Small Business COVID19 Support Grant (\$10k)



## Service for Business (SfB) NSW

Pick a Council  
Bland Shire Council

# Bland Shire Council

Select Start Date: 01-01-2016 | Select End Date: 14-10-2020 | Grant Type: Small Business COVID19 Support Grant (\$10K)

### Grant Details

**Jodie Dietsch**  
Council Relationship Manager  
Email: jodie.dietsch@service.nsw.gov.au  
Mobile: 0466505326

RebateStatus	Number of Applications	Total Amount
Payment Initiated	27	\$270,000
Not Approved	1	\$10,000
<b>Grand Total</b>	<b>28</b>	<b>\$280,000</b>

### Top Ten Industries



IndustryType	Number of Grant Applications
Accommodation and Food Services	11
Retail Trade	5
Other Services	4
Agriculture Forestry and Fishing	2
Unknown	1
Professional Scientific and Technical Services	1
Health Care and Social Assistance	1
Construction	1
Arts and Recreation Services	1
Administrative and Support Services	1

Copyright Service NSW - Working with Local Government in Support of Small Businesses - Service for Business (SfB) NSW - (Tableau User: Jodie.Dietsch@service.nsw.gov.au)

## 9.14 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

### **West Wyalong Skatepark Extension**

The highly anticipated West Wyalong Skate Park Extension project is well underway with the concrete structure well and truly taking shape during early November 2020.

This project will extend the existing Skatepark precinct to also cater for beginner and junior riders, with the addition of a smaller, more user friendly bowl and a flat concrete section including smaller ramps and obstacles.

The project will further include the installation of a large shade structure, a drinking fountain and seating, making it a more youth and family friendly outdoor space and increasing safety for riders using the facility.



### **Christmas Lights Map**

Council will again develop a Christmas Light Map in 2020 in a bid to spread some Christmas cheer and encourage the community to get into the spirit of Christmas. Although Covid 19 has resulted in the cancellation of the Christmas Carnival and other Christmas focused festivities across the shire, it is hoped the opportunity for families to get out together and do a Christmas light tour will bring smiles to the faces of local residents. The map will be developed in early December and will be available for the enjoyment of residents from Monday 14 December.

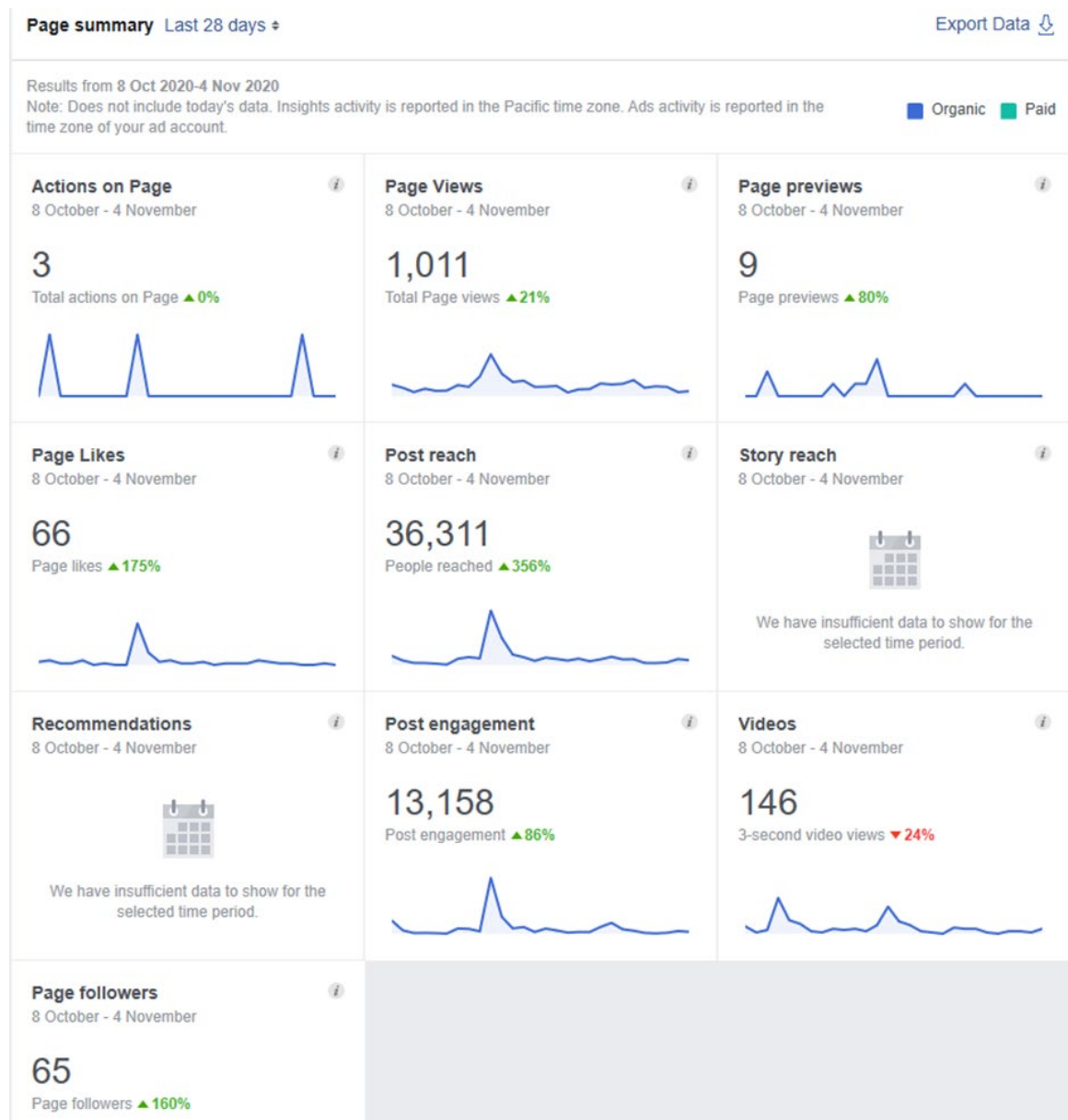
Following on from the success of last year, Council will also host a Christmas Lights Competition with some great prizes on offer across a number of categories.

### **Social Media**

Council has achieved strong growth on its social media platforms in recent months. By posting engaging and relevant content, Council has grown its Facebook audience to 3639 followers as of 6 November 2020.

The statistics below highlight an improved reach, level of engagement and number of followers over the preceding month with post reach up 356 per cent.

Council’s Instagram and Youtube profiles are also experiencing growth with more community members, businesses and visitors connecting each month.





## 9.15 Bland Shire Library Monthly Update



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

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

**Author:** Library Services Coordinator

### **Covid-19 Update**

NSW Health has updated the COVID-19 Safety Plan for Libraries (effective 22 October 2020) and libraries can now take bookings of up to 30 people for group activities (previously the rule was a maximum of 20). However, the maximum capacity for people attending the library remains at one visitor per 4 square metres of space (excluding staff), which equates to ten people at any one time.

### **New Riverina Regional Library App**

It has been some time in the making but the Riverina Regional Library app is now live on the app store! An official launch of the app is to be held on Thursday, 12 November at Tumut Library (due to Snowy Valleys' significant investment).

The Riverina Regional Library App exists to allow members to have a more mobile-friendly means of managing their library account, searching the catalogue, and accessing information and resources provided by the library. Some main features include:

- Catalogue searching (will support direct searching and links to BorrowBox)
- Quick access to eResource platforms and online information provided by RRL
- Allows account maintenance in the form of renewing items on loan, adding and cancelling reservations
- View nearby library branch locations, information about opening hours, and contact details
- Ability to check items out with a supported phone at certain locations to multiple linked accounts (NB. Bland Shire Library did not take this option up due to costings - only Wagga and Snowy Valleys invested in this feature.)

### **RRL Digital Preservation and Digitalisation Plan**

Riverina Regional Library is in the process of exploring the possibility of a digital preservation and digitisation plan for the region. It is proposed that the plan will apply to materials that are considered to be of local or national significance and are worthy of being preserved digitally and made accessible online for members of the public to view.

Relevant items may include documents, physical items, photos/images, video, film and sound recordings etc. The intention is for RRL to look to partner with councils, historical societies and other prominent organisations to assess whether there are enough items to proceed with the project and to source funding.

Bland Shire Library is currently undertaking a local studies digitalisation project, which is proving to be quite challenging.

### **Christmas Food and Gift Appeal 2020**

Due to the discontinuation of overdue fines, Riverina Regional Library's Food For Fines program will now come under the new name of Christmas Food Appeal. The revised campaign, which was endorsed by the RRL Advisory Committee at its October meeting, will be applied to a four (4) week period, concluding on Christmas Eve. However, as per the report put forward by RRL, participation by libraries is voluntary and at the discretion of individual libraries.

In light of the above, Bland Shire Library has combined its Christmas food donations campaign Food For Fines and Gift Giving Tree program. The combined campaigns will now come under the new name of Christmas Food and Gift Appeal. The library's Christmas Food and Gift Appeal will continue to support the St Vincent de Paul Society, West Wyalong Branch, in providing Christmas hampers and gifts to those families in need – making the festive season a little brighter for those less fortunate.

Ray Scott, President of the St Vincent de Paul Society, West Wyalong Branch, has asked that all gifts be donated unwrapped and preferably aimed at children up to the age 10 years while donated food must be non-perishable and in-date.

Donated items can be left at the library from Monday 1 November with pick-up scheduled for Wednesday 16 December. This will allow Mr Scott and his small band of volunteers, time to sort, pack and distribute the donated goods prior to Christmas.



*Pictured left to right is Eliza Jayne (Centre Manager, St Vincent de Paul Society, West Wyalong and Lake Cargelligo Branches), Library Services Coordinator Cathy Lange, Ray Scott (President, St Vincent de Paul Society, West Wyalong Branch) and Julie Sharpe (volunteer). Both Eliza and Julie were dressed by Vinnies for Melbourne Cup Day*

### **Australia Reads, 1- 12 November 2020**

Australians of all ages and from all walks of life are invited to share and celebrate the joys of reading this November. Australia Reads is a collaborative project between Australian organisations, including the Australian Library and Information Association (ALIA), aimed at lifting literacy rates and improving reading participation.

The main event is the Australian Reading Hour, to be held on Thursday 12 November, when people are invited to stop what they're doing for an hour, pick up a book and read to themselves or their children.

This year, due to Covid-19, Bland Shire Library is asking people to read for an hour in the safety of their own home. There is no set time – people can choose the hour that they read (eg. 7pm – 8pm), it is totally up to the person ... as long as they read.

To gauge local participation however Bland Shire Library is asking residents to register for the event either online via the Bland Shire Library Facebook page or by visiting the library during business hours prior to Thursday 12 November. As an incentive, all registered names will be entered into a draw (one for adults and one for children) to win prizes including Why Leave Town vouchers. As of November 5, the library had over 60 registered participants.

### **Christmas Storytime**

Library staff recognise that it has been a difficult year. To add a little Christmas cheer, Bland Shire library will conduct a Christmas Story-time for preschool-aged children in the Council Chambers on Thursday 10th December 2020 commencing at 10am.

Due to Covid-19 restrictions, booking will be essential as places will be limited. However, a second session may be held pending demand. Social distancing and strict supervision of children will be applied. There will be stories, songs, music and dance ... and yes, Santa will be making a special appearance. Unfortunately, due to Covid-19 restrictions, no child will be permitted to sit on Santa's knee. However, there will still be an opportunity for each child to tell Santa what they would like for Christmas, as well as a photo opportunity. In addition, each child will be provided a Christmas craft kit to take home. Please note that Baby Bounce and Storytime activities have been postponed for 2020, but the library intends to return these programs in 2021.

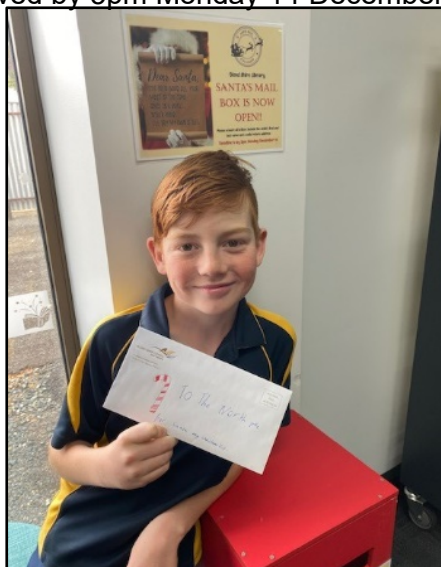
### **School Visit**

Tullibigeal Central School recently approached Bland Shire Library wanting to bring their Kinder students to the library. Despite the school being located outside the Bland LGA, many families attending Tullibigeal Central School live within the Bland Shire.

Due to Covid-19 restrictions, the library will conduct a session for the students in the Council Chambers on Friday 4 December. It is anticipated that the group of 15 students and 3 staff will be divided into smaller groups with each group given the opportunity to explore the library for a short period of time.

### **Santa's Mail Box**

For near on 20 years, Bland Shire Library has been providing a mail box for local children to post a letter to Santa. What makes this mail box special is that each letter receives a personalised reply. In the past, Santa has received up to 150 letters – even the local Australia Post Office has redirected letters to the library, such is its reputation. This year, letters must be received by 5pm Monday 14 December to ensure a reply.



*Pictured above is Ryan Ackland posting his letter to Santa at the Library*



## **Cowal Partnering Program Round 2, 2020**

Unfortunately, Bland Shire Library's submission was unsuccessful. Evolution management liked the concept of an outdoor library area, but could not provide funding for the purpose of engaging an architect to draw up plans as there could be a possible risk that the project may not go ahead. The Evolution Community Team however is keen to talk more about this project should the library decide to go ahead with the project after positive costings, stating that "it is definitely a project that Evolution would be interested in partnering with".

## **Summer Reading Club 2020-21**

Bland Shire Library will launch its annual Summer Reading Club Program the week starting Monday 23 November 2020. The free program, which officially runs from December 1, 2020 – January 31, 2021 aims to encourage children and young people to read over the long summer break with incentives provided to help them reach their goal.

Last year, the library revamped its SRC program making it a 40-day challenge. This moved the emphasis from counting books to days spent reading, making participation more achievable for all involved. As a result, 65 children completed the 2019-20 SRC challenge. So how does it work? Participants receive a reading log. Bland Shire Library rewards the child for every 10 consecutive days that they read, up to 40 days. All they have to do to receive their reward is present their reading log at the library and have it stamped by a staff member. However, all entries in their reading log must be validated — that is, signed by a parent or guardian. While it is recommended that the child read for at least 10 – 20 minutes per session, this is only a guideline and is not compulsory.

The theme this year is Myths, Fairytales and Legends. Additional activities based around the theme will be on offer for registered members to participate in during the school holidays. The Library has a number of local sponsors (to be announced) to help provide or fund prizes for the program.

## **Other Programs**

- Day Book Club will meet for the final time in 2020 on Monday 7 December, 10.30am in the library. The group of eight have been meeting at What's Cooking since April.
- Knit and Knatter will meet for the final time in 2020 on Tuesday 10<sup>th</sup> December, 2pm in the Council Chambers.
- The library's LEGO Legends program continues to be delivered online. In the spirit of Christmas and as an added incentive, an online Christmas Wheel of Fortune will be held in December for members of the group with prizes. To be eligible, children must have entered a LEGO creation in the past three months.
- Each year in the spirit of Christmas and for a bit of fun, the library conducts a Christmas Lolly Guessing Competition – one for adult patrons and one for junior members. This year however our adult patrons (18 years and over) will have the opportunity to win a Christmas cake made and decorated by Dagmar McIntyre. All they have to do to be in the running to win is visit the library between November 30 – December 18, borrow a book or utilise one of the library's many onsite services. The winner will be announced Saturday 19 December 2020.

## **RRL New Library Staff Training**

Helen Graetz from Riverina Regional Library visited Bland Shire Library on Tuesday 2 November to conduct training for new library staff. The training covered, Libero (Library Management System), RRL procedures, the RRL website and other relevant online resources.

## **Meetings**

NSWPLA Annual General Meeting – 3 December 2020, 5.30pm (via Zoom)

### **Statistics – October 2020**

The library remains committed to ensuring that the Bland Shire remains Covid free by following the NSW Health Covid-19 Safety Plan for Libraries. Consequently, this has impacted on the library's day-to-day operations and ensuing statistics.

- 96 Information Requests
- 189 Customer Service Requests – this figure includes 29 technology assists
- 94 Computer Usage
- 5 requests for Wi-Fi (ie. mobile device users)
- 183 Visitor Information Requests – this figure relates to normal library opening hours only and includes 16 telephone requests
- 51 children utilised the StorytimePOD in the library during October
- 8 members of the library's Day Book Club group met in October at What's Cookin
- 18 members of the library's Knit and Knatter group met in October in the Council Chambers

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

- 2457 people through the door
- 2085 library items issued
- 72 library items reserved
- 5 new members

*NB. The above statistics are collected electronically via Libero (LMS) and RFID Technology and are deemed accurate.*

## 9.16 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 Services Coordinator

### **Recruitment**

A School Based Trainee began at Ungarie Preschool/LDC during Week 1 of Term 4. The Trainee currently attends Ungarie Central School, however as part of the traineeship will be working at Ungarie Preschool/LDC every Wednesday and occasionally within Vacation Care

### **Staff Training**

The Coordinator and Family Day Care Support Officer participated in webinars focusing on child protection in FDC, which is helping to develop child safe strategies for our FDC scheme. The Coordinator and Mobile Resource Unit Play Session Leader attended the online 'Mobile Meet Conference'.

A combined Children Services Unit Staff Meeting was held to review current practices and plan for upcoming projects.

Six staff members participated in the TAFE course, 'Accidental Counselling' across two training sessions.

Kurrajong Inclusion Support visited Bland Preschool staff to conduct training on providing emotional supports in the classroom.

### **Mobile Resource Unit**

Ungarie Preschool/LDC and Friday Preschool children began Term 4 after a two week holiday period. The children at Ungarie Preschool/LDC welcomed back an Educator following nine months maternity leave.

Families continue to deliver and collect their children from the front gate of the service in cooperation with COVID – 19 best practices recommendations.

Lake Cowal Conservation Centre attended both West Wyalong Friday classes and Ungarie for a science based incursion for the children.

All educators have contributed to the service's Self-Assessment Tool. This document outlines the service's strengths and goals according to the National Quality Framework.

Ungarie Preschool/LDC and Friday Classes have received enrolments for 2021 and are promoting uniforms with the new logo to families via social media. From enrolments forms received, two West Wyalong Friday classes will be offered in 2021.

Educators are busy preparing for end of year portfolios, gifts, parties and programs.

## **Playgroup**

During the two week holiday period families were asked to complete a survey relating to the Virtual Playgroups. Educators gathered the results and in collaboration have used the information in planning and delivering Virtual Playgroups to the families responses.

## **Vacation Care**

Children enjoyed a variety of activities during the school holiday period. As part of keeping our community safe due to Covid-19 and ensuring all CSU services are consistent in their practices. Vacation Care was held at Children Services Unit with no excursions. The children explored African culture, dancing in the dark, different mediums of art and crafts, outdoor experiences and 'chilling out' with their peers.

Vacation Care has been extended for families the week before Christmas and this has been advertised via social media, text message, school newsletters and notes sent home to CSU families.

## **Bland Preschool**

On Thursday 29 October 2020, Stephanie Cooke MP visited the service to announce Bland Preschool was successful in gaining a Quality Learning Environments Grant to the amount of \$13,262.73. The funding will be used to install and landscape a music wall area in the outdoor environment, participation in yoga and art lessons and resources for the classroom.

Enrolment week for Bland Preschool 2021 classes was held on Monday 12 October to Friday 16 October. New enrolment packs were sent out including newly designed folders, enrolment forms and required documentation all displaying the new service logo. From the returned enrolment forms, classes for 2021 have been drafted, with enrolment numbers sufficient to offer a Monday/ Tuesday class and two Wednesday/Thursday classes.

The Parent Committee has restocked children's uniforms with the new logo. Uniforms with the old logo are now offered at a sale price.

Lake Cowal Conservation Centre attended the Monday/Tuesday Bilby class on Monday 26 October and the Wednesday/Thursday Bilby and Gecko classes on Thursday 29 October for a science based incursion for the children.

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

As new Transportation of children requirements have been brought in under the Early Education and Care National Regulations, all associated forms and risk assessments have been updated.

New enrolment packs for families including new logo, updated forms and display folders have been finalised

New Prospective Educator packs including new logo, updated forms and display folders have been finalised.

All existing FDC Educators have received new folders containing all FDC forms, which have been reviewed and updated.

A Temora based Educator celebrated 20 years with Bland/Temora Family Day Care. The Coordinator and FDC Support Officer visited her home and presented her with a certificate, medal and present.

Our Book Fair, which is held annually, has looked a little different this year. As families are not able to freely enter the Children Services Unit due to COVID, we have been advertising our fair through the CSU Facebook page with videos and photos of the books available. We have also been taking a trolley of books out to the front gate each morning and afternoon for families to view.

### **It Takes A Village**

West Wyalong Signs are in the process of creating removable magnetic signs for the It Takes a Village (ITAV), Mobile Resource Unit (MRU) and Family Day Care (FDC) vehicles. The signs will include the new logo. This will increase community awareness of the Children Services Unit services available within the community.

ITAV continues to create Resource Packs for children's activities for collection by community members. Resource Packs during October consisted of a Sensory Activity Pack, an Australian Themed Pack and Halloween Packs Part I & II.

A mini stocktake was completed in Toy Library and updated catalogues were sent out to members.

ITAV mobile visits to surrounding villages have commenced in Weethalle (pictured below right), Tallimba and West Wyalong at the Local Aboriginal Land Council (pictured below left). Each venue was visited by regular ITAV participants, one family at a time, by appointment. Toy Library was borrowed from at each venue. Participants and staff were able to discuss future plans and review the current program. Participants would like ITAV to commence visits with other families attending at the same time using current social distancing methods.



## 9.17 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

The current COVID-19 situation is continuing to significantly impact Community Care services. Direct home services are ongoing however all group sessions continue to be placed on hold until further notice.

The Community Care Coordinator has completed a COVID action plan to outline additional precautions in place and actions to be taken should a positive case be identified within the Bland Local Government Area. The COVID action plan continues to be monitored on a daily basis.

Extra precautions have been put into action for all staff and any members of the public when entering the Community Care Services building. Anyone entering the building is required to sign in and out, provide contact details and undergo a temperature check.

All Community Care Staff continue to complete online training. Clinical Nurse Educator, Shannon Evans provided some in-house training focusing on correct procedures for hand hygiene and donning and doffing Personal Protective Equipment (PPE).



Client intake remains high and there has been an increase for service requests particularly in regards to Personal Care, Social Support and Yard Maintenance.

## 9.18 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 5.10.2020**

- Graders
  - Bowlands Lane
  - Younga Plains Road
  - Quiltys Corner
  - Fishers Lane
  - Euratha Road
- Gravel Carting
  - Deans Pit
- Maintenance Crews (Bobcat/Backhoe)
  - Shire Roads

### **2. Council Road Crew Locations Week Commencing 12.10.2020**

- Graders
  - Nobbys Lane
  - Younga Plains Road
  - Quiltys Corner
  - Fishers Lane
  - Euratha Road
- Gravel Carting
  - Deans Pit
- Maintenance Crews (Bobcat/Backhoe)
  - Shire Roads – Euratha Road area

### **3. Council Road Crew Locations Week Commencing 19.10.2020**

- Graders
  - Bowlands/Sams Lane
  - Younga Plains Road
  - Quiltys Corner
  - Sandy Creek Road
  - Golden Hills Road
- Gravel Carting
  - Deans Pit
- Maintenance Crews (Bobcat/Backhoe)
  - Shire Roads

#### **4. Council Road Crew Locations Week Commencing 26.10.2020**

- Graders
  - Nobbys Lane
  - Sullivans Lane
  - Quiltys Corner
  - Sandy Creek Road
  - Golden Hills Road
- Gravel Carting
  - Deans Pit
- Maintenance Crews (Bobcat/Backhoe)
  - Shire Roads

#### **5. Village maintenance**

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

#### **6. Park maintenance**

- McCann park, Barnado park and small parks and areas mown, trimmed and maintained
- Council chambers lawns and gardens maintained and sprinklers repaired
- Maintenance to Herridge park, Cooina park, Wyalong court house
- Lawn and monument cemetery maintenance works carried out
- Public amenities cleaned and maintained
- Playground inspections completed
- Graves back filled at cemetery and tanks pumped out
- Broad leaf spraying parks as required
- Close aerodrome for the Jet flyers

#### **7. Ovals maintenance**

- Maintenance to sporting ovals and surrounds
- Irrigation checks carried out on all ovals and surrounds
- Preparation for movie night at park st recreation ground
- Broad leaf weeds sprayed at all sports grounds
- Line marking and cricket preparations carried out

#### **8. Town maintenance**

- Star lane cleaned and tidied
- Town areas mown and trimmed
- Town trees trimmed and watered as needed
- Main street gardens weeded and watered
- Small pot holes repaired in roads
- Clean out town drains
- Aerodrome slashing inspections and maintenance work carried out
- Back filled low areas on nature strips
- Street sweeper operating in town and villages



- Pre-school maintenance carried out
- Dog park work carried out
- Spraying aerodrome and town areas

## 9.19 Development Services Activity Report October 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

### Planning and Building Activities Update

#### Development Applications

The Council has received the following Development Applications during October 2020:

<b>Application No.</b>	<b>Address</b>	<b>Development</b>
DA2021/0034	2060 Clear Ridge Road, Wyalong	Extractive Industry (Hard Rock Quarry)
DA2021/0035	1 Wamboyne Street, Girral	Above ground swimming, alterations & additions to dwelling and Addition of a granny flat to shed
DA2021/0036	28 Operator Street, West Wyalong	Residential storage shed
DA2021/0037	53 Court Street, West Wyalong	Residential - alterations and additions to dwelling and storage shed
DA2021/0038	60 Wollongough Street, Ungarie	Commercial alterations and additions
DA2021/0039	14 Hyde Street, West Wyalong	Removal of trees
DA2021/0040	28 Shire Street, West Wyalong	Residential multi-unit development (3 units)
DA2021/0041	303 Wargin Road, Wyalong	Heavy industrial – Concrete batching plant
DA2021/0042	202–210 Main Street, West Wyalong	Demolition of front of building 202 Main Street, Commercial alterations and additions, erection of side awning and removal and relocate of pylon sign
DA2021/0043	69 Main Street, West Wyalong	Change of use to vehicle repair station
DA2021/0044	6 Gelling Street, West Wyalong	New single storey residential dwelling
DA2021/0045	155 Humby Road, Kamarah	Demolition of existing dwelling and construct new single storey dwelling
DA2021/0046	28 Echo Lane, West Wyalong	Subdivision – Creation of one (1) additional Lot
DA2021/0047	57 Gilbert Street, Wyalong	New residential single storey dwelling and storage shed
DA2021/0048	21 Ethel Street, Ungarie	New residential single storey dwelling
DA2021/0049	19 Perseverance Street, West Wyalong	Part demolition of dwelling and alterations and additions to dwelling

The following DA applications were approved during October 2020:

<b>Application No.</b>	<b>Address</b>	<b>Development</b>	<b>Approval Date</b>
DA2021/0022	Lots 2 to 7, Alleena Road, Alleena	Storage shed	1/10/2020
DA2021/0026	56-58 Wootten Street, West Wyalong	New residential single storey dwelling and storage shed sand carport	12/10/2020
DA2021/0027	19-21 Church Street, West Wyalong	Demolition of existing shed, Construct new boundary fence and restoration and painting of verandah	8/10/2020
DA2021/0028	25 Operator Street, West Wyalong	New amenities building	15/10/2020
DA2021/0031	10 Kurrajong Street, West Wyalong	Additions to residential storage shed	20/10/2020
DA2021/0032	90 Church Street, West Wyalong	Alterations to an existing dwelling	12/10/2020
DA2021/0033	158 Grenfell Street, West Wyalong	Addition of half tennis court	27/10/2020

### **Building Inspections**

The following inspections were carried out by Council during October 2020:

<b>Inspection Type</b>	<b>Number</b>
Pre-Lodgement	<b>2</b>
Site	<b>14</b>
Pier Holes	<b>5</b>
Strip Footings	<b>1</b>
Slab/Coping	<b>10</b>
Frame	<b>8</b>
Hot & Cold	<b>3</b>
Wet Areas	<b>2</b>
Drainage/Plumbing	<b>12</b>
Stormwater	<b>7</b>
Final	<b>7</b>

## Regulatory Activities Update

### Dog Attacks

There was **one** (1) dog attack reported during October 2020. Resulting in **one** (1) infringement notice being issued.

### Companion Animal Seizure and Impound Activities October 2020

<b>Seizure Activities:</b>	<b>Dogs</b>	<b>Cats</b>
Seized	0	0
Returned to Owner	0	0

<b>Impounding Activities:</b>	<b>Dogs</b>	<b>Cats</b>
Animals in pound at start of month	4	1
<b>Incoming Animals</b>		
Transferred from Seizure Activities	0	0
Dumped at Pound	5	6
Surrendered	4	0
<b>Total Animals in Pound</b>	<b>13</b>	<b>7</b>

<b>Outgoing Animals</b>		
Released to Owner	2	0
Euthanased	1	0
Rehoused	7	2
Sold	1	0
Died at Pound	0	0
Stolen	0	0
Escaped	0	0
<b>Total Animals Leaving Pound</b>	<b>11</b>	<b>2</b>
Animals in Pound at end of Month	2	5

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