



18 September 2019

NOTICE OF ORDINARY COUNCIL MEETING

Your attendance is respectfully requested at the Ordinary Meeting of Cabonne Council convened for **Tuesday 24 September, 2019** commencing at **2:00pm**, at the Cabonne Council Chambers, Bank Street, Molong to consider the undermentioned business.

Yours faithfully

A handwritten signature in black ink, appearing to read 'BJ Byrnes', is written over a light blue horizontal line.

BJ Byrnes
GENERAL MANAGER

ORDER OF BUSINESS

- 1) Open Ordinary Meeting
- 2) Consideration of Mayoral Minute
- 3) Consideration of General Manager's Report
- 4) Resolve into Committee of the Whole
 - a) Consideration of Called Items
 - b) Consideration of Closed Items
- 5) Adoption of Committee of the Whole Report



COUNCIL'S MISSION

“To be a progressive and innovative Council which maintains relevance through local governance to its community and diverse rural area by facilitating the provision of services to satisfy identified current and future needs.”

COUNCIL'S VISION

Cabonne Council is committed to providing sustainable local government to our rural communities through consultation and sound financial management which will ensure equitable resource allocation.

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CONFIDENTIAL ITEMS

Clause 240(4) of the Local Government (General) Regulation 2005 requires Council to refer any business to be considered when the meeting is closed to the public in the Ordinary Business Paper prepared for the same meeting. Council will discuss the following items under the terms of the Local Government Act 1993 Section 10A(2), as follows:

ITEM 1 CARRYING OF COMMITTEE RESOLUTION INTO CLOSED COMMITTEE OF THE WHOLE MEETING

Procedural

ITEM 2 ENDORSEMENT OF PROCEEDINGS OF CONFIDENTIAL MATTERS CONSIDERED AT COMMITTEE OF THE WHOLE MEETING

Procedural

ITEM 3 POSSIBLE SALE OF 184 GASKILL ST, CANOWINDRA, BEING LOT 1 DP 503767.

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

ITEM 4 POSSIBLE SALE OF LOT 2 DP 1113621 LONGS CORNER ROAD, CANOWINDRA

(d) (ii) commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the council

ITEM 5 MOLONG CARAVAN PARK

(d) (i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it

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ITEM 1 - ACKNOWLEDGEMENT OF COUNTRY

REPORT IN BRIEF

Reason For Report	To provide an opportunity for the mayor to recite an acknowledgement of country
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.f - Adhere to Council's Code of Conduct and Code of Meeting Practice
Annexures	Nil
File Number	OFFICIAL RECORDS LIBRARY COMMUNITY RELATIONS ISSUES MANAGEMENT ABORIGINAL INDIGENOUS AFFAIRS - 1041480

RECOMMENDATION

THAT an Acknowledgement of Country be recited in accordance with Council's Code of Meeting Practice policy.

GENERAL MANAGER REPORT

Council's adopted Code of Meeting Practice policy includes reciting of an Acknowledgement of Country on "... *special/formal occasions; at the September Council Meeting for the election of Mayor & Deputy Mayor; and at other occasions at the discretion of the Mayor...*".

An Acknowledgement of Country is where people acknowledge and show respect for the Aboriginal Traditional Custodians of the land upon which the event/meeting is taking place.

A Chair usually begins the meeting by acknowledging that the meeting is taking place in the country of the traditional owners. It reads as follows.

"I would like to acknowledge that we are here today on the land of the Wiradjuri people who are the Traditional Custodians of this land. I would also like to acknowledge the present Aboriginal and Torres Strait Islander people who may reside within this area."

ITEM 2 - APPLICATIONS FOR LEAVE OF ABSENCE

REPORT IN BRIEF

Reason For Report	To allow tendering of apologies for councillors not present.
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Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.g - Code of Meeting Practice adopted and implemented.
Annexures	Nil
File Number	\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\COUNCIL - COUNCILLORS LEAVE OF ABSENCE - 1021263

RECOMMENDATION

THAT any apologies tendered be accepted and the necessary leave of absence be granted.

GENERAL MANAGER REPORT

A call for apologies is to be made.

ITEM 3 - DECLARATIONS OF INTEREST

REPORT IN BRIEF

Reason For Report	To allow an opportunity for councillors to declare an interest in any items to be determined at this meeting.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.g - Code of Meeting Practice adopted and implemented.
Annexures	Nil
File Number	\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\COUNCIL - COUNCILLORS AND STAFF DECLARATIONS OF INTEREST - 2019 - 1021264

RECOMMENDATION

THAT the Declarations of Interest be noted.

GENERAL MANAGER REPORT

A call for Declarations of Interest.

ITEM 4 - DECLARATIONS FOR POLITICAL DONATIONS

REPORT IN BRIEF

Reason For Report	To allow an opportunity for Councillors to declare any Political Donations received.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.g - Code of Meeting Practice adopted and implemented.
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\COUNCIL - COUNCILLORS DECLARATION OF POLITICAL DONATIONS - 1021265

RECOMMENDATION

THAT any Political Donations be noted.

GENERAL MANAGER REPORT

A call for declarations of any Political Donations.

ITEM 5 - MAYORAL ELECTIONS PROCEDURE 2019

REPORT IN BRIEF

Reason For Report	Outlining procedures for the conduct of Mayoral elections
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.f - Adhere to Council's Code of Conduct and Code of Meeting Practice
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\ELECTIONS\MAYORAL - 1034322

RECOMMENDATION

THAT Council:

1. Re-affirm its previous practice of conducting voting for the positions of Mayor and Deputy Mayor by preferential ballot where three or more nominations are received, otherwise by ordinary ballot.
2. Determine if it wishes details of the voting for the positions of Mayor and Deputy Mayor to be made public.

GENERAL MANAGER REPORT

Nominations for Mayor and Deputy Mayor

Councillors are advised that nominations for the position of Mayor and Deputy Mayor will close at 2.00pm sharp on Tuesday, 24 September 2019. Nominations must be in writing and signed by two councillors, one of whom may be the nominee. The consent for nomination must be signed by the Nominee. Should a councillor act as one nominee for oneself it is most important that they also sign the consent to nomination. Failure to do so renders the nomination invalid.

Nominations can be delivered to the General Manager or the Director of Finance and Corporate Services at the Molong Office for placement in the ballot box. The General Manager will also be in attendance on meeting day from 9.00am in the General Manager's Office at the Council Chambers in Molong to accept any nominations.

Council should also indicate if it wishes details of voting to be made public.

Should councillors have any queries in relation to any aspect of the Mayoral Elections, they are asked to contact the General Manager or the Director of Finance and Corporate Services at their convenience.

Election Procedures

The procedure for election for the positions of Mayor and Deputy Mayor is:

1. If only one councillor is nominated, that councillor is elected.
2. If more than one councillor is nominated, the Council is to proceed by preferential ballot, by ordinary ballot or by open voting.
3. The election is to be held at the council Meeting at which the Council resolved on the method of voting.
4. The following definitions apply:

"Ballot" has its normal meaning of secret ballot;

"Open Voting" means voting by a show of hands or similar means.

It has been the practice in the past for Council to conduct voting by ordinary ballot where there are two (2) nominations and preferential ballot where three or more nominations are received. Assuming Council continues with this practice the following procedure has been set down for Preferential Voting in Part 3 of Schedule 7, Election of Mayor by councillors, in the Local Government (General) Regulation 2005.

Ordinary Voting

The ballot papers are to contain the names of both candidates councillors make their vote by placing "a mark" against the name of the candidate they wish to see elected. The candidate with an absolute majority of votes is deemed to be elected.

Preferential Voting - Ballot Papers and Voting

1. The ballot papers are to contain the names of all the candidates. The councillors are to make their votes by placing the numbers "1", "2", "3" and so on against the various names so as to indicate the order of their preference for the candidates. In accordance with Clause 9 of Schedule 7, councillors must show their preferences for all candidates for votes to be formal.
2. The formality of a ballot-paper under this Part is to be determined in accordance with Clause 345 (1)(b); (1)(c) and (5) of this Regulation as if it were a ballot paper referred to in that clause.
3. An informal ballot paper must be rejected at the count.

Count

1. If a candidate has an absolute majority of first preference votes, that candidate is elected.
2. If not, the candidate with the lowest number of first preference votes is excluded and the votes on the unexhausted ballot-papers counted to him or her are transferred to the candidates with second preferences on those ballot- papers.
3. A candidate who then has an absolute majority of votes is elected, but, if no candidate then has an absolute majority of votes, the process of excluding the candidate who has the lowest number of votes and counting each of his or her unexhausted ballot-papers to the candidates remaining in the election next in order of the voter's preferences is repeated until one candidate has received an absolute majority of votes. The latter is elected.
4. In this clause "absolute majority" in relation to votes means a number which is more than one half of the number of unexhausted formal ballot-papers.

Tied Candidates

1. If, on any count of votes, the numbers of votes cast for 2 candidates are equal and;
 - a) those candidates are the only candidates in the election - the candidate whose name is first chosen by lot is taken to have received an absolute majority of votes and is therefore taken to be elected; or
 - b) those candidates are the ones with the lowest number of votes on the count of the votes - the candidate whose name is first chosen by lot is taken to have the lowest number of votes and is therefore excluded.
2. If, on any count of votes, the numbers of votes cast for 3 or more candidates are equal and the lowest number of votes on the count of the votes - the candidate whose name is first chosen by lot is taken to have the lowest number of votes and is therefore excluded.

Choosing by Lot

To choose a candidate by lot, the names of the candidates who have equal numbers of votes are written on similar slips of paper by the Returning Officer, the slips are folded by the Returning Officer, so as to prevent the names being seen, the slips are mixed, (placed in a vial) and one is drawn at random by the Returning Officer and the candidate whose name is on the drawn slip is chosen.

Result

The result of the election (including the name of the candidate elected as mayor or deputy mayor) is:

- a) to be declared to the councillors at the council meeting at which the election is held by the returning officer, and
- b) to be delivered or sent to the Office of Local Government and to the Secretary of Local Government NSW.

For the purpose of this election the General Manager has appointed the Director of Finance and Corporate Services as the Returning Officer.

ITEM 6 - ELECTION OF MAYOR FOR 2019/2020

REPORT IN BRIEF

Reason For Report	To allow the election of the Mayor for 2019/2020
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.f - Adhere to Council's Code of Conduct and Code of Meeting Practice
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\ELECTIONS\MAYORAL - 1034325

RECOMMENDATION

THAT the General Manager proceed with the requirements for the election of the Mayor for Cabonne Council as detailed in the item relating to the determination of requirements for the election process.

GENERAL MANAGER REPORT

Following the determination by Council of the item relating to the determination of requirements for the election process, a resolution for the General Manager to proceed with the election of the Mayor is required.

For the purpose of this election the General Manager has appointed the Director of Finance and Corporate Services as the Returning Officer.

ITEM 7 - ELECTION OF DEPUTY MAYOR 2019/2020

REPORT IN BRIEF

Reason For Report	To allow elections for Deputy Mayor for 2019/2020
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.f - Adhere to Council's Code of Conduct and Code of Meeting Practice
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\ELECTIONS\MAYORAL - 1034327

RECOMMENDATION

THAT the General Manager proceed with the requirements for the election of the Deputy Mayor for Cabonne Council as detailed in the item relating to the determination of requirements for the election process.

GENERAL MANAGER REPORT

Following the determination by Council of the item relating to the determination of requirements for the election process, a resolution for the General Manager to proceed with the election of the Deputy Mayor is required.

For the purpose of this election the General Manager has appointed the Director of Finance and Corporate Services as the Returning Officer.

ITEM 8 - DESTRUCTION OF BALLOT PAPERS

REPORT IN BRIEF

Reason For Report	For Council to determine whether ballot papers need to be destroyed
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.f - Adhere to Council's Code of Conduct and Code of Meeting Practice
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\PROCEDURES - 1034328

RECOMMENDATION

THAT the ballot papers for the positions of Mayor and Deputy Mayor be destroyed upon the completion of formalities associated with the respective ballots.

GENERAL MANAGER REPORT

Following the election of Mayor and Deputy Mayor a resolution is required as to disposal of the ballot papers.

Traditionally Cabonne Council has destroyed the ballot papers upon the completion of formalities associated with the respective ballots.

ITEM 9 - DELEGATION TO MAYOR AND DEPUTY MAYOR (IN MAYOR'S ABSENCE)

REPORT IN BRIEF

Reason For Report	To reaffirm the delegation to the successful candidates elected as Mayor and Deputy Mayor
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.f - Adhere to Council's Code of Conduct and Code of Meeting Practice
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\CORPORATE MANAGEMENT\AUTHORISATIONS\DELEGATIONS - 1034330

RECOMMENDATION

THAT subject to not receiving direction from the Council as to the consideration of any particular matter by the Council itself and subject to the requirements of the Local Government Act 1993 and Regulations thereunder and any express policy of the Council or regulations of any public authority other than the Council and pursuant to the powers conferred on Council by s377 of the *Local Government Act 1993*, the Mayor (*name in full to be inserted*) and, where allowed, in his/her absence the Deputy Mayor (*name in full to be inserted*) be authorised to exercise or perform on behalf of the Council the powers, authorities, duties and functions as follows:

1. To incur expenditure up to the sum of \$3,000 for incidental expenses, within approved votes of Council.
2. To receive a public interest disclosure in circumstances assigned to the position of Mayor in Council's Public Interest Disclosure (Internal Reporting) Policy.

GENERAL MANAGER REPORT

Following the elections for Mayor and Deputy Mayor, it is necessary for Council to re-affirm the delegation to the successful candidates. This is in addition to such other powers as are conferred under the Local Government Act 1993.

ITEM 10 - MAYORAL MINUTE - APPOINTMENTS

REPORT IN BRIEF

Reason For Report	To allow noting of the Mayoral appointments plus other Councillors' activities Reports.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.g - Code of Meeting Practice adopted and implemented.
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\MAYORAL MINUTES - 1021266

RECOMMENDATION

THAT the information contained in the Mayoral Minute be noted.

GENERAL MANAGER REPORT

A call for the Mayoral appointments and attendances as well as other Councillors' activities reports to be tabled/read out.

ITEM 11 - COMMITTEE OF THE WHOLE

REPORT IN BRIEF

Reason For Report	Enabling reports to be considered in Committee of the Whole to be called.
Policy Implications	Nil
Budget Implications	Nil

IPR Linkage	4.5.1.g. Code of Meeting Practice adhered to
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\GROUPING OF REPORT ADOPTION and BUSINESS PAPER ITEMS FOR NOTING REPORTS - 1021268

RECOMMENDATION

THAT Councillors call any items that they wish to be debated in Committee of the Whole.

GENERAL MANAGER REPORT

Council's Code of Meeting Practice allows for the Council to resolve itself into "committee of the whole" to avoid the necessity of limiting the number and duration of speeches as required by Clause 250 of the Local Government (General) Regulation 2005.

This item enables councillors to call any item they wish to be debated in "committee of the whole" at the conclusion of normal business.

The debate process during a 'normal' Council meeting limits the number and duration of speeches as required by Clause 250 of the Local Government (General) Regulation 2005.

Items should only be called at this time if it is expected that discussion beyond the normal debate process is likely to be needed.

ITEM 12 - GROUPING OF REPORT ADOPTION

REPORT IN BRIEF

Reason For Report	Enabling procedural reports to be adopted.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.a - Provide quality administrative support and governance to councillors and residents.
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\GROUPING OF REPORT ADOPTION and BUSINESS PAPER ITEMS FOR NOTING REPORTS - 1021270

RECOMMENDATION

THAT:

1. Councillors call any items they wish to further consider
2. Items 14 to 20 be moved and seconded.

GENERAL MANAGER REPORT

Items 14 to 20 are considered to be of a procedural nature and it is proposed that they be moved and seconded as a group. Should any Councillor wish to amend or debate any of these items they should do so at this stage with the remainder of the items being moved and seconded.

ITEM 13 - CONFIRMATION OF THE MINUTES

REPORT IN BRIEF

Reason For Report	Adoption of the Minutes
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.g - Code of Meeting Practice adopted and implemented.
Annexures	1. September 10 2019 Extraordinary Council Meeting Minutes ↓ 2. August 27 2019 Ordinary Council Meeting Minutes ↓
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\COUNCIL - MINUTES - 2019 - 1021271

RECOMMENDATION

THAT the minutes of the Ordinary meeting held 27 August 2019 and Extraordinary meeting held 10 September 2019 be adopted.

GENERAL MANAGER REPORT

The following minutes are attached for endorsement:

1. Minutes of the Ordinary Council meeting held on 27 August 2019.
2. Minutes of the Extraordinary Council meeting held on 10 September 2019.

ITEM 14 - ADOPTION OF PROCUREMENT POLICY

REPORT IN BRIEF

Reason For Report	To update council's procurement policy so that it caters for the increased purchasing thresholds
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.5.c - Comply with internal audit requirements
Annexures	1. Procurement (Incorporated Local Supplier Preference) Policy ↓
File Number	\\OFFICIAL RECORDS LIBRARY\CORPORATE MANAGEMENT\POLICY\POLICY CORRESPONDENCE - 1038268

RECOMMENDATION

THAT Council adopt the update Procurement Policy as annexed to this report.

DIRECTOR OF FINANCE AND CORPORATE SERVICES' REPORT

The State Government has increased the threshold to \$250,000 from \$150,000, below which council's do not have to undertake a full competitive tendering process as per Section 55 of the Local Government Act. The threshold for contracts involving services provided by Council employees has remained at \$150,000.

Council is therefore changing its procurement policy to cater for the higher threshold which means that Council will not be required to go through a full tender process for goods and/or services valued below \$250,000 (including GST). Thresholds for lower amount requiring quotes have also been increased.

These thresholds are now as follows:

Value of Goods and Services (GST Incl)	Process Required
Up to \$500	Seek 1 quote
\$501 to \$5,000	Minimum of 1 quote
\$5,001 to \$20,000	Minimum of 2 written quotes
\$20,001 to \$80,000	Minimum of 3 written quotes
\$80,001 to \$249,999	Formal Request For Quotation (RFQ) – treat similar to Tender
\$250,000 and above	Full Tender process to be followed

The revised thresholds will speed up the procurement of goods and services due to lower administrative effort being required for a given amount.

ITEM 15 - ENGAGEMENT OF THE NEW SOUTH WALES ELECTORAL COMMISSIONER TO CONDUCT COUNCIL ELECTIONS

REPORT IN BRIEF

Reason For Report	For Council to resolve to engage the NSW Electoral Commission (NSWEC) to conduct elections
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.a - Provide quality administrative support and governance to councillors and residents
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\ELECTIONS\ELECTORAL BODIES - NSW ELECTORAL COMMISSION - 1041701

RECOMMENDATION

THAT Council:

1. Pursuant to s. 296(2), (3) and (5A) of the Local Government Act 1993 (NSW) ("the Act") that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.
2. Pursuant to s. 296(2), (3) and (5A) of the Act, as applied and modified by s. 18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.
3. Pursuant to s. 296(2), (3) and (5A) of the Act, as applied and modified by s. 18, a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.

ADMINISTRATION MANAGER'S REPORT

Council resolved at its February Council meeting:

THAT Council:

1. *Pursuant to s. 296(2) and (3) of the Local Government Act 1993 (NSW) ("the Act") an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.*

2. Pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.
3. Pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.

Recent amendments to the Local Government Act 1993 require a new resolution to be made by 1 October 2019.

Under Section (5A) without limiting subsection (5), an election arrangement for the Electoral Commissioner to administer all elections of a council that is to include the ordinary election of councillors in 2020, or to administer that particular election, may be entered into if:

- a) the council resolves on or before 1 October 2019 that an arrangement is to be entered into, and
- b) the arrangement is entered into on or before 1 January 2020.

ITEM 16 - 70A GASKILL STREET, CANOWINDRA - LEASE AGREEMENT

REPORT IN BRIEF

Reason For Report	For Council to consider Canowindra Arts Inc. request to extend current lease agreement
Policy Implications	Nil
Budget Implications	Possible loss of income
IPR Linkage	4.4.1.c - Provide assistance to community groups
Annexures	1. Canowindra Arts Inc - Request for extension to current lease agreement - 70A Gaskill St, Canowindra ↓
File Number	\\OFFICIAL RECORDS LIBRARY\COUNCIL PROPERTIES\LEASING OUT\CANOWINDRA - 70A GASKILL STREET - 1041900

RECOMMENDATION

THAT Council extend the current lease agreement with Canowindra Arts Incorporated under the terms of the previous twelve months.

ADMINISTRATION MANAGER'S REPORT

Council at its August 2018 Ordinary meeting resolved to accept the request from Canowindra Arts Inc. to fully subsidise the rent payable for a twelve-month

period and in return Canowindra Arts Inc. agreed to refurbish the interior of the building.

Canowindra Arts Inc. wrote to Council in June 2019 and provided an update on the progress and status of the group and invited councillors to tour the gallery to experience first hand the work the group had put in. Councillors participated in a tour of the gallery when they visited Canowindra during Local Government Week.

The current lease agreement is due to expire on 8 October 2019 and Canowindra Arts Inc. have requested (annexed) an extension to the rent-free lease agreement until the end of 2020.

Council should note that Canowindra Arts Inc. cover the water, electricity and insurance costs but at this stage have advised they cannot afford the rental costs.

ITEM 17 - AUGUST 2019 LOCAL TRAFFIC COMMITTEE MEETING

REPORT IN BRIEF

Reason For Report	For Council to ratify the recommendations of the committee
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.a - Provide quality administrative support and governance to councillors and residents
Annexures	1. 20190829 Traffic Committee Minutes - Annexure ↓
File Number	\\OFFICIAL RECORDS LIBRARY\CORPORATE MANAGEMENT\MEETINGS\TRAFFIC COMMITTEES - 1041453

RECOMMENDATION

THAT Council ratify the recommendations of the August 2019 Local Traffic Committee.

DIRECTOR OF ENGINEERING & TECHNICAL SERVICES' REPORT

Attached are the minutes of the Local Traffic Committee meeting(LTC) held 29 August 2019. The items addressed and their associated recommendations are as follows:

Item 3. Matar Stables Bullio Cup Endurance Horse Ride traverses through Canobolas State Forest and neighbouring farm lands on 2-11-2019 and 3-11-2019 (1:30am-3:30pm)

- THAT Council approve the request subject to:
 - Implementation of the Risk Management Plan and Traffic Management Plan, in accordance with the “Guide to Traffic and Transport Management for Special Events” (RTA, v3.5 August 2018) for a Class 2 event.
 - NSW Road Rules being observed by participants at all times.
 - Written approval being obtained from NSW Police.
 - Written approval being obtained from all affected Local Government Authorities.
 - The event organiser notifying all emergency services of the event.
 - Provided lighting to be organised for road crossings, appropriate speed reductions, times for road closures and spotters for where the horses are to cross the roads.
 - The event organiser debriefing Council on the event. This includes notifying Council of all incidents or near misses that occur during the event.

Item 4. Canowindra Open Day & Community Street Party on Gaskill street between Finn's Lane and Blatchford street, 21-03-2020 (9:00am-9:00pm).

- THAT Council respond to the Organisers to send a Traffic Control Plan for assessment in next LTC meeting.

Item 5. Australian National Field Days at ANFD site Borenore on 24-10-2019 to 26-10-2019 (6:30am-5:00pm daily)

- THAT Council approve the request subject to:
 - Implementation of the Risk Management Plan and Traffic Management Plan, in accordance with the “Guide to Traffic and Transport Management for Special Events” (RTA, v3.5 August 2018) for a Class 2 event.
 - NSW Road Rules being observed by participants at all times.
 - Providing Hinged speed zone signs.
 - Providing Road Occupancy License (ROL) for State Road. The Escort Way is a State road and as such a Road Occupancy License (ROL) needs to be applied for via OpLink by ANFD. TCP author Chris Blackhall can make this application on behalf of ANFD.
 - Written approval being obtained from NSW Police.
 - Written approval being obtained from all affected Local Government Authorities.
 - The event organiser notifying all emergency services of the event.
 - The event organiser debriefing Council on the event. This includes notifying Council of all incidents or near misses that occur during the event.

Item 6. Zoo 2 Zoo Bike Ride (Sydney to Dubbo), use numerous local roads in Cabonne LGA on 17-10-2019 to 20-10-2019

- THAT Council reject the request as the Event organisers couldn't send the TCP applicable for the event and for not mentioning Cabonne Council as an interested party on Public Liability Insurance.

Item 7. The Drought Ride (A Charity cycle Event) on roads between Eugowra & Molong on 08-11-2019 to 09-11-2019.

- THAT Council approve the request subject to:
 - Implementation of the Risk Management Plan and Traffic Management Plan, in accordance with the "Guide to Traffic and Transport Management for Special Events" (RTA, v3.5 August 2018) for a Class 2 event.
 - NSW Road Rules being observed by participants at all times.
 - Providing Road Occupancy License (ROL) for State Road. The Escort Way is a State road and as such a Road Occupancy License (ROL) needs to be applied for via OpLink by Turbo Studio.
 - Written approval being obtained from NSW Police.
 - Written approval being obtained from all affected Local Government Authorities.
 - The event organiser notifying all emergency services of the event.
 - The event organiser debriefing Council on the event. This includes notifying Council of all incidents or near misses that occur during the event.

Item 8. Orange Running Festival 2020 to use Spring Terrace & Spring Hill Areas on 08-03-2019(06:30AM - 1:00PM).

- THAT Council approve the request subject to:
 - Implementation of the Risk Management Plan and Traffic Management Plan, in accordance with the "Guide to Traffic and Transport Management for Special Events" (RTA, v3.5 August 2018) for a Class 2 event.
 - NSW Road Rules being observed by participants at all times.
 - Written approval being obtained from NSW Police.
 - Written approval being obtained from all affected Local Government Authorities.
 - The event organiser notifying all emergency services of the event.
 - The event organiser notifying of the event details to the concerned/affected residents.

- The event organiser debriefing Council on the event. This includes notifying Council of all incidents or near misses that occur during the event.

Item 9. Molong CBD Traffic: Double white continuous line markings in Bank street

- That Council respond to growMolong that existing double white continuous line markings are reviewed and LTC contented with the ***status quo***.
- THAT Council conduct community consultation to Install 40km High Pedestrian Activity sign in Bank street Molong, prior to writing to Roads and Maritime Services for speed review.

Item 10. Extension of School Bus Route from Baldry road to 4Km section along Gumble road.

- THAT a council supply a letter of support subject to:
 - Written approval or License received from Transport Authority of NSW to operate the school bus services in regional NSW.
 - NSW Road Rules being observed by operators at all times.
 - All National and State safety guidelines to conduct the school bus services in regional NSW are followed.

Item 11. RMS speed zone review

- THAT Council acknowledges speed zone review for Cadia Road (LR247) by RMS.

Item 12. Placement of T- intersection signs on Lower Lewis Ponds Road

- THAT Council approve the installation of T intersection signs on either side of White Lane from Lower Lewis Ponds Road to provide warning of upcoming intersection.

ITEM 18 - RESTART NSW FUNDING DEED - VITTORIA ROAD SHOULDER REHABILITATION AND SAFETY IMPROVEMENT PROJECT

REPORT IN BRIEF

Reason For Report	Council to approve and accept the funding deed.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	1.4.1.b - Construction of regional roads
Annexures	Nil

File Number	\\OFFICIAL RECORDS LIBRARY\ROADS and BRIDGES\PROGRAMS\FIXING COUNTRY ROADS 2018 - 2019 - 1040510
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RECOMMENDATION

THAT Council:

1. Accept funds of \$1,238,000 from Restart NSW for the Vittoria Road Shoulder Rehabilitation and Safety Improvement Project, and
2. Authorise the affixing of the Common Seal to the funding agreements for the Fixing Country Roads projects.

DIRECTOR OF ENGINEERING & TECHNICAL SERVICES' REPORT

Council has received confirmation from Restart NSW that it was successful in receiving funding for the Vittoria Road Shoulder Rehabilitation and Safety Improvement Project under the Fixing Country Roads projects.

Council applied for this funding to improve the standard, efficiency and safety of a 5.5km stretch of Vittoria Road for the benefit of all users. Vittoria Road runs between the Mitchell Highway (A32) and Millthorpe and links through to the Mid-Western Highway (A41). It is a key connecting road for many freight applications and provides access to the region's Cadia Valley Mine.

The approved funding for this project is \$1,238,000.

It is recommended to accept the funds from Restart NSW and authorise the affixing of the Common Seal to the funding agreement.

ITEM 19 - DEED OF LICENCE FOR CABONNE COUNCIL'S OCCUPANCY AT ESSENTIAL ENERGY'S KARUGA RADIO SITE, YEOVAL

REPORT IN BRIEF

Reason For Report	Requesting Council's seal on Deed of Licence for Cabonne Council's occupancy at Essential Energy's Karuga radio site, Yeoval
Policy Implications	Nil
Budget Implications	Annual Licence fee of \$8,263.01 excl GST increased at CPI over the term of the Licence.
IPR Linkage	4.5.5.h - Provide, maintain and develop financial services and systems to accepted standards - satisfying regulatory and customer requirements
Annexures	Nil

File Number	\\OFFICIAL RECORDS LIBRARY\ENERGY SUPPLY AND TELECOMMUNICATIONS\PERMITS\APPARATUS LICENCES - 1040966
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RECOMMENDATION

THAT Council's seal be affixed to the Deed of Licence for Cabonne Council's occupancy at the Essential Energy Karuga Radio site, Yeoval.

DIRECTOR OF ENGINEERING & TECHNICAL SERVICES' REPORT

Council has received the new five-year Deed of Licence from Essential Energy which covers the use of Karuga Park site, Curra Creek, 8km north-east of Yeoval. This site is necessary to cover an area where radio reception ranges from very poor to non-existent due to the terrain difficulties that exist in the north western area of the LGA.

This lease runs from 1 December 2019 until 30 November 2024 and has a scheduled fee of \$8,263.01 per annum excluding GST, with ongoing CPI increases per annum.

This arrangement continues the most cost-effective solution to operate Council's private radio network.

ITEM 20 - 2019 NATIONAL LOCAL ROADS AND TRANSPORT CONGRESS

REPORT IN BRIEF

Reason For Report	Council to nominate a delegate to attend the 2019 National Local Roads and Transport Congress to held 18-20 November in Adelaide.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	1.1.3.a - Provide Road Maintenance service to RMS
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNMENT RELATIONS\LOCAL AND REGIONAL LIAISON\AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION - 1041671

RECOMMENDATION

THAT Council nominate delegates to attend the 2019 National Roads & Transport Congress.

GENERAL MANAGER'S REPORT

The 2019 National Local Roads and Transport Congress will be held in Adelaide from 18 – 20 November 2019.

Council has a standing resolution to have a delegate or delegates attend the annual National Local Roads and Transport Congress.

The National Local Roads and Transport Congress provides Council with the opportunity to hear from leading thinkers and practitioners who are driving the national road and transport agenda.

Cabonne's delegation in previous years has included the Mayor (or alternate) and the Director of Engineering and Technical Services (DETS) or General Manager.

ITEM 21 - REQUESTS FOR DONATION

REPORT IN BRIEF

Reason For Report	For Council to consider the requests received for donations
Policy Implications	Nil
Budget Implications	To be funded from existing budget allocation
IPR Linkage	4.4.1.c - Provide assistance to community groups
Annexures	1. School Run 4 Fun Flyer ↓ 2. Request from Students ↓ 3. P&F Request for Colour Run ↓ 4. Trivia night sponsors and donations ↓ 5. Poster - Raising awareness for Mental Health Month ↓ 6. Canowindra Twisted Trivia Night ↓
File Number	\\OFFICIAL RECORDS LIBRARY\COMMUNITY RELATIONS\SPONSORSHIP - DONATIONS\SPONSORSHIP - DONATIONS - 2019 - 1041583

RECOMMENDATION

THAT Council donate:

1. \$100 to St Joseph's Primary School at Eugowra for their colour run.
2. \$500 to the Twisted Trivia event at Canowindra.

COMMUNITY SERVICES MANAGER'S REPORT

Eugowra St Joseph's Primary School P&F are hosting a Colour Fun Run and Family Fun Day on 21 October 2019. The funds raised will contribute to

rebuilding the basketball courts at the school. It is expected that 50-100 people will participate in the event.

The P&F are requesting financial assistance to purchase the coloured powder for the run. Students, Lucy Philipzen and Gaby Wren have also written to Council requesting assistance.

The Community Services Manager proposes a donation of \$100 to assist with purchasing the colour powder for the event.

A Twisted Trivia Night is an event being planned by Eleena Markcrow, a Canowindra local. Eleena currently hosts the Sunday Sessions at the Canowindra Bowling Club, and has been asked by the community to host an event for Mental Health Month to raise awareness of both mental health and the facilities available to the community. The community event, a twisted trivia night is planned for Saturday, 26 October 2019. This event is not-for-profit and all money donated will be used for services and to purchase prizes.

Sponsors already on board including the Canowindra Services Club who are waiving the hall hire costs, CKC Accounting Canowindra and Frontier Touring Australia who have donated prizes including a major prize of tickets to a Paul Kelly show.

The Community Services Manager proposes donating \$500 to fund the live entertainment for the evening.

ITEM 22 - AUSTRALIA DAY 2020

REPORT IN BRIEF

Reason For Report	Notifying councillors of the schedule for Australia Day 2020
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.4.1.d - Facilitate Australia Day events annually
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\RECREATION AND CULTURAL SERVICES\EVENTS MANAGEMENT\AUSTRALIA DAY 2018 - 1041594

RECOMMENDATION

THAT Council note the schedule for Australia Day 2020.

ADMINISTRATION OFFICER'S REPORT

Preparations for Australia Day 2020 are underway with registration for the Ambassador program lodged with the National Australia Day Council.

Based on previous years it is expected that the Australia Day Ambassador will be announced in late November 2019.

Official Party Timetable

Council resolved in 2010 that as a matter of policy:

Visits to various Australia Day celebration events throughout the Cabonne LGA by the Official Party shall be based on a three-year rotating cycle with provision for adding or deleting localities as required.

The rotation has been as follows:

2017 – Mullion Creek, Cargo and Canowindra

2018 – Borenore/Nashdale, Cudal, Manildra and Yeoval

2019 – Cumnock, Molong and Eugowra

In 2020, the Official Party will visit Mullion Creek, Cargo and Canowindra

Nominations

Nominations for Citizen of the Year, Young Citizen of the Year and Community Group of the Year opened on 6 September 2019.

Nomination forms are available to download from Council's website and Facebook page and hard copies are available at its Molong, Cudal and Canowindra offices.

All Australia Day Committees/Progress Associations and schools have also been sent nomination forms.

Nominations will close 5pm on Friday 4 October 2019 for determination at the Australia Day Awards Committee Meeting to be held on Tuesday 22 October 2019 following the Ordinary Council Meeting.

Promotion and Determination

Councillors are asked for their continued support by spreading the word in their local area now that nominations are open. To maintain the community involvement and transparency of the process councillors may **ONLY** nominate in cases where **no nominations have been received**.

Council encourages all Australia Day Committees to continue with their Australia Day celebrations and have offered support by way of promotion of their events and Council representation on the day for award presentations for those towns not included in the official itinerary this year.

ITEM 23 - STRONGER COUNTRY COMMUNITIES FUND - ROUND THREE

REPORT IN BRIEF

Reason For Report	For Council to consider an additional project for submission to the Stronger Country Communities Fund
Policy Implications	Nil
Budget Implications	Potential increase of \$100,000 to Council's contribution towards projects nominated by Council under the Stronger Country Communities Fund
IPR Linkage	3.3.5.a Review community need for new and upgraded facilities
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\GRANTS AND SUBSIDIES\PROGRAMS\STRONGER COUNTRY COMMUNITIES FUND - ROUND 3 - 1041642

RECOMMENDATION

THAT Council:

1. Submit an additional project for funding of \$401,740 under round three of the Stronger Country Communities Fund (SCCF) for an upgrade of the Yeoval Recreation Ground as requested by Yeoval Progress Association.
2. Makes of co-contribution of \$100,000 towards the upgrade of the Yeoval Recreation Ground should the funding application be successful.
3. Funds the co-contribution of \$100,000 from Reserves to be identified at the 30 September 2019 Quarterly Budget Review.

COMMUNITY ENGAGEMENT AND DEVELOPMENT MANAGER'S REPORT

BACKGROUND

At its August Ordinary meeting, Council resolved to submit the following two applications for funding under round three of the Stronger Country Communities Fund (SCCF):

Project 1: Lighting Upgrade at Dr Andrew Ross Memorial Recreation Ground 'The Rec', Molong

Total cost: \$377,200
Funding Sought: \$200,000

Project 2: Lighting Upgrade at Tom Clyburn Oval, Canowindra

Total cost: \$377,200
Funding Sought: \$200,000

Following this, Yeoval Progress Association addressed Council's workshop on 10 September 2019 requesting Council to make an additional nomination for an upgrade of the Yeoval Recreation Ground. A concept plan for the site was presented and a preliminary budget for works has now been provided.

PROPOSAL

The proposed works come to a total of \$501,740 which is inclusive of a 20% contingency amount and a \$10,000 project management/contract administration fee.

Proposed improvements include:

- Upgrade to surface of tennis courts and installation of hitting wall
- Install outdoor ping pong tables for youth
- Install youth furniture to shelter & court area
- Install seating step/retaining wall to oval
- Install shared concrete path and outdoor exercise equipment
- Install storage shed on a concrete slab for sporting clubs & schools
- Additional tree planting

COUNCIL CONTRIBUTION

Thus far Council has nominated two projects with a total grant request of \$400,000 after resolving to make a financial co-contribution of \$177,200 per project. It may be considered appropriate for Council also to make a financial contribution to the Yeoval project.

ITEM 24 - 2019-20 COMMUNITY ASSISTANCE PROGRAM

REPORT IN BRIEF

Reason For Report	To consider projects for funding under Council's 2019-20 Community Assistance Program
Policy Implications	Nil
Budget Implications	Possible \$42,717.94 expenditure from \$66,676 (excluding overheads) allocated in Council's Budget for the 2019-20 Community Assistance Program

IPR Linkage	4.3.1.a - Operate Community Assistance Program (CAP)
Annexures	1. Cumnock Progress Association ↓ 2. All Saints Anglican Church ↓ 3. Canowindra Public School P & C Association ↓ 4. Molong Advancement Group ↓ 5. Manildra and District Improvement Association ↓ 6. Molong Historical Society ↓
File Number	\\OFFICIAL RECORDS LIBRARY\GRANTS AND SUBSIDIES\PROGRAMS\COMMUNITY ASSISTANCE PROGRAM 2019-2020 - 1037897

RECOMMENDATION

THAT Council:

1. Approve Community Assistance Program (CAP) funding for Applications 1,2,4,5 and 6 of the report.
2. Council allocate \$1,981 from the Community Facilitation Fund to Molong Advancement Group to enable it to meet the 50:50 contribution condition for Application 4.
3. Conduct a further round of Community Assistance Program funding in the second half of the 2019-2020 financial year.

COMMUNITY ENGAGEMENT AND DEVELOPMENT MANAGER'S REPORT

Council allocated \$66,676 in its current budget for the 2019-20 Community Assistance Program (CAP). Not-for-profit community groups were invited to apply for community-related projects on non-commercial facilities which provide ongoing or sustainable benefits to Cabonne communities.

Grants are allocated on a 50:50 basis, but communities can provide their half of the funding through voluntary labour or in-kind contributions.

Council received six applications for projects totalling \$42,718. Should Council allocate funding to these six projects \$23,958 will be available for a second round of CAP funding early in 2020.

The full list of applications for this round of CAP funding is as follows:

	Location	Applicant	Project	Funding Requested
1	Cumnock	Cumnock Progress Association	Community Lending Library House	\$600

2	Canowindra	All Saints Anglican Church Canowindra	Replacement of water service delivery line to All Saints buildings	\$1,750
3	Canowindra	Canowindra Public School P & C Association	'Getting Kids Active' Resurfacing of basketball/netball court on level 2	\$12,854
4	Molong	Molong Advancement Group	Master Plans for Molong Recreation Ground, Molong Showground/Golf Course and Hunter Caldwell Reserve	\$7,481*
5	Manildra	MADIA	Water tank and sprinkler system in Montana Park	\$5,033
6	Molong	Molong Historical Society Inc	Repairs & Maintenance to Front Veranda	\$15,000
Sub-total				\$42,718
Total budget				\$66,676
Remainder				\$23,958

It should be noted in regard to the Canowindra Public School P&C Association application was also submitted last year and was rejected due to the fact that assets on school land are the remit of the NSW Education Department. Although the P&C Association is a community group which undertakes fund-raising to provide additional facilities for school children, it is suggested this request is best facilitated by the Department of Education.

* Molong Advancement Group (MAG) submitted two options for funding:

Option A was for funding of \$7,481 to engage consultants Sala4D to develop three master plans, incorporating Molong Recreation Ground, Molong Showground/Golf Course and Hunter Caldwell Park.

Option B was for funding of \$5,499.50 to engage consultants Sala4D to develop two master plans, incorporating Molong Recreation Ground and Molong Showground/Golf Course.

MAG is in a position to provide a \$5,500 cash contribution. This meets the 50:50 contribution condition of CAP funding for Option B.

Option A would leave a cash shortfall of \$1,981 to meet the 50:50 contribution condition.

However, there would be considerable benefits to Cabonne Council to have master plans developed for Molong Recreation Ground, Molong Showground/Golf Course and Hunter Caldwell Park.

For this reason, Council may wish to contribute \$1,981 from its Community Facilitation Fund to MAG to facilitate the development of the three master plans, which would have ongoing benefits to the Molong community. With the need for master plans to be prepared by suitably qualified consultants, there is no opportunity for MAG to supplement its contribution with voluntary labour or in-kind support.

The Mayor and Deputy Mayor are authorised to jointly approve allocations from the Community Facilitation Fund up to an amount of \$3,000. Allocations exceeding \$3,000 can be made with the approval of Council.

ITEM 25 - BUILDING BETTER REGIONS FUND

REPORT IN BRIEF

Reason For Report	To inform Council of fund objectives and guidelines
Policy Implications	Nil
Budget Implications	Potential 50% co-contribution requirement for any nominated project.
IPR Linkage	2.1.1.a - Implement strategies from Regional Economic Development Strategy (REDS)
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\GRANTS AND SUBSIDIES\PROGRAMS\SPECIAL PURPOSE - 1040078

RECOMMENDATION

THAT Council consider potential projects to nominate for funding under the Building Better Regions Fund.

COMMUNITY ENGAGEMENT AND DEVELOPMENT MANAGER'S REPORT

At the August Ordinary meeting, Council was addressed by the Federal Member for Calare, Andrew Gee, who informed Council of a new round of funding which would be available soon under the Building Better Regions Fund. This funding opportunity comprises of two streams:

1. Infrastructure Projects Stream

2. Community Investments Stream

As per the previous rounds of funding under this program, further information* to consider regarding this opportunity is outlined below:

Infrastructure Projects Stream	
<p>The infrastructure Projects Stream supports projects which involve the construction of new infrastructure, or the upgrade or extension of existing infrastructure that provide economic and social benefits to regional and remote areas.</p> <p><i>Projects should have progressed beyond the concept stage and, if successfully funded, be ready for commencement shortly after executing the grant agreement.</i></p>	
Funding range	\$20,000 - \$10 million
Co-Contribution requirement	50% of project cost <i>unless exceptional circumstances can be proven and accepted by the Minister</i>
Merit Criteria	<ul style="list-style-type: none"> • Economic benefit of the project for your region • Social benefits of the project for your region • Project delivery capacity • Impact of grant funding

Community Investments Stream	
<p>The Community Investments Stream funds community activities, such as new or expanded local events, strategic regional plans and leadership and capability strengthening activities These projects will deliver economic and social benefits to regional and remote communities. Infrastructure activities are not eligible for the Community Investments Stream.</p>	
Funding range	\$5,000 - \$10 million
Co-Contribution requirement	Project cost <\$20,000 = nil contribution Project cost >\$20,000 a contribution of 50% of project cost <i>unless exceptional circumstances can be proven and accepted by the Minister</i>
Merit Criteria	<ul style="list-style-type: none"> • Economic benefit of the project for your region • Social benefits of the project for your region • Project delivery capacity • Impact of grant funding

Should Council consider nominating suitable projects, a cash co-contribution of up to 50% of the total project cost will need to be supplied through Council's own financial resources.

* The information noted above is sourced from previous round guidelines and is subject to change pending the release of guidelines for the upcoming round.

ITEM 26 - EVENTS ASSISTANCE PROGRAM 2019/20

REPORT IN BRIEF

Reason For Report	For council to consider applications for funding under the 2019/20 Events Assistance Program.
Policy Implications	Nil
Budget Implications	To be funded from the 2019/20 Events Assistance Program
IPR Linkage	4.4.1.b - Implement funding opportunities through the Events Assistance Program
Annexures	1. Australian National Field Days ↓ 2. Eugowra Village Murals Weekend ↓ 3. Fanny Lumsden's Country Halls Tour ↓ 4. The Molong Banjo Paterson Dinner ↓
File Number	\\OFFICIAL RECORDS LIBRARY\GRANTS AND SUBSIDIES\PROGRAMS\EVENTS ASSISTANCE PROGRAM 2019 - 2020 - 1041777

RECOMMENDATION

THAT Council approve funding under the 2019/2020 Events Assistance Program (EAP) to the following events:

- | | |
|---------------------------------------|---------|
| 1. Australian National Field Days | \$2,500 |
| 2. The Eugowra Village Murals Weekend | \$2,000 |
| 3. Fanny Lumsden's Country Halls Tour | \$500 |
| 4. The Molong Banjo Paterson Dinner | \$1,000 |

COMMUNITY ENGAGEMENT AND DEVELOPMENT MANAGER'S REPORT

Council has received four applications under the 2019/2020 Events Assistance Program (EAP) for events that promote Cabonne and attract visitors.

Council's Tourism and Community Engagement Coordinators have provided the following assessments.

Application 1

Organisation: Australian National Field Days
Event: Australian National Field Days (ANFD)
Date: 24 - 26 October 2019
Requested amount: \$2,500

Reason for funding: A contribution towards offsetting the marketing, promotion and event management commitments

Event Description:

The Australian National Field Days is the oldest agricultural event in Australia and the largest single event in the Cabonne Local Government Area. The event attracts around 600 exhibitors from across the nation and draws approximately 20,000 people to the event each year.

The program is the main information guide for visitors and exhibitors but is also a key promotional tool. It will be inserted in local newspapers and delivered to 15,000 rural mailboxes within a 200-kilometre radius of Molong, as well as being distributed on site during the field days.

Cabonne Council will be advertising in this publication to promote the 'Made in Cabonne' pavilion.

Assessment:

This application meets the Event Assistance Program funding objectives of a flagship event. Its aim is to attract visitation to the area and support a number of Cabonne business enterprises and raise the profile of Cabonne.

In 2018, Council supported this event with EAP funding totalling \$2,500.

Application 2

Organisation: Eugowra Promotion and Progress Association
Event: The Eugowra Village Murals Weekend
Date: 2-3 May 2020
Requested amount: \$2,000
Reason for funding: A contribution towards the purchase of paint, mural panels and structural steel.

Event Description:

The Murals Weekend has been conducted annually for the past eight years. During this time, Eugowra have hosted 18-36 professional artists and sign writers whom have completed 35 murals that showcase the history of the Eugowra community. The murals are then displayed around the village, which helps to attract tourists to experience the Eugowra Mural Trail.

Assessment:

This application meets the Event Assistance Program funding objectives of a core event. Its aim is to attract visitation to the area, support a number of Cabonne business enterprises and raise the profile of Cabonne.

Application 3

Organisation: Eugowra Events & Tourism Association
Event: Fanny Lumsden's Country Halls Tour
Date: 27 September 2019
Requested Amount: \$500
Reason for Funding: Contribution towards the offset of promotional and marketing expenses.

Event Description:

Eugowra Events and Tourism have managed to secure Eugowra as part of country music artist Fanny Lumsden's Country Halls Tour. This is expected to be a family night of music and entertainment for the local community and region as a whole.

Fanny is a very popular family entertainer, with crowds following her to venues. Many of these people will be visiting Eugowra for the first time and experiencing what Cabonne has to offer.

Assessment:

The concert meets the Events Assistance program guidelines of a developing event for which the level of funding is \$500.

Application 4

Organisation: Molong Advancement Group
Event: Banjo Paterson Dinner
Date: 22 February 2020
Requested Amount: \$1,600
Reason for Funding: Contribution towards the offset of promotional and marketing expenses.

Event Description:

This is the second year this event has been held during the Banjo Paterson Festival, incorporating Orange and surrounding villages. It will complement events being held at Yeoval and Manildra, as well as those being conducted in Orange.

Molong Advancement Group believes the event will attract about 250 guests. Eat Your Greens at Eugowra will prove a four-course meal and wine for each

course will be provided by the Orange Vignerons Association. Entertainment will include live music and readings of Banjo Paterson Poems.

The dinner will help to raise funds for local schools and sporting groups. The event was held last year and received great reviews. Council provided \$1,000 in EAP funding for the event in 2019.

Assessment:

The application meets the Event Assistance Program funding objectives of a core event. Its aim is to attract visitation to the area and support a number of Cabonne business enterprises. The recommendation is to contribute \$1,000.

Events Assistance Program Expenditure

2019 - 2020 Funding Allocation		\$53,803
23 July	Canowindra Baroquefest	\$2000.00
23 July	Melbourne Cup Visits Yeoval	\$2000.00
23 July	Canobolas Endurance Riders	\$1000.00
23 July	The Canowindra Phoenix Christmas in July	\$500.00
27 August	2019 Orange Wine Festival	\$5,000.00
27 August	PINK UP Molong	\$2,000.00
27 August	NSW Disc Golf Championships	\$500
Total Expenditure		\$13,000.00
Funds Remaining		\$40,803.00

ITEM 27 - DEVELOPMENT APPLICATION 2019/135 - DWELLING, SWIMMING POOL, WATER TANKS AND STORAGE SHED - LOT 10 DP 1135607, 31 RODDA DRIVE, CUDAL.

REPORT IN BRIEF

Reason For Report	Council's determination required should s88B restriction as to user be varied for this land
Policy Implications	Variation sought to boundary set backs as established by DCP 6
Budget Implications	Nil
IPR Linkage	4.5.3.a - Assess and determine planning and development applications to foster community growth within the shire
Annexures	1. DRAFT CONDITIONS OF CONSENT DA 2019 135↓
File Number	\\Development Applications\DEVELOPMENT APPLICATION\2019\03-2019-0135 - 1038234

RECOMMENDATION

THAT:

1. Development Application 2019/0135 for construction of a dwelling, swimming pool, storage shed and water tanks upon Lot 10 DP 1135607 known as 31 Rodda Drive, Cudal, be granted consent subject to the conditions provided in the assessment report, and
2. Council refuse the request to vary the s88B land use restriction relating to siting of buildings.

DIRECTOR OF ENVIRONMENTAL SERVICES' REPORT

ADVISORY NOTES

Record of voting

In accordance with s375A of the Local Government Act 1993, a division is required to be called when a motion for a planning decision is put at a meeting of Council or a Council Committee. A division under s375A of the Act is required when determining this planning application.

Political Disclosures

In accordance with s147(4) of the Environmental Planning and Assessment Act 1979, a person making a planning application to Council is required to disclose political donations and gifts made within 2 years prior to the submission of the application and concluding when the application is determined.

In accordance with s147(5) of the Environmental Planning and Assessment Act 1979, a person making a public submission to Council in relation to a planning application made to Council is required to disclose political donations and gifts made within 2 years prior to the submission being made and concluding when the application is determined.

Political donations and gifts (if any) to be disclosed include:

- All reportable political donations made to any local councillor or Council,
- All gifts made to any local councillor or employee of the Council.

Nil planning application disclosures have been received.

Nil public submission disclosures have been received.

Summary

The following report provides an assessment of the development application 2019/135 submitted for a dwelling, storage shed, swimming pool and rainwater tanks.

It is recommended that the application be approved subject to the attached conditions of consent.

Applicant: Peter Basha Planning & Development
Owner: TJ & KL Riley
Proposal: Dwelling, storage shed, swimming pool and rainwater tanks
Location: Lot 10 DP 1135607, 31 Rodda Drive, Cudal
Zone: R5 Large Lot Residential

The proposal

Council approval is sought for construction of a new dwelling comprising two (2) bedrooms (main with ensuite and WIR), study, open plan kitchen/living/dining, bathroom, laundry and attached car garage. Proposed external construction materials are weatherboard wall cladding and colorbond roof sheeting.

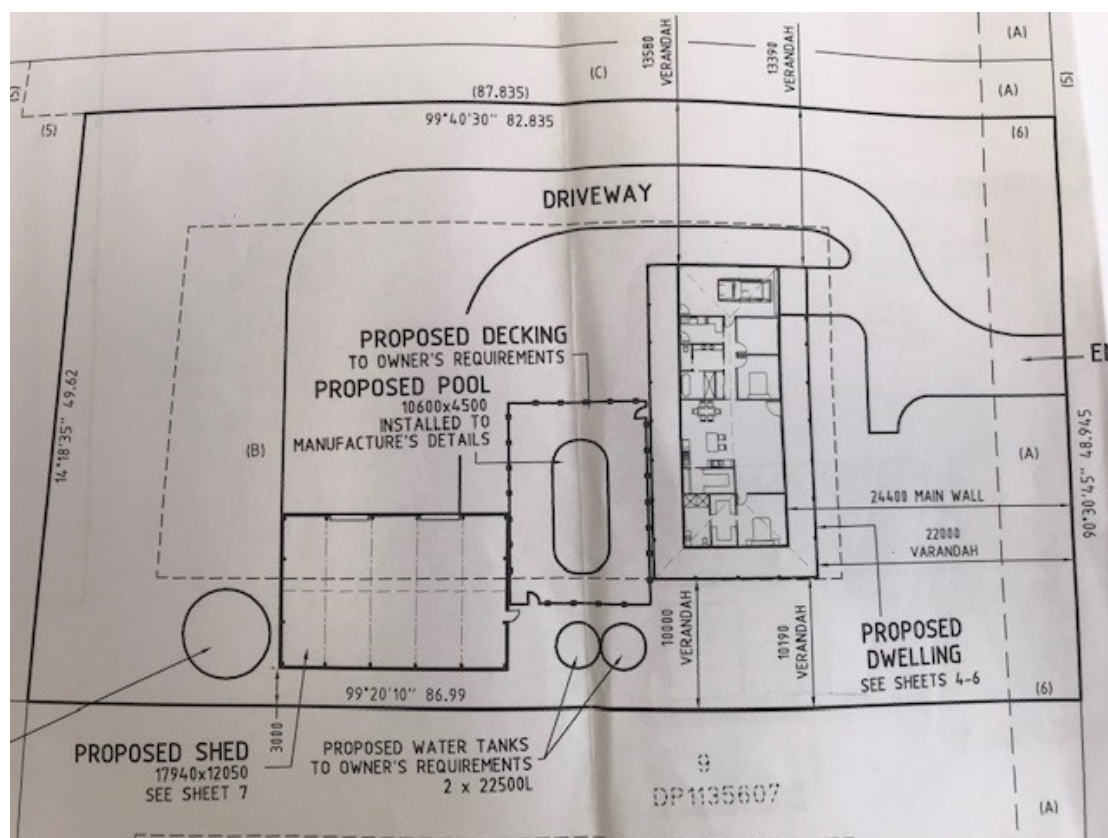
The application also seeks consent for a steel frame and colorbond clad storage shed with dimensions 18m x 12m and ridge height of 5 metres. Approval is also sought for an in-ground swimming pool and aboveground rainwater tanks (three tanks) for rural water supply. The larger of the proposed water tanks will hold 95,000l and be located approximately 2.5m from the southern boundary of the site.

Lot 10 DP 1135607 is subject to a building envelope marked (B) on the DP and a Section 88 B Restriction on the Use of Land that requires all structures including dwellings, sheds, garages etc be erected wholly within the building envelope.

The proposed dwelling is to be sited within the designated building envelope. The application seeks Council authorisation to allow a variation of the restriction to enable a section of the proposed shed, pool fence and all rainwater tanks to be erected outside the nominated dwelling envelope.

The standard side boundary setback for the subdivision estate is 10m, as established by the Cabonne Development Control Plan No. 6. The requirement for the building envelopes and the s88B restriction as to user was a requirement of council via a condition of subdivision development consent. The setback has been required to ensure adequate site separation between development lots to foster a semi-rural environment, and to enable sufficient area between boundary fences and structures to permit emergency service access (in particular RFS and SES vehicle access).

A variation to the standard and the restriction requires council consideration and determination. The proponent seeks a variation to enable a large storage to be constructed 3m off the southern boundary of the allotment. It should be noted that the proposed water tanks, swimming pool and pool fence are exempt from the terms of the s88B covenant.



Proposed site plan

The site

The development site (Lot 10 DP 1135607) is part of a large lot residential estate situated located in an establishing residential estate known as Cudal Gardens, located on the eastern side of the village of Cudal. The lot is a rectangular shaped allotment with a total area of 4,174m². The lot contains a stand of native trees around the western side of the lot. The lot is currently vacant except for the access which was constructed at the time of subdivision.



INTEGRATED DEVELOPMENT:

Integrated development is development (not being State significant development or complying development) that, in order for it to be carried out, requires development consent under one or more of the following acts:-

<i>Fisheries Management Act 1994</i>	No	<i>Heritage Act 1977</i>	No
<i>Mine Subsidence Compensation Act 1961</i>	No	<i>National Parks & Wildlife Act 1974</i>	No
<i>Protection of the Environment Operations Act 1997</i>	No	<i>Roads Act 1993</i>	No
<i>Rural Fires Act 1997</i>	No	<i>Water Management Act 2000</i>	No

MATTERS FOR CONSIDERATION

Section 4.15 of the *Environmental Planning and Assessment Act 1979* requires Council to consider various matters, of which those pertaining to the application are listed below.

PROVISIONS OF ANY ENVIRONMENTAL PLANNING INSTRUMENT s4.15(1)(a)(i)

Clause 1.2 Aims of the Plan

The broad aims of the LEP are as follows:

- (a) to encourage development that complements and enhances the unique character and amenity of Cabonne, including its settlements, localities, and rural areas,
- (b) to provide for a range of development opportunities that contribute to the social, economic and environmental resources of Cabonne in a manner that

allows present and future generations to meet their needs by implementing the principles of ecologically sustainable development,

(c) to facilitate and encourage sustainable growth and development that achieves the following:

- (i) contributes to continued economic productivity, including agriculture, business, tourism, industry and other employment opportunities,
- (ii) allows for the orderly growth of land uses while minimising conflict between land uses within the relevant zone and land uses within adjoining zones,
- (iii) encourages a range of housing choices and densities in planned urban and rural locations that is compatible with the residential and rural environment and meets the diverse needs of the community,
- (iv) promotes the integration of land uses and transport to improve access and reduce dependence on private vehicles and travel demand,
- (v) protects, enhances and conserves agricultural land and the contributions that agriculture makes to the regional economy,
- (vi) avoids or minimises adverse impacts on drinking water catchments to protect and enhance water availability and safety for human consumption,
- (vii) protects and enhances places and buildings of environmental, archaeological, cultural or heritage significance, including Aboriginal relics and places,
- (viii) protects and enhances environmentally sensitive areas, ecological systems, and areas that have the potential to contribute to improved environmental, scenic or landscape outcomes.

Clause 1.9A Suspension of covenants, agreements and instruments

This clause provided that covenants, agreements or other similar instruments that restrict the carrying out of development upon the subject land do not apply unless such are:

- Covenants imposed or required by council
- Prescribed instruments under s183A of Crown Lands Act 1989
- Any conservation agreement under National Parks and Wildlife Act 1974
- Any trust agreement under the Nature Conservation Trust Act 2003
- Any property vegetation plan under the Native Vegetation Act 2003
- Any biobanking agreement under Part 7A of the Threatened Species Conservation Act 1995
- Any planning agreement made under Division 6 of Part 4 of the Environmental Planning & Assessment Act 1979

Covenants apply to the subject lot and were required as a condition of subdivision consent. The proposal seeks a variation to the s88B restriction as to user that applies to the land in order to construct a large storage shed outside the nominated building envelope. Council's approval would be required to vary the restriction. As the same restriction applies to all lots in the Rodda Drive subdivision, consideration needs to be given to the potential impact of granting a variation to the current restriction. This matter is discussed further in the report assessment below.

Mapping

The subject site is identified on the LEP maps in the following manner:

Land zoning map	Land zoned R5 Large Lot Residential
Lot size map	Minimum lot size 4,000m ²
Heritage map	Not a heritage item or conservation area
Terrestrial Biodiversity Map	Red Stringybark - Blakely's Red Gum - Yellow Box woodland
Flood planning map	Not within a flood zone
Natural resource – karst map	Not within a karst area
Drinking water catchment map	Not within a drinking water catchment area
Riparian land and watercourse map, groundwater vulnerability map	Groundwater vulnerable
Land reservation acquisition map	NA

These matters are addressed in the report following.

Cabonne Local Environmental Plan 2012

The subject land is zoned R5 Large Lot Residential by the Cabonne Local Environmental Plan 2012. A dwelling, storage shed, swimming pool and rainwater tanks are permissible within this zone, subject to Council's development consent.

Objectives of the R5 Large Lot Residential zone

The proposal is not contrary to the aims of the LEP or the objectives of the R5 zone. The development relates to and is consistent with the zone objectives which seek to

- To provide residential housing in a rural setting while preserving, and minimising impacts on, environmentally sensitive locations and scenic quality.
- To ensure that large residential lots do not hinder the proper and orderly development of urban areas in the future.
- To ensure that development in the area does not unreasonably increase the demand for public services or public facilities.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.

Part 4 – Principal development Standards

There are no principal development standards that apply to the proposed development.

Part 5 – Miscellaneous provisions

There are no miscellaneous provisions that apply to the proposed development.

Part 6 – Additional local provisions

Clause 6.2 Stormwater management

The development will result in large areas of roof area. Stormwater will be collected and diverted to water tanks, with any overflow to be diverted so as to not adversely impact adjoining land. A proposed 95,000 litre rainwater tank is to be located to the west of the storage shed, approximately 2.5m from the southern boundary. There is concern that overflow from the water tank will not be able to be adequately discharged without causing concentrated flows entering adjacent properties. The location of the proposed septic absorption trench parallel to the western boundary, and the lack of street drainage in Rodda Drive are constraints which reduce the number of options likely to be available to adequately discharge stormwater overflows.

With the proposed shed and large water tank in the current location there is no satisfactory method of discharging overflow. Council's development engineer suggests that the proposed shed and water tanks be shifted north within the allotment to enable stormwater discharge through a level spreader well away from the septic absorption trench and property boundaries.

Clause 6.3 Terrestrial biodiversity

The subject land has been identified as having terrestrial biodiversity Red Stringybark - Blakely's Red Gum - Yellow Box woodland vegetation on over cleared landscapes. The proposed development will have minimal effect to the terrestrial biodiversity as no land clearing is proposed.

Clause 6.4 Groundwater vulnerability

The subject land has been identified as being Ground Water vulnerable Moderately High-High. The proposed development will have minimal impact to the Ground Water.

Clause 6.8 Essential services

Council is satisfied the following essential services that are necessary for the development are available to the development site:-

- a. The supply of water
- b. The supply of electricity
- c. The disposal and management of sewerage
- d. Stormwater drainage, &
- e. Suitable vehicle access

REGIONAL ENVIRONMENTAL PLANS

There are no Regional Environmental Plans that apply to the subject land.

STATE ENVIRONMENTAL PLANNING POLICIES

Cabonne Council is identified within the SEPP 44 schedule as having koala habitat. The applicant has not addressed the SEPP; however, the subject land is generally cleared and the proposed development will not impact upon any existing vegetation. There are no known sightings of koalas in the locality, or sources of koala habitat.

PROVISIONS OF ANY DRAFT ENVIRONMENTAL PLANNING INSTRUMENT THAT HAS BEEN PLACED ON EXHIBITION s4.15(1)(a)(ii)

There are no draft environmental plans that relate to the subject land or proposed development.

PROVISIONS OF ANY DEVELOPMENT CONTROL PLAN s4.15(1)(a)(iii)

Development Control Plan (DCP) No. 6 – *Rural Small Holdings* applies to this land. Section 4.2 of DCP 6 applies to siting of dwellings and associated buildings.

4.2(i) requires dwellings and outbuildings including garages and water tanks to be sited in a manner that maintains rural character of the countryside. Natural landforms and vegetation should not be disturbed or otherwise increase soil erosion risk.

Siting of the buildings is unlikely to create soil erosion issues. The proposed shed will be a dominant structure given its scale.

4.2(ii) Dwellings should be sited to lessen cost of constructing and maintaining driveways and connecting power and electricity.

The proposed dwelling is sited towards the Rodda Drive front of the allotment.

4.2(iii) New buildings should be sited to blend with natural topography in order to reduce visual impact.

The proposed dwelling has been designed to be sympathetic to the semi-rural landscape. The proposed storage shed having an area of 216m² and an apex of 5m will provide a dominant impact upon the immediate area. Details of selected external finish for the building have not been provided other than an indication that the colour palette is to be a muted tone.

4.2(iv) Buildings should generally not be located on sites where slope gradient is greater than 20%

The subject land is gently sloping / undulating land.

4.2(v) Top soil conservation during construction is encouraged.

The proposed development is unlikely to have adverse impact upon soil erosion.

4.2(vi) Footslopes and drainage lines should be excluded as building sites.

The subject land is not impacted by natural drainage lines.

4.2(vii) Dwellings will only be allowed to be sited within 20m of a boundary in exceptional circumstances or on rural residential lots of less than 2ha sited in a low fire hazard area.

When determining Rural 1(c) subdivisions such as the Cudal Gardens development, council has applied a minimum 20 buffer between neighbouring allotment dwellings (being a setback of 10m from each dwelling to the side boundary). The siting of the proposed dwelling satisfies this provision.

PROVISIONS PRESCRIBED BY THE REGULATIONS s4.15(1)(a)(iv)

The proposal does not contravene the relevant provisions of the regulations.

THE LIKELY IMPACTS OF THE DEVELOPMENT s4.15(1)(b)

Siting & Location

The proposed dwelling and swimming pool are to be located within the designated building envelope. The proposed storage shed, having dimensions of 17.9m x 12.5m x 5m, is to be located 46m from the front boundary, 3m from the side boundary and 20m from the rear boundary.

Visual amenity

The proposed siting of the dwelling, water tanks and swimming pool would not generate unacceptable visual impact when viewed from adjoin and adjacent land. The 216m² metal clad shed having a height of 5m and located 3m from the southern boundary, will have potential for visual impact upon the semi-rural character of the estate.

The proponent has indicated that a row of native landscaping may be established along the southern side of the shed and tanks to screen the development and lessen the visual impact when viewed from neighboring dwellings to the south. The proponent further states that adequate privacy and amenity can be retained between this development and the allotment to the immediate south as there would be 13m separation between the southern boundary of the proposed shed and the northern boundary of the building envelope of the adjoining lot (3m within Lot 10 and the standard 10m setback for the currently vacant adjacent Lot 9). This however assumes that should a variation to the boundary setback be supported, that the precedent would not be followed by other property owners in the estate.

Access & traffic

Vehicle access to the site is via Rodda Drive and has been constructed at the time of subdivision. There are no conditions for upgrade of the access or road works as part of the development.

THE SUITABILITY OF THE SITE s4.15(1)(c)

Physical Attributes and Hazards

There are no known technological or natural hazards that would affect the proposed development.

DEVELOPMENT CONTRIBUTIONS

No contributions apply to the development.

ANY SUBMISSIONS MADE IN ACCORDANCE WITH THE ACT s4.15(1)(d)

The proposed development is not advertised development. The development was neighbourhood notified. A submission was received from the then investor/owner of the vacant adjacent holding (Lot 9) stating no objection to the proposal. That land owner (being the owner of the large lot residential subdivision fronting Rodda Drive) has however since sold the development lot.

PUBLIC INTEREST s4.15(1)(e)

The proposed development is considered to be of minor interest to the wider public due to the relatively localised nature of potential impacts.

Section 1.7 of the Environmental Planning and Assessment Act 1979

Section 1.7 of the Act identifies that Part 7 of the *Biodiversity Conservation Act 2016* and Part 7A of the *Fisheries Management Act 1994* have effect in connection with terrestrial and aquatic environment.

Having regard to the relevant provision and based on an inspection of the subject property it is considered that the proposed development is not likely to have a significant effect on any threatened species, population or ecological communities or their habitats.

National Parks and Wildlife Act 1974

An AHIMS search was undertaken as part of the assessment of the application and did not identify any Aboriginal sites or places in the vicinity of the subject lot.

Request to vary building setback standard – s88B restriction as to user

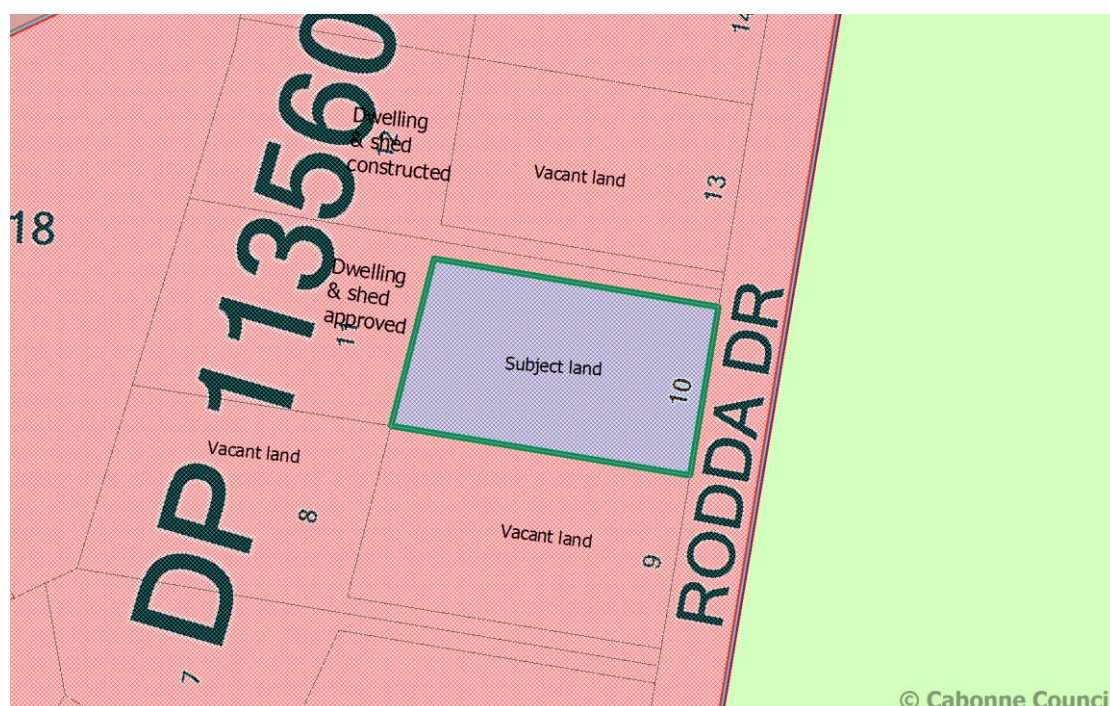
Lots 1 -17 in DP 1135607 (of which this development site is described as Lot 10) are subject to a building envelope and a section 88B restriction on the use

of the land. The building envelope and the land use restriction are recorded on the land title deed of each allotment within the deposited plan.

The restriction provides that *"No cottage, shed, garage, stall or any structure shall be erected, maintained or allowed to remain upon the subject lot except within the area designated "B" on the plan"* The restriction further states that *"The name of the authority to release or modify the terms of this restriction is Cabonne Council"*.

The proponent requests that council allow a variation of the restriction to enable the proposed siting of the storage shed, water tanks and a section of the pool fence. In support of the request the proponent states that the immediate precinct comprises sheds and tanks not unlike that proposed, and that some of the tanks appear to be within the setback area. A row of native landscaping may be planted along the southern side of the shed and tanks to soften the visual impact when viewed from adjacent properties. The storage shed is to be sited towards the rear of the lot and is unlikely to cause overshadowing of any future development on the adjacent lot. To move the storage shed north on the lot and be wholly within the building envelope will reduce direct sunlight to the proposed swimming pool.

The estate is a developing rural residential area. A dwelling and attached shed has been constructed upon Lot 12 (within the building envelope). Approval has been granted for construction of a storage shed and a manufactured home upon Lot 11 (within the building envelope). Lots 9 and 13 are vacant, with no development applications lodged for either site.



The proposed storage shed for Lot 10 is larger in floor area and height than other sheds in the developing estate. There is however no height or floor space restrictions to development within the zone.

Approving the proposed storage shed and water tank in close proximity to the property boundary may establish a precedent for future development within the estate, and may impact those property owners who have chosen to abide by the restriction to land use provisions registered upon their title deeds.

Council in considering the request to vary the s88B land use restriction may consider to support the restriction as it currently applies to the subdivision, or resolve to vary the restriction to permit the construction of the storage shed as proposed by the proponent.

The siting of fences including pool fences is not considered to require a variation to the land use restriction terms as they are ancillary to the predominate use of the proposed buildings.

CONCLUSION

The proposed development is permissible with the consent of Council. The development complies with the relevant aims, objectives and provisions of the LEP. A section 4.15 assessment of the development indicates that the development is acceptable in this instance. Attached is a draft Notice of Approval outlining a range of conditions considered appropriate to ensure that the development proceeds in an acceptable manner. The draft conditions include a requirement that the proposed storage shed and ancillary water tank be sited within the designated building envelope.

ITEM 28 - DEVELOPMENT APPLICATION 2019/0163 - SUBDIVISION / BOUNDARY ADJUSTMENT OF LOTS 49 AND 189 DP 750387 BEING 86 & 186 DAVIS ROAD, SPRING HILL

REPORT IN BRIEF

Reason For Report	Recommending to council that the application be refused as it is inconsistent with LEP clause 4.2B(3)(c) and(d).
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.3.a - Assess and determine planning and development applications to foster community growth within the shire
Annexures	Nil
File Number	\\Development Applications\DEVELOPMENT APPLICATION\2019\03-2019-0163 - 1041820

RECOMMENDATION

THAT Development Application 2019/0163 for a boundary adjustment between Lots 49 and 189 in DP 750387, being land described as 86 and 186 Davis Road, Spring Hill, be refused as it is inconsistent with clause 4.2B(3)(c) and (d) of the Cabonne Local Environmental Plan 2012.

DIRECTOR OF ENVIRONMENTAL SERVICES' REPORT

ADVISORY NOTES

Record of voting

In accordance with s375A of the Local Government Act 1993, a division is required to be called when a motion for a planning decision is put at a meeting of Council or a Council Committee. A division under s375A of the Act is required when determining this planning application.

Political Disclosures

In accordance with s147(4) of the Environmental Planning and Assessment Act 1979, a person making a planning application to Council is required to disclose political donations and gifts made within 2 years prior to the submission of the application and concluding when the application is determined.

In accordance with s147(5) of the Environmental Planning and Assessment Act 1979, a person making a public submission to Council in relation to a planning application made to Council is required to disclose political donations and gifts made within 2 years prior to the submission being made and concluding when the application is determined.

Political donations and gifts (if any) to be disclosed include:

- All reportable political donations made to any local councillor or Council,
- All gifts made to any local councillor or employee of the Council.

Nil planning application disclosures have been received.

Nil public submission disclosures have been received.

The following report provides an assessment of the development application submitted for a proposed boundary adjustment between Lots 49 and 189 in DP 750387 being land known as 86 and 186 Davis Road, Spring Hill.

It is recommended that the application be refused as it is inconsistent with the boundary adjustment provisions of the Cabonne Local Environmental Plan 2012 (as amended).

Applicant: Warren and Amanda Watts,
c/- Peter Basha Planning & Development

Owner: WJ and AC Watts

Proposal: Boundary Adjustment

Location: Lots 49 & 189 in DP 750387, 86 and 186 Davis Road, Spring Hill

Zone: RU1 Primary Production

The proposal

Council approval is sought to adjust the boundary between two existing rural allotments being Lots 49 and 189 DP 750387, to create an agricultural allotment and a lifestyle lot containing an existing dwelling.

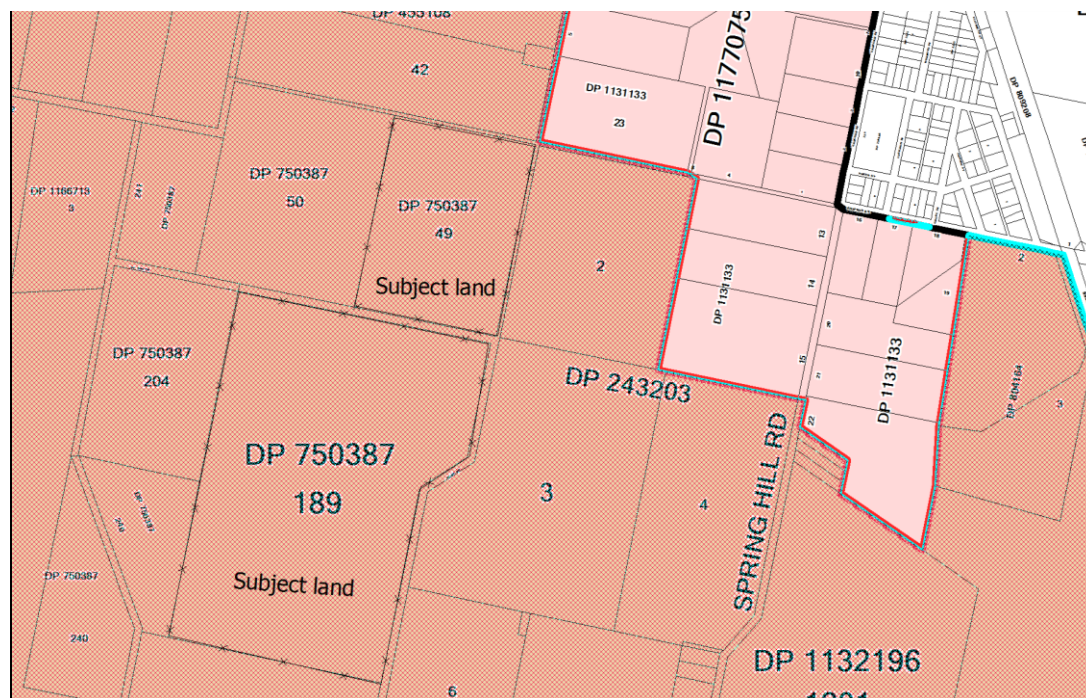
Existing property details		
Lot 49 DP 750387	20.23ha	Rural land and dwelling
Lot 189 DP 750387	56.5ha	Rural land and dwelling

Proposed allotments		
Proposed Lot 1	2ha	Dwelling
Proposed Lot 2	74.73ha	Rural land and dwelling

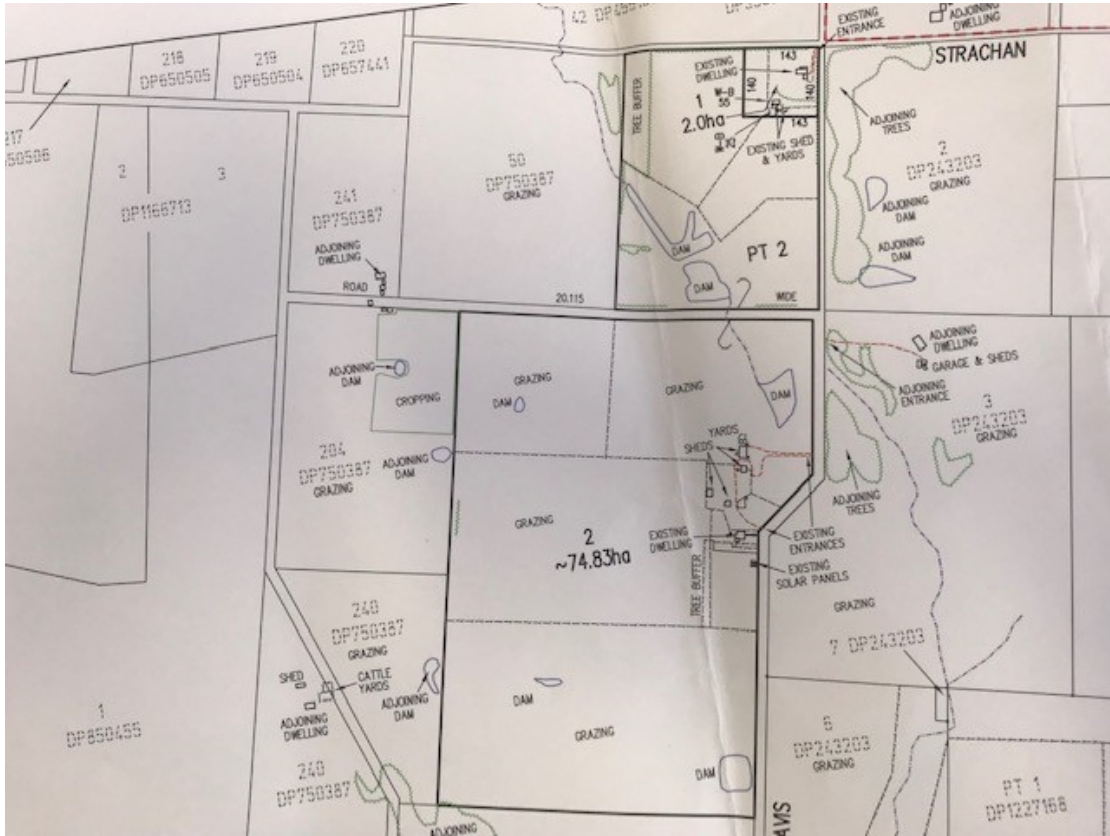
Both allotments are currently held in the same ownership. It is proposed to transfer approximately 18.2 ha from one existing allotment to the other. Each proposed allotment would contain an existing dwelling and there would be no alteration to existing servicing, water supply or access arrangements.

The site

The subject land is situated south west of the village of Spring Hill, with vehicular access to Davis Road. Each existing allotment is utilised for agricultural use for livestock grazing. A dwelling is located upon each of the existing lots.



Location plan



Proposed boundary adjustment

INTEGRATED DEVELOPMENT

<i>Fisheries Management Act 1994</i>	No	<i>Heritage Act 1977</i>	No
<i>Mine Subsidence Compensation Act 1961</i>	No	<i>National Parks & Wildlife Act 1974</i>	No
<i>Protection of the Environment Operations Act 1997</i>	No	<i>Roads Act 1993</i>	No
<i>Rural Fires Act 1997</i>	No	<i>Water Management Act 2000</i>	No

MATTERS FOR CONSIDERATION

Section 4.15 of the *Environmental Planning and Assessment Act 1979* requires Council to consider various matters, of which those pertaining to the application are listed below.

PROVISIONS OF ANY ENVIRONMENTAL PLANNING INSTRUMENT s4.15(1)(a)(i)

CABONNE LOCAL ENVIRONMENTAL PLAN 2012

Clause 1.2 Aims of the Plan

The broad aims of the LEP are as follows:

(a) to encourage development that complements and enhances the unique character and amenity of Cabonne, including its settlements, localities, and rural areas,

(b) to provide for a range of development opportunities that contribute to the social, economic and environmental resources of Cabonne in a manner that allows present and future generations to meet their needs by implementing the principles of ecologically sustainable development,

(c) to facilitate and encourage sustainable growth and development that achieves the following:

(i) contributes to continued economic productivity, including agriculture, business, tourism, industry and other employment opportunities,

(ii) allows for the orderly growth of land uses while minimising conflict between land uses within the relevant zone and land uses within adjoining zones,

(iii) encourages a range of housing choices and densities in planned urban and rural locations that is compatible with the residential and rural environment and meets the diverse needs of the community,

(iv) promotes the integration of land uses and transport to improve access and reduce dependence on private vehicles and travel demand,

(v) protects, enhances and conserves agricultural land and the contributions that agriculture makes to the regional economy,

(vi) avoids or minimises adverse impacts on drinking water catchments to protect and enhance water availability and safety for human consumption,

(vii) protects and enhances places and buildings of environmental, archaeological, cultural or heritage significance, including Aboriginal relics and places,

(viii) protects and enhances environmentally sensitive areas, ecological systems, and areas that have the potential to contribute to improved environmental, scenic or landscape outcomes.

Clause 1.9A Suspension of covenants, agreements and instruments

This clause provided that covenants, agreements or other similar instruments that restrict the carrying out of development upon the subject land do not apply unless such are:

- Covenants imposed or required by council
- Prescribed instruments under s183A of Crown Lands Act 1989
- Any conservation agreement under National Parks and Wildlife Act 1974
- Any trust agreement under the Nature Conservation Trust Act 2003
- Any property vegetation plan under the Native Vegetation Act 2003
- Any biobanking agreement under Part 7A of the Threatened Species Conservation Act 1995
- Any planning agreement made under Division 6 of Part 4 of the Environmental Planning & Assessment Act 1979

Mapping

The subject site is identified on the LEP maps in the following manner:

Land zoning map	Land zoned RU1 Primary Production
Lot size map	Minimum lot size 100 Ha
Heritage map	Not a heritage item or conservation area
Terrestrial Biodiversity Map	Not within a biodiversity area
Flood planning map	Not within a flood zone
Natural resource – karst map	Not within a karst area
Drinking water catchment map	Not within a drinking water catchment area
Riparian land and watercourse map, groundwater vulnerability map	Affected by riparian, watercourse or groundwater vulnerability. Moderate to high groundwater vulnerable
Land reservation acquisition map	Not applicable.

These matters are addressed in the report following.

Cabonne Local Environmental Plan 2012

The subject land is zoned RU1 Primary Production by the Cabonne Local Environmental Plan 2012. Subdivision, including an adjustment of boundaries, is permissible within this zone, subject to Council's development consent.

Objectives of the RU1 Primary Production zone

The proposal is not contrary to the aims of the LEP or the objectives of the RU1 zone. The development relates to and is consistent with the zone objectives which seek to

- To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.
- To encourage diversity in primary industry enterprises and systems appropriate for the area.
- To minimise the fragmentation and alienation of resource lands.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.
- To enable function centres, restaurants or cafes and appropriate forms of tourist and visitor accommodation to be developed in conjunction with agricultural uses.

Part 4 – Principal development Standards

Clause 4.2B Boundary adjustments in certain rural zones

- (1) The objective of this clause is to facilitate boundary adjustments between lots where 1 or more resultant lots do not meet the minimum lot size shown on the Lot size map in relation to that land but the objectives of the relevant zone can be achieved.*
- (2) This clause applies to land in any of the following zones:*
 - a. Zone RU1 Primary Production*
 - b. Zone RU2 Rural Landscape*
- (3) Despite clause 4.1, development consent may be granted to subdivide land my way of a boundary adjustment between adjoining lots where 1 or more resultant lots do not meet the minimum lot size shown on the*

Lot Size Map in relation to that land if the consent authority is satisfied that:

- a. The subdivision will not create additional lots or opportunity for additional dwellings, and*
- b. The number of dwellings or opportunities for dwellings on each lot after the subdivision will be the same as before the subdivision, and*
- c. The potential for landuse conflict will not be increased as a result of the subdivision, and*
- d. The agricultural viability of the land will not be adversely affected as a result of the subdivision.*

The proposed boundary adjustment is generally consistent with the requirements of clause 4.2B (a) and (b), however the proposal is inconsistent with 4.2B (c) and (d) as there is potential for increased land use conflict, and the proposal will impact agricultural viability by the creation of a lifestyle lot having no agricultural viability.

Currently both allotments are capable of use for agricultural activity. The proposed boundary adjustment will render one proposed allotment with no agricultural use. The creation of a lifestyle allotment does have potential for adverse impact and the generation of land use conflict between that use and the legitimately established agricultural land use of adjacent land.

The boundary adjustment provision was implemented to facilitate minor boundary adjustments between farms, and is not a mechanism to achieve a lifestyle allotment that is otherwise not permissible within the RU1 zone.

Part 5 – Miscellaneous provisions

There are no miscellaneous provisions that apply to the proposed development.

Part 6 – Additional local provisions

The subject land is mapped as being groundwater vulnerable. The proposed subdivision will not have an adverse impact upon the environment.

Clause 6.8 Essential services

Council is satisfied the following essential services that are necessary for the development are available:-

- a. The supply of water
- b. The supply of electricity
- c. The disposal and management of sewerage
- d. Stormwater drainage, &
- e. Suitable vehicle access

REGIONAL ENVIRONMENTAL PLANS

There are no Regional Environmental Plans that apply to the subject land.

STATE ENVIRONMENTAL PLANNING POLICIES

State Environmental Planning Policy 2008 (Rural Lands) applies to the subject land.

8 Rural Subdivision Principles

10 Matters to be considered in determining development applications for rural subdivisions or rural dwellings

(1) This clause applies to land in a rural zone, a rural residential zone or an environment protection zone.

(2) A consent authority must take into account the matters specified in subclause (3) when considering whether to grant consent to development on land to which this clause applies for any of the following purposes:

(a) subdivision of land proposed to be used for the purposes of a dwelling,

(b) erection of a dwelling.

(3) The following matters are to be taken into account:

(a) the existing uses and approved uses of land in the vicinity of the development,

(b) whether or not the development is likely to have a significant impact on land uses that, in the opinion of the consent authority, are likely to be preferred and the predominant land uses in the vicinity of the development,

(c) whether or not the development is likely to be incompatible with a use referred to in paragraph (a) or (b),

(d) if the land is not situated within a rural residential zone, whether or not the development is likely to be incompatible with a use on land within an adjoining rural residential zone,

(e) any measures proposed by the applicant to avoid or minimise any incompatibility referred to in paragraph (c) or (d).

The proposal is generally consistent with the provisions of the SEPP.

PROVISIONS OF ANY DRAFT ENVIRONMENTAL PLANNING INSTRUMENT THAT HAS BEEN PLACED ON EXHIBITION s4.15(1)(a)(ii)

There are no draft environmental plans that relate to the subject land or proposed development.

PROVISIONS OF ANY DEVELOPMENT CONTROL PLAN s4.15(1)(a)(iii)

Development Control Plan No 5 – General Rural Zones applies to this development.

The proposed development complies with the relevant aims and objectives of the DCP.

THE LIKELY IMPACTS OF THE DEVELOPMENT s4.15(1)(b)

Lot size & shape

The proposed boundary adjustment would create regular shaped allotments having areas of 2ha and 74ha. The larger agricultural allotment would be divided by a laneway.

Access & traffic

Existing access ways will be retained to service each dwelling and associated allotment. The access to proposed lot 1 is adequate, while the vehicular access way to proposed Lot 2 would need to be upgraded to satisfy council's engineering requirements.

Agricultural Impact

Both land parcels are held in the same ownership and are currently utilised for agricultural purposes. The proposed boundary adjustment would transfer the agricultural land into one allotment while creating a second allotment of 2ha having no agricultural potential. The creation of a lifestyle allotment surrounded by agricultural activity has the potential to cause land use conflict.

THE SUITABILITY OF THE SITE s4.15(1)(c)

Physical Attributes and Hazards

There are no known technological or natural hazards that would affect the proposed development.

DEVELOPMENT CONTRIBUTIONS

No contributions apply to the development.

ANY SUBMISSIONS MADE IN ACCORDANCE WITH THE ACT s4.15(1)(d)

The proposed development was neighbourhood notified. No submissions were received by the close of the exhibition phase.

PUBLIC INTEREST s4.15(1)(e)

The proposed development is considered to be of minor interest to the wider public due to the relatively localised nature of potential impacts.

CONCLUSION

The proposal has been assessed under *Section 4.55(1A) and Section 4.15 Environmental Planning & Assessment Act 1979* including the relevant provisions of *Cabonne Local Environmental Plan 2012*. The development does not satisfy the relevant provisions of clause 4.2B(3)(c) & (d) of the LEP, and it is recommended that council refuse the application.

ITEM 29 - AMENDMENT TO BUILDING ENVELOPE LOT 1 DP 1168367 1864 EUCHAREENA ROAD BOOMEY

REPORT IN BRIEF

Reason For Report	Requires Council approval for changes to building envelope.
Policy Implications	Varies Development Control Plan No 5 Setback Standards
Budget Implications	NIL
IPR Linkage	4.5.3.a - Assess and determine planning and development applications to foster community growth within the shire
Annexures	Nil
File Number	\\Development Applications\DEVELOPMENT APPLICATION\2007\03-2007-0160 - 1040365

RECOMMENDATION

THAT Council approve the amendment to the building envelope of Lot 1 DP 1168367, 1864 Euchareena Road, Boomey.

SENIOR TOWN PLANNER'S REPORT

Council has received a request from the land owner of Lot 1 DP 1168367, 1864 Euchareena Road, Boomey, to amend the building envelope identified on the land title. The lot was created by Development Application 2007/0160. The development application was approved at a Council meeting on 13 February 2007.

At present the identified building envelope is setback 20m from the northern boundary in accordance with Council's setback requirements under *Development Control Plan No. 5 General Rural Zones*. The applicant seeks to reduce the setback for the envelope to 10m. The applicant has identified that the current envelope contains a significant amount of vegetation as well as a deep drainage channel that significantly limits the development potential for the envelope.

By amending the envelope, a dwelling can be constructed on the lot without requiring vegetation to be removed or significant earthworks being undertaken. Further to this, a dwelling can be constructed on a level surface further reducing the need for cut and/or fill on the lot.

Council staff support the amendments to the envelope as it will result in a improved environmental outcome for the lot (by reducing the need for vegetation removal or significant earthworks). The variation to the Development

Control Plan setback requirement (of 20m) is supported by Council staff as the reduction of 10m will not have an adverse impact on the adjoining allotment (with the envelope being located approx. 150m away).

As the Council determined the original development application in 2007, the amendment to the building envelope requires approval from the Council.

ITEM 30 - CABONNE COUNCIL DRAFT COMMUNITY PARTICIPATION PLAN

REPORT IN BRIEF

Reason For Report	Seek Council approval for the public notification of the Community Participation Plan
Policy Implications	Sets engagement standards for planning matters.
Budget Implications	Nil
IPR Linkage	4.5.2.c - Engage with community to determine future needs & objectives
Annexures	1. Draft Community Participation Plan ↓
File Number	\\OFFICIAL RECORDS LIBRARY\LAND USE AND PLANNING\PLANNING\COMMUNITY PARTICIPATION PLAN - 1041840

RECOMMENDATION

THAT Council note the attached Community Participation Plan and publicly notify the plan for 28 days.

SENIOR TOWN PLANNER'S REPORT

Recent changes to the *Environmental Planning and Assessment Act 1979* has required all NSW planning authorities (including local council's) to prepare a Community Participation Plan (CPP). The CPP is required to be adopted by Council by 1 December 2019.

A CPP is designed to make participation in the planning system clearer for the community by setting out how and when people can participate in the planning system. The CPP also sets out minimum notification requirements for certain planning functions, including strategic plans and development applications.

The plan has been designed around the following legislated objectives:

- (a) *The community has a right to be informed about planning matters that affect it.*
- (b) *Planning authorities should encourage effective and on-going partnerships with the community to provide meaningful opportunities for community participation in planning.*
- (c) *Planning information should be in plain language, easily accessible and in a form that facilitates community participation in planning.*

- (d) *The community should be given opportunities to participate in strategic planning as early as possible to enable community views to be genuinely considered.*
- (e) *Community participation should be inclusive and planning authorities should actively seek views that are representative of the community.*
- (f) *Members of the community who are affected by proposed major development should be consulted by the proponent before an application for planning approval is made.*
- (g) *Planning decisions should be made in an open and transparent way and the community should be provided with reasons for those decisions (including how community views have been taken into account).*
- (h) *Community participation methods (and the reasons given for planning decisions) should be appropriate having regard to the significance and likely impact of the proposed development.*

As part of the preparation of the CPP, Council is required to notify the plan for a period of 28 days. Following the exhibition period, a subsequent report summarising any submissions received during the notification period will be prepared for Council.

ITEM 31 - QUESTIONS FOR NEXT MEETING

REPORT IN BRIEF

Reason For Report	To provide Councillors with an opportunity to ask questions/raise matters which can be provided/addressed at the next Council meeting.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.g. Code of Meeting Practice adhered to
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\nOTICES - MEETINGS - 1021272

RECOMMENDATION

THAT Council receive a report at the next Council meeting in relation to questions asked/matters raised where necessary.

GENERAL MANAGER REPORT

A call for questions for which an answer is to be provided if possible or a report submitted to the next Council meeting.

ITEM 32 - BUSINESS PAPER ITEMS FOR NOTING

REPORT IN BRIEF

Reason For Report	Provides an opportunity for Councillors to call items for noting for discussion and recommends remainder to be noted.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.g - Code of Meeting Practice adopted and implemented.
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\PROCEDURES - 1021273

RECOMMENDATION

THAT:

1. Councillors call any items they wish to further consider.
2. The balance of the items be noted.

GENERAL MANAGER REPORT

In the second part of Council's Business Paper are items included for Council's information.

In accordance with Council's format for its Business Paper, Councillors wishing to discuss any item are requested to call that item.

ITEM 33 - MATTERS OF URGENCY

REPORT IN BRIEF

Reason For Report	Enabling matters of urgency to be called.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.a. Provide quality administrative support and governance to councillors and residents
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\nOTICES - MEETINGS - 1021274

RECOMMENDATION

THAT Councillors call any matters of urgency.

GENERAL MANAGER REPORT

Council's Code of Meeting Practice allows for the Council to consider matters of urgency which are defined as *“any matter which requires a decision prior to the next meeting or a matter which has arisen which needs to be brought to Council's attention without delay such as natural disasters, states of emergency, or urgent deadlines that must be met”*.

This item enables councillors to raise any item that meets this definition.

ITEM 34 - COMMITTEE OF THE WHOLE SECTION OF THE MEETING

REPORT IN BRIEF

Reason For Report	Enabling reports to be considered in Committee of the Whole.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.g. Code of Meeting Practice adhered to
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\PROCEDURES - 1021275

RECOMMENDATION

THAT Council hereby resolve itself into Committee of the Whole to discuss matters called earlier in the meeting.

GENERAL MANAGER REPORT

Council's Code of Meeting Practice allows for the Council to resolve itself into “committee of the whole” to avoid the necessity of limiting the number and duration of speeches as required by Clause 250 of the Local Government (General) Regulation 2005.

This item enables councillors to go into “committee of the whole” to discuss items called earlier in the meeting.

MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD AT THE COUNCIL CHAMBERS MOLONG ON TUESDAY 10 SEPTEMBER, 2019 COMMENCING AT 4:15PM

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MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD AT THE COUNCIL CHAMBERS MOLONG ON TUESDAY 10 SEPTEMBER, 2019 COMMENCING AT 4:15PM

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PRESENT Clrs K Beatty (in the Chair), J Jones, M Nash, P Mullins, G Treavors, C Newsom, A Durkin, L Oldham, P Batten, J Weaver and I Davison.

Also present were the General Manager, Director of Finance & Corporate Services, Senior Planner and Executive Assistant.

ITEMS FOR DETERMINATION

ITEM - 1 APPLICATIONS FOR LEAVE OF ABSENCE

Proceedings in Brief

An apology was tendered on behalf of Clr Walker for his absence from the meeting.

MOTION (Nash/Weaver)

THAT the apology tendered be accepted and the necessary leave of absence be granted.

19/09/01 Carried

ITEM - 2 DECLARATIONS OF INTEREST

Proceedings in Brief

There were nil declarations of interest.

MOTION (Durkin/Newsom)

THAT it be noted there were nil declarations of interest.

19/09/02 Carried

ITEM - 3 DECLARATIONS FOR POLITICAL DONATIONS

Proceedings in Brief

There were nil declarations for political donations.

MOTION (Davison/Jones)

THAT it be noted there were nil declarations for political donations.

19/09/03 Carried

It was noted the time being 4.17pm the Chair announced that the Council would now be resolving into a Closed Committee of the Whole.

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CONFIDENTIAL ITEMS

ITEM - 1 CARRYING OF COMMITTEE RESOLUTION INTO CLOSED COMMITTEE OF THE WHOLE MEETING

RECOMMENDATION (Oldham/Durkin)

THAT the committee now hereby resolve into Closed Committee of the Whole for the purpose of discussing matters of a confidential nature relating to personnel or industrial matters, personal finances and matters which the publicity of which the Committee considers would be prejudicial to the Council or the individual concerned and that the press and the public be excluded from the meeting in accordance with the conditions of Council's Confidentiality Policy AND FURTHER that as reports to the Closed Committee of the Whole are likely to be confidential and their release prejudicial to the public interest and the provisions of Council's confidentiality policy, that copies of these reports not be made available to the press and public.

1. Carried

ITEM - 2 RECONSIDERATION OF TENDER MOLONG POOL CONTRACT

RECOMMENDATION (Durkin/Oldham)

THAT Council receive and note the report.

2. Carried

ITEM - 3 APPLICATION FOR FINANCIAL ASSISTANCE CANOWINDRA CHALLENGE

RECOMMENDATION (Davison/Oldham)

THAT Council agree to finalise outstanding payment for electrical works at the Canowindra Showground in the amount of \$26,148.63 to enable finalisation of the NSW Government Stronger Country Communities grant.

3. Carried

* **RESCISSION MOTION - MOLONG SWIMMING POOL MANAGEMENT CONTRACT**

RECOMMENDATION (Jones/Newsom)

THE Closed Item 4 from the July Council meeting held 23 July 2019 being:

1. Accept the tender from Lifeguarding Services Australia for management and operation of the Molong Swimming Pool situated at

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Hill Street Molong from 30 September 2019 to 29 March 2022 at the tendered price of \$89,621 including GST.

2. Transfer \$32,820 from account number 11400340 – Project Pre Planning to account number 2806000 – Pool Caretakers Fees, to provide a sufficient annual budget for management and operation of the Molong Swimming Pool.

Be rescinded.

4. Carried

RECOMMENDATION (Nash/Treavors)

THAT Council:

1. Formally notify all tenders that none of the tenders for the proposed Contract 1017527 were accepted; and
2. Authorise the General Manager to enter into direct negotiations with any persons with a view to entering into a contract in relation to the subject matter of the tender.

5. Carried

REPORT & RESOLUTIONS OF COMMITTEE OF THE WHOLE

MOTION (Durkin/Oldham)

THAT the Report and Recommendations of the Committee of the Whole Meeting held on Tuesday 10 September, 2019 be adopted.

- 19/09/04 Carried

There being no further business, the meeting closed at 4.21pm.

CHAIRMAN.

Chairman of the Ordinary Meeting of Cabonne Council held on the 24 September, 2019 at which meeting the listed minutes were confirmed and the signature hereon was subscribed.

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PRESENT Clrs K Beatty (in the Chair), J Jones, M Nash, P Mullins, C Newsom, A Durkin, L Oldham, P Batten, K Walker, J Weaver and I Davison.

Also present were the General Manager, Director of Environmental Services, Director of Finance & Corporate Services, Director of Engineering & Technical Services, Administration Officer and the Director of Environmental Services Personal Assistant.

ITEMS FOR DETERMINATION

ITEM - 1 APPLICATIONS FOR LEAVE OF ABSENCE

Proceedings in Brief

An apology was tendered on behalf of Clr Treavors for his absence from the meeting.

MOTION (Durkin/Oldham)

THAT the apology tendered be accepted and the necessary leave of absence be granted.

19/08/01 Carried

ITEM - 2 DECLARATIONS OF INTEREST

Proceedings in Brief

Clr Mullins declared an interest (identified as an actual conflict of interest, pecuniary) in Confidential Items 3 and 4, as he is an affected property owner.

Clr Batten declared an interest (identified as an actual conflict of interest, significant non-pecuniary) in Item 16 and 17 point 3, as he is the chairperson of the Molong Advancement Group.

Clr Oldham declared an interest (identified as a potential conflict of interest, non-significant, non-pecuniary) in Item 21 as she is a board member of the Ophir Reserve Trust.

MOTION (Jones/Nash)

THAT the declarations of interest be noted.

19/08/02 Carried

ITEM - 3 DECLARATIONS FOR POLITICAL DONATIONS

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It was noted there were nil declarations for political donations.

MOTION (Oldham/Davison)

THAT it be noted there were nil declarations for political donations.

19/08/03 Carried

It was noted the time being 2.06pm the Hon Andrew Gee MP, Federal Member for Calare addressed Council.

ITEM - 4 MAYORAL MINUTE - APPOINTMENTS

Proceedings in Brief

Clr Beatty

23/07/19 – Attended the office for the business paper review with the Acting General Manager and Directors. Attended the Ordinary Council Meeting.

24/07/19 – Attended an interview with the Neil Gill radio program. Attended Orange360 Board Meeting.

25/07/19 – Attended the meeting with Minister Keen at Mt Canobolas regarding the mountain bike trail with the General Manager.

29/07/19 – Attended Orange City Council for a meeting with Orange, Blayney and Cabonne land users strategies.

30/07/19 – Attended the Local Government Week bus tour of the shire with the Councillors and staff.

31/07/19 – Attended the office for a Meeting with the General Manager.

01/08/19 – Attended the Governance Risk Management and Business Improvement Committee at Blayney Community Centre with the General Manager, Risk Management Coordinator and Director of Finance and Corporate Services. Travelled to Sydney for the Country Mayors Association.

02/08/19 – Attended Parliament House, Sydney for the Country Mayors Association Meeting.

07/08/19 – Attended the office for a meeting with the General Manager. Attended an interview with the Neil Gill radio program. Attended Eugowra with the General Manager for a meeting with the Eugowra Self Care Unit Committee.

13/08/19 – Attended the Council Workshop.

15/08/19 – Attended a training course on Finance Issues in Local Government at Blayney.

19/08/19 – Attended the office for a meeting with Kevin Costa regarding Disc Golf in Molong. Meeting with the General Manager.

20/08/19 – Travelled to Toowoomba with the General Manager and Clr Davison for the Inland Rail Conference.

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21/08/19 – Attended the Inland Rail Conference. Attended an interview with the Neil Gill radio program.

22/08/19 – Attended the Inland Rail Conference and tabled a report to Council.

Clr Weaver

24/07/19 – Attended the Canowindra Sports Trust meeting. A report to council has been requested for the concerns that the Sports Trust are experiencing.

30/07/19 – Attended the Local Government Week bus tour. Jill Sands pointed out concerns in Cargo. Lunch was held at the Age of Fishes Museum in the company of the students in leadership groups from Canowindra Schools. An informative visit to the fossil shed with the graphic 3D designers working on the slabs containing fossils. This is very exciting for Canowindra after the fossils' 25 years of storage at the Canowindra Show Ground. The tour moved to Eugowra to look at the wonderful murals and Memorial Park work that has been carried out by Cabonne Council, then moved onto where a very entertaining time was spent with the students from St Joseph's School and Eugowra Public School.

31/07/19 – Attended the CCTAC Meeting at Molong, welcoming the new committee, with Alf Cantrell elected to the chair, the next twelve months will hopefully be proactive for this committee, with many exciting projects on the books.

01/08/19 – Presented the prizes to the winners of Christmas in July at Canowindra. 1st Prize going to the Bower Bird, Runner Up to Canowindra Newsagency and People's Choice taken out by the Plaque.

12/08/19 – Attended the Age of Fishes board meeting. Over the past couple of weeks the museum has experienced some exciting times with the moving of the fossils and the work the Australian Museum has undertaken to record and catalogue the slabs.

13/08/19 – Attended the Council Workshop.

15/08/19 – Attended a training course on Finance Issues in Local Government at Blayney. The course was very informative and gave insight into understanding how Council's finance works and what as a councillor we should be looking at.

20/08/19 – Attended the Eugowra Community meeting hosted by Orange360 to discuss the masterplan for the town by the community. It was a positive outcome, with two young members of the community taking ownership of the process. Caddie Marshall has had a very positive affect on this project.

Clr Newsom

Attended the Canowindra Chamber and Progress Association Meeting.

Clr Jones

23/07/19 – Attended the July Council Meeting.

30/07/19 – Attended the Local Government Week bus tour to Cargo, Canowindra, Eugowra and Westlime.

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25/07/19 – Attended the Cudal Central Inc. meeting hosted by Orange360.

13/08/19 – Attended the Council Workshop and Eugowra Promotion and Progress Association Meeting.

15/08/19 – Attended the Finance Issues in Local Government training course in Blayney.

20/08/19 – Attended the Eugowra Community meeting hosted by Orange 360 to discuss their masterplan.

MOTION (Beatty/-)

THAT the information contained in the Mayoral Minute be noted.

19/08/04 Carried

ITEM - 5 COMMITTEE OF THE WHOLE

MOTION (Oldham/Newsom)

THAT it be noted there were nil items called to be debated in Committee of the Whole.

19/08/05 Carried

ITEM - 6 GROUPING OF REPORT ADOPTION

Proceedings in Brief

It was noted the Mayor called item 8 to be further considered.

MOTION (Durkin/Jones)

THAT:

1. Item 8 be further consider; and
2. Items 7, 9, 10, 11 and 12 be moved and seconded.

19/08/06 Carried

ITEM - 7 CONFIRMATION OF THE MINUTES

MOTION (Durkin/Jones)

THAT the minutes of the Ordinary meeting held 23 July 2019 be adopted.

19/08/07 Carried

ITEM - 8 COUNCIL UNION PICNIC DAY

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The General Manager noted the wording in the award provisions for Union Picnic Days have changed, and stated staff who are Union members are entitled to an additional days leave while non-union members can apply for a Rostered Day Off or Annual Leave to attend Picnic Day.

Clr Weaver queried if for those who aren't union members and don't put in for leave then go to work.

The General Manager advised that is correct and it would depend on the number of staff especially in customer service as to whether council would open the doors. At this stage front of house will be closed.

MOTION (Durkin/Weaver)

THAT Council:

1. Approve the annual Union Picnic Day to be held on Friday 11 October 2019.
2. Authorise the attendance of all councillors at the Union Picnic Day.
3. Note the cost of \$52 for attending the Union Picnic Day to be paid to the Union Picnic Committee from the Councillor Expense Account.

19/08/08 Carried

**ITEM - 9 POLICY REVIEW - CODE OF CONDUCT & GIFT AND BENEFIT
POLICY**

MOTION (Durkin/Jones)

THAT Council supercede the Gift and Benefit Policy that has now been included in the previously adopted Code of Conduct Policy.

19/08/09 Carried

**ITEM - 10 GOVERNMENT INFORMATION PUBLIC ACCESS ACT 2009
(GIPA) AGENCY INFORMATION GUIDE - ANNUAL REVIEW**

MOTION (Durkin/Jones)

THAT Council adopt the annexed draft 2019/20 Agency Information Guide.

19/08/10 Carried

ITEM - 11 AUDIT, RISK AND IMPROVEMENT COMMITTEE

MOTION (Durkin/Jones)

THAT Council:

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1. Note that the Governance, Risk Management and Business Improvement Committee will now be known as the Audit, Risk and Improvement Committee, and
2. Adopt the minutes of the meeting held on 1 August 2019.

19/08/11 Carried

ITEM - 12 DRAFT CORPORATE CREDIT CARD POLICY

MOTION (Durkin/Jones)

THAT Council adopt the draft Corporate Credit Card Policy annexed to this report.

19/08/12 Carried

ITEM - 13 ANNUAL FINANCIAL STATEMENTS

MOTION (Davison/Batten)

THAT:

1. The Mayor, Deputy Mayor, General Manager and Director of Finance & Corporate Services sign the Statement by councillors and management pursuant to section 413(2) of the Local Government Act for both the General Purpose and Special Purpose Financial Statements.
2. Council refer the General-Purpose Financial Statements and Special Purpose Financial Statements to the Audit Office NSW for audit.

19/08/13 Carried

**ITEM - 14 WRITE OFF RATES OUTSTANDING FOR PARCELS OF LAND
TRANSFERRED TO CABONNE COUNCIL**

MOTION (Oldham/Newsom)

THAT Council write off rates and interest outstanding on Assessment 89128 and Assessment 89226 being \$21,535.74 that have been transferred into Cabonne Council's ownership.

19/08/14 Carried

**ITEM - 15 MEMBERSHIP OF ORANGE 360 REGIONAL TOURISM
ORGANISATION**

MOTION (Mullins/Jones)

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THAT Council renew its membership of Orange 360 for the 2019-20 financial year.

19/08/15 Carried

It was noted the time being 2.39pm Clr Batten declared an interest (identified as an actual conflict of interest, significant non-pecuniary) in the following item, as he is the chairperson of the Molong Advancement Group, and left the chamber.

ITEM - 16 STRONGER COUNTRY COMMUNITIES FUND - ROUND THREE

MOTION (Nash/Oldham)

THAT Council:

Submit the following applications for funding under round three of the Stronger Country Communities Fund

- a. Lighting upgrade at Dr Andrew Ross Memorial Recreation Ground 'The Rec', Molong
- b. Lighting upgrade at Tom Clyburn Oval, Canowindra

19/08/16 Carried

It was noted the time being 2.39pm Clr Batten returned to the Chamber.

It was noted Clr Batten declared an interest (identified as an actual conflict of interest, significant non-pecuniary) in point 3, as he is the chairperson of Molong Advancement group and left the Chamber.

ITEM - 17 EVENTS ASSISTANCE PROGRAM

MOTION (Oldham/Durkin)

THAT Council approve:

1. Funding of \$500 under the 2019-2020 Events Assistance Program to Central West Disc Golf for NSW Disc Golf Championship event,
2. Funding of \$5,000 under the 2019-20 Events Assistance Program to Orange Regional Vignerons Assoc. for 2019 Orange Wine Festival, and
3. Funding of \$2,000 to the Molong Advancement Group for the 'PINK Up' Molong

19/08/17 Carried

It was noted the time being 2.42pm Clr Batten returned to the Chamber.

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ITEM - 18 RE-ESTABLISHMENT OF ALCOHOL FREE ZONES

MOTION (Oldham/Weaver)

THAT Council:

1. In accordance with s644B of the Local Government Act 1993, and the Ministerial Guidelines, re-establish alcohol free zones and alcohol prohibited zones as outlined in the report, for a maximum period of four (4) years effective from 9 September 2019, and
2. Amend the 'Alcohol Control in Public Places Policy' to include in clause 11 when referencing Alcohol Free Zones, the statement that 'Implementation of these dining zones would not prevent the consumption of alcohol in any footpath dining areas that have a liquor licence covering the footpath dining areas'.

19/08/18 Carried

ITEM - 19 ENFORCEMENT POLICY

MOTION (Davison/Durkin)

THAT Council adopt the draft Enforcement and Compliance Policy and the guidelines as established by Ombudsman's Model Compliance and Enforcement Policy (2015).

19/08/19 Carried

**ITEM - 20 REQUEST FOR DONATION EQUIVALENT TO DEVELOPMENT
APPLICATION FEES PAID BY EUGOWRA PROMOTION AND
PROGRESS ASSOCIATION**

MOTION (Durkin/Jones)

THAT Council donate from its s356 budget to the Eugowra Promotion and Progress Association:

1. \$831.66, being the development application, construction certificate, inspection and occupation certificate fees (excluding GST) paid to council in relation to DA 2019/0111 for alterations and additions to the Eugowra museum located upon council owned land known as Lot 283 DP 1192242, 15 Pye Street, Eugowra,
2. \$658.18, being the development application, construction certificate, inspection and occupation certificate fees (less GST) paid to council in relation to DA 2019/140 for construction of a billboard and mural upon privately owned land known as Lot 2 DP 10272, Broad Street, Eugowra, and
3. \$658.18, being the development application, construction certificate, inspection and occupation certificate fees (less GST) paid to council

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in relation to DA 2019/161 for construction of two billboards and mural upon council maintained land known as Apex Park, being Lot 1 DP 314764, Grevillea Street, Eugowra

19/08/20 Carried

It was noted the time being 2.46pm Clr Oldham declared an interest (identified as a potential conflict of interest, non-significant, non-pecuniary) in the following item, as she is a board member of the Ophir Reserve Trust and left the Chamber.

**ITEM - 21 REQUEST FOR DONATION - FEES PAID ASSOCIATED WITH
DEVELOPMENT APPLICATION 2017/094**

MOTION (Weaver/Davison)

THAT Council donate from its s356 budget to the Ophir Reserve Trust \$756.24, being the development application, construction certificate, inspection and occupation certificate fees (excluding GST) paid to council in relation to DA 2017/094 for installation of bbqs, footpath and interpretation panels incorporated into existing picnic shelter structure located at the Ophir Reserve being Lot 7002 DP 1020644, Ophir Road, Ophir.

19/08/21 Carried

It was noted the time being 2.47pm Clr Oldham returned to the chamber.

ITEM - 22 QUESTIONS FOR NEXT MEETING

Proceedings in Brief

Clr Davison queried Alternate Energy and if Council should have a representative on that board or committee. He then suggested Clr Batten chair the matter.

The General Manager advised there hasn't been a committee established at this stage but a working group will be formed and Clr Batten can be brought into the discussion.

Clr Batten noted he would be happy to be involved.

Clr Jones suggested Council hold a workshop to consider the Roads to Recovery program and the Building Better Regions program.

MOTION (Davison/Jones)

THAT it be noted there were nil reports requested for the next Council meeting.

19/08/22 Carried

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ITEM - 23 BUSINESS PAPER ITEMS FOR NOTING

Proceedings in Brief

It was noted Clr Davison called items 5, 6, 7, 8 and 12 to be further considered.

MOTION (Davison/Durkin)

THAT:

1. Items 5, 6, 7, 8 and 12 be further consider.
2. The balance of the items be noted.

19/08/23 Carried

ITEMS FOR NOTATION

ITEM - 5 FORTESQUE METALS GROUP

Proceedings in Brief

Clr Davison queried if there is a date when Fortesque Metals Group will address council.

The General Manager advised there hasn't been a date set as this report was seeking Council's approval for the organisation to address Council.

MOTION (Davison/Durkin)

THAT the information be noted.

19/08/24 Carried

**ITEM - 6 PROPOSED MOUNTAIN BIKE DEVELOPMENT FOR MOUNT
CANOBOLAS**

Proceedings in Brief

Clr Davison noted he is unsure from the report which agency/authority actually controls the mountain.

MOTION (Davison/Durkin)

THAT the information be noted.

19/08/25 Carried

ITEM - 7 COUNTRY MAYORS ASSOCIATION

Proceedings in Brief

Clr Davison noted that Cabonne Council were one of the councils leading the right to farm policy. This shows we are a small council actively recognising this issue.

MOTION (Davison/Durkin)

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THAT the information be noted.

19/08/26 Carried

**ITEM - 8 LOCAL GOVERNMENT AND INFRASTRUCTURE DELIVERY
PROJECT**

MOTION (Davison/Durkin)

THAT the information be noted.

19/08/27 Carried

ITEM - 12 CABONNE ACQUISITIVE ART PRIZE

Proceedings in Brief

Clr Davison requested clarification that the costs for the opening and the prizes were accurately reported. The General Manager confirmed that this was right.

MOTION (Davison/Durkin)

THAT the information be noted.

19/08/28 Carried

ITEM - 24 MATTERS OF URGENCY

Proceedings in Brief

Clr Weaver noted she attended the CCTAC meeting and it was brought to her attention that there is a tree in danger of falling at Yuranigh's Grave. She suggested Council look at this and remove the danger.

The Mayor advised the Director of Engineering and Technical Services will attend to this matter, and convey the concerns to National Parks and Wildlife Services in whose control the site is.

MOTION (Weaver/Durkin)

THAT it be noted there were nil matters of urgency.

19/08/29 Carried

ITEM - 25 COMMITTEE OF THE WHOLE SECTION OF THE MEETING

MOTION (Durkin/Oldham)

THAT Council hereby resolve itself into Committee of the Whole to discuss matters called earlier in the meeting.

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19/08/30 Carried

ITEM - 26 MAYORAL MINUTE - INLAND RAIL CONFERENCE

Proceedings in Brief

The Mayor tabled the Inland Rail Conference report in Item 4 Mayoral Minute – Appointments.

RECOMMENDATION (Beatty/-)

THAT the information be noted.

1. Carried

It was noted the time being 2.59pm the Chair announced that the Council would now be resolving into a Closed Committee of the Whole.

CONFIDENTIAL ITEMS

**ITEM - 1 CARRYING OF COMMITTEE RESOLUTION INTO CLOSED
COMMITTEE OF THE WHOLE MEETING**

RECOMMENDATION (Davison/Oldham)

THAT the committee now hereby resolve into Closed Committee of the Whole for the purpose of discussing matters of a confidential nature relating to personnel or industrial matters, personal finances and matters which the publicity of which the Committee considers would be prejudicial to the Council or the individual concerned and that the press and the public be excluded from the meeting in accordance with the conditions of Council's Confidentiality Policy AND FURTHER that as reports to the Closed Committee of the Whole are likely to be confidential and their release prejudicial to the public interest and the provisions of Council's confidentiality policy, that copies of these reports not be made available to the press and public.

2. Carried

**ITEM - 2 ENDORSEMENT OF PROCEEDINGS OF CONFIDENTIAL
MATTERS CONSIDERED AT COMMITTEE OF THE WHOLE
MEETING**

RECOMMENDATION (Durkin/Jones)

THAT the Committee endorse the accuracy of the Report of the Proceedings of Confidential Matters at the Ordinary Council meeting held on 23 July 2019 and notes the recommendations recorded in the Official Ordinary Minutes of that meeting are sufficient to state the general effect of the proceeding in Closed Committee.

3. Carried

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It was noted the time being 2.59pm Cllr Mullins declared an interest (identified as an actual conflict of interest, pecuniary) in the following two items, as he is an affected property owner.

* **ITEM - 3 REQUEST FOR CONSIDERATION OF WATER CHARGES FOR
3967100003**

RECOMMENDATION (Batten/Oldham)

THAT Council

1. Write off 50% of water consumption costs being \$2,853.22 for account 3967100003 for two billing periods due to a water leak after all other consumption and access costs have been paid by the owner.
2. Write off interest charges accrued during this investigation.

4. Carried

* **ITEM - 4 REQUEST FOR CONSIDERATION OF INTEREST CHARGES
FOR RATES A9109 AND WATER/SEWER 682000005**

RECOMMENDATION (Oldham/Jones)

THAT Council write off interest charges of \$1,362.51 for rate assessment number A9109 and \$2,149.68 for water/sewer account number 682000005.

5. Carried

It was noted the time being 3.09pm Cllr Mullins returned to the Chamber.

ITEM - 5 EVALUATION OF TILT/TIP TRUCKS

RECOMMENDATION (Durkin/Nash)

THAT Council purchase from West Orange Motors, a Hino GH 1832 Long truck, fitted with a Tilt/Tip tray from Almighty Industries for a total purchase price of \$188,381 excl GST.

6. Carried

It was noted the time being 3.11pm the Mayor resumed the Ordinary Meeting.

REPORT & RESOLUTIONS OF COMMITTEE OF THE WHOLE

MOTION (Weaver/Newsom)

THAT the Report and Recommendations of the Committee of the Whole Meeting held on Tuesday 27 August, 2019 be adopted.

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19/08/31 Carried

There being no further business, the meeting closed at 3.11pm.

CHAIRMAN.

Chairman of the Ordinary Meeting of Cabonne Council held on the 24 September, 2019 at which meeting the listed minutes were confirmed and the signature hereon was subscribed.

**THIS IS PAGE NO 14 OF THE MINUTES OF THE ORDINARY MEETING OF CABONNE
COUNCIL HELD ON 27 AUGUST, 2019**



Procurement (Incorporating Local Supplier Preference) Policy

1 Document Information

Version Date <i>(Draft or Council Meeting date)</i>	27 November 2018
Author	Administration Manager
Owner <i>(Relevant director)</i>	Director of Finance & Corporate Services
Status – <i>Draft, Approved, Adopted by Council, Superseded or Withdrawn</i>	Adopted by Council
Next Review Date	Within 12 months of Council being elected
Minute number <i>(once adopted by Council)</i>	18/11/30

2 Summary

The Cabonne Council Procurement Framework consists of this Cabonne Council Procurement Policy document and the accompanying Cabonne Council Procurement Guidelines.

This Procurement Framework aims to provide an effective and transparent control over the purchasing process using public funds and to manage the purchasing process in such a way that Council will benefit economically and attain its environmental and social objects including local benefit.

3 Approvals

Title	Date Approved	Signature
General Manager		

4 History

Version date 28 August 2018

Minute No.	Summary of Changes	New Version Date
	Petty cash limit amended to \$30	12 February 2008
10/02/17	Readopted by Council	15 February 2010
11/02/13	Incorporated previous Tendering Policy relating to requirement that all tenders be by an open tender unless an alternative report has been prepared on the benefits of an alternative tendering method. Amended to incorporate recommendations made by the DLG in the Tendering Guidelines issued October 2009; Council resolution to include GIPA Act clauses as appropriate; and resolution by Council to include a 5% buffer for local preference in procurement.	21 February 2011
	Tidied	June 2013
13/09/30	Readopted as per s165(4)	17 September 2013
14/10/19	11.3.3 amended – typo at \$150,000 corrected	28 October 2014
15/02/25	Replacing the Procurement (including local preference) Policy	24 February 2015
15/04/19	Replacing the Procurement (including local preference) Policy	28 April 2015
18/08/10	DLG changed to OLG throughout policy. Addition to 10.6 Risk Management. Mention of WBC Alliance contracts taken out of 11.3. Addition to 11.5. First value in table on page 9 changed from \$30 to \$100. Readopted as per s165(4)	28 August 2018
18/11/30	Amended to incorporate a Drought Communities Grant Program clause to section 12.1 of the policy as per the minutes of the 27 November 2018 ordinary council meeting.	27 November 2018
	Amended to incorporate an amendment to the local government act which increases the threshold for tenders to \$250,000.	24 September 2019

5 Reason

Expenditure on third party goods and services represent the most significant portion of Council expenditure.

Version date 28 August 2018

Accordingly, Council is committed to having a Procurement Framework that effectively:

- Manages compliance requirements;
- Ensures appropriate probity, equity, transparency and ethical behaviour across all procurement activities;
- Seeks value for money outcomes;
- Manages risk;
- Consists of best practice elements;
- Drives accountable decision making;
- Recognises and accounts for social and sustainable impact; and
- Is accessible to all Council staff

The purpose of this Policy is to:

- Establish the procurement framework in which procurement activities are conducted by Council and ensure a consistent and controlled process is deployed at all times.
- Establish an ethical procurement process through a transparent and equitable procurement framework that focuses on probity considerations throughout.
- Establish a procurement framework to pursue optimal outcomes from each and every process achieved through best practice methodology.
- Demonstrate accountability.

Council will also aim to encourage the development and promotion of business and industry within the local economy and in so doing will assist in creating the growth of such business or industry. To this end, this Policy consists of the Council's policy position with regards to Local Supplier Preference, detailing a framework to support Cabonne's local industry and businesses.

6 Scope

This policy applies to all contracting and procurement activities at Council and is binding upon Councillors, Council Staff, temporary employees, contractors and consultants while engaged by the Council.

The purchase cost determines the procurement method / requirements to be used.

7 Associated Legislation, Supporting Policies, Resources and Documents

7.1 Associated Legislation / Legislative Framework

Version date 28 August 2018

Local Government Act 1993 (NSW)

Local Government (General) Regulations 2005

OLG Tendering Guidelines for NSW Local Government (October 2009)

Government Information (Public Access) Act 2009

7.2 Supporting Policies / Procedures

Cabonne Council Code of Conduct

Cabonne Council Delegations Index

Cabonne Council Corporate Credit Cards Procedure

Cabonne Council Procurement Guidelines

7.3 Supporting Resources and Documents

OLG Circular to Councils No 06/07 – Procurement in NSW Local Councils

OLG Circular to Councils No 09/39 – Tendering Guidelines in NSW Local Government

ICAC Pitfalls or Probity: Tendering and Purchasing Case Studies (provide guidance on Local Supplier Preference)

ICAC Purchase and Sale of Local Government Vehicles publication

8 Definitions

Version date 28 August 2018

Act	Local Government Act 1993
Buffer	Refers to percentage based pricing concession applied to identified Local Supplier's quote or tender price for comparative assessment purposes only. The current local preference buffer is 5%.
Council	Cabonne Council
OLG Tendering Guidelines	OLG Tendering Guidelines for NSW Local Government (October 2009)
GIPA Act	Government Information (Public Access) Act 2009
Guidelines	The <i>Cabonne Council Procurement Guidelines</i>
Framework	The Cabonne Council Procurement Policy framework consisting both the Policy and the Guidelines
Local Benefit	Having the ability to positively impact upon the local economy by Council purchasing locally within policy provisions.
OLG	Office of Local Government (previously the Division of Local Government – note the DLG Tendering Guidelines are titled as such as they were developed under the previous name)
Open tendering	Means the tendering method as detailed in the Regulations (see section 166-167)
Policy	The Cabonne Council <i>Procurement (Incorporating Local Supplier Preference) Policy</i>
Prescribed Entity	An entity identified and prescribed in the Local Government Act allowing Councils to access contracts established by the 'prescribed entity' without having to go to tender in their own right. Local Government Procurement (LGP) and Strategic Purchasing are noted in the Regulations as being prescribed.
Regulations	The Local Government (General) Regulations 2005 (NSW)
Selective tendering	Means the tendering method as detailed in the Regulations (see section 166,168-169)

Version date 28 August 2018

Value for Money

Value for money is determined by considering all the factors that are relevant to the proposed contract and may include: experience, quality, reliability, timeliness, service, risk profiles and initial and ongoing costs. These are all factors that can make a significant impact on benefits and costs. Value for money does not automatically mean the 'lowest price'.(reference OLG Tendering Guidelines)

9 Responsibilities

9.1 General Manager

The General Manager is responsible for the overall control and implementation of the policy. Where special circumstances exist, the General Manager or his/her delegate may vary the "quotation(s)/process required" at 11.7 upon receipt of a written request outlining the circumstances.

9.2 Directors and Managers

Directors and Managers are responsible for the control of the policy and procedures within their area of responsibility.

9.3 Delegated Officers

Incumbents of positions with delegation to sign purchase orders in writing for the supply of services, goods and materials in accordance with Clause 211 of the Local Government (General) Regulation 2005 are limited to issue purchase orders only in accordance with approved budgets, approved votes, relevant statutory requirements and within Council's policies.

10 Policy Provisions and Guiding Principles

The Cabonne Council procurement policy framework is governed by the following principles. Cabonne Council's procurement of goods and services by Council must have regard to the following principles:

- Compliance
- Probity, Equity, Transparency and Ethical Behaviour
- Value for Money
- Best Practice Elements
- Accountable Decision Making
- Risk Management
- Social and Sustainable Impact

10.1 Compliance

Version date 28 August 2018

Ensure that all relevant legislative requirements are complied with, both through the development of compliant policy and process, and by the individual application on each process.

10.2 Probity, Equity, Transparency and Ethical Behaviour

All procurement conducted by Cabonne Council must be conducted in a fair, equitable, transparent, honest and ethical manner, with the highest levels of integrity and in the public interest and compliant with all relevant requirements.

10.2.1 Standards of Behaviour and Ethics

(1) Honesty and Fairness

Council will conduct all tendering, procurement and business relationships with honesty, fairness and probity at all levels. Council must not disclose confidential or proprietary information.

(2) Consistency of Process

Council must ensure consistency in all stages of the procurement process. All requirements must be clearly specified in the tender documents and criteria for evaluation must be clearly detailed; all potential tenderers should be given the same information; and the evaluation of tenders must be based on the conditions of tendering and selection criteria as defined in the tender documents.

(3) No Conflicts of Interest

Council must ensure that procurement processes are conducted in an environment devoid of Conflicts of Interest. A council official with an actual or potential conflict of interest must address that interest without delay in accordance with Council's Code of Conduct.

(4) Rule of Law

The procurement of goods and services by Council must be in accordance with the legislative framework prescribed by the Act and the Regulations and other applicable law and legislation.

(5) Open and Fair Competition

Council must not engage in practices that are anti-competitive or engage in any form of collusive practice.

Open and fair competition between suppliers supports Council's commitment to obtaining best value for money and ensuring probity, equity transparency and ethical behaviour.

All prospective contractors and suppliers must be afforded an equal opportunity to tender or quote.

Impartiality must be maintained throughout the procurement process so it can withstand public scrutiny.

Version date 28 August 2018

Potential suppliers are provided with consistent information and opportunity and are evaluated against defined criteria and in a consistent manner as documented in the approved Evaluation Plan;

Specifications and tender documentation will not be prepared to favour or disadvantage particular suppliers provided that the Council's strategic and business requirements are met.

(6) No Improper Advantage

Council must not engage in practices that aim to give a potential tenderer an advantage over others, unless such advantage stems from an adopted Council procurement policy such as a local preference policy (as stated in clause 12.1).

(7) Intention to Proceed

Council must not invite or submit tenders without a firm intention and capacity to proceed with a contract, including having funds available.

(8) Co-operation

Council must encourage business relationships based on open and effective communication, respect and trust, and adopt a non-adversarial approach to dispute resolution.

10.3 Value for Money

Value for public money to achieve positive outcomes for the community is the core principle underpinning Council's procurement system. This will involve a comparative analysis of all relevant costs and benefits of each proposal throughout the whole procurement cycle. To carry out the comparative analysis, Council will use appropriate evaluation criteria with a weighting applied to each evaluation criterion. Evaluation criteria and weighting will be set by the responsible officer.

10.4 Best Practice Elements

Where practicable, elements of Best Practice are to be incorporated and continually evolving into procurement in Council.

10.5 Accountability Decision Making

Council must ensure that the process for awarding contracts is not only open, clear, fully documented and defensible; it must also be consistent in its application across the whole organisation in every procurement activity.

Furthermore, Cabonne Council staff must be able to account for all procurement decisions made over the whole-of-life of all goods, services and works purchased with supporting, auditable, documentation.

All decisions and actions must be accountable, defensible and withstand scrutiny.

Version date 28 August 2018

10.6 Risk Management

Strategies for managing risks associated with all procurement processes are in place and consistent. Risk Management is a primary consideration in the Cabonne Council procurement processes, potential risks will be identified, analysed, evaluated, treated and monitored across all stages of procurement activity with reference Council's interests and appetite for risk.

In order to mitigate the risks to Council, Purchase Requisitions are to be raised and approved in accordance with the Procurement Guidelines.

10.7 Social and Sustainable Impact

Cabonne Council recognises it has an implicit role in furthering sustainable development, through its procurement of goods, and services and works. Cabonne Council recognises the potential impact it's spend has on the environment, communities and markets and where applicable will integrate sustainability, environmental and social issues into the procurement process.

11 Procurement Policy Framework

11.1 Procurement Policy Framework

The Cabonne Council Procurement Policy framework comprises this Cabonne Council Procurement Policy document, the accompanying Cabonne Council Procurement Guidelines document and all related template documents and process guides.

This Policy documents provides the policy position and statements with regards to Procurement whilst the accompanying Guidelines provides details on process and procedures.

To be compliant with the Cabonne Council Procurement Policy framework requires compliance with all relevant requirements detailed in both the Policy and the Guidelines.

11.2 Procurement Strategy

The completion of a Procurement Strategy is required for:

- Any procurement where the anticipated cost exceeds \$80,000; and / or
- Any procurement which is identified as presenting significant risk; and / or
- Any procurement for the engagement of professional consultants

The Procurement Strategy is to be completed as per the requirements detailed in the Guidelines.

The Procurement Strategy is to be approved by the relevant Delegated Authority.

Version date 28 August 2018

11.3 Use of existing contracts

Wherever an existing contract is available for use by Cabonne Council (including State Government, Local Government Procurement (LGP) or (CENTROC contracts) is in place, it shall be reviewed in the first instance to ascertain whether the existing contract(s) satisfies the identified requirement.

Should the identified contract satisfy the identified requirement it should be utilised. Where the available contract does satisfy the identified requirement however it is determined that the use of the contract is not in the best interest of Council, then an Exemption from Process application is to be made for approval by the General Manager (see section 11.7)

Any purchases in excess of \$250,000 must be resolved by Council regardless of whether it is acquired through the utilisation of available contracts that legislation allows access to (i.e. LGP and other 'prescribed entities') or as a result of a separate tender process.

Where there is no available contract to review or if the available contract does not satisfy the identified requirement then the appropriate procurement process as determined by value and risk is to be completed as detailed in this Procurement Policy Framework.

This provision seeks to remove duplication of effort and research; and saves Council's resources in not having to go through the Tender / procurement process unnecessarily.

11.4 Quotations

Expenditure by means of a quotation process represents the majority of Council expenditure. Accordingly, Council through the procurement Framework has identified appropriate processes to be completed when completing procurement via a quotation process.

Quotation processes are to be approached considering the detailed Cabonne Council Procurement Guidelines, in accordance with the detailed procedures and requirements dependent upon value of the procurement.

11.5 Tendering

Any tender process undertaken by Cabonne Council must comply with all aspects of the legislative and regulatory considerations applicable; including the Act, the Regulations and the OLG Tendering Guidelines.

Council will seek tenders where required by the Act and at other times as detailed and qualified in the approved Procurement Strategy.

Council requires that all purchases anticipated to be in excess of \$150,000 (inc GST) be sourced by an open tender or by accessing an approved panel contract (e.g. LGP, NSW State Government contracts etc), unless an alternative report to council has been prepared on the benefits of an alternative tendering method, and the Recommendation to utilise an alternative procurement method is approved, most notably a Selective Tender (see section 166-169 of the Regulations).

Council officers must not split tenders in order to fall below the \$150,000 threshold.

Version date 28 August 2018

11.6 Process Requirements by Spend Threshold

Purchases for less than \$250,000 (inc GST) will be authorised by appropriate council officers who have been delegated to give orders in writing for the supply of services, goods and materials in accordance with Clause 211 of the Local Government (General) Regulation 2005. Levels of delegation are set out in the Cabonne Council Delegations Index.

Orders can only be given in accordance with approved budgets, approved votes, relevant statutory requirements and within Council's policies through the appropriate process required as shown below.

Value of Goods and Services (GST Incl)	Process Required
Up to \$500	Seek 1 quote
\$501 to \$5,000	Minimum of 1 quote
\$5,001 to \$20,000	Minimum of 2 written quotes
\$20,001 to \$80,000	Minimum of 3 written quotes
\$80,001 to \$249,999	Formal Request For Quotation (RFQ) – treat similar to Tender
\$250,000 and above	Full Tender process to be followed

The maximum threshold for contracts involving services provided by Council staff is \$150,000

11.7 Exemptions from Process

Where applicable by law, the General Manager may at his/her discretion, provide an exemption from the processes required by the Cabonne Council Procurement Framework.

Any request for exemption from the established processes and requirement of the Framework must be well qualified and detailed to provide the General Manager with all relevant factors to consider when making a determination.

The process and requirements with regards to an exemption from process is fully detailed in the Guidelines.

Note – the General Manager does not have the delegation to approve any exemption to legislative or regulatory requirements as detailed in the Act, the Regulations, the OLG Tendering Guidelines or any other relevant legislation including exemptions or variations with regards to the requirement and process for procurement in excess of \$250,000.

11.8 Contract Management

To ensure that the identified value for money at the time of engagement is realised, Council will implement appropriate Contract Management frameworks to manage all contracts that Council enter into.

Version date 28 August 2018

Details of the Contract Management framework is provided in the Guidelines.

12 Local Supplier Preference

12.1 Local Benefit

Council is committed to supporting the local economy and enhancing the capabilities of local business and industry by including a Local Supplier Preference framework in this Policy.

The objective of this policy provision is to create a framework that ensures Council gives due consideration to the actual and potential benefits to the local economy of sourcing goods and services locally where possible, whilst maintaining a value for money approach at all times.

Locally sourced goods and services will be used where price, performance, quality, suitability and other evaluation criteria are comparable with non-locally sourced goods and services.

To assist local industry and local economic development, Council will:

- a) Use a local preference 'buffer' when assessing prices as defined in this policy framework.
- b) Encourage a 'buy local' culture within the Council where applicable;
- c) Disseminate contract and tender information to local industry, in a manner deemed appropriate;
- d) Ensure that buying practices, procedures and specifications do not disadvantage local suppliers and ensure transparency in quotation, tendering and contract management practices; and
- e) Encourage local businesses to promote their goods and services to Council.

Council must seek quotes from Local Suppliers where possible.

For the purposes of evaluating the pricing component only, in effect a percentage-based pricing concession will be applied to the bid price of identified Local Supplier – the current pricing concession is 5%. Accordingly, the submitted price from identified Local Suppliers will be reduced by 5 %.

Where all submissions are received from identified Local Suppliers, the 5% buffer will not be used in the assessment.

In accordance with Item number 13 from the minutes of the ordinary council meeting of 27 November 2018, Materials acquired under the Drought Communities Grant Program are to be purchased from within the Cabonne Local Government Area where possible.

12.2 ICAC

Version date 28 August 2018

It is noted that the ICAC has previously published its findings into research it undertook into Local Preference practices/policies by Local Government. This policy acknowledges the findings and requires that Council be precise about the local preference rule and includes it in tender documentation. Council will also monitor the cost of the policy, including adverse impact on competitiveness as recommended in the ICAC report. After regular reviews Council may alter its policy to provide a buffer which it has included with a view to supporting local industry.

12.3 Identification of 'Local Suppliers'

Local suppliers are identified for the purposes of the application of the Local Supplier Preference utilising the following qualification:

Local Suppliers are those suppliers that have maintained a registered business address in the Cabonne Council Local Government area for the preceding 12 months prior to the procurement activity for which they are seeking Local Supplier status.

12.4 Application of Local Supplier Preferencing

The price concession buffer will be applied in the evaluation and decision making process for all procurement activity up to \$150,000. The Process with regards to the application and use of the buffer in evaluating offers is detailed in the *Cabonne Council Procurement Guidelines*.

Version date 28 August 2018

arts
canowindra

Gallery: 70A Gaskill Street Canowindra

Email: info@canowindraarts.org.au

Phone: 0408 416 034

Cabonne Council
99-101 Bank Street
Molong, 2866

Request extension of current lease for 70A Gaskill Street

Attention: General Manager

As previously advised our gallery venture at 70A Gaskill Street Canowindra has been a community success and we now formally request the current arrangement is extended through 2020.

We continue to attract visitors who along with our members contribute to the local community both socially and through businesses.

July 2019 saw our first formal adult workshop introducing established artists to "ABSTRACT" art and its fundamentals attracting 6 non-residents and 2 locals, our Friday social painting group continues to grow attracting an average of 6 or 7 artists each week and a several of our plans for increased community activity are approaching fruition. New exhibitions have opened at approximately 2-month intervals keeping interest in the gallery alive.

September 28th will see the Youth Mentoring Group exhibition featuring the students personal choice efforts.



To support the expanding of our community activities, we currently have funding applications in to:

- Run a series of 6 novice workshops for adults across 2020
- Run a series of 4 workshops for the elderly during the 2020 Seniors Festival

arts
canowindra

Gallery: 70A Gaskill Street Canowindra

Email: info@canowindraarts.org.au

Phone: 0408 416 034

- Run and extend our existing youth mentoring program with a 3 year program progressing selected local youths from beginners through to moderate competency.
- In addition to the existing expanded youth program we are adding 2 additional components.
 - a) Create a safe place to support 4 to 6 local “Youths At Risk” using art as an outlet
 - b) Provide mentoring and material support to year 11 & 12 students intending to take tertiary education in the arts. These students get automatic free entry to any workshop.

The adult and seniors’ workshops will produce additional participants in the “Social Painting Days” and further consolidate Canowindra as an Arts Hub. We anticipate that we will expand the various adult focussed workshops to attract visitors from near regional towns initially with the potential to promote our programs to larger centres including Canberra. This part of the plan to develop new participants is vital to ensure longevity of active art scene in Canowindra

While not every activity happens at the gallery it does provide both an excellent exhibition space and real a bricks and mortar location to build our group around. It has been a key component in assisting our success as a group.

If we are successful at gaining the facility until the end of 2020, we will be confident enough to print promotional materials to further enhance our development and growth.

Art along with many other retail sectors is in the doldrums and while we are attracting visitors, we are making only minimal sales. Financially we are covering utility costs such as water, electricity and insurance but cannot yet afford any rental costs, we therefore respectfully request that the council extends the rent-free lease arrangement until at least the end of 2020.

Our undertaking is that we will continue to treat the facility with respect, maintaining it in a presentable state and continue to work on growing art in our town.

Canowindra Arts group has a vision for the Arts in our region beyond just supporting existing artists. By focussing on art development, we are actively contributing to the community’s wellbeing and will continue to grow our art focussed activities to further contribute.

We would appreciate the opportunity to discuss our request with you if you have any questions or comments

With thanks

Arthur Falconer

Chairperson – Canowindra Arts Inc.

Ph: 0408 416 034

TRAFFIC COMMITTEE
CABONNE COUNCIL
 Main Street Cudal NSW 2864
 29/08/2019
MINUTES

Meeting opened: 10.00 am

Present: Mr David Vant (RMS)
 Mr Richard Drooger (RMS)
 Sgt Dave Harvey (NSW Police)
 Sgt Adam Cornish (NSW Police)
 Mr Surendra Sapkota (Cabonne Council)
 Ms Anantha Maddirala (Cabonne Council)
 Ms Deborah Jordan (Cabonne Council)

ITEM 1. Apologies for absence

Received:	Clr Treavors Greg Clr Jamie Jones Mr Geoff Lewis Ms Andrea Hamilton
Recommendation:	<ul style="list-style-type: none"> • Unanimous. • THAT the apologies be accepted.
<ul style="list-style-type: none"> • Accepted 	

ITEM 2. Minutes of Previous Traffic Committee Meeting

Recommendation:	<ul style="list-style-type: none"> • Unanimous. • THAT the minutes of the Traffic Committee held in May be accepted.
<ul style="list-style-type: none"> • Accepted 	

ITEM 3. Matar Stables Bullio Cup Endurance Horse Ride

Report:	<p>Council received a request from Canobolas Endurance Riders Club Inc to hold the Matar Stables Bullio Cup Endurance Horse Ride.</p> <ul style="list-style-type: none"> ○ Starting Time: 1:30am, Saturday 2-11-2019 ○ Ending Time: 3:30pm, Sunday 3-11-2019 <p>Location: Four Mile Creek road, course traverses through Canobolas State Forest and neighbouring farm lands.</p>
Discussion:	<ul style="list-style-type: none"> • Times for road closures to be checked. • Lighting to organised for road crossings. • Speed reduction appropriate. • Volunteer spotters for where the horses are to cross the roads.
Recommendation:	<ul style="list-style-type: none"> • Unanimous. • THAT Council approve the request subject to: <ul style="list-style-type: none"> ○ Implementation of the Risk Management Plan and Traffic Management Plan, in accordance with the "Guide to Traffic and Transport Management for Special Events" (RTA, v3.5 August 2018) for a Class 2 event. ○ NSW Road Rules being observed by participants at all times. ○ Written approval being obtained from NSW Police. ○ Written approval being obtained from all affected Local Government Authorities. ○ The event organiser notifying all emergency services of the event. ○ Provided lighting to be organised for road crossings, appropriate speed reductions, times for road closures and spotters for where the horses are to cross the roads. ○ The event organiser debriefing Council on the event. This includes notifying Council of all incidents or near misses that occur during the event.
<ul style="list-style-type: none"> • Accepted 	

ITEM 4. Canowindra Open Day & Community Street Party

Report:	<p>Council received a request from Canowindra Business & Progress Association.</p> <p>Nature of Event:</p> <ul style="list-style-type: none"> • Community Organisations holding information open days to display to & inform residents of their activities and facilities. • Street Party held in Gaskill street. • Closure of Gaskill Street from 4:00pm 9:00pm. <p>Date of Event: Saturday 21 March 2020.</p> <ul style="list-style-type: none"> ○ Starting Time: 9:00am; Ending Time: 9:00pm. <p>Location:</p> <ul style="list-style-type: none"> • Canowindra village and surrounds. • Gaskill street between Finn's Lane and Blatchford street.
Discussion:	<ul style="list-style-type: none"> • Need to see TCP before event can be approved.
Recommendation:	<ul style="list-style-type: none"> ○ Can be looked at the next LTC meeting in November when all support documentation will be available.
<ul style="list-style-type: none"> • Not Accepted 	

ITEM 5. Australian National Field Days

Report:	<p>Council received TMP from Australian National Field Days.</p> <p>Date of Event: Thurs 24/10/19 to Sat 26/10/2019.</p> <ul style="list-style-type: none"> ○ Starting Time: 6:30am (Daily) ○ Ending Time: 5:00pm (Daily) <p>Location: ANFD site Borenore</p>
Discussion:	<ul style="list-style-type: none"> ● AM advised that the actual event start on Thursday 24/10/19 with Wednesday 23/10/19 a set-up day. ● Hinged speed zone signs have been requested. ● The Escort Way is a State road and as such a Road Occupancy License (ROL) needs to be applied for via OpLink by ANFD. TCP author Chris Blackhall can make this application on behalf of ANFD.
Recommendation:	<ul style="list-style-type: none"> ● Unanimous. ● THAT Council approve the request subject to: <ul style="list-style-type: none"> ○ Implementation of the Risk Management Plan and Traffic Management Plan, in accordance with the "Guide to Traffic and Transport Management for Special Events" (RTA, v3.5 August 2018) for a Class 2 event. ○ NSW Road Rules being observed by participants at all times. ○ Providing Hinged speed zone signs. ○ Providing Road Occupancy License (ROL) for State Road. The Escort Way is a State road and as such a Road Occupancy License (ROL) needs to be applied for via OpLink by ANFD. TCP author Chris Blackhall can make this application on behalf of ANFD. ○ Written approval being obtained from NSW Police. ○ Written approval being obtained from all affected Local Government Authorities. ○ The event organiser notifying all emergency services of the event. ○ The event organiser debriefing Council on the event. This includes notifying Council of all incidents or near misses that occur during the event.
<ul style="list-style-type: none"> ● <u>Accepted</u> 	

ITEM 6. Zoo 2 Zoo Bike Ride

Report:	<p>Council received a request to allow the use of numerous local roads for 2019 Sydney to Dubbo Zoo2Zoo bike ride.</p> <ul style="list-style-type: none"> ○ Date of Event: Thu 17/10/19 to Sun 20/10/2019: 4 days.
Discussion:	<ul style="list-style-type: none"> ● Organiser didn't send TCP applicable for the event. ● Cabonne Council has not been mentioned as interested party in the Certificate of Currency.
Recommendation:	That the event be accepted and approved subject to the conditions.
<ul style="list-style-type: none"> ● <u>Not accepted</u> 	

ITEM 7. The Drought Ride(A Charity cycle Event)

Report:	<p>Council has received a request to allow use the roads between Eugowra & Molong for a charity bike ride.</p> <ul style="list-style-type: none"> ○ Date of Event: Fri 08/11/19 to Sat 09/11/2019: 2 days.
Discussion:	<ul style="list-style-type: none"> ● On state roads e.g. The Escort Way an application must be made for a Road Occupancy License via Oplink by Turbo Studio. ● Local roads are all acceptable ● Regional roads need a section 144 approval from RMS. RD will check and send the letter if necessary.
Recommendation:	<ul style="list-style-type: none"> ● Unanimous. ● THAT Council approve the request subject to: <ul style="list-style-type: none"> ○ Implementation of the Risk Management Plan and Traffic Management Plan, in accordance with the "Guide to Traffic and Transport Management for Special Events" (RTA, v3.5 August 2018) for a Class 2 event. ○ NSW Road Rules being observed by participants at all times. ○ Providing Road Occupancy License (ROL) for State Road. The Escort Way is a State road and as such a Road Occupancy License (ROL) needs to be applied for via OpLink by Turbo Studio. ○ Written approval being obtained from NSW Police. ○ Written approval being obtained from all affected Local Government Authorities. ○ The event organiser notifying all emergency services of the event. ○ The event organiser debriefing Council on the event. This includes notifying Council of all incidents or near misses that occur during the event.
<ul style="list-style-type: none"> ● Accepted 	

ITEM 8. Orange Running Festival 2020

Report:	<p>Council has received a request from Orange Runners Club to hold the Orange Running Festival 2020 on some local roads.</p> <ul style="list-style-type: none"> ○ Date of Event: Sun 08/03/2020 ○ Starting Time: 06:30AM ○ Ending Time: 1:00PM ○ Road Closure: 06:00 AM to 1:00PM <p>Location: Spring Terrace & Spring Hill Areas.</p>
Discussion:	<p>Only a very small part of the route falls within the Cabonne shire and as it is a total road closure, there are no issues.</p>
Recommendation:	<ul style="list-style-type: none"> ● Unanimous. ● THAT Council approve the request subject to: <ul style="list-style-type: none"> ○ Implementation of the Risk Management Plan and Traffic Management Plan, in accordance with the "Guide to Traffic and Transport Management for Special Events" (RTA, v3.5 August 2018) for a Class 2 event. ○ NSW Road Rules being observed by participants at all times. ○ Written approval being obtained from NSW Police. ○ Written approval being obtained from all affected Local Government Authorities. ○ The event organiser notifying all emergency services of the event. ○ The event organiser notifying of the event details to the concerned/ affected residents. ○ The event organiser debriefing Council on the event. This includes notifying Council of all incidents or near misses that occur during the event.
<ul style="list-style-type: none"> ● <u>Accepted</u> 	

ITEM 9. Molong CBD Traffic

Report:	<ul style="list-style-type: none"> ● Council has received a request from growMOLONG stating double white continuous line markings in Bank street causing confusion and discontent with local businesses, residents and visitors. ● Requested to reduce the speed limit in Bank street Molong to 40 kph & install "High Pedestrian Activity" sign.
Recommendation:	<p>THAT Council to install 40 Km High Pedestrian Activity sign in Bank street Molong.</p>
Discussion:	<ul style="list-style-type: none"> ● Regarding double white continuous lines – RMS does not recommend changing them. ● If Council is interested in installing the 40km High Pedestrian Activity signs, conduct community consultation and then write to the RMS for speed zone review.
Recommendation:	<ol style="list-style-type: none"> 1. THAT in relation to double white continuous line markings, LTC contented with the <i>status quo</i>. 2. THAT if the Council wish to Install 40km High Pedestrian Activity sign in Bank street Molong, community consultation is recommended prior to writing to the RMS for speed review.

ITEM 10. Extension of School Bus Route

Report:	Cumnock Bus Company is requesting an extension to their existing school bus route by an additional 4km section along Gumble Road each way to pick up 3 children. Cumnock Bus Company wish to use driveway entry as the preferred drop off & pick up point for children.
Recommendation:	That a Council supply a letter of support for the extension to the school Bus route from Baldry road to 4Km section along Gumble road subject to: <ul style="list-style-type: none"> ○ Written approval or License received from Transport Authority of NSW to operate the school bus services in regional NSW. ○ NSW Road Rules being observed by operators at all times. ○ All National and State safety guidelines to conduct the school bus services in regional NSW are followed.

ITEM 11. RMS speed zone review

Report:	Council has received a letter from Dane Hendry RMS notifying a speed zone review for Cadia Road (LR247).
Discussion:	<ul style="list-style-type: none"> ● The matter is being addressed by Wayde Hazelton and he can be contacted regarding any input to be made by Council.
Recommendation:	The receipt is acknowledged.

ITEM 12. Placement of T intersection signs on Lower Lewis Ponds Road

Report:	Council approved the recommendation of LTC to complete a sign audit of Lower Lewis Ponds Road to assess the standard. An inspection has shown that White Hill Lane has been upgraded to a rural subdivision. The Intersection between the two roads does not have appropriate T intersection warning signs.
Recommendation:	That Council approve the installation of T intersection warning signs on either side of Lower Lewis Ponds Road to provide warning of upcoming intersection.

GENERAL BUSINESS

RD requested that the LTC meeting agendas and attachments be presented as one document if possible. AM will investigate.

Next Meeting..... Thursday 21st November 2019

There being no further business the meeting closed at 11.50 AM.

YOUR SCHOOL FUN RUN?

\$200,000 GIVEAWAY BONANZA

To increase registrations online, we're giving away \$200,000 of free sponsorship donations.

On each student sponsorship form there will be a unique code, once entered online they will be notified if they're an instant winner.

This will significantly increase the number of your families using online fundraising which will increase the funds raised for your school.

SCHOOL COLOUR EXPLOSION™

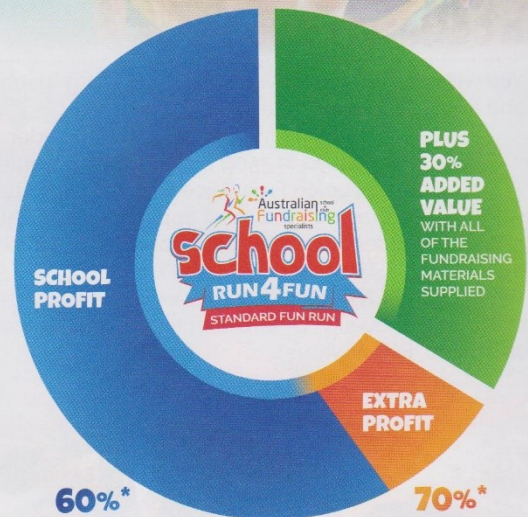
- We supply the most inclusions and student accessories.
- We've massively increased the amount of powder we supply for your students to over \$2.
- **No 10% admin fee** - only one invoice.



VALUE OF MATERIALS AND ACCESSORIES YOU RECEIVE

We supply a comprehensive range of materials for your event.

No of students	GRAND \$ Value Powder	SUPER GRAND			\$ VALUE TOTAL
		\$ Value Powder	\$ Value Sunglasses	\$ Value Wristbands	
50	\$105	\$105	\$120	\$25	\$250
100	\$210	\$210	\$240	\$50	\$500
200	\$420	\$420	\$480	\$100	\$1,000
300	\$630	\$630	\$720	\$150	\$1,500
400	\$840	\$840	\$960	\$200	\$2,000
500	\$1,050	\$1,050	\$1,200	\$250	\$2,500
600	\$1,260	\$1,260	\$1,440	\$300	\$3,000
800	\$1,680	\$1,680	\$1,920	\$400	\$4,000
1000	\$2,100	\$2,100	\$2,400	\$500	\$5,000



SCHOOL RUN4FUN STANDARD FUN RUNS

- Up to 70%* clear cash profit compared to only 60%* with other school fun run suppliers**.
- New Ultimate Student Fun Run Pack including UV400 sunglasses, headband and sweatband - exclusive to Australian Fundraising.

70% PROFIT*



Customer Service Award

EXCEPTIONAL CUSTOMER SERVICE

We pride ourselves on providing exceptional customer service. We were crowned Australia's Best Customer Service Award Winner in 2018.

TESTIMONIAL

"Customer service was phenomenal and so helpful making my life easier. Materials and then prizes were delivered in a timely manner. Overall a great experience."

2st August 2019

Mayor Kevin Beatty,

I am writing on behalf of the students at St Joseph's Primary School Eugowra in regards to the Colour Fun Run & Family Fun Day event that we are holding on the 27th of October 2019. The Colour Fun Run Day is an event that our P&F are organising so that we can raise funds to rebuild our basketball court at school.

The court we have now is very dangerous for us to play on. The surface is very loose and slippery. The students would like to ask the council if they would be willing to help with the funding of the colour powder for the run. We met with councillors on Tuesday and the Finance councillor said "yes" to money for Eugowra.

Thankyou
Lucy Philipzen & Gaby Wren
St Joseph's Primary School Eugowra

1st August 2019

3 Broad St Eugowra 2806

jenwebb27@y7mail.com

Mayor Kevin Beatty,

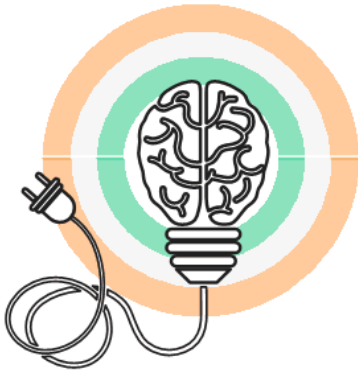
I am writing on behalf of the St Joseph's Primary School Eugowra P&F in regards to the Colour Fun Run & Family Fun Day event that we are holding on the 27th of October 2019. The Colour Fun Run Day is an event that we are organising so that we can help raise funds to construct new basketball/netball courts at the school as the current one is in need of an upgrade. The P&F committee would like to ask the council if they would be willing to help with the funding of the colour powder for the run, at the moment we do not know the quantity that would be needed but this would be known closer to the date.

Thank you

Jenny Bray

P&F President

St Joseph's Primary School Eugowra



MENTAL HEALTH MONTH 2019 COMMUNITY EVENT SEEKS YOUR SUPPORT!

We might be a small community here in Canowindra (NSW Central West) but mental health doesn't discriminate and with the hardships of the drought and isolation for some people ... it just increases the impact.

We know laughter is the best medicine and a good night out can cure a million aches so after being approached to come up with an event to raise awareness of the mental health facilities we have in our own community and region we came up with a simple but FUN raising night out to raise awareness not funds.

On **Saturday 26th October from 6pm** at the Community Hall thanks to Canowindra Services Club, we will be hosting a night out which will encompass laughter, dinner and local characters to provide a bit of creativity and familiarity.

It's 'Trivia with a twist'. A trivia night with a house band with a bit of dimension in the questions (keeping that under the hat!) and a bit of luck to make it fun for everyone but also **incorporating who, what, where for help and information on the mental health facilities in our area.**

This is a community event not a charity event, we are not fund raising but creating awareness for multiple mental health support facilities. It is NOT for profit and all monies donated (if not a prize) will be used to purchase major prizes. You can nominate how donated money is to be used.

Thanks to CKC Accounting in Canowindra (now Thrive Advice) and Frontier Touring Australia we have a couple of great prizes lined up and need some extra pieces to the prizes!

- **Major sponsors / prize donations will given a 'sponsors' question each round. Your question! This may relate to your business OR something you choose in relation to mental health.**
- **Bring in your banners, posters for the night and you will supported in all social media and press related articles. Send in all information about your business with logos / artwork.**

Tickets have gone on sale and we are having a great response already. Being a new event in town we are expecting over 100 people booked in and with a room capable of seating almost 250 people ... lets expect the best!

The press and publicity will go beyond the people attending the event and hoping you can be part of that, too. This event has been supported by 'Mental Health Month' (Link to the official 'Mental Health Month' calendar online) with support from our amazing local mental health community workers and information provided from organisations such as Beyond Blue and Lifeline. For any details, information and anything else in between please call / email me.

Thank you for your time it has been appreciated.

**CONTACT | ELEENA MARKCROW (MISS BLOOMFIELDS)
PHONE 0423-749886 | TRIVIANOWINDRA@GMAIL.COM**



SUPPORTING MENTAL HEALTH MONTH
IT'S A TWISTED TRIVIA NIGHT!
WITH HOUSE BAND & GUESTS



SAT 26TH OCT

TICKETS INCLUDE DINNER, YOUR CHANCE TO
WIN GREAT PRIZES & A FUN NIGHT OUT!



DOORS OPEN 6PM | TICKETS \$35 EACH

TABLES OF UP TO 8 PEOPLE

CANOWINDRA SERVICES CLUB | 93 GASKILL ST

TICKETS AVAILABLE FROM CLUB, CKC ACCOUNTANTS 59 GASKILL ST

OR EMAIL | TRIVIANOWINDRA@GMAIL.COM

{constant}
Delivery Agility Quality



Raising community awareness

SEARCH EVENT  'TRIVIA NIGHT FOR MENTAL HEALTH MONTH'

From: Eleena Markcrow <eleenamarkcrow@gmail.com>

Sent: Tuesday, 10 September 2019 9:50 PM

Subject: Re: Poster / event information form (re sponsors)

Hi Sarah, thank you for getting back to me. Much appreciated.

I have been very grateful to have such great support so far from everyone for such an important issue and awareness event!

The main reason I approached Cabonne Council was because this is a community event in the council area & have been lucky to get support from such organisations including Di Gill from our Rural Adversity Mental Health Program Coordinator. She will be dropping in on the night for a chat to talk about Mental Health in our region.

We have been added to the Mental Health Month calendar for regional events in NSW which is great as well. Beyond Blue and Life line have provided merchandise, posters and flyers for the event as well.

The Rural Resilience team have been a wonderful support and will be providing great packs for everyone who is attending and funding the printing of advertising posters / banners and questions & answer sheets which is wonderful.

Australia's largest Music Touring Promoters 'Frontier Touring' have added a major prize of two tickets to the Paul Kelly show at Sydney Domain in Dec, too. Plus so far ... some great prizes donated from all sorts of local businesses from Canowindra and Orange. It is NOT for profit - tickets include dinner and a very small amount to incidentals (such as table cloth cleaning from venue) & prizes.

The main funding I am looking for is for the following:

- \$500 (no gst) for event entertainment (house band)
- \$200 (+gst) - catering (no alcohol) for all support crew including 5x musicians, 2x dancers, sound engineer, MC, 3 support team
- Advertising costs - \$78 +gst Canowindra Phoenix
- Social Media charges - \$65 (paid inc gst) + \$120 (inc gst)
- Accommodation in Sydney for main prize (unless able to secure donation from source) \$550 +gst
- Prizes - to any value!

Looking to do something annually for Mental Health Month so baby steps! As I say it's FUN raising not FUNdraising and if this event can help just ONE person than that is worthwhile every second put into this event.

Thank you for your time.

Am available to chat on 0423 749886

Eleena

2019/20

Community Assistance Program



Applications Close:
30 August 2020 at 5pm

COMMUNITY ASSISTANCE PROGRAM GUIDELINES 2019/20

PURPOSE OF THE PROGRAM

The Community Assistance Program supports projects that maintain the strength and vibrancy of Cabonne's towns and villages.

This is a competitive program that provides support for organisations focused on delivering positive benefits to Cabonne residents and contributing to the delivery of Council's strategic priorities.

The objectives of the Community Assistance Program are:

- To support community groups with projects that are of ongoing or sustainable benefit to the Cabonne communities.
- To improve the liveability of Cabonne shire.

Each project will be judged on its merits and the relative benefit it will return to the community.

SUBMITTING YOUR APPLICATION

This is a highly competitive process with limited funds.

A good application accurately and succinctly answers relevant questions, demonstrates skill and commitment to managing a successful project, acknowledges Council's support, has a detailed budget and reflects efforts to raise matching (or better) support either through funds or in-kind, partner with other organisations and link with other events.

Council's goal is to reach a fair decision about your request for support. Please review the Guidelines, along with any related documents in detail before you complete the Application Form.

All relevant documents, including the Application Form, are available on Council's website.

WHO CAN APPLY

In order to be eligible for the Community Assistance Program, you must:

- Be a not for profit organisation
- Reside in Cabonne Shire Local Government Area

Organisations demonstrating strong partnerships with other organisations and/or acquiring additional support from other sources may be more competitive.

WHO CANNOT APPLY

- Individuals.
- Projects that are for private commercial ventures will not be considered.
- Government departments, agencies and organisations.
- Organisations that have previously received support from Council and have failed to meet all the requirements of their approval, including acquittal reporting.
- Community groups and organisations that are excluded from receiving funding in line with Council's *Donations Policy* or where funding is available under another specific Council program. This policy can be obtained by visiting www.cabonne.nsw.gov.au or by contacting Council.

CONDITIONS OF FUNDING

- Applicants must contribute at least 50% of the total project cost. The value of voluntary labour is allowed as part of the applicant's contribution.
- Requests for retrospective funding, administration costs and salaries will not be considered.
- Successful applicants must complete the approved project within 6 months of receiving CAP funding.
- Successful applicants must acknowledge Council's contribution to the project in any media, written material or signage.
- Any variations to a funded project will require submission of a Project Variation Form and which will then require approval of the Council. This form can be obtained by contacting Council.
- Applicants must participate in appropriate publicity associated with the assistance.
- Successful applicants are required to submit a Project Acquittal Form to Council within 3 months of project completion.
- Applications that are not submitted by the due date will not be considered.

CONFIDENTIALITY

Information supplied by the applicant will be used for processing and assessing the application and will be treated as confidential to the extent permitted by the Local Government Act and Government Information (Public Access) Act.

HOW TO APPLY

The Community Assistance Program guidelines and application form are located on Council's website www.cabonne.nsw.gov.au

After reviewing these documents, applicants are encouraged to discuss the eligibility of their application with Council's Grants Officer prior to submitting their application.

All applications must be submitted on the correct application form and received by Council by the nominated due date, **Friday 30th August 2019**.

Applications may be submitted online, mailed, emailed or hand delivered to:

Mail: Cabonne Council, PO Box 17, Molong NSW 2866

Email: council@cabonne.nsw.gov.au

Hand delivered to: Cabonne Council's Molong Office on Bank Street or Cudal Office on Main Street.

The application must be signed and all support material attached.

An incomplete application will not be accepted.

Cabonne Council will acknowledge the receipt of your application form within 10 working days.

FURTHER INFORMATION

Further information can be obtained by contacting Council's Grants Coordinator.

Phone: 6392 3267

Email: council@cabonne.nsw.gov.au

COMMUNITY ASSISTANCE PROGRAM APPLICATION FORM

BEFORE COMPLETING THIS APPLICATION, YOU MUST READ THE COMMUNITY ASSISTANCE PROGRAM GUIDELINES. APPLICATIONS THAT DON'T COMPLY WITH THE CONDITIONS STATED IN THE GUIDELINES OR APPLICATIONS THAT ARE INCOMPLETE WILL NOT BE CONSIDERED.

SECTION 1: STATEMENT OF UNDERSTANDING

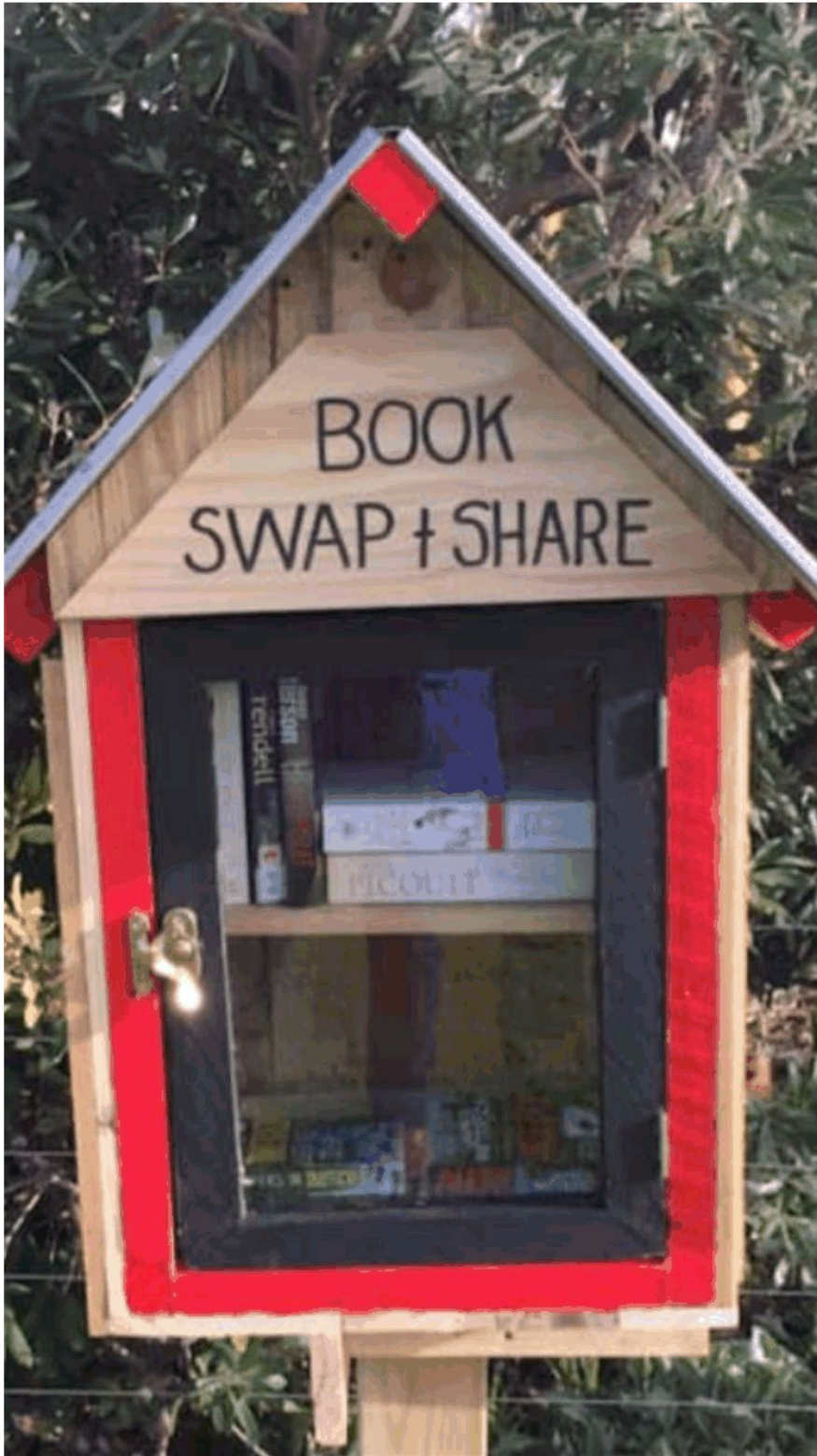
X

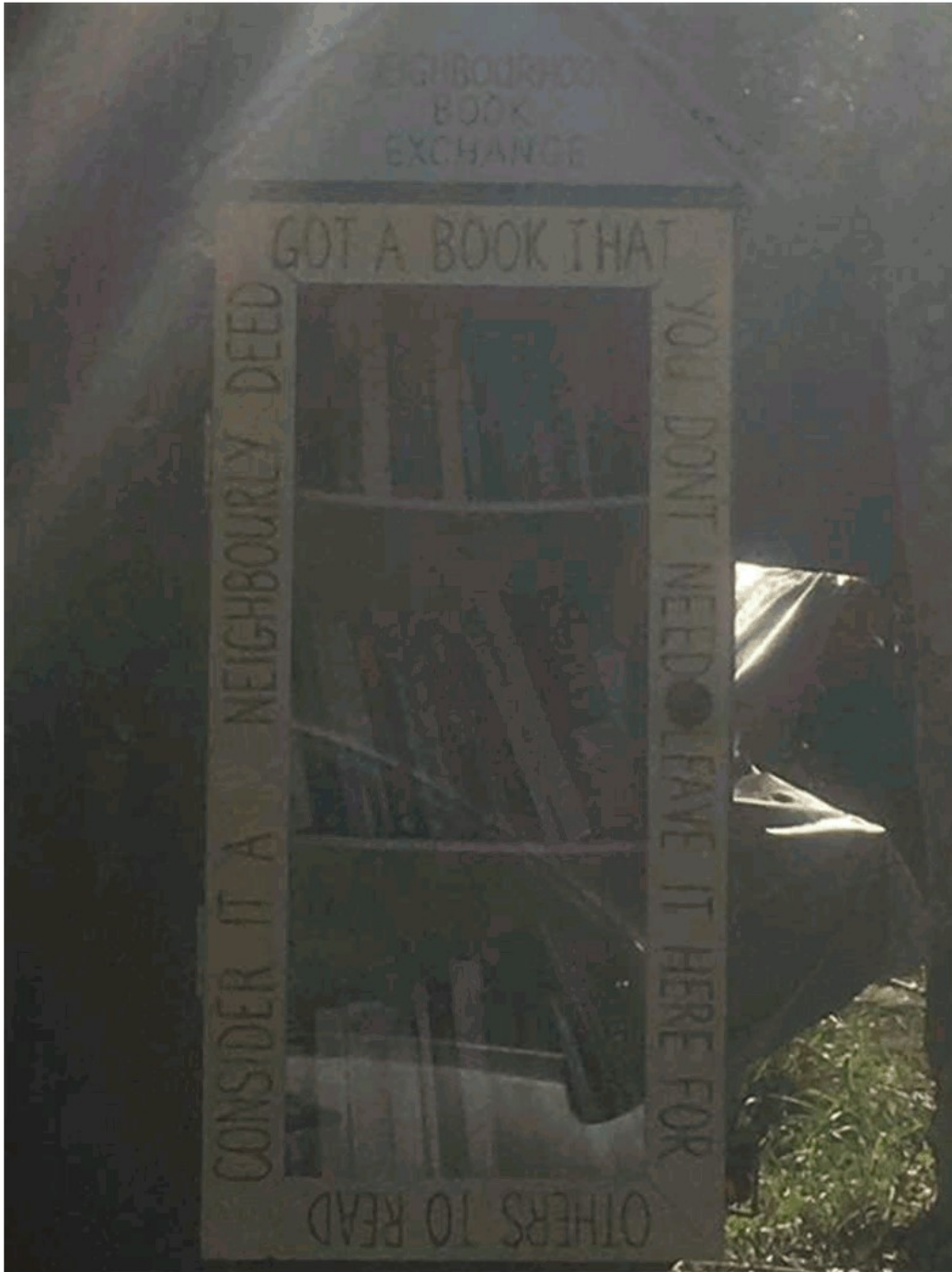
SECTION 2: APPLICANT DETAILS

Name of Organisation:	Cumnock & District Progress Association Inc.		
Postal Address:	P O Box 22 CUMNOCK NSW 2867		
Contact Person:	Rhonda J Watt		
Position Held:	Secretary		
Phone:	0429661638	Email:weaniewatt4@bigpond.com	
Incorporation No:	Y2832124	GST registered:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
ABN No:	57411378523		
Brief description of your organisation:			
Cumnock Progress is a community group who help facilitate issues to Cabonne Council and liaise and help community groups in applying for grant funding and to help make improvements to the village			

SECTION 3: ELIGIBILITY CRITERIA

- YES NO Are you a not for profit organisation?
- YES NO Do you reside in the Cabonne LGA?





SECTION 4: PROJECT DETAILS

Project Title: Community Loaning Library House

Project Location: 48 Obley Street CUMNOCK NSW 2867

Project Description (50 words or less)

Cumnock Progress Association hosts the local loaning library in the cross roads building. Progress would like to build a community loaning house to place outside the building as a swap and share idea.

Project Outcomes (200 words or less)

What are the objectives of the project, who will benefit from the project, how will you measure and evaluate if the objectives have been met?

The loaning library is a volunteer and generous part of Progress. We have free loaning facilities and are always donated fabulous books to share.

People from all ages can benefit and the loaning library house. It will be re-stocked regularly allowing a good turn over for community and tourist. We envisage people will loan a book and leave a book. A book swap and share system. Regular evaluations will take place as we look at turn over and objectives are simple- Its free.

What organisations (if any) are partners in the project?

Please detail their input.

Cumnock and District Progress Association

SECTION 5: APPROVALS

Is a Council Development or Building Approval required for this proposed development?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
If Yes, has a Development or Building Application been approved	<input type="checkbox"/> YES <input type="checkbox"/> NO
If no, what is the current status of the application?	
What is the likely commencement date of the project if funding is approved?	ASAP
When will the project be completed?	ASAP

SECTION 6: BUDGET

APPLICANTS MUST CONTRIBUTE AT LEAST 50% OF THE TOTAL PROJECT COST.

The value of voluntary labour is allowed as part of the applicant's contribution.

EXPENDITURE (List all related cost by line item e.g. purchase of materials, cost of trades people)	
Cumnock Mens shed & Cumnock Progress Assoc- Timber frame- Water proof walls and ceiling- corrugate outer shell. Corrugate roof- Toughen Glass door, hinges, shelving and signage.	\$1200.00
	\$
	\$
	\$
	\$
Total Expenditure	\$1200.00
INCOME (applicants contribution, funding from other sources, in-kind labour)	
<i>Voluntary Labour, if applicable, is calculated at \$40 per hour.</i>	
Cumnock Progress will do the placement of the Loaning library house- Dig hole and cement into place. 2 x ppl x 2 hours @ 40	160.00
Cumnock Progress Association	440.00
CAP Funding Request	\$600.00
Total Income	\$1200.00
<i>(Total income must equal total expenditure)</i>	

SECTION 7: ONGOING COSTS

Please indicate the cost and responsibility for on-going maintenance for the next five (5) years.

Year	Cost	Responsible Organisation
2022	\$200.00 to water proof and any painting	Cumnock Progress Assoc

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SECTION 8: LAND OWNERSHIP

Please tick the appropriate box.

- Council owned land.
- Crown Land – Trustee:
- Other – Details:

SECTION 9: SUPPORT DOCUMENTATION

Please tick the appropriate box.

- Quotations or estimates for proposed works. **REQUIRED**
- Evidence of funds available (bank statements, loan details, etc) **REQUIRED**
- Evidence of community support (e.g. letters of support from other groups or organisations)
- Photographs (5 maximum)
- Other – Details:

SECTION 10: DECLARATION

The declaration below must be agreed to by a person who has delegated authority to sign on behalf of the organisation e.g. President, Chairman, member of the Board of Management or authorised staff member.

I declare the information provided in this application and attachments is, to the best of my knowledge, true and correct. I understand any omission or false statement may result in the rejection of the application or withholding of any funds already approved.

I understand Cabonne Council may check any of our statements for the purpose of assessing this application, and I agree to provide any additional information requested.

Should this application be successful, I confirm the project will not commence until after the funding agreement has been approved and an agreement with Cabonne Council has been signed.

I understand this is an application only and may not necessarily result in funding approval.

Name:	RHONDA J WATT	Signature:	
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Executive Position in Organisation:		Cumnock & District Progress Association Hon Secretary
Date:	13.8.2019	

COPY

2019/20

Community Assistance Program



Applications Close:
30 August 2020 at 5pm

COMMUNITY ASSISTANCE PROGRAM APPLICATION FORM

BEFORE COMPLETING THIS APPLICATION, YOU MUST READ THE COMMUNITY ASSISTANCE PROGRAM GUIDELINES. APPLICATIONS THAT DON'T COMPLY WITH THE CONDITIONS STATED IN THE GUIDELINES OR APPLICATIONS THAT ARE INCOMPLETE WILL NOT BE CONSIDERED.

SECTION 1: STATEMENT OF UNDERSTANDING

I have read and understood the Community Assistance Program Guidelines

SECTION 2: APPLICANT DETAILS

Name of Organisation:	All Saint's Anglican Church Canowindra		
Postal Address:	PO Box 197 Canowindra NSW 2804		
Contact Person:	Rev J. Hmanis		
Position Held:	✓ ✓		
Phone:	042990264	Email:	
Incorporation No:		GST registered:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
ABN No:	137 838 20803		
Brief description of your organisation:			
All Saint's Canowindra is part of the Anglican Diocese of Bathurst			

SECTION 3: ELIGIBILITY CRITERIA

YES NO Are you a not for profit organisation?

YES NO Do you reside in the Cabonne LGA?

SECTION 4: PROJECT DETAILS

Project Title: Replacing water service delivery line to All Saint's buildings

Project Location: All Saint's Anglican Church Canowindra

Project Description (50 words or less)

The original service lines for water to the buildings was in galvanised pipe. Over the past years this service line has burst due to the age and condition of the pipe at least on 4 occasions. It is time for this water delivery infrastructure to be replaced.

Project Outcomes (200 words or less)

What are the objectives of the project, who will benefit from the project, how will you measure and evaluate if the objectives have been met?

The replacement of the service lines will give certainty of supply and improve water quality currently coming from the rusting service lines.

What organisations (if any) are partners in this project?

All Saint's church will carry out this work. No partners will be involved.

SECTION 5: APPROVALS

Is a Council Development or Building Approval required for this proposed development?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
If Yes, has a Development or Building Application been approved	<input type="checkbox"/> YES <input type="checkbox"/> NO
If no, what is the current status of the application?	
What is the likely commencement date of the project if funding is approved?	Early September 2019
When will the project be completed?	Mid September 2019

Section 6: Budget

APPLICANTS MUST CONTRIBUTE AT LEAST 50% OF THE TOTAL PROJECT COST.

The value of voluntary labour is allowed as part of the applicant's contribution.

EXPENDITURE (List all related cost by line item e.g. purchase of materials, cost of trades people)	
Quote Steve Thompson Plumbing Canowindra	\$2750
	\$
Restoration of site	\$ 720
	\$
	\$
	\$
Total Expenditure	\$3470
INCOME (applicants contribution, funding from other sources, in-kind labour)	
<i>Voluntary Labour, if applicable, is calculated at \$40 per hour.</i>	
Restoration of Site Estimate	
3 persons 6 hours ...18 Hours Voluntary	720
Contribution by church	1000
CAP Funding Request	\$1750
Total Income	\$3110
<i>(Total income must equal total expenditure)</i>	

SECTION 7: ONGOING COSTS

Please indicate the cost and responsibility for on-going maintenance for the next five (5) years.

Year	Cost	Responsible Organisation
No costs are anticipated		All Saint's Anglican Church Maintenance Committee

SECTION 8: LAND OWNERSHIP

Please tick the appropriate box.

- Council owned land.
- Crown Land – Trustee:
- Other – Details: Owned by the Anglican Church

SECTION 9: SUPPORT DOCUMENTATION

Please tick the appropriate box.

- Quotations or estimates for proposed works. **REQUIRED**
- Evidence of funds available (bank statements, loan details, etc)
- Evidence of community support (e.g. letters of support from other groups or organisations)
- Photographs (5 maximum)
- Other – Details:

SECTION 10: DECLARATION

The declaration below must be agreed to by a person who has delegated authority to sign on behalf of the organisation e.g. President, Chairman, member of the Board of Management or authorised staff member.

I declare the information provided in this application and attachments is, to the best of my knowledge, true and correct. I understand any omission or false statement may result in the rejection of the application or withholding of any funds already approved.

I understand Cabonne Council may check any of our statements for the purpose of assessing this application, and I agree to provide any additional information requested.

Should this application be successful, I confirm the project will not commence until after the funding agreement has been approved and an agreement with Cabonne Council has been signed.

I understand this is an application only and may not necessarily result in funding approval.

Name:	R. J. Harris	Signature:	
Executive Position in Organisation:			
Date:	23/8/19		

Original

82

QUOTATION

STEVE THOMPSON
LANDSCAPER
130 ... ST
... 20 04

DATE 9-8-19

FROM _____
TO All Saints Church.

WE HAVE PLEASURE IN SUBMITTING THE FOLLOWING QUOTATION FOR YOUR CONSIDERATION:

	<ul style="list-style-type: none"> Quote to replace water supply line from water meter to connection points at Church, hall & new toilet block. Instal 3 garden taps. 		
	<p>Quote includes Materials, Labour & excavation hire. GST inclusive</p>		\$ 7750.00

THIS QUOTATION IS VALID UNTIL:

9-9-19



SIGNATURE

Community Assistance Program Guidelines and Application Form

Submission date: 30 August 2019, 11:52AM

Receipt number: 3

Related form version: 6

Question	Response
Community Assistance Program 2019/20 GUIDELINES	
Community Assistance Program 2019/20 - Application Form	
SECTION 1: STATEMENT OF UNDERSTANDING	
	I have read and understood the Community Assistance Program Guidelines
SECTION 2: APPLICANT DETAILS	
Name of Organisation:	Canowindra Public School Parents and Citizens Association
Postal Address:	Tilga Street, Canowindra NSW 2804
Contact Person:	Tamara Pearce
Position Held:	Treasurer
Phone:	0447640255
Email Address:	talanga1@bigpond.com
Incorporation Number:	NSW Government Gazette No. 80
Organisation ABN:	79696075089
Is your organisation GST registered?	NO
SECTION 3: ELIGIBILITY CRITERIA	
Are you a not for profit organisation?	YES
Do you reside in the Cabonne LGA?	YES
SECTION 4: PROJECT DETAILS	
Project Title:	Getting Kids Active - Re-surfacing of basketball / netball court on Level 2
Project Location:	Canowindra Public School, Canowindra
Project Description (50 words or less):	The P&C Committee are raising funds to re-surface and mark lines on the current basketball / netball court area on Level 2 at Canowindra Public School. The court surface over time has deteriorated and the grant would go towards laying an acrylic surface coating over the existing court. This surface is hard wearing, long last, non-slip, colourful, fun and engaging.

<p>Project Outcomes (200 words or less) What are the objectives of the project, who will benefit from the project, how will you measure and evaluation if the objectives have been met?</p>	<p>The main objective is to provide a safe, fun and interactive space for the students at Canowindra Public School to engage in all types of activities (primarily ball games) on the Level 2 area of the School. The P&C are committed to provide a modern, up-date court surface that is non-slip, long lasting and aesthetically pleasing. This area is a high traffic zone at the school, especially before school, recess and lunchtime. Cracks are appearing in the concrete, the surface has become uneven creating tripping hazards and all the original lines are now faded. The proposed acrylic surface is specifically designed for a multi-purpose court, such as basketball and netball and with a variety of colour options available, this area will be bright, fun and engaging. It is expected less tripping hazards and injuries will be a result of the new surface Once this area is refurbished all the students at the School will benefit. It will offer a great space for ball games and activities undertaken in class such as PDH (Personnel Development and Health). The benefits of children participating in any sporting activity is enormous, such as building self- esteem, increase coordination, motivates children to excel academically and builds social skills. The school participates each year at the Schools Cup Netball Gala Day in Cowra where this year two teams were involved and also in the PPSA where a team travel to West Wyalong to play. Many of the students play netball each Saturday at the local Cowra competition. These students will now be able to practice on a new court without worrying about tripping or injuring themselves. The school facilities are also made available to the public on a regular basis. Once the courts are upgraded this area can be used by the wider Canowindra Community. This new surface will provide a safe, level playing area that will promote all types of sporting activities at the school and also enhance the school grounds and facilities.</p>
<p>What organisations (if any) are partners in the project? Please detail their input.</p>	<p>There are no additional partners involved in this project.</p>
<p>SECTION 5: APPROVALS</p>	
<p>Is a Council Development or Building Approval required for the proposed development?</p>	<p>NO</p>

If yes, has a Development of Building Application been approved?	
If no, what is the current state of the application?	
What is the likely commencement date of the project if funding is approved?	December 2019 / January 2020 school holidays
When will the project be completed?	1 February 2020
SECTION 6: BUDGET	
Expense 1	Supply and install new multipurpose surface treatment (779/m ² Total Area Covered) on current basketball / netball area on Level 2. This will include surface grinding, crack filling, control/ expansion joint filling, perimeter preparation, base coat, colour coats, lines and finishing.
Expense 2	
Expense 3	
Expense 4	
Expense 5	
Expense 6	
TOTAL EXPENDITURE	\$25,707
Income 1	Canowindra Public School P&C Association \$12,853.50
Income 2	
Income 3	
Income 4	
Income 5	
CAP Funding Request	\$12,853.50
TOTAL INCOME	\$25,707
Total income MUST equal total expenditure	Yes
SECTION 7: ONGOING COSTS	
Year 1 costs:	
Organisation responsible for Year 1 costs:	This surface is designed to handle blower will be used to remove leaves on a regular basis and a light water blast of the surface is required every 24 months. This maintenance will be undertaken by the P&C Committee and the School Gardener.
Organisation responsible for Year 5 costs:	As above
Year 2 costs:	
Organisation responsible for Year 2 costs:	As above
Year 3 costs:	

Organisation responsible for Year 3 costs:	As Above
Year 4 costs:	
Organisation responsible for Year 4 costs:	As Above
Year 5 costs:	
SECTION 8: LAND OWNERSHIP	
Please select the appropriate type from the list	Other: Department of Education
SECTION 9: SUPPORT DOCUMENTATION	
Please tick the appropriate boxes and upload your documents below.	Quotations or estimates for proposed works, Evidence of funds available for contribution (bank statements, loan details etc), Evidence of community support (e.g. letters of support from other groups or organisations)
	July Bank Statement.pdf letter of support - resurfacing - August 2019.pdf netball court grant letter.pdf quote.kangarocourts.20.03.19.pdf
SECTION 10: DECLARATION	
ELECTRONIC SIGNATURE AGREEMENT - By selecting the "I Accept" button, you are signing this Agreement electronically. You agree your electronic signature is the legal equivalent of your manual signature on this Agreement. By selecting "I Accept" you consent to be legally bound by this Agreement's terms and conditions.	I ACCEPT
Executive Position in Organisation:	Treasurer
Date:	30/08/2019

Project Location:

- Molong Recreation Ground, Corner of Hill (Mitchell Highway) and Edward Streets
- Show Ground, Corner of Euchareena and Back Salesyards Roads

Project Description (50 words or less)

Prepare coordinated Masterplans for major recreation areas in Molong to ensure all future developments are complementary to each other rather than an ad hock, piecemeal approach that can result in costly future rectification. Such plans will enable a more professional approach for Grant applications.

Project Outcomes (200 words or less)

What are the objectives of the project, who will benefit from the project, how will you measure and evaluate if the objectives have been met?

The primary outcome of having Master plans in place will deliver savings and outcomes to Council and community groups that will far outweigh the value of the project when applying in future for grant assistance to deliver infrastructure and development projects that can guarantee efficient community use of the Recreation Ground and Show Ground/Golf Course.

To achieve the most beneficial outcome for Molong it was Molong Advancement Groups intention to compile Master Plans for our three major Recreation areas ie the Recreation Ground, Hunter Caldwell Park and the Show Ground. However, MAG is not in a position at this point in time to finance the entire project as evidenced by Option A: in attached quotes.

What organisations (if any) are partners in the project?

Please detail their input.

SECTION 5: APPROVALS

Is a Council Development or Building Approval required for this proposed development?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
If Yes, has a Development or Building Application	<input type="checkbox"/> YES <input type="checkbox"/> NO
If no, what is the current status of the application?	Planning phase
What is the likely commencement date of the project if funding is approved?	15 October 2019
When will the project be completed?	30 March 2020

SECTION 6: BUDGET

APPLICANTS MUST CONTRIBUTE AT LEAST 50% OF THE TOTAL PROJECT COST.

The value of voluntary labour is allowed as part of the applicant's contribution.

EXPENDITURE (List all related cost by line item e.g. purchase of materials, cost of trades people)	
Option B:	
Stage 1- Community Consultation	\$6,125
Stage 2 – Concept Design	\$3,214
Stage 3 – Final Master Plans	\$ 660
GST	\$1,000
	\$
Total Expenditure	\$10,999
INCOME (applicants contribution, funding from other sources, in-kind labour)	
<i>Voluntary Labour, if applicable, is calculated at \$40 per hour.</i>	
	\$5499.50
CAP Funding Request	\$5499.50
Total Income	\$10,999
<i>(Total income must equal total expenditure)</i>	

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sala4D
2/25 Sale Street
Orange 2800

29.08.19

Marj Bollinger
Molong Advancement Group
Molong, NSW, 2866

RE: Molong Recreation Grounds Masterplans – Landscape Architectural Services
Fee Proposal

Dear Marj,

Thank-you for the opportunity to submit the following fee proposal for Landscape Architectural services for the Molong Recreation Grounds Masterplans as per our meeting with Peter Batten of Thursday 29 August 2019. Our understanding of the consultancy and our proposed fee is detailed below.

Scope

The scope for the Landscape Architectural services for the masterplans is to develop sound strategic planning documents to be used in grant applications etc, as discussed.

Program

sala4D is able to mobilise on this project in November 2019 and complete it well before March 2020. The following stages can be delivered over the following time period:

- Stage 1 – Community Consultation
 - Community consultation workshop – Mid November
 - Summary report – Early December 2019
- Stage 2 – Concept Design
 - Draft Masterplans Presentation – end January 2020
- Stage 3 – Final Masterplans
 - Finalise Masterplans & cost estimates – mid February 2020

Team

sala4D is a small studio with over forty years' combined experience in landscape architecture, urban design and landscape planning. Our attention to detail and research of local plant material, hardscape materials, landscape management is key to the success of each design.

Shahreen Alford and Celia Baxter will work jointly on this project.

Assumptions

- The Client/ Council will provide relevant base material, including survey information, in Autocad .dwg or .dxf 2D format. Where survey isn't available sala4D will base the masterplan on available aerial information.

ABN 32 611 054 114

sala4D landscape architecture . urban design . public domain

Fee

Two fee options have been provided, as discussed.

We propose to undertake the work for a fixed lump sum fee based on the following breakdown. These fees are for sala4D work only.

Option A:

This fee includes a Strategic Overview Plan & three (3) Masterplans including: Molong Recreation Ground, Showground & Hunter Caldwell Park.

Phase 1 – Community Consultation		total
· Inception meeting & site visits (3 sites, 1 meeting)		1,320
· Background mapping and document review (3 sites)		495
· Base plan preparation for analysis (3 sites)		825
· Community consultation workshop (1 meeting for 3 sites)		2,640
· Community consultation summary report		990
	Disbursements (travel for two staff from Orange)	\$185
	Subtotal	\$6,455
Phase 2 - Concept Design		
· Develop draft Strategic Overview plan for review		1,320
· Develop draft Masterplans for review (3 sites)		3,135
· Develop draft materials boards for review (3 sites)		1,320
· Develop draft cost estimates with staging (3 sites)		990
· Present draft Masterplans with cost estimates and staging (1 meeting)		660
	Disbursements (travel for two staff from Orange)	\$92
	Subtotal	\$7,517
Phase 3 – Final Masterplans		
· Revise draft Masterplans with comments received (3 sites)		660
· Finalise cost estimates with staging (3 sites)		330
	Disbursements (travel two staff from Orange)	\$0
	Subtotal	\$990
	sala4D total (excl GST)	\$14,962
	sala4D total (incl GST)	\$16,458

Option B:

This fee includes a Strategic Overview Plan & two (2) Masterplans including: Molong Recreation Ground & Showground.

Stage 1 – Community Consultation		total
· Inception meeting & site visits (2 sites, 1 meeting)		990
· Background mapping and document review (2 sites)		495
· Base plan preparation for analysis (2 sites)		825
· Community consultation workshop (1 meeting for 2 sites)		2,640
· Community consultation summary report		990
	Disbursements (travel for two staff from Orange)	\$185
	Subtotal	\$6,125
Stage 2 - Concept Design		
· Develop draft Strategic Overview Plan for review		1,320
· Develop draft Masterplans for review (2 sites)		1,320
· Develop draft cost estimates (2 sites)		165
· Present draft Masterplans with cost estimates (1 meeting)		330
	Disbursements (travel for two staff from Orange)	\$79
	Subtotal	\$3,214
Stage 3 – Final Masterplans		
· Revise draft Masterplans with comments received (2 sites)		330
· Finalise cost estimates with staging (2 sites)		330
	Disbursements (travel two staff from Orange)	\$0
	Subtotal	\$660
	sala4D total (excl GST)	\$9,999
	sala4D total (incl GST)	\$10,999

ABN 32 611 054 114

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Additional Meetings and Site Visits

All additional meetings will be charged at cost and on an hourly basis including travel time plus standard mileage charges.

Disbursements and Additional Services

All other costs for additional printing, couriers and colour copies, etc. will be charged at cost. Additional services not included or covered in the scope and approved by the Client will be charged either at hourly rates or as negotiated with the Client. Sala4D hourly rates increase on the 1st of January every year.

Director A\$ 165/hr excluding GST

Insurances and Company Information

sala4D currently holds Professional Indemnity and Public Liability Insurance to a policy limit of \$5 million and \$20 million respectively. Certificates have been included.

We hope you find the above satisfactory and look forward to speaking with you soon.

Kind regards,



Celia Baxter CMLI
sala4D

cc Peter Batten

ABN 32 611 054 114

SECTION 7: ONGOING COSTS

Please indicate the cost and responsibility for on-going maintenance for the next five (5) years.

This project is to Finance Master plans. As this project is to develop Master Plans it will not incur ongoing maintenance costs.

SECTION 8: LAND OWNERSHIP

Please tick the appropriate box.

- Council owned land.
- Crown Land – Trustee:
- Other – Details:

SECTION 9: SUPPORT DOCUMENTATION

Please tick the appropriate box.

- Quotations or estimates for proposed works. **REQUIRED**
- Evidence of funds available (bank statements, loan details, etc) **REQUIRED**
- Evidence of community support (e.g. letters of support from other groups or organisations)
- Photographs (5 maximum)
- Other – Details:

8/28/2019

NetBank - Transactions



Society Cheque Acct
06 2573 1003 9764

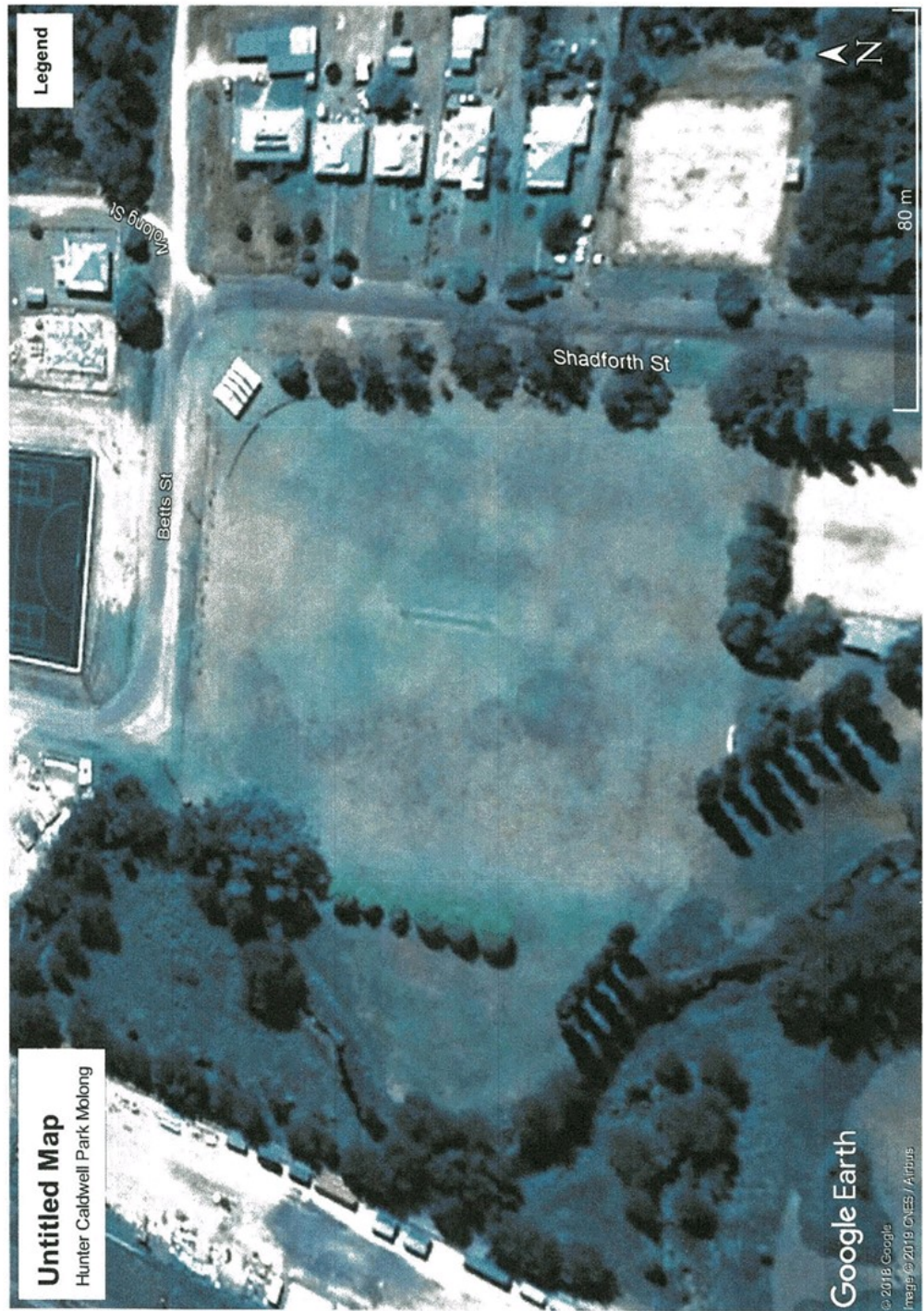
Available Balance
+ \$32,391.13 + \$32,431.13

Date	Transaction details	Amount	Total
28 Aug 2019	Transfer From BEVERLEY GAIN SFORD Knotled with Love	+ \$40.00	+ \$32,431.13
28 Aug 2019	Transfer From KCs Dog Treats 2 stalls extra fee	+ \$40.00	+ \$32,391.13
28 Aug 2019	Transfer from ZARA BROWNE N etBank Zara Browne	+ \$40.00	+ \$32,351.13
27 Aug 2019	Chq 000242 presented MOLONG	- \$141.26	+ \$32,311.13
27 Aug 2019	Transfer From DAVID GRAY dave & chris gray (bits & pieces)	+ \$40.00	+ \$32,452.39
27 Aug 2019	Transfer from CBA NetBank PYG STALL FEE	+ \$40.00	+ \$32,412.39
27 Aug 2019	Transfer From KCs dog treats paying 2 stalls	+ \$40.00	+ \$32,372.39
26 Aug 2019	Transfer From MURRAY N Nadia Murray	+ \$100.00	+ \$32,332.39
26 Aug 2019	Direct Credit 106600 STEPHEN O'BRIEN O'Briens Sites N5	+ \$80.00	+ \$32,232.39
26 Aug 2019	Direct Credit 165074 BENDIGO BANK Stall Fee	+ \$40.00	+ \$32,152.39
26 Aug 2019	Direct Credit 049047 J L SHEA Jenny Shea	+ \$40.00	+ \$32,112.39
22 Aug 2019	Chq Dep Branch Molong	+ \$40.00	+ \$32,072.39
16 Aug 2019	Chq 000243 presented MOLONG	- \$2,000.00	+ \$32,032.39
16 Aug 2019	Transfer From MURRAY N The cheesecake co.	+ \$50.00	+ \$34,032.39
15 Aug 2019	Cash Dep Branch Cowra 9 m turner	+ \$160.00	+ \$33,982.39
15 Aug 2019	Transfer from YVETTE SHEPHE RD CommBank app Qdhie style	+ \$40.00	+ \$33,822.39

Scroll to top Displaying transactions 1-21. 21 transactions found. Export Print Help & Support

https://www1.my.commbank.com.au/netbank/TransactionHistory/History.aspx?ACCOUNT_PRODUCT_TYPE=DDA&DEEPLINKING_WITH_CON... 1/2







Illustrating the Locations of the three Molong areas for Master Plans



SECTION 10: DECLARATION

The declaration below must be agreed to by a person who has delegated authority to sign on behalf of the organisation e.g. President, Chairman, member of the Board of Management or authorised staff member.

I declare the information provided in this application and attachments is, to the best of my knowledge, true and correct. I understand any omission or false statement may result in the rejection of the application or withholding of any funds already approved.

I understand Cabonne Council may check any of our statements for the purpose of assessing this application, and I agree to provide any additional information requested.

Should this application be successful, I confirm the project will not commence until after the funding agreement has been approved and an agreement with Cabonne Council has been signed.

I understand this is an application only and may not necessarily result in funding approval.

Name:	Marj Bollinger	Signature:	
Executive Position in Organisation:	Secretary		
Date:	30.8.2019		

Cabonne Council
 RECEIVED
 02 SEP 2019

Referred to

COMMUNITY ASSISTANCE PROGRAM APPLICATION FORM

BEFORE COMPLETING THIS APPLICATION, YOU MUST READ THE COMMUNITY ASSISTANCE PROGRAM GUIDELINES. APPLICATIONS THAT DON'T COMPLY WITH THE CONDITIONS STATED IN THE GUIDELINES OR APPLICATIONS THAT ARE INCOMPLETE WILL NOT BE CONSIDERED.

SECTION 1: STATEMENT OF UNDERSTANDING

I have read and understood the Community Assistance Program Guidelines

SECTION 2: APPLICANT DETAILS

Name of Organisation:	MANILDRA AND DISTRICT IMPROVEMENT ASSOCIATION		
Postal Address:	C/o 87 OLD BOCOBRA ROAD MANILDRA		
Contact Person:	GLENDA GIBSON		
Position Held:	SECRETARY		
Phone:	63661621 0409626251	Email: bggibson@sky mesh.com.au	
Incorporation No:	9884043	GST registered:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
ABN No:	87240116130		
Brief description of your organisation : We are a small voluntary organisation that assists and works with other organisations within our community to secure funding and complete projects that benefit and improve the liveability of our town and surrounds.			

SECTION 3: ELIGIBILITY CRITERIA

- YES Are you a not for profit organisation?
- YES Do you reside in the Cabonne LGA?

SECTION 4: PROJECT DETAILS

Project Title: WATER TANK AND SPRINKLER SYSTEM IN MONTANA PARK.

Project Location: MANILDRA surrounded by Molong, Loftus and Boree Streets.

Project Description (50 words or less)

Cabonne have connected water from the bore at the swimming pool to Montana Park. Our aim now is to commence the improvements to Montana Park by installing a water tank and basic watering system.

Project Outcomes (200 words or less)

What are the objectives of the project, who will benefit from the project, how will you measure and evaluate if the objectives have been met?

Let's put some life into this very ordinary park area.

We have the skate park, exercise equipment, covered picnic table/seating but this area has little appeal it is dull and needs work to make it a place locals and visitors want to spend time in and enjoy.

Long term the gum trees need removing they are dangerous dropping limbs and creating a continual mess. If the trees were removed we then could start with a basic plan incorporating suitable trees and shrubs, footpaths, low maintenance gardens, create a park to be proud of into the future.

Cabonne Council have connected the water from the swimming pool bore and we feel that the addition of a water tank and basic watering system would be the first step in the realisation of this project coming to fruition. As this area is already home to the skate park, exercise equipment and picnic area a grassed area would enhance existing facilities.

The facilities already exist to bring people of all ages to this area we can see the increase in all age groups with further upgrades this would be evident by numbers of visitors to this area.

What organisations (if any) are partners in the project?

Please detail their input.

Skate Park Committee.

School children could be invited to assist in planting of trees and shrubs creating ownership by involvement.

Men's Shed members willing to water to help new seedlings survive.

SECTION 5: APPROVALS

Is a Council Development or Building Approval required for this proposed development?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
If Yes, has a Development or Building Application been approved	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
If no, what is the current status of the application?	
What is the likely commencement date of the project if funding is approved?	2019
When will the project be completed?	Stage 1- 2019

SECTION 6: BUDGET

APPLICANTS MUST CONTRIBUTE AT LEAST 50% OF THE TOTAL PROJECT COST.

The value of voluntary labour is allowed as part of the applicant's contribution.

EXPENDITURE (List all related cost by line item e.g. purchase of materials, cost of trades people)	
The Rural Centre TANK per quote	\$3985.99
The Rural Centre Fittings for tank and poly as per quote	\$1047.45
	\$
	\$
	\$
	\$
Total Expenditure	\$5033.44
INCOME (applicants contribution, funding from other sources, in-kind labour)	
<i>Voluntary Labour, if applicable, is calculated at \$40 per hour.</i>	
Level site	200.00
Dig trench and backfill to tank and shelter	420.00
Supply and deliver crusher dust	225.00
Additional fittings (sprinkler system)	2700.00
Voluntary labour 37.21 hours @\$40 per hour	1488.44
CAP Funding Request	\$5033.44
Total Income	\$10,066.88
<i>(Total income must equal total expenditure)</i>	

SECTION 7: ONGOING COSTS

Please indicate the cost and responsibility for on-going maintenance for the next five (5) years.

Year	Cost	Responsible Organisation
		Cabonne controlled

SECTION 8: LAND OWNERSHIP

Please tick the appropriate box.

- Council owned land.
- Crown Land – Trustee:
- Other – Details:

SECTION 9: SUPPORT DOCUMENTATION

Please tick the appropriate box.

- Quotations or estimates for proposed works. **REQUIRED**
- Evidence of funds available (bank statements, loan details, etc) **REQUIRED**
- Evidence of community support (e.g. letters of support from other groups or organisations)
- Photographs (5 maximum)
- Other – Details:

SECTION 10: DECLARATION


The declaration below must be agreed to by a person who has delegated authority to sign on behalf of the organisation e.g. President, Chairman, member of the Board of Management or authorised staff member.

I declare the information provided in this application and attachments is, to the best of my knowledge, true and correct. I understand any omission or false statement may result in the rejection of the application or withholding of any funds already approved.

I understand Cabonne Council may check any of our statements for the purpose of assessing this application, and I agree to provide any additional information requested.

Should this application be successful, I confirm the project will not commence until after the funding agreement has been approved and an agreement with Cabonne Council has been signed.

I understand this is an application only and may not necessarily result in funding approval.

Name:	GLENDA GIBSON	Signature:	
Executive Position in Organisation:		Secretary	
Date:	23/8/2019		



ABN: 48 000 462 895

THE RURAL CENTRE PTY LTD

154 LORDS PLACE
PO BOX 715
ORANGE, NSW, 2800
Phone: (02) 6362 1899
Fax: (02) 6363 1057

14 DEROWIE STREET
MANILDRA
NSW, 2865
Phone: (02) 6364 5311
Fax: (02) 6364 5350

16 WATSON STREET
(MITCHELL HWY)
MOLONG, NSW, 2866
Phone: (02) 6366 8503
Fax: (02) 6366 9333

EMAIL: office@ruralcentre.com.au

CASH CUSTOMER ORANGE

QUOTATION

Quote No: 4001
Date: 29/08/2019
Cust Order No: kel
Sales Resource: KELVIN TOM
Customer Code: CORA

Item Code	Description	Qty	Unit Price	Total
FT32000	32000LT POLY RAINWATER TANK	1.00	\$3623.63	\$3623.63

Subtotal	\$3623.63
Total GST(10)	\$362.36
TOTAL	\$3985.99

THANK YOU FOR THE OPPORTUNITY TO QUOTE
QUOTE VALID FOR 14 DAYS



ABN: 48 000 462 895

THE RURAL CENTRE PTY LTD

154 LORDS PLACE
PO BOX 715
ORANGE, NSW, 2800
Phone: (02) 6362 1899
Fax: (02) 6363 1057

14 DEROWIE STREET
MANILDRA
NSW, 2865
Phone: (02) 6364 5311
Fax: (02) 6364 5350

16 WATSON STREET
(MITCHELL HWY)
MOLONG, NSW, 2866
Phone: (02) 6366 8503
Fax: (02) 6366 9333

EMAIL: office@ruralcentre.com.au

CASH CUSTOMER ORANGE

QUOTATION

Quote No: 4003
Date: 29/08/2019
Cust Order No: KEL
Sales Resource: KELVIN TOM
Customer Code: CORA

Item Code	Description	Qty	Unit Price	Total
1036	PHILMAC TANK FLANGE MFL 2" (50MM)	1.00	\$29.50	\$29.50
P21-40	FLOAT VALVE TWO LEVEL 1 1/2 C/W 2X6" BALL.	1.00	\$145.00	\$145.00
4265	2" X 1 1/2" NIPPLE.	1.00	\$4.50	\$4.50
4266	2" NIPPLE.	1.00	\$4.50	\$4.50
PN12.550	METRIC POLY PIPE PN12.5 X 50MM	60.00	\$4.00	\$240.00
7266	50MMX2" END/CON.	1.00	\$17.00	\$17.00
7466	50X50MMX2"P.FI TEE.	1.00	\$38.50	\$38.50
7566	50MM PP ELBOW.	1.00	\$31.00	\$31.00
7666	50MMX2"P.FI ELBOW.	2.00	\$27.50	\$55.00
PPG20036	GPP500900 PIPE PIECE GAL 2" X 36"	3.00	\$36.00	\$108.00
PPG20024	GPP500600 PIPE PIECE GAL 2" X 24"	1.00	\$26.00	\$26.00
SOCKG200	GS050 SOCKET GAL 50MM	3.00	\$4.50	\$13.50
LABOUR2	LABOUR 2	3.00	\$80.00	\$240.00

Subtotal	\$952.50
Total GST(10)	\$95.25
TOTAL	\$1047.75

THANK YOU FOR THE OPPORTUNITY TO QUOTE
QUOTE VALID FOR 14 DAYS



St Joseph's Catholic Primary School

Loftus Street Manildra NSW 2865

Ph: (02) 6364 5177 Fax: (02) 6364 5383

Email: stjosephsmanildra@bth.catholic.edu.au

27 August 2019

Reference: Manildra and District Improvement Association (MADIA)

To Whom It May Concern

We have been approached by MADIA to submit a letter of support for upgrades to Montana Park in Manildra.

This park is named in honour of a former student of our school and we have a special connection and interest in this area.

It is a great area that is utilised by our students after school and on weekends and we support any future improvements to the park. It is envisaged that in the future it would be great to be able to purchase a water tank and install a basic sprinkler system.

The school is supportive of any development which provides our students with recreational and social opportunities in our community.

Kind regards

Therese Press
School Administration Manager

MANILDRA PASTORAL & AGRICULTURAL ASSOCIATION INC.

ABN 83 716 849 889

Email address: manidrashow@live.com

President:

Mr Owen Murray

1 George Street

MANILDRA NSW 2865

Phone: (02) 6364 5061

Secretary:

Mrs Cathy Sullivan

"Bellevue"

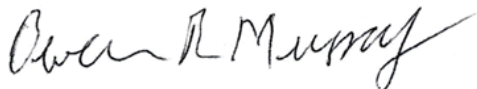
MANILDRA NSW 2865

Phone: (02) 6364 5173

TO WHOM IT MAY CONCERN

On behalf of the Manildra Pastoral & Agricultural Association Inc. I wish to convey our support to the Manildra and District Improvement Association in their endeavours to upgrade the facilities at Montana Park.

Yours faithfully,



Owen Murray

President

MANILDA AND DISTRICT IMPROVEMENT ASSOCIATION
BALANCE SHEET AS AT 31ST DECEMBER, 2018
SKATE PARK ACCOUNT

RECEIPTS		PAYMENTS	
Interest	\$ 1.49	Bluntside SK8	\$ 500.00

	<u>\$ 1.49</u>		<u>\$ 500.00</u>
Balance as at 31/12/17	\$ 15,196.93	Balance as at 31/12/18	\$ 14,698.42
	<u>\$ 15,198.42</u>		<u>\$ 15,198.42</u>

BANK RECONCILIATION

Balance as per statement as at 31/12/18	\$ 14,698.42
Balance as per Cash Book as at 31/12/18	\$ 14,698.42

Auditors Statement.
I have examined the accounts of the skate park and find no discrepancy

K.T. Ponnus Dip. Acc.
Auditor

COMMUNITY ASSISTANCE PROGRAM APPLICATION FORM

BEFORE COMPLETING THIS APPLICATION, YOU MUST READ THE COMMUNITY ASSISTANCE PROGRAM GUIDELINES. APPLICATIONS THAT DON'T COMPLY WITH THE CONDITIONS STATED IN THE GUIDELINES OR APPLICATIONS THAT ARE INCOMPLETE WILL NOT BE CONSIDERED.

SECTION 1: STATEMENT OF UNDERSTANDING

I have read and understood the Community Assistance Program Guidelines

SECTION 2: APPLICANT DETAILS

Name of Organisation:		MELONG HISTORICAL SOCIETY INC	
Postal Address:		PO BOX 119 MELONG NSW 2866	
Contact Person:		LYNNE ROBERTSON	
Position Held:		PRESIDENT	
Phone:	02 63641038	Email:	lynnerob@inetnet.au
Incorporation No:	Y-10250 18	GST registered:	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
ABN No:	209 164 41470		
Brief description of your organisation: INCORPORATED ORGANISATION OWN OUR BUILDING RUN MUSEUM - OPEN 2 DAYS / WEEK OR BY APPOINTMENT DO LOCAL FAMILY RESEARCH HAVE EXTENSIVE COLLECTION + PHOTOGRAPHS FAIRBRIDGE ROOM - ONLY RESOURCE ARCHIVE HAVE 40+ MEMBERS - UPTO 10 ACTIVE			

SECTION 3: ELIGIBILITY CRITERIA

YES NO Are you a not for profit organisation?

YES NO Do you reside in the Cabonne LGA?

SECTION 4: PROJECT DETAILS

Project Title: REPAIRS & MAINTENANCE TO FRONT VERANDAH

Project Location: 20 RIDDILL ST
MOLONG

Project Description (50 words or less)

REMOVE ALL ROTTED TIMBER
REPLACE MAIN JOIST & ADD BEARERS (PART)
STABILISE VERANDAH - ITS MOVING
REALIGN POSTS - REMOVE BOTTOMS (ROTTED)
- REPLACE WITH STEEL BRACKETS
REPLACE EDGES OF ROTTEN FLOORBOARDS
IRON WORK CLEANED, SEALED & PAINTED
PAINT VERANDAH TIMBER

Project Outcomes (200 words or less)

What are the objectives of the project, who will benefit from the project, how will you measure and evaluate if the objectives have been met?

TO REPAIR VERANDAH WHICH IS WIDELY
USED BY MEMBERS & PUBLIC
i.e. MEETINGS, MORNING TEA, LUNCHEON etc
ALSO USED BY SCHOOL GROUPS, COACH TOURS
& COMMUNITY EVENTS
i.e. FUND RAISING DINNERS, HIGH TEAS etc
BOOK & PLANT SALES, ARTISAN DAYS etc
WE, THE MEMBER ARE PROUD OF THIS
SIGNIFICANT HERITAGE BUILDING (BUILT
1856), ARE WILLING TO HELP IN ITS UPKEEP.
WE, AND THE COMMUNITY, WILL TAKE PRIDE
IN ITS ELEGANT APPEARANCE

What organisations (if any) are partners in the project?

Please detail their input.

MEMBERS OF THE HISTORICAL SOCIETY
incl. BOB SULLIVAN & NEIGHBOURS WHO
ARE SUPPLYING THE HEAVY TIMBERS

SECTION 5: APPROVALS

Is a Council Development or Building Approval required for this proposed development?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
If Yes, has a Development or Building Application been approved	<input type="checkbox"/> YES <input type="checkbox"/> NO
If no, what is the current status of the application?	N/A
What is the likely commencement date of the project if funding is approved?	OCT / NOV.
When will the project be completed?	DECEMBER

SECTION 6: BUDGET

APPLICANTS MUST CONTRIBUTE AT LEAST 50% OF THE TOTAL PROJECT COST.

The value of voluntary labour is allowed as part of the applicant's contribution.

EXPENDITURE (List all related cost by line item e.g. purchase of materials, cost of trades people)	
QUOTE (ZAC WHITE)	\$27,500
VOLUNTARY LABOUR	\$2,500
	\$
	\$
	\$
	\$
Total Expenditure	\$29,000
INCOME (applicants contribution, funding from other sources, in-kind labour)	
<i>Voluntary Labour, if applicable, is calculated at \$40 per hour.</i>	
Voluntary labour	2,500
Heavy timber	3,500
Cash	9,000
CAP Funding Request	\$15,000
Total Income	\$15,000
<i>(Total income must equal total expenditure)</i>	

SECTION 7: ONGOING COSTS

Please indicate the cost and responsibility for on-going maintenance for the next five (5) years.

Year	Cost	Responsible Organisation
2020 - 2025	Nil.	Molong Hist Soc.

SECTION 8: LAND OWNERSHIP

Please tick the appropriate box.

- Council owned land.
- Crown Land – Trustee:
- Other – Details: OWNED BY MOWONG HISTORICAL SOCIETY

SECTION 9: SUPPORT DOCUMENTATION

Please tick the appropriate box.

- Quotations or estimates for proposed works. **REQUIRED**
- Evidence of funds available (bank statements, loan details, etc) **REQUIRED**
- Evidence of community support (e.g. letters of support from other groups or organisations)
- Photographs (5 maximum)
- Other – Details:

SECTION 10: DECLARATION


The declaration below must be agreed to by a person who has delegated authority to sign on behalf of the organisation e.g. President, Chairman, member of the Board of Management or authorised staff member.

I declare the information provided in this application and attachments is, to the best of my knowledge, true and correct. I understand any omission or false statement may result in the rejection of the application or withholding of any funds already approved.

I understand Cabonne Council may check any of our statements for the purpose of assessing this application, and I agree to provide any additional information requested.

Should this application be successful, I confirm the project will not commence until after the funding agreement has been approved and an agreement with Cabonne Council has been signed.

I understand this is an application only and may not necessarily result in funding approval.

Name:	LYNNE ROBERTSON	Signature:	
Executive Position in Organisation:			PRESIDENT
Date:	29/8/19		

Cabonne Shire Council Heritage Advisory Service

1. Molong Museum

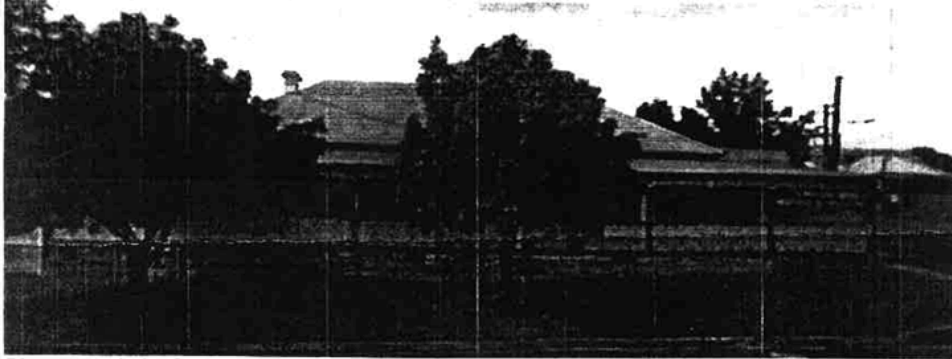
Contacts: Marie and the Museum working group

Issues: A grant application for painting and associated external works requires major repairs and conservation works to the front verandah.

The outer ends of the floor boards have split as a result of the general weathering over a long period, the bases of several of the verandah posts have rotted due moisture being drawn into the bases and the outer bearer which generally sits on the stone wall and has generally rotted and decayed again due to exposure and lack of protection. It is noted that the stone wall was repaired and conserved as part of a previous grant some 2 years prior.

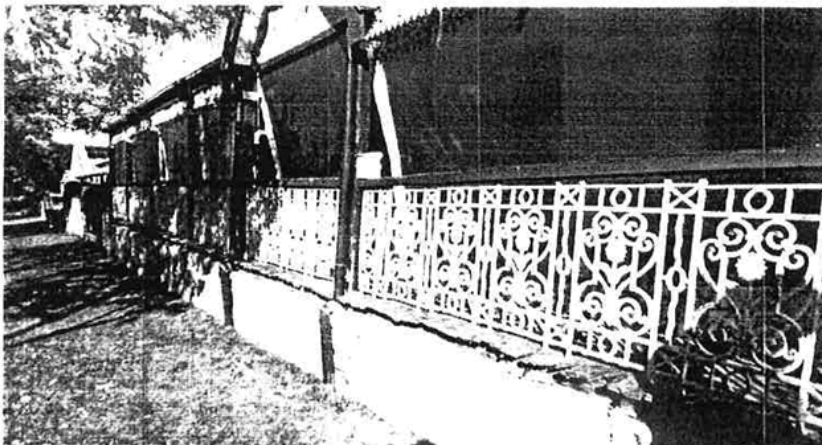
While the cast iron balustrade infill panels are generally sound, they will need to be removed to repair the timbers. During this process they can be prepared and painted. This will involve some paint stripper and wire brushing but not blasting. A standard proprietary paint finish following a rust treatment is recommended and not powder coating. The timber handrails will need to be reviewed as several lengths have bowed out of shape and will need to be replaced.

The following site photos explore the issues and remedies:



Photograph 1 General Elevation:

The verandah consists of 8 bays plus one around the corner. There are 10 posts.

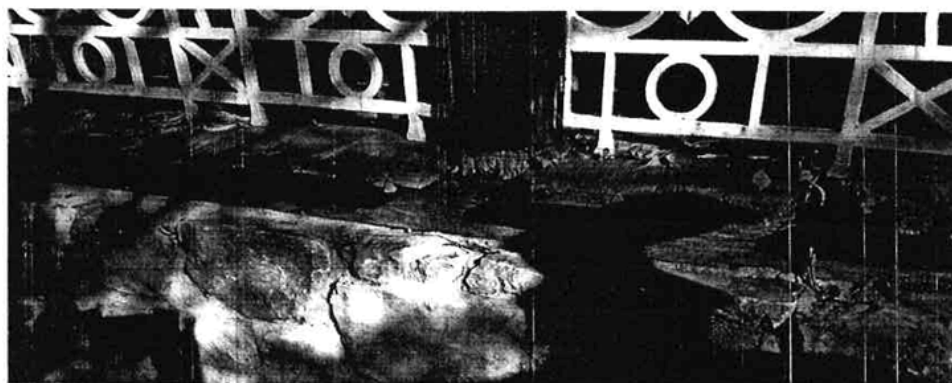


Photograph 2 General view of the subject elevation. Note the general curvature of the handrail, the decayed ends of the boards and the lean on the posts. The posts will need to be re-aligned. This may require a new alignment of the timber verandah face and stone capping to the wall to avoid exposing the timber work further.

Cabonne Shire Council Heritage Advisory Service

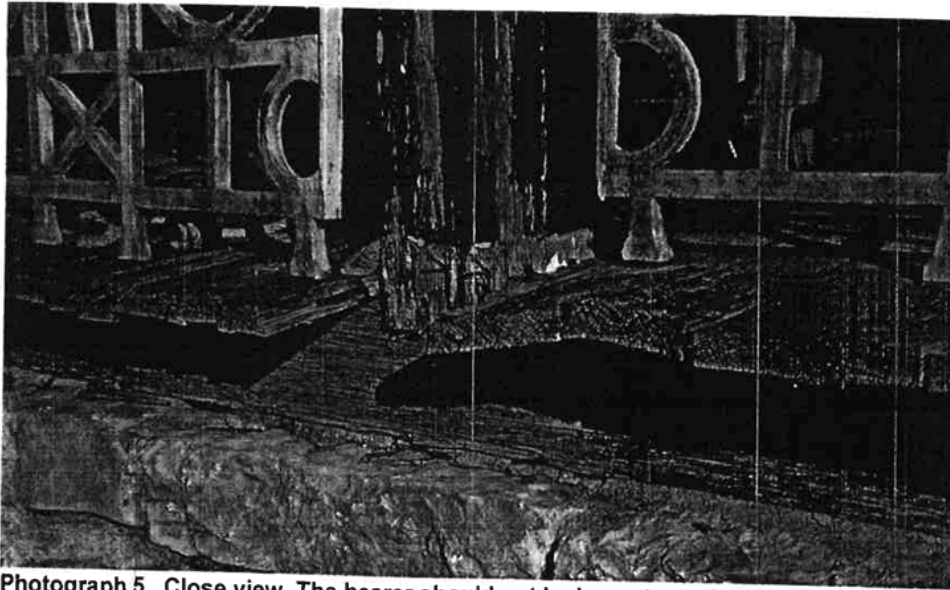


Photograph 3 View indicating the lean on the posts. The posts will need to be re-aligned to the vertical. This will determine the bearers beneath – new/existing/posts etc. The verandah should be independent of the stone work on new posts if possible to avoid future 'pull' away from the building by the subsidence action.

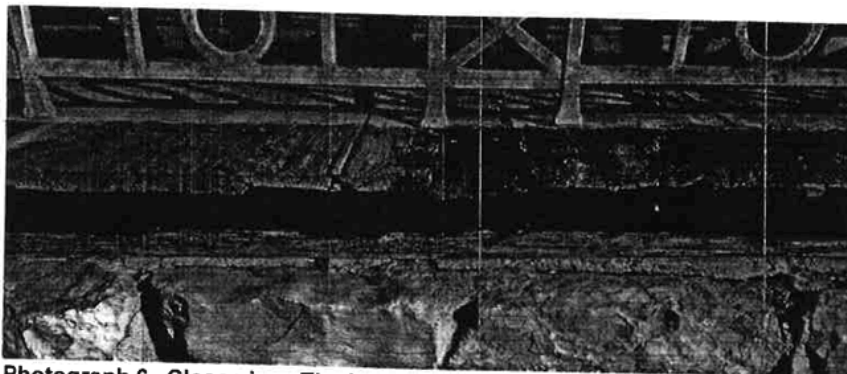


Photograph 4 Post damage requiring new bases to be spliced on to the existing where they are sound. The wall may require an additional capping course if the replacement bearer is relocated inwards. This is all subject to advice from an experienced builder.

Cabonne Shire Council Heritage Advisory Service



Photograph 5 Close view. The bearer should not be in contact with the mortar bed but have flashing or dpc to prevent moisture being drawn into it. As a rule, all the timber requires painting to preserve it. The cast iron elements will need to be removed, wire brushed, treated with Penetrol and painted.



Photograph 6 Close view: The boards should have an external moulding to assist in supporting the outer edge fitted between the boards and bearer. As discussed two boards should be cut to align with the building and present an outer bull nose edge to increase the life of the timber.

Summary of general scope for consideration:

1. Remove the cast iron panels, wire brush, prepare and paint
2. Remove the handrails and dispose of those not straight
3. Cut back the outer nominal 250-450mm of floorboards
4. Review the condition of the bearer and generally replace the outer bearer plus dpc/flashing with an inner bearer depending upon the support required
5. Prop the verandah and remove posts which require new bases. Splice on new post bases
6. Line and level the posts to assist in placing the new bearers
7. Install the new outer boards
8. Cabots jarrah finish to the new outer boards and paint colours to match for the posts
9. Re-install the cast iron panels and new/refurbished handrails

Re: Molong Historical Society Inc.

Grant Application Letter of Support

24.8.19

In recent years, the volunteer members of the Society have put considerable effort into improving the Molong Museum heritage building, with restoration and renovations that have enhanced the presentation of its extensive collection.

The verandah and entrance room are now in need of urgent repairs, firstly from a safety perspective. Secondly, the verandah has many functions. It is a spacious entrance when large numbers, such as visiting school children and bus groups can gather for talks or to view temporary displays, such as photographs from the Fairbridge Collection. Second hand book sales have been held on the verandah several times a year and it also serves as a dining area for morning and afternoon teas and for lunch.

I feel that it is also important to preserve the verandah as an integral part of the building, an entrance that serves as an essential introduction to the history of the town and its surrounding district.

Yours sincerely,

Helen Haynes

Curator, The Molong & District Servicemen & Servicewomen's Portrait Gallery.

hayneshm@bigpond.com



CABONNE COUNCIL

THE OFFICE OF THE MAYOR
POST OFFICE BOX 17
MOLONG 2866

Website: www.cabonne.nsw.gov.au

Email: council@cabonne.nsw.gov.au

Doc ID: 1033821

Your Ref:

ABN: 41992 919 200

Phone: 02 6392 3208

Fax: 02 6392 3260

Contact: Kevin Beatty

19 August 2019

Mrs Lynne Robertson
Molong Historical Society
E: lynnerob@iinet.net.au

Dear Lynne

Council is pleased to provide this letter of support of the Molong Historical Society's efforts to secure grant funding for building improvement works at the Molong Historical Museum.

The funds will allow the rebuilding of the main entrance and painting of the building. This will enhance and protect the historic building, ensuring its continuation for future generations to enjoy.

I would like to commend the members of Molong Historical Society on their efforts to find ways in which they can improve the Museum for the benefit the community and wish them luck with securing funding for this project.

Yours faithfully

Kevin Beatty
MAYOR



GATE KEEPERS PTY LTD
TRUSTEE OF MULLINS FAMILY TRUST
ABN 14 195 228 205

PO BOX 38
Shop 5/1 Bank St
MOLONG NSW 2866
PH: (02) 6366 8017

E: molongex@bigpond.nct.au

Molong Historical Society
Cnr Gidley & Riddell Sts
MOLONG NSW 2866

Molong Museum – Grant Application

I am pleased to provide support to the Molong Historical Society's application for a grant to renovate the front entrance room and verandah.

The *Molong Express* has had a long association with the Molong Museum and I personally have witnessed the gradual revival and upgrading of the Museum building – itself a unique part of Molong's heritage.

The *Express* has relied extensively on the Museum for background material and photographs for local stories and the Historical Society committee is to be commended for the great work they have done in recent years in restoring the Museum building and protecting the invaluable historical assets housed there.

I understand the current need for these essential repairs

The Museum is well respected and dear to the local community and is a very worthy applicant for assistance.

Yours sincerely

A handwritten signature in cursive script that reads 'Paul Mullins'.

Paul Mullins
Proprietor, Molong Express

20 August 2019

**ZAC WHITE BUILDING**

65 Peabody Road
MOLONG NSW 2866
0437 426 099

Email: zac@zacwhitebuilding.com.au

Quotation To:

Molong Historical Society
Riddell Street
Molong NSW 2866

Quotation

DATE: August 21, 2019

QUOTATION # 00001

FOR: Verandah Repairs

Quotation valid until: September 20, 2019

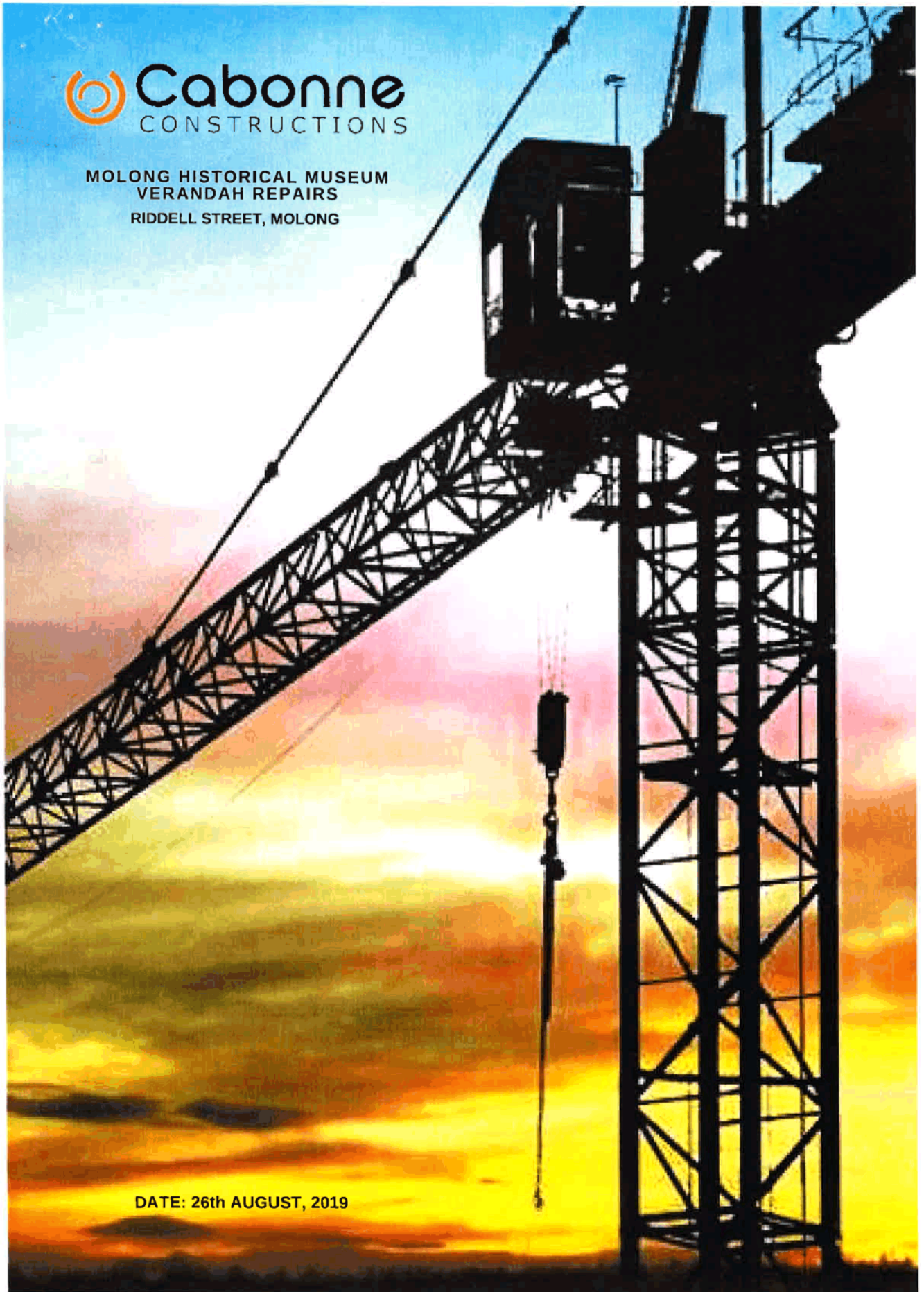
Prepared by: Zac White

Comments or special instructions:

Description	AMOUNT
Repair Work to Verandah	
Rotted lower sections of posts to be removed and attached to new steel brackets that are to be tied to existing footings. Some leveling to be done where possible.	8,000.00
Handrailings to be removed, sand blasted and then reinstalled.	4,000.00
Rotted timber flooring and joists to be removed and replaced with new. Subfloor frame to be levelled up where possible. Flooring supply is included, timber joist to be supplied by Bob Sullivan under agreement with Molong Historical Society.	10,000.00
Painting of scoped works	3,000.00
GST	2,500.00
TOTAL	\$ 27,500.00

If you have any questions concerning this quotation please feel free to contact myself at anytime...
Regards, Zac White

THANKING YOU FOR THE OPPORTUNITY TO QUOTE ON THIS WORK



Genuine Partnership Approach



Since Cabonne Construction's inception, our collaborative attitude to business ensures we take a different approach than our competitors.

Working with the Cabonne Constructions team is seeing our values in action, where **INTEGRITY, RELIABILITY & EXPERIENCE** form the basis of each project we deliver. As these values were identified by our people, they also became the strength of our reputation and we continually strive to put them into action.

To reinforce our commitment to live our values, we've come up with a simpler way of describing our partnering, collaborative approach to business. We call it our "Genuine Partnership Approach" and this, along with the collective expertise and attitude of our company, is our real difference.

Proudly, our reward is years of success, passionate staff, loyal customers, innovative systems, supportive suppliers and a reputation that forms the foundation of our future

INTEGRITY - RELIABILITY - EXPERIENCE



QUOTATION

Cabonne Constructions would like to thank the Molong Historical Society for the opportunity to price the refurbishment works to 38 Riddell Street, Molong.

ITEM	PRICE (INCL GST)
Repair Work To Verandah including: Structural Repairs including foundation review and make good.	\$12,580.00
Timber replacement including damaged bearers, joists, flooring, verandah posts, ceiling supports and joists and replaced with new.	\$18,760.00
Roofing to remain gutters and downpipes to be renewed.	\$3,660.00





Cabonne Constructions Pty Ltd

ABN 93 161 031 321

**Suite 3, 200 Summer Street
Orange, NSW 2800**

**PO Box 1302
Orange, NSW 2800**

P: 0401 461 657

E: admin@cabonneconstructions.com.au

www.cabonneconstructions.com.au

INTEGRITY ~ RELIABILITY ~ EXPERIENCE

CommonwealthBankCommonwealth Bank of Australia
ABN 48 123 123 124 AFSL and
Australian credit licence 234945

020

MOLONG HISTORICAL SOCIETY
PO BOX 119
MOLONG NSW 2866

Your Statement

Statement 185 (Page 1 of 2)

Account Number 06 2573 28007189

Statement
Period 1 Feb 2019 - 30 Apr 2019

Closing Balance \$7,434.11 CR

Enquiries 13 1998
(24 hours a day, 7 days a week)

Cheque Acct Bearing Interest

If this account has an attached overdraft limit or facility which is secured over your primary place of residence or over a residential investment property you should ensure that the property is insured in accordance with the terms and conditions of the mortgage. If you have any queries about your insurance cover you should contact your insurer. Information on property insurance can also be found on www.moneysmart.gov.au

Name: MOLONG HISTORICAL SOCIETY

Note: Have you checked your statement today? It's easy to find out more information about each of your transactions by logging on to the CommBank App or NetBank. Should you have any questions on fees or see an error please contact us on the details above. Cheque proceeds are available when cleared.

Date	Transaction	Debit	Credit	Balance
01 Feb 2019	OPENING BALANCE			\$10,477.68 CR
01 Feb	Credit Interest		4.09	\$10,481.77 CR
05 Feb	Chq 001169 presented 06 2067	49.00		\$10,432.77 CR
07 Feb	Cash & Chq Dep Branch Molong		290.00	\$10,722.77 CR
07 Feb	Direct Credit 442473 MUSEUMS AND GALL MG NSW INV 1811		500.00	\$11,222.77 CR
08 Feb	Chq 001172 presented	470.00		\$10,752.77 CR
18 Feb	Chq 001173 presented	1,750.00		\$9,002.77 CR
01 Mar	Credit Interest		3.46	\$9,006.23 CR
18 Mar	Chq 001178 presented 06 2067	177.00		\$8,829.23 CR
20 Mar	Chq 001175 presented Molong	279.00		\$8,550.23 CR
25 Mar	Chq 001179 presented	195.00		\$8,355.23 CR
25 Mar	Chq 001177 presented 06 2067	45.00		\$8,310.23 CR
25 Mar	Direct Debit 401938 ORIGIN ELEC 087405052588	165.90		\$8,144.33 CR
28 Mar	Chq 001181 presented Molong	135.60		\$8,008.73 CR
01 Apr	Credit Interest		3.33	\$8,012.06 CR
09 Apr	Cash Dep Branch Molong		295.75	\$8,307.81 CR
16 Apr	Chq 001182 presented 48MartinPI Syd	321.00		\$7,986.81 CR
17 Apr	Chq 001174 presented	520.00		\$7,466.81 CR

*# 6348.10230.1.1 ZZZ58R3 0303SLR3.S161.D111.O.V06.00.25

CommonwealthBank
 Commonwealth Bank of Australia
 ABN 48 123 123 124 AFSL and
 Australian credit licence 234945



Your Statement

Statement 41 (Page 1 of 2)

Account Number 06 2573 10069437

Statement Period 5 Apr 2019 - 4 Jul 2019

Closing Balance \$6,975.06 CR

Enquiries 13 1998
 (24 hours a day, 7 days a week)

020

THE TREASURER
 PO BOX 119
 MOLONG NSW 2866



Cheque Acct Bearing Interest

If this account has an attached overdraft limit or facility which is secured over your primary place of residence or over a residential investment property you should ensure that the property is insured in accordance with the terms and conditions of the mortgage. If you have any queries about your insurance cover you should contact your insurer. Information on property insurance can also be found on www.moneysmart.gov.au. Note, if this account has an attached overdraft limit or facility and we send you a statement every 4 or 6 months, we will update your statement preference to every 3 months as part of changes made to the new Banking Code of Practice from 1 July 2019.

Name: MOLONG HISTORICAL SOCIETY
 BUILDING ACCOUNT

Note: Have you checked your statement today? It's easy to find out more information about each of your transactions by logging on to the CommBank App or NetBank. Should you have any questions on fees or see an error please contact us on the details above. Cheque proceeds are available when cleared.

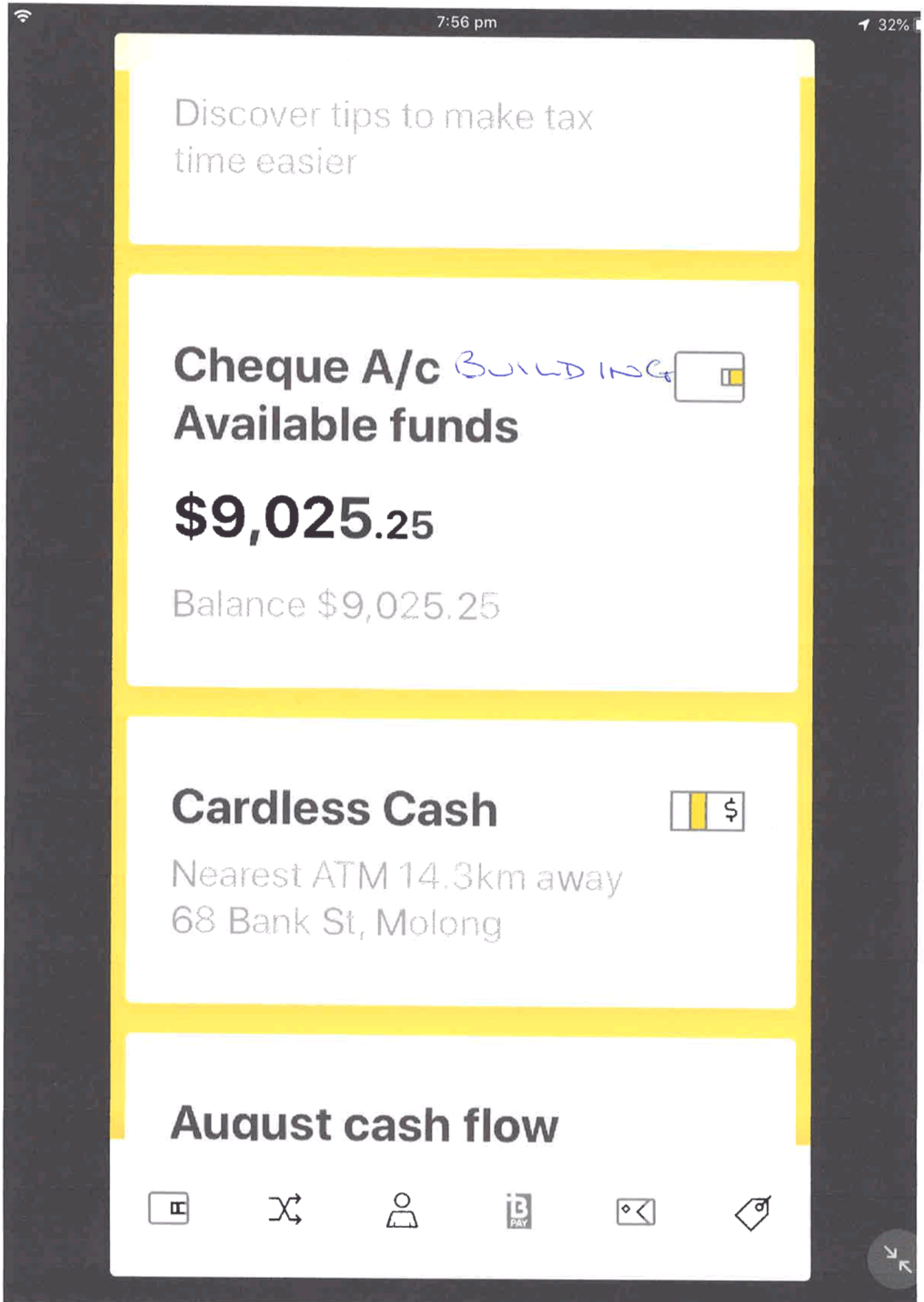
*# 2161.6837.1.2 ZZZ258R3 0303 SL R3.S161.D185.OV06.00.25

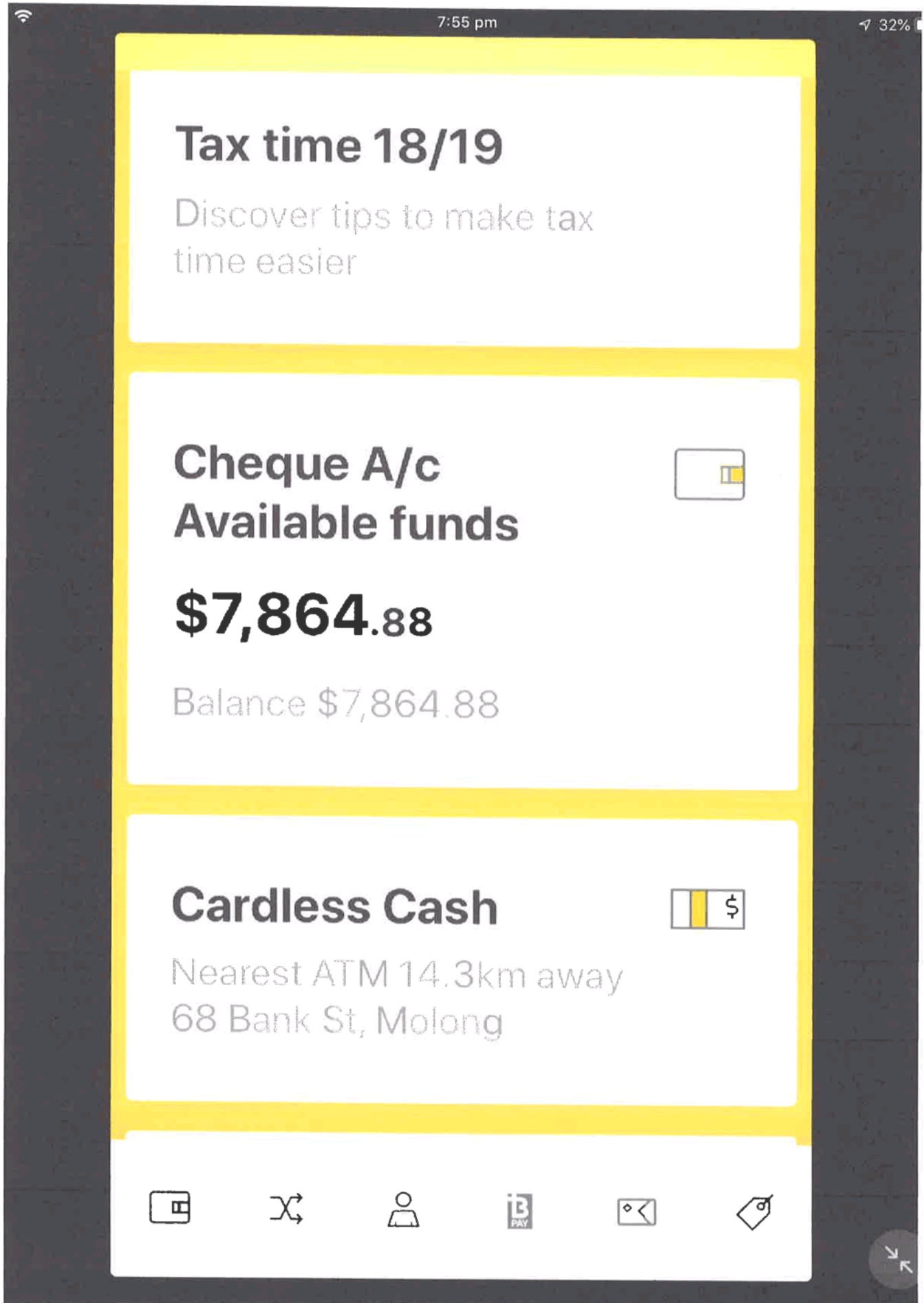
Date	Transaction	Debit	Credit	Balance
05 Apr 2019	OPENING BALANCE			\$5,439.27 CR
01 May	Credit Interest		2.01	\$5,441.28 CR
28 May	Transfer from NetBank Voluntee grant19		4,859.29	\$10,300.57 CR
01 Jun	Credit Interest		2.32	\$10,302.89 CR
25 Jun	Chq 000101 presented	563.46		\$9,739.43 CR
27 Jun	Chq 000102 presented	2,768.00		\$6,971.43 CR
01 Jul	CREDIT INTEREST EARNED on this account to June 30, 2019 is \$12.55			
01 Jul	Credit Interest		3.63	\$6,975.06 CR
04 Jul 2019	CLOSING BALANCE			\$6,975.06 CR

Opening balance	-	Total debits	+	Total credits	=	Closing balance
\$5,439.27 CR		\$3,331.46		\$4,867.25		\$6,975.06 CR

Your Credit Interest Rate Summary

Date	Balance	Standard Credit Interest Rate (p.a.)
04 Jul	\$0.00 and over	0.45%







CABONNE COUNCIL
 PO Box 17 MOLONG NSW 2866
 TELEPHONE : 02 6392 3200
 FACSIMILE: 02 6392 3260
 Email: council@cabonne.nsw.gov.au
 Website: www.cabonne.nsw.gov.au

Event Assistance Program Application Form

1. Details of the Organisation

Name of Organisation

Australian National Field Days

Organisation Address

House Number/Name/ PO Box

563

Street/Road

Borenore Road

City

Borenore

State

NSW

Postcode

2800

Telephone

02 63621588

Fax

02 63625421

Email

jwest@anfd.com.au

Contact Person

Jayne West

Position in Organisation

Manager

Is the organisation registered for GST not registered for GST

Does the organisation have an ABN? yes _ 92 332 478 259 no

Does the organisation have insurance, including public liability cover? yes no

What is the aim of your organisation?

The Australian National Field Days (ANFD) is the oldest annual agricultural event in Australia. Established in 1952, the ANFD continues to offer visitors a unique insight into the future of agriculture with the commitment to Advancing Australian Agriculture.

More than 600 exhibiting Companies travel to Borenore from all over Australia and internationally to display their products and services during the three-day event. The event also attracts up to 20,000 Visitors to the site over the three-day event.

Does your organisation have a plan/strategy? yes no
 (Please attach if yes)

2. Event Title

Name of the event

Australian National Field Days

Funding Category Applying For (Please tick)

Flagship Event Core Event Developing Event

3. Details of the Proposal

Please provide a general description of the event.

The Australian National Field Days (ANFD) is held for three (3) days in October each year in October. First stated in 1952 on local properties and then at a permanent site at Borenore from 1966.

The event registers over 500 exhibitors representing approx. 1000 companies. In the last three (3) years the event has attracted between 16,000 and 20,000 visitor who have traveled mainly from between 100 – 200kms. In 2018 30.6% of visitor to the event indicated they were from the Cabonne and Orange LGA with 34.4% from the Central Tablelands and 3.2% travelling from Sydney. 3 % travelled from Inter State.

In research conducted in 2018 by Destination Research almost half the visitors were primary producers and average group size of event attendees was 2.2 representing adults and families.

Only 16% of visitor stayed in the area during the event due to there being no accommodation available due to all the exhibitors booking out accommodation. They indicated that they used hotels, motels, caravan and campsites as well as homes of family and friends.

The exhibitors stay and average of 3.1 nights in accommodation in the area and support local venues, eateries, supermarkets and service stations.

Visitors gained most information about the event via previous visit, word of mouth, paper advertising and social media. Visitor satisfaction of the event were benchmarked to other events of similar size in regional NSW as illustrated that the ANFD performs at above industry average in almost all aspects.

The event funds are raised through visitor entry at gates, sales of exhibition sites and sponsorship.

Where and when is the event to take place?

Thursday 24 to Saturday 26 October 2019
563 Borenore Road, Borenore NSW 2800

How will the event raise the profile of the Cabonne Council?

The event is one of the largest events within the Cabonne area and therefore visitors are being made aware of the Cabonne Council area. It is also an opportunity for Cabonne Council to talk to many business and discuss the future of the area as well as attracting business that are looking to relocate. The ANFD is producing the Official Program in house with help from Ready Marketing. The program will be used to secure, promote, inform and guide visitors and exhibitors alike on the events and displays that are on offer during the 3 days. It will be delivered to 15,000 rural mailboxes within a 200km radius of Molong as well as being handed out at the gate.

This is an opportunity to have the cabonne logo inserted inside the publication as well as having an editorial to promote the region

What local business opportunities will be created?

Promotion to over 20,000 visitors on what's on offer in the Cabonne region. Many local people are also employed for the three days.

Local community groups are also given the opportunity to raise awareness of their organisation as well as raising funds for their organisations through selling tickets, catering or providing a service.

How many people are expected to attend the event from within and outside the Shire?

20,000 from all over Australia with some overseas visitors.

What benefits will be returned to the Cabonne Community

Visitors and Exhibitors stay in local accommodation and purchase fuel and food from local business.

By supporting the event we will display your logo in the Official Program as well as a half page ad and editorial that give Cabonne Council the opportunity the advertise features, attractions, tourism and events that will be held in the area.

Please list any other community groups involved with this event?

Borenore/Nashdale Mens
 Shed

 Cudal/Cargo Lions Club

 Pioneer Brewing running the bar in conjunction with local winerys and cider all located in the Cabonne regions They are hosting a free exhibitor get together on set up night.

4. Assistance requested

Type of assistance	Details	Value of Assistance exclusive of GST <small>(Council to provide estimate for in kind items)</small>
Major Event Funding		\$5,000
		\$
		\$
		\$
		\$

Cabonne Council – Event Assistance Program – 2019/2020 Application

Total Assistance requested		\$5,000
Will you require payment of EAP grant prior to lodging the Acquittal Form (please tick)	<input type="checkbox"/> yes	<input type="checkbox"/> no

5. Supporting Information

The following supporting information is attached with this application:

APPLICANT Please tick ✓		INFORMATION	COUNCIL	
YES	NO		YES	NO
	✓	A quote outlining project costs (if applicable)		
✓		Two (2) letters of support		

6. Applicants Signature

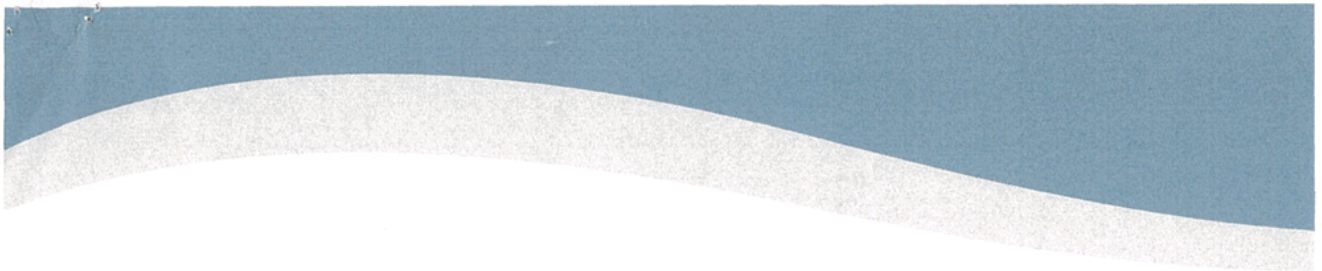
The applicant, or the applicant's agent, must sign the application

Name	Position in Organisation
Jayne West	Manager
Signature	Date
<i>Jayne West</i>	21-08-2019

OFFICE USE ONLY

Tick ✓	Date	Name	Signature

Cabonne Council – Event Assistance Program – 2019/2020 Application



2018 AUSTRALIAN NATIONAL FIELD DAYS

Event Research Report



DESTINATION
RESEARCH
know your potential

Authored by: Jo Mackellar
30 November 2018

Introduction

The 67th annual Australian National Field Days were held at Borenore, near Orange NSW, on October 25-27. The event attracted a total audience of approximately 16,000 attendees and 600 exhibitors over the three days of the event. This report summarises the results of the visitor survey undertaken by independent researchers at Destination Research & Development. Data was primarily collected using paper-based surveys throughout the event venue from a sample of 350 patrons, providing a random error of 5% at 95% confidence level. Where possible these have been compared to survey results from previous years. The results provide analysis of the profile of the audience as well as their spending patterns and opinions of the event.

The following key results were found:

- 64% of visitors are aged 36 years and over
- 18% of visitors are children under 12 yrs
- 30% of visitors came from Orange LGA
- 70% of visitors travel more than 50 kms to the event
- 56% of visitors are primary producers
- 16% of the visitors used local accommodation
- 33% of visitors spent over \$100 on event activities and food
- 20% of visitors spent over \$500 on major purchases
- 32% heard about the event from previous visits, and 18% via The Land
- 56% had been to the event 10 times or more
- 92% felt the venue was very good or excellent
- 90% felt the atmosphere was very good or excellent
- 90% felt the organisation was excellent
- 92% of visitors suggested the event met their expectations.

The research demonstrates a high level of visitor satisfaction with the experiences at Australian National Field Day, and visitors are especially impressed with the venue, organisation and atmosphere of the event. Visitors are interested in finding and buying products, looking at machinery as well as appreciating the livestock.

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Disclaimer and Copyright

The report has been compiled by researchers from Destination Research & Development. The information presented in this report is accurate at the time of printing. Whilst all care is taken to ensure its accuracy, no liability is accepted for loss or damage as a result of its content. Findings and recommendations are based on the data of the current study; further research may be required in some areas to validate the findings of this study. Enquiries should be directed to the Research Manager, destination.research@yahoo.com

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Visitor Profile

The demographic profile indicates that visitors to the Australian National Field Days are from a variety of age groups, and from a range of regions in NSW, over half of whom are primary producers (56%).

Age and Children

The event is attractive to people of all ages, with a smaller ratio of teenagers than other groups. People aged 36 years and over represent 64% of the audience, and 18% of visitors were children (0-12 yrs). The results are similar to the survey of 2015 although show a smaller segment of those over 65 years, and more people under 25.

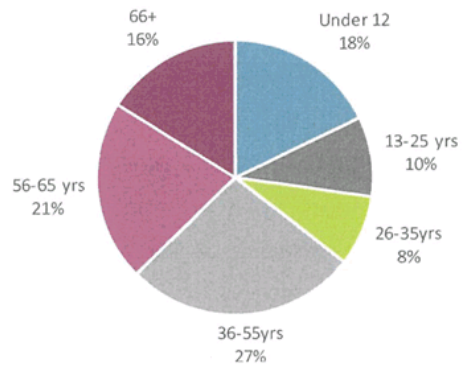


Table 1: Age groups

	Under 25*	26-35	36-45	46-55	56-65	65+
2015	7%	13%	12%	19%	23%	25%
2018	28%	8%	14%	14%	21%	16%

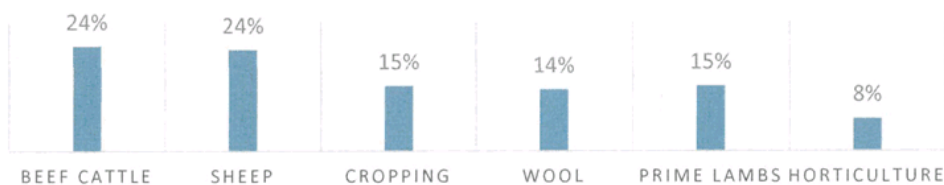
*Differences may likely due to the way the question was asked

Group Size

The average group size of event attendees was 2.2, representing small groups of adults and families.

Farm activities

Almost half of event visitors (56%) are primary producers, with most being either beef cattle (24%) or Sheep (24%) with less cropping, wool and prime lambs.



Place of Residence

The postcodes of respondents were sorted into regions to examine the variety of regions in which visitors reside. As noted in Table 2, the number of visitor generating regions has remained quite stable over the 3 years of research, with visitors from the local Orange LGA providing an increasing ratio of the visitation in 2018, and less from the Central West.

Table 2: Place of Residence

Place of residence	2014	2015	2018
Central Tablelands	27.9%	31.0%	34.4%
Orange	18.9%	23.9%	30.6%
Central West	36.8%	35.0%	24.0%
Greater Sydney	4.8%	1.3%	3.2%
South East	1.7%	2.7%	2.6%
Capital Country	3.4%	1.7%	1.7%
Riverina	3.7%	2.0%	1.4%
Hunter	1.0%	2.0%	0.9%
West Qld	0.7%	0.0%	0.6%
Canberra	0.3%	0.3%	0.6%
Victoria	0.7%	0.0%	0.0%

Annular Region Analysis

Further analysis of the postcodes using an *annular region analysis* provides an alternate method of analysing distances audiences travelled to the event, by plotting their postcodes on an annular map. The results demonstrate a strong attraction to those coming from local areas (<50 kms) – but also many visitors willing to travel between 100 – 200 kms to attend the event.

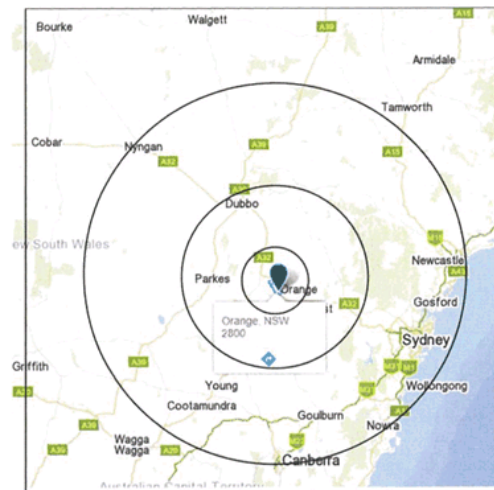


Table 3: Annular regions

Annular	2018
<50 kms	30%
51-100 kms	22%
101-200 kms	34%
201-400 kms	12%
400+kms	2%



Accommodation and Length of Stay

Respondents were asked the type of accommodation they used and the number of nights/ days stayed. The results indicate a high proportion of day-trippers used their own home for accommodation (84%). However, 16% of visitors used local accommodation, such as hotels/motels, caravans and campsites as well as the homes of friends and family. Many of those staying overnight or longer are exhibitors, staying for an average of 2.1 nights.

Table 5: Accommodation Choice

	2018
Own Home	84.0%
Hotel/motel	4.0%
Campsite/caravan	2.0%
With Friends/family	6.9%
Other (B&B)	3.0%
Average nights stayed	2.1

Visitor Expenditure

The pattern of expenditure of visitors to Australian National Field Days shows two separate groups of consumers.

- 1) Visitors who spent between \$50 and \$500 during their time at the event on food, and some retail/market shopping. Over 70% of visitors spent an average of \$148 on event based spending.
- 2) Visitors who spent large amounts of money (over \$500) on agricultural equipment through exhibitors at the event. The survey research suggest that 20% of visitors spent over \$500, with an average of \$1,428 spent in major purchases and some up to \$15,000.

Table 6: Expenditure group

Event Expenditure	2018
\$0	30%
\$1 - \$50	17%
\$51 - \$100	22%
\$101 - \$200	20%
\$201 - \$500	13%
	100.0%

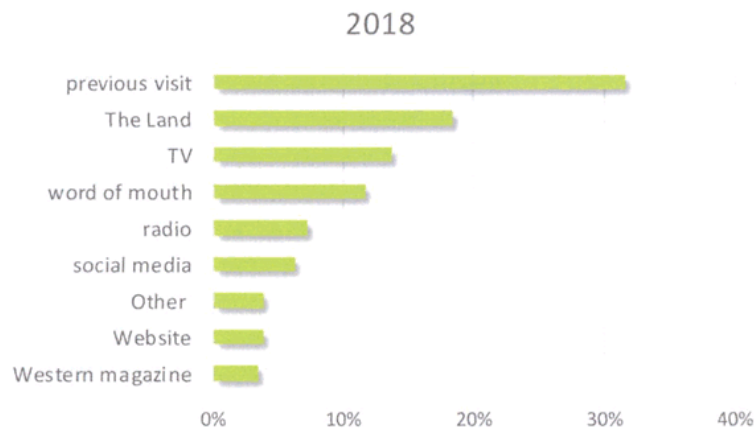
Promotion Analysis

Visitors were asked about the sources they had used to gain information about the event. Analysis of the survey data shows that informal promotions such as 'previous visits' and 'word of mouth' accounted for the majority of information choices (44%), and social media was used by 6% of visitors.

Other traditional media such as TV (14%), The Land (18%) and the radio (7%) make up the media mix but show a reduced impact this year than in 2015. Most of the "other" responses (4%) relates to being a local and just "knowing it is on" and "signs in town".

Table 7: Promotion analysis

Media type	2015	2018
Western Magazine	7%	3%
Website	4%	4%
Other	^%	4%
Social Media	10%	6%
Radio	19%	7%
Word Of Mouth	^%	12%
TV	28%	14%
The Land	32%	18%
Previous Visit	^%	32%
^= not asked in the survey		



Previous visits

Word of mouth advertising often comes from visitors who return to the event each year, with 90% having been to at least one event before, and some coming every year (average 13 times per person). Most people have attended between 1 and 10 times, while 17% have been between 10 and 20 times.

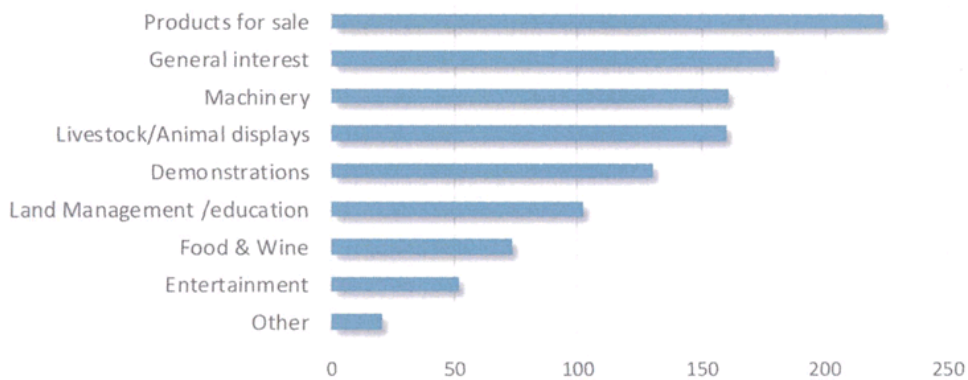
Table 9: Number of years attended

	First time	1-10 times	10-20 times	21-30 times	31-40 times	41-60 times
% of respondents	10%	54%	17%	9%	4%	6%

Areas of Interest

Respondents were asked to choose their three favourite attractions at the event from a list of activities and attractions. The results suggest that *Products for Sale* and *general interest* are the most popular attractions for the event.

Figure 2: Areas of interest



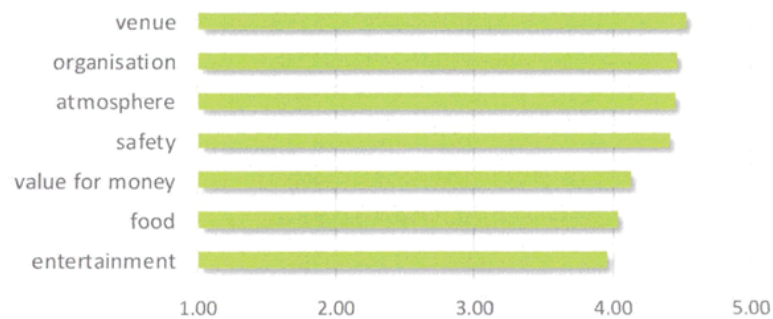
Those that selected “Other” as their choice, specifically stated:

- | | |
|---|---|
| <ul style="list-style-type: none"> • Art • Buildings • Lawn equipment • Lifestyle • Pigs • Shed/home building | <ul style="list-style-type: none"> • Social • Solar • Style pavilion • Tools • Women's interests |
|---|---|

Opinions of the event experience

Respondents were asked to rate their satisfaction with aspects of the event on an Event Experience Rating Scale from 1 to 5, with 1 being 'poor' and 5 being 'excellent'. As shown below all aspects of the event rated between *very good* and *excellent* with the highest rating given for the *venue* and *organisation* while weaker ratings were given for *entertainment* and *food*. It should be noted that lower ratings for *entertainment* are an industry wide trend as seen in the analysis below.

Figure 3: Event Experience Ratings



Industry benchmarking of event experience ratings

In order to compare the satisfaction of visitors against industry standards, the ratings across the aspects of the event, were benchmarked to other events, of a similar size (# of visitors) and scope (agricultural or community event) in regional areas of NSW¹. As illustrated ANFD performs *at above industry average* in almost all aspects.

Table 10: Industry Benchmarking

	industry average 2014-2018	+/- industry average	Australian National Field Days 2018
food	3.93	0.10	4.04
entertainment	3.83	0.11	3.96
safety	4.17	0.17	4.41
organisation	4.49	0.21	4.47
atmosphere	4.34	0.09	4.45

¹ This analysis uses the data collected at 6 regional events by Destination Research & Development

Suggestions for improvement

Overall satisfaction remains very high with very few visitors (total 21%) suggesting the event needs any improvements or is "very good as it is". Suggestions for improvement were grouped into themes as shown in the table below, with most comments being around the entry fee – comprising 7% of all respondents.

Suggestions	% of responses
entry fee	7%
Entertainment/Attractions	4%
Food and Beverage	3%
facilities	3%
other	2%
information	1%
parking/access	1%
Total suggestions	21%

An impressive 92% of visitors suggested the event met their expectations



Dear Cabonne Council

On behalf of Pioneer Brewing Co we would like to lend our support to the Australian National Field Day Committee in their application for Cabonne Council event support.

This event run by a volunteer committee which attracts thousands of visitors to the area and is without doubt an event the Cabonne Council should be getting fully behind. The event and its purpose fit perfectly with councils strategic intent to Drive Economic Development and Tourism to the local area. As a rate payer I can only encourage Cabonne Council to get behind financially more of these types of events.

Our business is located within the Cabonne Council footprint and the Australian National Field Days is a major event for our business and we know many others. The event allows our product increased brand awareness to our wide audience of regional Australia and we employ staff to work at the event for our business.

Should you wish to verbally discuss our letter of support please do not hesitate to phone me on 0408 461 236.

Kind Regards
Tamara Gerber
Business Manager
Pioneer Brewing Co

From: dannielle.jenkins@adloyalty.com.au <dannielle.jenkins@adloyalty.com.au>
Sent: Monday, 18 June 2018 3:45 PM

To: Jayne West <JWest@anfd.com.au>
Subject: Re: Letter of support for Cabonne

Hi Jayne,

Absolutely no problem at all, see my "letter" of support below :) I hope this is enough, good luck!

Adloyalty have been working with the Australian National Field Days for a number of years in a marketing capacity. The event is a significant project for our small agency, and we have been lucky enough to work closely with Jayne on a number of projects including the rebuild of the Website and design of the Official Event Program and associated collateral.

Cabonne is incredibly lucky to have such a fantastic event that not only benefits the region economically, but also the businesses within it who help make the event a success.

I am more than happy to provide verbal confirmation of this letter of support.

Kind regards,

Dannielle Jenkins
General Manager
Adloyalty Creative
39 Belmore Street
Canowindra NSW 2804

Dannielle Jenkins General Manager

39 Belmore St, Canowindra NSW 2804

P 02 6344 1931 **M** 0438 963 664 **E** dannielle.jenkins@adloyalty.com.au

www.adloyalty.com.au



Event Assistance Program Application Form

Submission date: 27 August 2019, 11:34AM

Receipt number: 9

Related form version: 3

Question	Response
Details of the Organisation	
Name of Organisation	Eugowra Promotion and Progress Association
Organisation House Number/Name/PO Box Number	Murals Committee/PO Box 23
Street/Road	3152 Nangar Rd
City	Eugowra
State/Territory	NSW
Postcode	2806
Phone Number	68592571
Fax Number	
Email Address	rayndiagustin@bigpond.com
Contact Person	Ray Agustin
Contact Person's Position in Organisation	Chairman Murals Committee
Is the organisation	registered for GST
Does the organisation have insurance, including public liability cover?	Yes
Does the organisation have an ABN?	Yes
If yes, please provide ABN	37257324139
What is the aim of your organisation?	To use professional artists showcasing the history of our community, which not only attract a vast number of tourists to our village but beautifies our small village, inspiring locals.
Does your organisation have a plan/strategy?	Yes

1 of 4

If yes, please upload your plan/strategy here	Ray Agustin PO Box 23 Eugowra 2806.docx
Event Title	
Name of the event	The Eugowra Village Murals Weekend.
Funding category applying for	Core Event
Details of the Proposal	
Please provide a general description of the event	Over the past 8 years we have hosted 18-26 professional artists and sign writers in our village each year. They have completed 35 outstanding murals, showcasing the history of our community, which are now proudly displayed around our town.
Where and when is the event to take place?	The event will take place on the first weekend of May each year. The event will be staged in Apex Park Eugowra.
How will the event raise the profile of the Cabonne Council?	The event over the past 8 years has attracted thousands of visitors to our region, some coming from other events such as Canowindra's Balloon event, Parkes Elvis event, as well as numerous bus lines stopping in our village to wander around our beautiful murals for a break whilst continuing on to other destinations. Many visitors from neighbouring regional centres come for the drive to simply admire the brilliant art work on these murals.
What local business opportunities will be created?	Over the past 8 years in running this event, we have contributed \$109,725.47 back into local business. The continuation of the mural weekend in Eugowra, so as to support these business cannot be underestimated.
How many people are expected to attend the event from within and outside the Shire?	Some of our weekends have drawn 1000 people, whereas others have only drawn 500. It depends on the weather and what else is on in our area for that weekend. E.g. on previous years we have staged car shows, art festivals, golden shears events, markets and luncheons, all of which have attracted large crowds themselves.
What benefits will be returned to the Cabonne community?	No 1. The increased life-style, scenic beauty of a major community of Cabonne, which also flows onto people wishing to remain as well as establish in our community. No 2. The increased tourism activities of the area, which leads to more outside funding for infrastructure upgrades in our area. This increases employment opportunities.
Please list any other community groups involved with this event	Other groups involved in these weekends include CWA, Eugowra Lions Club, Eugowra View Club, Eugowra Schools, Eugowra MPS Auxiliary.
Assistance Requested	
Type of Assistance (1)	Financial
Details (1)	To assist with purchase of paint, mural panels and structural steel.

Value of Assistance, exclusive of GST (Council to provide estimate for in kind items) (1)	2000
Type of Assistance (2)	
Details (2)	
Value of Assistance, exclusive of GST (Council to provide estimate for in kind items) (2)	
Type of Assistance (3)	
Details (3)	
Value of Assistance, exclusive of GST (Council to provide estimate for in kind items) (3)	
Type of Assistance (4)	
Details (4)	
Value of Assistance, exclusive of GST (Council to provide estimate for in kind items) (4)	
Type of Assistance (5)	
Details (5)	
Value of Assistance, exclusive of GST (Council to provide estimate for in kind items) (5)	
Total assistance requested	2000

Will you require payment of EAP grant prior to lodging the Acquittal Form?	Yes
Supporting Information	
Please upload a quote outlining project costs (if applicable)	img004.pdf img005.pdf img006.pdf img007.pdf
Please upload your letter of support (1)	img011.pdf img012.pdf
Please upload your letter of support (2)	img013.pdf
The following supporting information is attached with this application	A quote outlining project costs (if applicable), Two (2) letters of support
Applicant's Signature	
	Link to signature
Name	Ray Agustin
Position in Organisation	Chairman of the Eugowra Mural Committee
Date	22/08/2019



CABONNE COUNCIL
 PO Box 17 MOLONG NSW 2866
 TELEPHONE : 02 6392 3200
 FACSIMILE: 02 6392 3260
 Email: council@cabonne.nsw.gov.au
 Website: www.cabonne.nsw.gov.au

Cabonne Council
RECEIVED
 30 AUG 2019

Referred to

Event Assistance Program Application Form

1. Details of the Organisation

Name of Organisation

EUGOWRA EVENTS & TOURISM ASSOCIATION

Organisation Address

House Number/Name/ PO Box

Street/Road

PO BOX 46

City

State

Postcode

EUGOWRA

NSW

2806

Telephone

Fax

Email

0428 592486

Rchay.2806@bigpond.com

Contact Person

Position in Organisation

Ron Hay

President

Is the organisation registered for GST not registered for GST

Does the organisation have an ABN? yes ___89335015409___ no

Does the organisation have insurance, including public liability cover? yes no

What is the aim of your organisation?

TO EVENTS TO PROMOTE EUGOWRA & PROMOTE TOURIS,

Does your organisation have a plan/strategy? yes no

(Please attach if yes) TO ORGANISE EVENTS TO ENCOURAGE TOURISTS AND TO FINANCIALLY HELP OTHER ORGANISATIONS IN OUR COMMUNITY

2. Event Title

Name of the event

FUNNY LUMSDEN – COUNTRY HALLS TOUR

Funding Category Applying For (Please tick)

Flagship Event Core Event Developing Event

3. Details of the Proposal

Please provide a general description of the event.

THIS IS GOING TO BE A FAMILY NIGHT OF MUSIC & ENTERTAINMENT FOR OUR LOCAL COMMUNITY

Where and when is the event to take place?

EUGOWRA SHOWGROUND FRIDAY 27TH SEPTEMBER 2019

How will the event raise the profile of the Cabonne Council?

Fanny is a very popular family entertainer, with crowds following her, who will be visiting Eugowra and Cabonne for the first time and experiencing what Cabonne has to offer.

What local business opportunities will be created?

N/A

How many people are expected to attend the event from within and outside the Shire?

250-300

Please list any other community groups involved with this event?

Eugowra Show Society

Cabonne Council – Event Assistance Program – 2018/2019 Application

--

4. Assistance requested

Type of assistance	Details	Value of Assistance exclusive of GST (Council to provide estimate for in kind items)
PROMOTIONAL		\$500.00
		\$
		\$
		\$
		\$
Total Assistance requested		\$500.00

Cabonne Council – Event Assistance Program – 2018/2019 Application

Will you require payment of EAP grant prior to lodging the Acquittal Form (please tick)	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
---	------------------------------	--

5. Supporting Information

The following supporting information is attached with this application:

APPLICANT Please tick ✓		INFORMATION	COUNCIL	
YES	NO		YES	NO
		A quote outlining project costs (if applicable)		
		Two (2) letters of support		

6. Applicants Signature

The applicant, or the applicant's agent, must sign the application

Name	Position in Organisation
Ron Hay	President
Signature	Date
RHay per. b. Hay. (Secretary)	24/07/2019

OFFICE USE ONLY

Tick ✓	Date	Name	Signature

Cabonne Council – Event Assistance Program – 2018/2019 Application



CABONNE COUNCIL
 PO Box 17 MOLONG NSW 2866
 TELEPHONE : 02 6392 3200
 FACSIMILE: 02 6392 3260
 Email: council@cabonne.nsw.gov.au
 Website: www.cabonne.nsw.gov.au

Event Assistance Program Application Form

1. Details of the Organisation

Name of Organisation

Molong Advancement Group

Organisation Address

House Number/Name/ PO Box

Street/Road

P O Box 263

City

State

Postcode

Molong

NSW

2866

Telephone

Fax

Email

63668 8800

kerry@molongre.com.au

Contact Person

Kerry Hicks

Small Town Representative

M.A.G. COMMITTEE MEMBER

Is the organisation registered for GST Yes

Does the organisation have an ABN? yes 12620434931

Does the organisation have insurance, including public liability cover? yes

What is the aim of your organisation?

Working Cooperatively for the future of Molong through representation, promotion and education

Does your organisation have a plan/strategy? no

(Please attach if yes)

2. Event Title

Name of the event

Banjo Paterson Dinner

Funding Category Applying For (Please tick)

Flagship Event Core Event Developing Event

3. Details of the Proposal

Please provide a general description of the event.

A major dinner event to join with the Orange Banjo Festival week promoted by Orange360 Tourism.

We anticipate 250 dinner guests, enjoying a 4 course meal provided by Eat Your Greens Eugowra.

We will be accompanying wine for each course, provided by Cabonne Vignerons.

Music to be provided by Orange Cecelia Rochelli and her band Johnny Be Bad.

The evening will commence with selected local artists performing Banjo Paterson Poetry.

Where and when is the event to take place?

The event is to take place on Saturday 22nd of February, 2020 to coincide with Orange Banjo Festival Week.

It will be held on the Molong Village Green from 6:30 to 11:00pm.

How will the event raise the profile of the Cabonne Council?

Our aim is to join with the signature event Orange has with the Banjo Paterson Festival and promote the villages of Cabonne.

With Manildra and Yeoval taking part in the festival already, we saw an ideal opportunity for Molong to partake as well.

We held this event for the first time last year with great reviews, our aim is to advertise to people from out of our region to come and explore the 'Riches' of Cabonne Shire.

Feast on our fine food and wine, enjoy the landscape and heritage buildings. Discover the history of Banjo Paterson in our local region and to provide a first class social dining experience at the same time.

What local business opportunities will be created?

The evening cannot be created without volunteers. Our Sporting Groups and Schools will receive donations for their support in the setup of the evening.

On the evening we will be promoting the Banjo Paterson Museum at Yeoval.

We will be promoting local wineries and providing a local Eugowra company the role of catering for the event.

We believe people come back and explore our town in daylight hours if they have had a pleasant experience that evening.

With correct advertising, we will promote our motels & B&B's, therefore benefit from such an

Cabonne Council – Event Assistance Program – 2017/2018 Application

event.

When people return to our town to discover it in daylight, the shops receive added tourism trade.



How many people are expected to attend the event from within and outside the Shire?

Using last years dinner as a gauge, we would expect to sell between 200-250 tickets. 60-70% of the ticket holders would be tourists from outside the Cabonne Region with the remaining being a combination of people from within Cabonne and Orange Region.



What benefits will be returned to the Cabonne Community

Signature events create a following of people. People from outside the region who experience a wonderful evening are more likely to promote Cabonne Shire and return.....spread the word is the best form of advertising. But first we need to create the event and we cannot do this without assistance and much advertising and promotion. We will be promoting the riches of Cabonne and encourage our visitors to return for more!!!



Please list any other community groups involved with this event?

Not completely sure as to who the community groups will be, as we are awaiting replys to our invitation for them to contribute.
However Molong Rugby Union Club are already on board.
Molong Yarn Market
We envisage others to be involved as well.



4. Assistance requested

Type of assistance	Details	Value of Assistance exclusive of GST <small>(Council to provide estimate for in kind items)</small>
Financial Contribution	Social Media Newspapers TV Radio	\$1,000.00
Financial Contribution	Banners (2 for both main approaches to town)	\$ 600.00
Provide and erect barriers for the evening	If we could have Council outdoor staff to assist with the set up of the barriers for the evening and provide garbage bins as well.	?????
		\$
		\$
Total Assistance requested		\$1,600.00
Will you require payment of EAP grant prior to lodging the Acquittal Form (please tick)		<input type="checkbox"/> yes <input checked="" type="checkbox"/> no

5. Supporting Information

The following supporting information is attached with this application:

Cabonne Council – Event Assistance Program – 2017/2018 Application

APPLICANT Please tick ✓		INFORMATION	COUNCIL	
YES	NO		YES	NO
Yes		A quote outlining project costs (if applicable)		
Yes		Two (2) letters of support		

6. Applicants Signature

The applicant, or the applicant's agent, must sign the application


Name

Kerry Hicks

Position in Organisation

Small Towns Representative

Signature



Date

09/11/2019

OFFICE USE ONLY

Tick ✓	Date	Name	Signature
			Letter of Acknowledgement
			Referral to ED & T Committee & Council
			Determination of Application
			Acceptance Form received
			Project Completed
			Grant acquittal completed and returned.
			Funding provided to applicant

**DRAFT CONDITIONS OF CONSENT
2019/0135**

1. APPROVED PLANS AND SUPPORTING DOCUMENTS

The development shall be carried out in accordance with the approved stamped and signed plans and/or documentation listed below **except where modified by any modification application**. Where the plans relate to alteration or additions only those works shown in colour or highlighted/shaded are approved.

This approval enables the applicant to operate at a scale as submitted in the proposal. Any increase in the scale of the activity as submitted, will require the further approval of Council.

Sheet No.	Description	Prepared By	Date/s
Sheets 1 to 7	Ref: 19011DA	Peter Basha Planning & Development	11 April 2019
1005468S	BASIX	Marc Kiho	27 March 2019

Note 1: *Modifications to the approved plans will require the lodgment and consideration by Council of a modification pursuant to Section 4.55 of the Environmental Planning and Assessment Act.*

Note 2: *A warning to all Accredited Certifiers. You should always insist on sighting the original Council stamped approved plans/documentation and not rely solely upon the plan reference numbers in this condition. Should the applicant not be able to provide you with original copies, Council will provide you with access to its files so you that may review our original copies of approved documentation.*

Note 3: *The approved plans and supporting documentation may be subject to conditions imposed under section 4.17 of the Act modifying or amending the development (refer to conditions of consent which must be satisfied prior to the issue of any Construction Certificate).*

(Reason: To confirm and clarify the terms of consent)

2. COMPLIANCE WITH BUILDING CODE OF AUSTRALIA

All building work must be carried out in accordance with the provisions of the Building Code of Australia. Note: Applicants who have lodged an objection and who have been granted exemption under clause 187(6) & 188(4) of the Environmental Planning and Assessment Regulation 2000, must comply with the Building Code of Australia in all other respects.

(Reason: Prescribed statutory control)

3. OBTAINING A CONSTRUCTION CERTIFICATE FOR BUILDING WORK

This Development Consent does not constitute approval to carry out construction work. Construction work may only commence upon the issue of a Construction Certificate, appointment of a Principal Certifying Authority (PCA), and lodgement of Notice of Commencement.

Please note that if demolition works forms part of the extent of works approved in the same application, then demolition must not commence prior to the issue of a Construction Certificate.

(Reason: Information)

4. APPLICATION FOR A CONSTRUCTION CERTIFICATE

The applicant must apply to Council or an Accredited Certifier for a Construction Certificate to carry out the relevant building works that are approved by this consent. The details to be included in the application for a Construction Certificate are:

- (a) Architectural plans and specifications complying with the Building Code of Australia (BCA), relevant Australian Standards, and the development consent and conditions.
- (b) If Council issues the Construction Certificate, engineering details must be submitted for approval for all structural elements, including but not limited to, piers, footings, reinforced concrete slab, first floor joist layout, roof trusses, steel beams and the like. The details must be prepared by a practising consulting structural engineer. Also a certificate from the engineer must be included certifying that the design fully complies with appropriate SAA Codes and Standards and the Building Code of Australia requirements.

Note: The engineer/s undertaking certification must be listed on the National Professional Engineers Register under the appropriate category.

- (c) Geotechnical report for the site, prepared by a qualified geotechnical engineer detailing the foundation conditions of the site and solutions for consideration by a structural Engineer.
- (d) Essential services plan outlining the existing and proposed fire safety measures.
- (e) Disabled access provisions to common and public areas in accordance with AS1428.
- (f) If an alternative solution to the "deemed to satisfy" provisions of BCA is proposed, the following details must be lodged:
 - Performance requirements that the alternative solution intends to meet.
 - Assessment methods used to determine compliance with the performance requirements, including if and how each performance objective impacts on other requirements of the BCA; and
 - A statement about the person who prepared the alternate solution, indicating qualifications, experience, insurance details, and membership of an approved accreditation body

Note: The performance-based application may be required to be reviewed by a suitably qualified independent body at the applicant's expense. Any fees relating to any review are required to be paid prior to the issue of the Construction Certificate.

(Reason: Statutory requirement)

5. NOTICE OF COMMENCEMENT

No work shall commence until you submit a notice of commencement (form will be attached with issue of a Construction Certificate or available from our website) giving Council:

- (a) Not less than two (2) days" notice of the date on which it is proposed to commence work associated with this Development Consent;
- (b) Details of the appointment of a Principal Certifying Authority (either Cabonne Council or another Accredited Certifier)
- (c) Details of the name, address and licence details of the Builder.

(Reason: Statutory Requirement)

6. CONSTRUCTION HOURS

No construction or any other work related activities shall be carried out on the site outside the hours of 7.00 am to 5.00 pm Mondays to Saturdays. No work to occur on Sundays and public holidays.

Where the development involves the use of jackhammers/ rock breakers and the like or other heavy machinery, such equipment may only be used between the hours of 7.00 am - 5.00 pm Monday to Friday only.

(Reason: Safety and amenity)

7. BASIX COMMITMENTS

The approved BASIX Certificate shall be submitted to the Accredited Certifier with the application for a Construction Certificate.

Where a change or changes are proposed in the BASIX commitments, the applicant must submit a new BASIX Certificate to the Accredited Certifier and/or Council. If any proposed change in the BASIX commitments is inconsistent with the development consent the applicant will be required to submit a modification to the development consent to Council under Section 4.55 of the Environmental Planning and Assessment Act 1979.

All commitments in the BASIX Certificate must be shown on the plans accompanying the Construction Certificate prior to the issue of any Construction Certificate.

(Reason: Statutory Compliance)

8. CONSTRUCTION WITHIN BUILDING ENVELOPE

All approved construction including but not limited to footings, walls, roof barges and guttering are to be constructed wholly within the building envelope registered upon the allotment. This condition also applies to the proposed rain water tanks.

(Reason: To ensure compliance with local planning controls)

9. DRAINAGE

To ensure satisfactory disposal of roof stormwater run-off. All roofwater shall be collected through guttering and downpiping, connected to a 100mm or 90mm PVC pipeline and shall be disposed of:

1. 3m away from the building
2. to the existing storm water drainage system
3. well clear of the effluent absorption area to prevent infiltration or runoff to the area.
4. to the street gutter
5. convey all roof rainwater to an approved absorption / rubble trench, having a cross-sectional area of 600 mm x 600 mm and being one (1) metre long for every 25m² of roof area drained thereto. Trenches are to be located three (3) metres clear of any Building or Lot boundary and not in a position to permit infiltration or overland flow to an effluent disposal area.

(Reason: Statutory requirement)

10. OCCUPATION CERTIFICATE

To ensure compliance with the Environmental Planning & Assessment Act 1979. All buildings will require an Occupation Certificate PRIOR to occupation/use of the building.

(Reason: Statutory requirement)



CABONNE COUNCIL COMMUNITY PARTICIPATION PLAN

2019

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Foreword

GM or Mayor??

Community Participation in the Planning System

Cabonne Council recognizes that community participation throughout the planning system is not only your right, but it is essential to delivering better planning results for the people of Cabonne.

Ultimately, Council's responsibility is to deliver the objectives of the the *Environmental Planning and Assessment Act 1979* (EP&A Act) including the promotion of orderly and economic use of land, facilitating ecologically sustainable development and promoting social and economic wellbeing.

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

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

Why is community participation important?

- It builds community confidence in the planning system
- Community participation creates a shared sense of purpose, direction and understanding of the need to manage growth and change, while preserving local character
- It provides access to community knowledge, ideas and expertise

What is our Community Participation Plan?

Our community Participation Plan (CPP) is designed to make participation in planning clearer for the NSW community. It does this by setting out in one place how and when you can participate in the planning system, our functions and different types of proposals. This CPP also establishes our community participation objectives which we use to guide our approach to community engagement.

What functions does the community participation plan apply to?

Plan Making	Strategic planning is an essential aspect of Council's work where we set the strategic direction, vision and context for the planning system in Cabonne. It involves planning for communities which integrates social, environmental and economic factors with the area's special attributes and their future realisation within the planning system. Examples of this work include amendments to or the creation of local strategic planning statements, planning proposals for local environmental plans, development control plans and development contribution plans.
Assessments	The Council, the General Manager and Council staff all make planning decisions on a range of developments. When making decisions on these developments, consideration is given to whether land use proposals are in accordance with the strategic priorities of Council, public interest and applicable policies, legislation and guidelines. Proposals assessed may include residential, commercial, industrial or agricultural developments. In these proposals the planning phase is just one aspect of the

	overall lifecycle and at other phases engagement may be undertaken by either proponents or NSW Government agencies. In some instances, we require ongoing engagement as a condition of approval.
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Who does this community participation plan apply to?

Our Community Participation Plan is a requirement of the Environment Planning & Assessment Act 1979 (see division 2.6 and Schedule 1 of the EP&A Act) and applies to the exercise of planning functions by Cabonne Council. Our CPP will be reviewed on a periodic basis.

How the community can participate in the planning system

Our community participation objectives

The table below illustrates the type of actions we will undertake to deliver our community participation objectives and provides some descriptions of our current practice.

These objectives have been developed having regard to the community participation principles set out in Section 2.23(2) of the EP&A Act.

These objectives will be supported by measurable actions that we will use to:

- develop community participation programs
- embed best practice community participation within the Department
- evaluate the effectiveness of our community participation.

Community Participation objectives		
Objectives	Actions	Examples
Community Participation is open and inclusive	<ul style="list-style-type: none"> • Encourage community participation by: <ul style="list-style-type: none"> ▪ keeping the community informed ▪ promoting participation opportunities ▪ seeking community input • Build strong partnerships with the community • Ensure community engagement accurately captures the relevant views of the community • Conduct community engagement opportunities in a safe environment 	<ul style="list-style-type: none"> • We engage Cabonne residents to build community partnerships. Through these channels we can unpack what the community is worried about, what it wants a project to achieve, and how it might be able to satisfy its wider needs • Council staff are available at Council offices to answer planning enquiries • Give opportunities for the community to address Councillors at monthly meetings • Give Progress Associations a direct contact to Councillor's • Providing opportunities for all Cabonne communities through the Small Town Committee.
Community Participation is easy	<ul style="list-style-type: none"> • Clearly set out the purpose of any engagement and how and when the community can participate in respect of a planning function • Prepare information for the community that is relevant, concise, written in plain English and easy to understand 	<ul style="list-style-type: none"> • Community participation opportunities are advertised through channels including Council's website, newspapers, social media, press releases, mail outs and at Council offices. • We use Council's interactive mapping system where possible to assist the community in understanding a development.

	<ul style="list-style-type: none"> • Use visual representations to it make it easier to understand the possible impacts of a proposal • Use best practice engagement methods and techniques • Ensure information is accessible and seek input from groups who may find it difficult to participate in standard engagement activities 	<ul style="list-style-type: none"> • Council staff are available each business day to assist with enquiries regarding projects and developments. • Ensuring that Council staff are available across the shire.
Community Participation is relevant	<ul style="list-style-type: none"> • Clearly establish the purpose for engagement and tailor engagement activities to match the: <ul style="list-style-type: none"> ○ context (e.g. location; type of application or project; stage of the assessment process; previous engagement undertaken) ○ scale and nature of the proposal and its impacts ○ level of community interest ○ community's preferences about how they would like to participate • Adjust engagement activities (if necessary) in response to community input 	<ul style="list-style-type: none"> • We target participation to ensure that relevant community members are aware about the developments and projects. Landowners adjoining lots where a development may have an adverse impact are notified in writing. The number of people notified will depend on the type and scale of the development. • Based on community feedback we undertake additional engagement to further understand issues raised during initial consultations • Consultation outcomes have helped us better understand what is important to the Cabonne community and led to the development of new policy initiatives
Community participation is timely	<ul style="list-style-type: none"> • Start community engagement as early as possible, and continue this engagement for an appropriate period • Ensure the community has reasonable time to provide input 	<ul style="list-style-type: none"> • Exhibition is undertaken as soon as possible when projects and developments are received. • The community is able to contact Council throughout a project or development assessment for updates on the proposals.
Community participation is meaningful	<ul style="list-style-type: none"> • Explain how community input was taken into consideration, and ensure the response to community input is relevant and proportionate • Give genuine and proper consideration to community input • Keep accurate records of engagement activities and community input • Regularly review the effectiveness of community engagement • Integrate community input into the evaluation process • Comply with any statutory obligations • Protect privacy and respect confidentiality 	<ul style="list-style-type: none"> • Our Council staff regularly engage with community members to ensure that feedback has been understood • Provisions of our plans or the proposed development may change in response to community feedback. A development may be amended, or a project could take an altogether different approach as a result of community participation. • On the determination of an application, the community is advised of the outcome.

Our approach to community participation

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

To achieve the benefits of community participation in the planning system, we will tailor the following community participation approaches for all our planning functions:

Table 3: Community participation approach		
What	When	How
Level 1: Inform		
We notify the community of proposals, provide accurate and relevant information on the context of the proposal and update information as proposals progress through the planning system.	During the early scoping of a proposal we inform you of the intent and seek feedback to shape the project's design. We then update you on the progress of a proposal as it makes its way through the planning system	<ul style="list-style-type: none"> • Media releases, • Letter mailouts, • Our website, • Social media announcements, • Emails, • Newsletters, • Public notices and advertisements, • Information sessions,
Level 2: Consult		
We consult with the community and invite them to provide their views and concerns on a proposal	Once a Strategic plan or document is drafted, or an application is received, we notify the relevant stakeholders to seek your views and concerns. We welcome feedback as a submission in a formal exhibition, or at any other time	<ul style="list-style-type: none"> • Public exhibition, • Online participation forum, • Digital feedback maps, • Focus Meetings • Drop in sessions, • One-on-one engagement with Council staff via the phone, email, letter of face to face.
Level 3: Engage		
We respond to the community's views by conducting targeted engagement to seek specific input reflecting the scale, nature and likely impact of the proposal	Through submissions and feedback, we identify your key issues and concerns and conduct targeted engagement activities to find solutions to determine the way forward	<ul style="list-style-type: none"> • Public meetings and hearings, • Community reference groups, • Feedback sessions, • Workshops and engagement with community groups.
Determination		
We notify the community of decisions on proposals and detail how their views were considered in reaching the decision	In reaching a decision we consider your views and concerns, notify you of the reasons for the decision and how community views were considered	<ul style="list-style-type: none"> • Updates to websites, • Publication of submissions reports, • Exhibition reports, • Notice of decision letters.

It is important to note that the planning process is only one part of an overall project lifecycle in which you can participate. Outside of this standard process, in some circumstances we also undertake post-determination, compliance and enforcement activities to ensure that planning laws and decisions are implemented correctly.

The role of exhibitions in the planning system

Opportunities to participate in the planning system will respond to the nature, scale and likely impact of the proposal or project being considered or assessed.

A regular and valuable way for the communities to participate in the planning system is by making a submission on a proposal during an exhibition. You can also provide us with feedback at any time.

How can you get involved in a public exhibition?

- Make a formal submission on a proposal by writing to, or emailing council Council:
The General Manager,
Cabonne Council
PO Box 17
MOLONG NSW 2866

OR Council's email address council@cabonne.nsw.gov.au

OR dropping your submission at any of the Council offices.

- Visit Council where staff can assist you in accessing the exhibition documents. Council staff can also answer questions in relation to the proposal or connect you to an appropriate Council officer who can help you
- Connect directly with Council staff working on a proposal, policy, plan or project. Contact details are typically available on our exhibition documents.
- Please note that exhibition timeframes vary in length. Some timeframes are prescribed in legislation and others are at our discretion. Details of typical and minimum mandatory and typical timeframes are provided below.

Exhibition Timeframes

Section 2.21(2) of the EP&A Act details the types of proposals that must be considered in the CPP and Schedule 1 sets a minimum exhibition timeframe for most of these proposals. We will always exhibit a proposal for this minimum timeframe and will consider an extended timeframe for exhibition based on the scale and nature of the proposal.

The only requirements in this plan that are mandatory are those set out in the table below and these are the same as the mandatory minimum timeframes in Schedule 1 of the EP&A Act:

Strategic Documents/Plans	
Document	Exhibition Requirement
Planning Proposal to Amend Local Environmental Plan	28 days, or so determined by the Department of Planning and Environment in the Gateway determination. Due to the minor nature of the Planning Proposal, the Department of Planning and Environment may only require a reduced 14 day notification.
Draft or Amending a Development Control Plan	28 Days
Draft Local Strategic Planning Statements	28 Days

Community Participation Plans	28 Days
Development Contributions Plans	28 Days

Assessments	
Application Type	Exhibition Requirement
Development Application	<p>The following development applications will not be notified:</p> <ul style="list-style-type: none"> • Development outlined in Appendix A • Development that in the opinion of the assessing officer, is minor in nature and will not have an adverse impact on adjoining properties. <p>All other development applications will be notified to adjoining landowners for a minimum of 14 days.</p> <p>Major development applications may be advertised in local newspapers at the discretion of Council staff.</p>
Modification of a Development Application 4.55(2)	All 4.55(2) modification will be notified in accordance with the previous development application (if the application was initially notified). Any persons who objected to the development will be notified.
Section 8.2 Review of a Development Application	An application to review the determination of a development application will be notified in accordance with the initial development application.
Designated Development	28 Days
Environmental Impact Statement under Division 5.1 of EP&A Act	28 Days

Key points to note about public exhibitions include the following:

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

Some of Council's planning functions do not have minimum exhibition timeframes. As a matter of course in line with our community participation objectives, we may exhibit documents related to the exercise of these functions and proposals for the timeframes described in the table below:

Table 6: Non-mandatory exhibition timeframes	
Modification of a Development Application 4.55(1A) and 4.55(1)	4.55 (1A) applications will only be notified if in the opinion of the assessing officer the proposed changes are likely to have additional impact on adjoining properties. If the application is notified, any persons who objected to the initial development will be notified. 4.55(1) applications will not be notified.
Re-exhibition of an amended development application	Where an application is amended prior to determination, it may be re-notified at the discretion of Council staff depending on the scope of the amendments.
Draft Strategic Planning Documents	The notification of local strategic planning documents will depend on the nature of the documents. All draft strategic planning documents will be notified for a minimum of 14 days, with larger documents being exhibited for up to 28 days.

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

Feedback

Council invites feedback about how and when we engage the community on planning matters. This feedback will be used to enhance our Community Participation Plan into the future.

- Write to Council:
The General Manager,
Cabonne Council
PO Box 17
MOLONG NSW 2866
- Email Council: council@cabonne.nsw.gov.au
- Call us: 02 6392 3200

Appendix A: Development Applications not requiring Notification

Council may not notify a Development Application if the proposal is compliant with all of the legislation and controls in Cabonne Local Environmental Plan 2012, Council's Development Control Plans and Policies (where relevant) and is:

- 1) A single storey dwelling house;
- 2) An addition to a single storey dwelling house and minor external dwelling additions such as an open car port, pergola, or verandah;
- 3) Private swimming pool;
- 4) A detached garage or shed/outbuilding associated with a dwelling house that is behind the building line;
- 5) Any building on land within Zone RU1 Primary Production, Zone RU2 Rural Landscape or Zone RU3 Forestry where the land has an area greater than 5 hectares and/or the building is greater than 150 metres from a boundary with a different owner;
- 6) Subdivision creating less than 3 lots within Zones RU1 Primary Production, Zone RU2 Rural Landscape & RU3 Forestry;
- 7) A boundary adjustment;
- 8) Development considered to have nil or minor impacts on adjoining land owners

The above exemptions only apply if the proposed development is on a lot that is not a heritage item or adjacent to one.

All other development not identified above will require notification in accordance with this CPP including the abovementioned development types that do not comply with Council's Development Control Plan, and the development, in the opinion of the assessing officer, may have an adverse impact on adjoining properties.

Please note: Council staff may notify an application even though it may satisfy the above requirements if, in the opinion of the assessing officer, the development could result in an adverse impact to an adjoining (or neighbouring) lot it may be notified to adjoining landowners.

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ITEM 1 - RESOLUTIONS REGISTER - INFOCOUNCIL - ACTIONS REPORTING

REPORT IN BRIEF

Reason For Report	To provide Council with a report on progress made in actioning its resolutions up to last month's Council meeting and any committee meetings held.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.a. Provide quality administrative support and governance to councillors and residents
Annexures	1. Council ↓ 2. Traffic Light Report Summary ↓
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\RESOLUTION REGISTER - 1041447

GENERAL MANAGER REPORT

InfoCouncil generated reports are annexed including actions up to the previous month's meetings resolutions.

Progress comments are provided until the final action comment which will also show "COMPLETE": that item will then be removed from the register once resolved by the council.

Attached also is the "traffic light" indicator system that enables the council to identify potential areas of concern at a glance.

Councillors should raise any issues directly with the directors as per the mayor's request.

ITEM 2 - RATES SUMMARY

REPORT IN BRIEF

Reason For Report	Information provided in relation to Council's Rates collections.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.4.a - Level of rate of collection
Annexures	1. Rates Graph August 2019 ↓
File Number	\\OFFICIAL RECORDS LIBRARY\FINANCIAL MANAGEMENT\FINANCIAL REPORTING\FINANCIAL REPORTS TO COUNCIL - 1040755

SENIOR RATES OFFICER'S REPORT

The Rate Collection Summary to 31 August 2019 is attached for Council's information. The percentage collected is 34.51% which is slightly higher than previous years.

The first instalment for rates fell due 31 August 2019.

ITEM 3 - INVESTMENTS SUMMARY

REPORT IN BRIEF

Reason For Report	Information provided in relation to Council's Investment Schedule.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.4.b. Maximise secure income through investments
Annexures	1. Investments Summary August 2019 ↓
File Number	\\OFFICIAL RECORDS LIBRARY\FINANCIAL MANAGEMENT\FINANCIAL REPORTING\FINANCIAL REPORTS TO COUNCIL - 1040960

SENIOR ACCOUNTING OFFICER'S REPORT

Council's investments as at 31 August 2019 stand at a total of \$44,293,294.27.

Council's average interest rate for the month of August was 2.13%. The effect of the low cash rate is having a negative impact on term deposit rates offered by financial institutions. The Reserve Bank's official cash rate remained at 1% during the month of August. However, Council's average rate is higher than Council's benchmark rate of the 30 Day Bank Bill Swap Rate of 1.049%.

Council's investments are held with multiple Australian financial Institutions with varying credit ratings according to Council's Investment Policy. The annexure to this report shows a break up of each individual institution that Council invests with and its "Standard and Poor's" Credit Rating.

The Schedule of Investments for August 2019 is attached for Council's information.

ITEM 4 - COMMUNITY FACILITATION FUND

REPORT IN BRIEF

Reason For Report	To report on approved expenditure under the Community Facilitation Fund (CFF).
Policy Implications	Nil
Budget Implications	Within existing budget allocation

IPR Linkage	3.3.5.a. Review community need for new and upgraded facilities
Annexures	Nil
File Number	\OFFICIAL RECORDS LIBRARY\GRANTS AND SUBSIDIES\PROGRAMS\COMMUNITY FACILITATION FUND - 1041495

GENERAL MANAGER'S REPORT

Council adopted guidelines for the Community Facilitation Fund (CFF) in March 2015. The CFF was created for smaller community projects not originally included in the council's budget, to be allocated at the discretion of the Mayor and Deputy Mayor.

As a reminder, the guidelines for the CFF are as follows:

1. Projects where no existing vote for the works has been allocated or the vote is insufficient to complete the project.
2. Recipients must be community based not-for-profit groups.
3. Mayor and Deputy Mayor to jointly approve funds (with the General Manager as proxy if one is not available).
4. Allocation of funds to be reported to the next available council meeting.
5. Limit of \$3,000 per allocation unless other approved by council.

The following allocation of funds were processed in the past month.

Molong Show Society	Contribution towards gate takings for 2019 Show	\$2,000
Canowindra Show Society	Contribution towards gate takings for 2019 Show	\$2,000
Manildra Show Society	Contribution towards gate takings for 2019 Show	\$2,000
Eugowra Show Society	Contribution towards gate takings for 2019 Show	\$2,000
Cudal Show Society	Contribution towards gate takings for 2019 Show	\$2,000

ITEM 5 - CENTROC BOARD AND CENTRAL NSW JOINT ORGANISATION

REPORT IN BRIEF

Reason For Report	Council to note the minutes of the meetings.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.d Maintain effective membership of Centroc, Strategic Alliance, Hawkesbury City Council, Weddin Shire Council and Cabonne Council Country-City Alliance, LGNSW and other forums
Annexures	1. Mayoral Report Parkes ↓
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNMENT RELATIONS\LOCAL AND REGIONAL LIAISON\CENTRAL NSW JOINT ORGANISATION (CENTROC) - 1041501

GENERAL MANAGER REPORT

Centroc Board and Central West Joint Organisation meetings were held in Parkes on 29 August 2019 in Parkes. The Mayor and General Manager were unable to attend due to commitments at the Inland Rail Conference in Toowoomba.

The Board welcomed Special Guest, the Hon Mark Coulton – Minister for Regional Services, Decentralisation and Local Government, Assistant Trade and Investment Minister and Federal Member for Parkes. The region raised FAGs grants and opportunities to support decentralization including fuel excise, zonal taxation and child care. The Minister recommended the region undertake follow-up on the Digital Connectivity Discussion Paper.

Matters discussed by the Central West Joint Organisation included:

- Regional Water
- Administration of GMAC
- Essential Energy Service Levels
- Rural Health Pro Partnership proposal
- WRI Sponsorship proposal

The Mayoral report which includes the minutes of the meetings are attached for Councillors' information.

ITEM 6 - OCTOBER & NOVEMBER WORKSHOPS

REPORT IN BRIEF

Reason For Report	To advise of arrangements for upcoming council workshops.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.a - Provide quality administrative support and governance to councillors and residents
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\WORKSHOPS - 1041515

GENERAL MANAGER'S REPORT

Councillors were made aware at the September workshops that due to the scheduled date for the October workshops falling after a public holiday and within the school holiday period, resulting in a number of staff absences. The Mayor has agreed that it would be appropriate to cancel the workshops and any urgent requests to address council be scheduled on October Council meeting day.

A reminder that it has been agreed to hold the November workshops in Canowindra and councillors will be advised of more details when arrangements have been finalised.

ITEM 7 - ECONOMIC DEVELOPMENT AND TOURISM ACTIVITIES UPDATE

REPORT IN BRIEF

Reason For Report	To inform Councillors of key activities within the Community Engagement, Economic Development and Tourism section since the last report
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.4.1.c - Provide assistance to community groups
Annexures	1. CTAC Minutes 4 September 2019 ↓ 2. 9.09.2019 AOFM Manager's Report ↓
File Number	\\OFFICIAL RECORDS LIBRARY\ECONOMIC DEVELOPMENT\REPORTING\COUNCIL REPORTS - 1041528

COMMUNITY ENGAGEMENT AND DEVELOPMENT MANAGER'S REPORT

Unearth The Fossils Workshop

Cr Ian Davison, Council's Community Engagement & Development Manager and the Age of Fishes Museum Manager attended a workshop in Dubbo on 29 August 2019 to develop opportunities to market tourism attractions and experiences within the Destination Country & Outback tourism area.

The workshop, conducted by Destination NSW, followed an earlier workshop in Bathurst in September 2018 to investigate the possibility of a fossil trail in NSW.

The scope has now widened to include other tourism attractions and experiences, including those relating to indigenous tourism.

The consultants will develop a draft concept plan by 30 September 2019 and will seek online feedback from 7 October 2019 before presenting a final concept plan to Destination NSW at the end of October.

This concept plan will form the skeleton of a regional marketing plan. The aim is create the opportunity to further develop product within the Destination Country & Outback area and provide buy-in marketing opportunities for individual councils or a collective of councils, working with Destination Country & Outback and Destination NSW.

Night Sky Master Plan Meeting

Cr Ian Davison and Council's Tourism and Community Development Coordinator accepted an invitation to attend a Night Sky Master Plan meeting in Dubbo on 18 September 2019, hosted by Destination Country & Outback.

The Night Sky Master Plan aims to support the development, enhancement and expansion of interactive and immersive experiences of the region which tell the dark sky stories of art, culture, science and nature.

Cabonne Country Tourism Advisory Committee

The current Cabonne Country Tourism Advisory Committee (CCTAC) held its second meeting on 4 September 2019. (Minutes are attached as an annexure.)

Council's General Manager attended the meeting along with committee members, Council's Community Engagement and Development Manager and Tourism and Community Development Coordinator.

The committee thanked Cabonne Council for its swift action in approaching NSW National Parks and Wildlife Service regarding issues at Yuranigh's Grave Site outside Molong and suggested the matter continued to be followed up.

The committee also acknowledged Council for completing the upgrade of the Bank Street toilets in Molong, which has been a CCTAC priority for a long time.

The development of an annual Christmas in Cabonne event will be investigated.

Committee members were allocated tasks to action CCTAC's Top 5 Priority List. CCTAC's priorities are:

1. Visitor Information Centre in Molong;
2. Festivals, Events and Attractions;
3. Promote Cabonne as a Destination to Experience and Live;
4. Signage and Toilet Facilities;
5. Yuranigh's Grave Site.

Eugowra's representative informed the committee the Eugowra Events and Tourism Association is hoping to install an electronic notice board that would highlight all the events happening in the town.

The next CCTAC meeting will be held in Eugowra on 2 September 2019, starting at 5.30pm.

Age of Fishes Museum, Canowindra

The Age of Fishes Museum board held its most recent meeting on Monday 9 September 2019, when it was reported that August visitor numbers to the museum and Visitor Information Centre rose by 15.6% compared with the same month last year.

Visitor numbers since May have increased by 11.6% compared with the same period last year. This reversed a downward trend in the first four months of the year, which the board largely attributed to a period of very hot weather.

To date in 2019, 4,703 people have paid to experience the museum, with 2,374 attending the Visitor Information Centre for a total of 7,077. During the same period in 2018, there were 5,018 visitors to the museum and 1,942 to the Visitor Information Centre for a total of 6,960.

Current and planned projects include:

- a. New website with online retail capability;
- b. Retail layout revamp;
- c. Installation of new fossil stands;
- d. New staff handbook;
- e. Installation of interactive laser cut panels;
- f. Installation of CSIRO Timeline;
- g. Repainting of Rods and Fishes Activities Game;
- h. Purchase of Interactive Play Equipment.

The proposed retail area revamp and playground would be subject to grant funding.

The Museum has received more than \$75,000 in grant funding or bequests in the past 18 months, which has been allocated to specific improvements and projects.

A copy of the Age of Fishes Museum Manager's report is attached as an annexure.

Small Towns Development Committee

The Cabonne Small Towns Development Committee held its most recent meeting on 10 September 2019, with representatives from Cumnock, Mullion Creek, Molong, Manildra and Yeoval in attendance, along with Council's Community Engagement and Development Manager.

The committee was informed that as a one-off drought assistance measure, Council had provided \$2,000 from its Community Facilitation Fund to Cumnock Show Society to compensate for a downturn in gate takings due to the drought.

The committee was informed that Council would write to all show societies in the shire to offer the same level of assistance.

The committee congratulated Council on a wonderful gesture to encourage show societies to continue to plan and conduct annual agricultural shows, which form an important part of a community's social fabric during times of unprecedented drought.

Among the issues raised was a call from the Mullion Creek community for a walkway along the eastern side of Burrendong Way from Belgravia Road to Mullion Creek Public School. The Mullion Creek representative will inform the community to make a submission on the update of the Cabonne Council Pedestrian Access and Mobility Plan (PAMP) and Bike Plan and complete the online survey which is open to 29 September 2019.

ITEM 8 - ENGINEERING AND TECHNICAL SERVICES REPORT - AUGUST

REPORT IN BRIEF

Reason For Report	To update Council on works in progress in the Engineering and Technical Services Department.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.a - Provide quality administrative support and governance to councillors and residents
Annexures	1. 20190911 Engineering Report Annexure ↓
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\REPORTING\ENGINEERING AND TECHNICAL SERVICES REPORTING - 1041458

DIRECTOR OF ENGINEERING & TECHNICAL SERVICES' REPORT

Please find attached to this report an update of works in progress in the Engineering and Technical Services Department.

ITEM 9 - HERITAGE ADVISOR'S REPORT

REPORT IN BRIEF

Reason For Report	Providing councillors with a copy of the Heritage Advisor's report.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.3.2.b - Heritage advisory service provided
Annexures	1. Heritage Advisor's Report - September 2019↓
File Number	\\OFFICIAL RECORDS LIBRARY\DEVELOPMENT AND BUILDING CONTROLS\REPORTS\HERITAGE - 2018 - 1040540

DIRECTOR OF ENVIRONMENTAL SERVICES' REPORT

A copy of the Heritage Advisor's Report for September 2019 is attached for the information of the council.

ITEM 10 - DEVELOPMENT APPLICATIONS RECEIVED DURING AUGUST 2019

REPORT IN BRIEF

Reason For Report	Details of development applications received during the preceding month.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.3.a. Provide efficient and effective development assessment
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\DEVELOPMENT AND BUILDING CONTROLS\BUILDING AND DEVELOPMENT APPLICATIONS\REPORTING - DEVELOPMENT APPLICATIONS TO COUNCIL - 1040392

DIRECTOR OF ENVIRONMENTAL SERVICES' REPORT

Development Applications have been received during the period 01/08/2019 to 31/08/2019 as detailed below.

SUMMARY OF DEVELOPMENT APPLICATIONS RECEIVED

<u>TYPE</u>	<u>ESTIMATED VALUE</u>
--------------------	-------------------------------

GENERAL MANAGER'S REPORT ON MATTERS FOR NOTATION SUBMITTED TO THE ORDINARY COUNCIL MEETING TO BE HELD ON TUESDAY 24 SEPTEMBER, 2019

Section 68 Only x 9	\$----
Modification to Boundary Adjustment	\$----
Boundary Adjustment	\$----
Home Industry (Mechanics)	\$----
Demolition of Dwelling	\$----
Modification to Two Lot Subdivision	\$----
Modification to Farm Stay and Cellar Door	\$----
Detached Shed with Awning	\$15,800
Dwelling	\$354,000
Sheep Feedlot	\$1,620,000
In-Ground Swimming Pool	\$64,250
Dwelling	\$380,000
Deck	\$10,000
Garage and Tank	\$37,383
Dwelling/Storage Shed/Rainwater Tank	\$500,000
Storage Shed	\$17,220
Double Garage with Workshop	\$19,200
Multi Dwelling Housing – Convert Garage to Dwelling	\$58,000
Alterations & Additions to Existing Dwelling	\$180,000
Dwelling	\$280,000
TOTAL: 28	\$3,535,853

SUMMARY OF COMPLYING DEVELOPMENT APPLICATIONS RECEIVED

<u>TYPE</u>	<u>ESTIMATED VALUE</u>
Modification to Dwelling & Shed	\$----
Addition to Dwelling	\$180,000
In-Ground Fibreglass Swimming Pool	\$24,500
TOTAL: 3	\$204,500

GRAND TOTAL: 31	\$3,740,353
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ITEM 11 - DEVELOPMENT APPLICATIONS APPROVED DURING AUGUST 2019

REPORT IN BRIEF

Reason For Report	Details of development applications approved during the preceding month.
Policy Implications	Nil

Budget Implications	Nil
IPR Linkage	4.5.3.a. Provide efficient and effective development assessment
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\DEVELOPMENT AND BUILDING CONTROLS\BUILDING AND DEVELOPMENT APPLICATIONS\REPORTING - DEVELOPMENT APPLICATIONS TO COUNCIL - 1040535

DIRECTOR OF ENVIRONMENTAL SERVICES' REPORT

Development Applications have been approved during the period 01/08/2019 to 31/08/2019 as detailed below.

SUMMARY OF DEVELOPMENT APPLICATIONS RECEIVED

<u>TYPE</u>	<u>ESTIMATED VALUE</u>
Section 68 Only x 7	\$----
Boundary Adjustment	\$----
Two Lot Subdivision	\$----
Eight Lot Subdivision	\$----
Modification to Demolition of Existing and Construction of New Service Station	\$----
Modification to Farm Stay and Cellar Door	\$----
Modification to Two Lot subdivision	\$----
Demolition of Dwelling	\$----
Modification to Boundary Adjustment	\$----
Wall	\$10,000
Dual Occupancy	\$444,335
Dwelling	\$311,638
Front & Back Verandah	\$15,000
Erection of LED Sign	\$28,500
Demolition of Existing and Construction of New Dwelling	\$451,638
Storage Shed	\$30,000
Dwelling & Tank	\$400,384
Cellar Door & Restaurant	\$305,000
Detached Shed with Awning	\$15,800
In-Ground Swimming Pool	\$64,250
Alterations & Additions to Existing Dwelling	\$380,000
Garage & Tank	\$37,383
Storage Shed	\$17,220
Dwelling/Storage Shed/Rainwater Tank	\$500,000
TOTAL: 30	\$3,011,148

SUMMARY OF COMPLYING DEVELOPMENT APPLICATIONS RECEIVED

<u>TYPE</u>	<u>ESTIMATED VALUE</u>
In-Ground Fibreglass Swimming Pool	\$24,500
Addition to Dwelling	\$180,000
Alterations & Additions to Existing Dwelling	\$275,000
Modification to Dwelling & Shed	\$----
TOTAL: 4	\$479,500

GRAND TOTAL: 34	\$3,490,648
Previous Month:33	\$2,613,858

ITEM 12 - MEDIAN PROCESSING TIMES 2019

REPORT IN BRIEF

Reason For Report	To provide information on median processing times.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.3.a. Assess and determine development applications, construction certificate applications and Onsite Sewerage Management Systems (OSMS) to meet agreed service levels
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\DEVELOPMENT AND BUILDING CONTROLS\BUILDING AND DEVELOPMENT APPLICATIONS\REPORTING - DEVELOPMENT APPLICATIONS TO COUNCIL - 1040537

DIRECTOR OF ENVIRONMENTAL SERVICES' REPORT

Summary of median Application Processing Times over the last five years for the month of August:

<u>YEAR</u>	<u>MEDIAN ACTUAL DAYS</u>
2014	9
2015	26
2016	44
2017	31
2018	17

Summary of median Application Processing Times for 2019:

<u>MONTH</u>	<u>MEDIAN ACTUAL DAYS</u>
January	10
February	21
March	10.5
April	27
May	14
June	24
July	24
August	16
September	
October	
November	
December	

ITEM 13 - BURIAL STATISTICS

REPORT IN BRIEF

Reason For Report	To provide information on burial statistics.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	3.3.1.a - Maintain cemeteries in accordance with community requirements
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\PUBLIC HEALTH\CEMETERIES\REPORTING - BURIAL STATISTICS - 1040538

DIRECTOR OF ENVIRONMENTAL SERVICES' REPORT

<u>YEAR</u>	<u>NO OF BURIALS</u>
2006/07	59
2007/08	62
2008/09	57
2009/10	65
2010/11	40
2011/12	54
2012/13	54
2013/14	80
2014/15	66
2015/16	64
2016/17	41
2017/18	67
2018/19	77
2019/20	
July	5

**GENERAL MANAGER'S REPORT ON MATTERS FOR NOTATION SUBMITTED TO THE
ORDINARY COUNCIL MEETING TO BE HELD ON TUESDAY 24 SEPTEMBER, 2019**

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August	6
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November	
December	
January	
February	
March	
April	
May	
June	
Total	11

<p>Outstanding Actions</p> <p>Action Sheets Report</p>	<p>Division: Committee: Officer:</p> <p>Ordinary Meeting</p>	<p>Date From: Date To:</p> <p>Printed: Friday, 13 September 2019 2:48:38 PM</p>
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Meeting	Officer/Director	Section	Subject
Ordinary Meeting 25 July 2017	Robert Cohen Robert Cohen	For Determination	PROPOSAL FOR ESTABLISHMENT OF A TRUCK WASH AT MOLONG
<u>MOTION</u> (Nash/Wilcox)			
<p>THAT Council accept funding of \$505,060 from Transport for NSW for the construction of a Truck Wash facility at Molong.</p> <p><i>12 Sep 2019 - 11:18 AM - Emma Tadros</i> Project underway - awaiting balance of funds to be claimed at completion of project</p> <p><i>05 Sep 2019 - 1:29 PM - Deborah Jordan</i> WAD has been approved by RMS Detailed architectural design, civil design and structural design have been completed Waste water design and electrical design – Pending Site clearing is in progress</p> <p><i>14 Aug 2019 - 9:01 AM - Deborah Jordan</i> Still awaiting for the WAD approval from RMS. Expecting the preliminary designs from Consultants 16.8.19.</p> <p><i>09 Jul 2019 - 11:38 AM - Deborah Jordan</i> Work Authorisation Deed (W.A.D.) approval sought from RMS. Final design expected 12 July 2019. Work program to commence first week in August.</p> <p><i>11 Jun 2019 - 12:26 PM - Deborah Jordan</i> Extended closing date of tender.</p> <p><i>15 May 2019 - 9:55 AM - Deborah Jordan</i> Tender has been called.</p> <p><i>17 Apr 2019 - 3:55 PM - Deborah Jordan</i> Awaiting RMS approval. Project scoped.</p> <p><i>11 Mar 2019 - 3:48 PM - Deborah Jordan</i> Awaiting response from RMS regarding traffic management,</p> <p><i>13 Feb 2019 - 12:56 PM - Deborah Jordan</i> Progress report to be submitted to Council meeting 26.2.19</p> <p><i>05 Dec 2018 - 11:02 AM - Deborah Jordan</i> Meeting held with RMS, intersection treatment complete. Still in detailed design process.</p> <p><i>16 Nov 2018 - 11:00 AM - Deborah Jordan</i> Expected 7th December.</p> <p><i>19 Oct 2018 - 10:24 AM - Deborah Jordan</i> Review of concept design approved, detailed design expected early December.</p> <p><i>12 Sep 2018 - 1:58 PM - Deborah Jordan</i></p>			

Outstanding Actions	Division: Committee: Ordinary Meeting Officer:	Date From: Date To:
Action Sheets Report		Printed: Friday, 13 September 2019 2:48:38 PM

DA has been approved, design consultant engaged.
 13 Aug 2018 - 2:47 PM - Steve Harding
 Truck wash to be programmed for construction when development approval is received.
 12 Jul 2018 - 11:58 AM - Deborah Jordan
 Proposals still at assessment stage
 18 Jun 2018 - 2:34 PM - Deborah Jordan
 have received proposals, going through assessments
 11 May 2018 - 1:47 PM - Emma Tadros
 To report to June Council meeting. Still on public display
 12 Apr 2018 - 2:38 PM - Sharlea Taite
 Land use approved by Planning and Environment NSW
 15 Feb 2018 - 3:57 PM - Sharlea Taite
 Deed finalised
 Consultant to be engaged to prepare design documentation

14 Sep 2017 - 10:16 AM - Sharlea Taite
 Have received deed from Restart NSW for \$252,530 which is half the funds, awaiting on notification regarding Federal funds.

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 April 2018	Dale Jones Bradley Byrnes	For Determination	AGE OF FISHES MUSEUM, CANOWINDRA

RECOMMENDATION (Batten/Newsom)

THAT Council conduct a workshop to review current management and financial arrangements for the Age of Fishes Museum and consider future options for the tourist facility.

12 Sep 2019 - 5:43 PM - Dale Jones
 Report prepared for September meeting
 14 Aug 2019 - 3:35 PM - Dale Jones
 Councillors inspected new storage and research centre during relocation of fossils. Official opening to be arranged. Report to be prepared for September meeting
 11 Jul 2019 - 9:58 AM - Dale Jones
 Update on Museum's activities to be provided to August meeting following relocation of fossils to new storage facility
 18 Jun 2019 - 10:02 AM - Dale Jones
 Report to be prepared for July meeting
 16 May 2019 - 3:09 PM - Dale Jones
 Report to be prepared for Council's June meeting on Museum current situation
 10 Apr 2019 - 2:36 PM - Dale Jones
 Awaiting further instructions from Council
 18 Mar 2019 - 12:56 PM - Emma Tadros

<p>Outstanding Actions</p> <p>Action Sheets Report</p>	<p>Division: Committee: Officer:</p> <p>Ordinary Meeting</p>	<p>Date From: Date To:</p> <p>Printed: Friday, 13 September 2019 2:48:38 PM</p>
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In Community Engagement and Development Manager absence, comment made by Tourism and Community Development Coordinator:
 Awaiting further instruction from Council
 15 Feb 2019 - 4:56 PM - Dale Jones
 Awaiting further advice from council
 04 Dec 2018 - 10:23 AM - Dale Jones
 Awaiting further advice from Council
 15 Nov 2018 - 12:21 PM - Dale Jones
 Awaiting further decision from council
 18 Oct 2018 - 1:32 PM - Dale Jones
 Council to further discuss issue
 14 Sep 2018 - 11:15 AM - Dale Jones
 Awaiting further decision by Council
 17 Aug 2018 - 9:30 AM - Dale Jones
 Workshop held on 12 June 2018, awaiting further advice from council
 12 Jul 2018 - 3:13 PM - Dale Jones
 Workshop held on 12 June 2018. Councillors still considering options
 18 Jun 2018 - 10:33 AM - Naomi Schroder
 Workshop was held on 12 June with matter to be addressed at next ordinary meeting on 26 June
 11 May 2018 - 11:29 AM - Dale Jones
 Workshop scheduled for 8 May 2018 deferred until 12 June 2018. Pre-workshop discussion held on May 8

Meeting	Officer/Director	Section	Subject
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Ordinary Meeting 25 September 2018	Heidi Thornberry Luke Taberner	For Determination	PURCHASE OF LAND FROM TRANSPORT NSW IN WATSON STREET, MOLONG
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MOTION (Oldham/Mullins)

THAT:

1. Pursuant to Sections 186 and 187 of the *Local Government Act 1993 (NSW)* Council compulsorily acquire the land forming part of the Great Western Railway proclaimed in Government Gazette No. 289 of 17.7.1885 Folio 4562 and Government Gazette No. 232 of 9.6.1885 Folio 3629, being the area marked as "Lot 1" on the attached plan (the Land) for the purpose of flood infrastructure in accordance with the requirements of the *Land Acquisition (Just Terms Compensation) Act 1991*.
2. Council make an application to the Minister for Local Government and the Governor for the compulsory acquisition of the Land.
3. Authority be granted to affix the Common Seal of Council to any acquisition documentation associated with the Land.

<p>Outstanding Actions</p> <p>Action Sheets Report</p>	<p>Division: Committee: Officer:</p> <p>Ordinary Meeting</p>	<p>Date From: Date To:</p> <p>Printed: Friday, 13 September 2019 2:48:38 PM</p>
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4. The land to be acquired is to be classified as Community Land.

09 Sep 2019 - 11:30 AM - Heidi Thornberry
Superseded at the November Meeting 2018 - COMPLETE

15 Aug 2019 - 3:01 PM - Heidi Thornberry
Awaiting documents to affix seal

09 Jul 2019 - 9:30 AM - Heidi Thornberry
Awaiting documents to affix seal

13 Jun 2019 - 3:51 PM - Heidi Thornberry
Awaiting documents to affix seal

14 May 2019 - 12:12 PM - Heidi Thornberry
Awaiting documents to affix seal

16 Apr 2019 - 12:03 PM - Heidi Thornberry
Awaiting documents to affix seal

12 Mar 2019 - 10:01 AM - Heidi Thornberry
Awaiting documents to affix seal

13 Feb 2019 - 12:53 PM - Heidi Thornberry
Awaiting documents to affix seal

06 Dec 2018 - 3:43 PM - Heidi Thornberry
Awaiting documents to affix seal

15 Nov 2018 - 12:46 PM - Heidi Thornberry
Awaiting documents to affix seal

16 Oct 2018 - 4:25 PM - Heidi Thornberry
Awaiting documents to affix seal

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 30 October 2018	Robert Cohen Robert Cohen	For Determination	CANOWINDRA TOWN IMPROVEMENT PROJECTS

MOTION (Durkin/Walker)

THAT the listed projects be funded from the Canowindra Town Improvement Fund.

12 Sep 2019 - 11:19 AM - Emma Tadros
These projects were funded from the Canowindra Town Improvement Fund. Funded projects are completed. COMPLETE

13 Aug 2019 - 2:58 PM - Deborah Jordan
Contractors on site 12/13 August repairing faulty solenoids in sprinkler system in Morris Park.

09 Jul 2019 - 11:50 AM - Deborah Jordan
No further progress at this stage.

14 Jun 2019 - 10:44 AM - Deborah Jordan
Power upgrade for Morris Park - seeking suitable contractors.

<p>Outstanding Actions</p> <p>Action Sheets Report</p>	<p>Division: Committee: Officer:</p> <p>Ordinary Meeting</p>	<p>Date From: Date To:</p> <p>Printed: Friday, 13 September 2019 2:48:38 PM</p>
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15 May 2019 - 10:04 AM - Deborah Jordan
Swinging Bridge work completed.

17 Apr 2019 - 3:58 PM - Deborah Jordan
Swinging Bridge work to commence end of April.
Contractor for electrical works at Morris Park being sourced.

11 Mar 2019 - 4:04 PM - Deborah Jordan
Pallet lifter has been delivered.
Footpath to Swinging Bridge due April.
Contractor for electrical works at Morris Park being sourced.

15 Feb 2019 - 9:37 AM - Deborah Jordan
No further progress at this stage.

16 Nov 2018 - 11:09 AM - Deborah Jordan
Projects listed on Works Program. Pallet lifter has been purchased.

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 30 October 2018	Heidi Thornberry Luke Taberner	For Determination	PURCHASE OF LAND FROM TRANSPORT NSW IN WATSON STREET, MOLONG

MOTION (Oldham/Batten)

THAT:

1. Pursuant to Sections 186 and 187 of the *Local Government Act 1993 (NSW)* Council compulsorily acquire the land forming part of the Great Western Railway proclaimed in Government Gazette No. 289 of 17.7.1885 Folio 4562 and Government Gazette No. 232 of 9.6.1885 Folio 3629, being the area marked as "Lot 1" on the plan attached to the report (the Land) for the purpose of flood infrastructure in accordance with the requirements of the *Land Acquisition (Just Terms Compensation) Act 1991*.
2. Council make an application to the Minister for Local Government and the Governor for the compulsory acquisition of the Land.
3. Authority be granted to affix the Common Seal of Council to any acquisition documentation associated with the Land.
4. The land to be acquired is to be classified as Community Land.

09 Sep 2019 - 11:32 AM - Heidi Thornberry
Awaiting document to affix seal

14 Aug 2019 - 3:07 PM - Heidi Thornberry
Awaiting document to affix seal

09 Jul 2019 - 9:31 AM - Heidi Thornberry

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
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Awaiting document to affix seal
 13 Jun 2019 - 3:51 PM - Heidi Thornberry
 Awaiting document to affix seal
 14 May 2019 - 12:12 PM - Heidi Thornberry
 Awaiting document to affix seal
 16 Apr 2019 - 12:04 PM - Heidi Thornberry
 Awaiting document to affix seal
 12 Mar 2019 - 10:02 AM - Heidi Thornberry
 Awaiting document to affix seal
 13 Feb 2019 - 12:54 PM - Heidi Thornberry
 Awaiting document to affix seal
 06 Dec 2018 - 3:46 PM - Heidi Thornberry
 Awaiting document to affix seal
 15 Nov 2018 - 10:35 AM - Heidi Thornberry
 Awaiting document to affix seal

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 30 October 2018	Heidi Thornberry Luke Taberner	For Determination	COUNCIL TO ACQUIRE EASEMENTS OVER LAND IN EUGOWRA FOR THE PUZZLE FLAT CREEK FLOOD LEVEE

MOTION (Durkin/Newsom)

THAT:

1. Pursuant to Sections 186 and 187 of the *Local Government Act 1993 (NSW)* Council compulsorily acquire easements over the land described as:
 - a) Lot 1 in DP 432838 Eugowra;
 - b) Lot 3943 in DP 1200868 Eugowra;
 - c) Lot 148 in DP 750182 Eugowra;
 - d) Lot 7001 in DP 1125814 Eugowra;
 - e) Lot 88 in DP 750159 Eugowra; and
 - f) Lot 71 in DP 750182 Eugowra

as shown in the plans attached to the report for the purpose of flood levee infrastructure in accordance with the requirements of the *Land Acquisition (Just Terms Compensation) Act 1991*.

Outstanding Actions	Division: Committee: Ordinary Meeting Officer:	Date From: Date To:
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2. Council make an application to the Minister for Local Government and the Governor for the compulsory acquisition of the Land.
3. Authority be granted to affix the Common Seal of Council to any acquisition documentation associated with the Land.
4. The land to be acquired is to be classified as Community Land.
5. Should council be able to reach agreement for purchase by private treaty that the purchase proceed by that method.
6. Should Council not be granted permission to acquire the following:
 - a) Lot 1 in DP 432838 Eugowra;
 - b) Lot 3943 in DP 1200868 Eugowra;
 - c) Lot 7001 in DP 1125814 Eugowra; and
 - d) Lot 71 in DP 750182 Eugowra.

under the Land Acquisition (Just Terms Compensation) Act 1991 that a licence agreement be entered into for the area covered by the proposed easement.

09 Sep 2019 - 11:32 AM - Heidi Thornberry
Awaiting documents to affix seal

14 Aug 2019 - 3:07 PM - Heidi Thornberry
Awaiting document to affix seal

09 Jul 2019 - 9:31 AM - Heidi Thornberry
Awaiting document to affix seal

13 Jun 2019 - 3:51 PM - Heidi Thornberry
Awaiting documents to affix seal

14 May 2019 - 12:12 PM - Heidi Thornberry
Awaiting documents to affix seal

02 Apr 2019 - 10:08 AM - Heidi Thornberry
Awaiting documents to affix seal

12 Mar 2019 - 10:02 AM - Heidi Thornberry
Awaiting documents to affix seal

13 Feb 2019 - 12:54 PM - Heidi Thornberry
Awaiting document to affix seal

06 Dec 2018 - 3:46 PM - Heidi Thornberry

Outstanding Actions	Division: Committee: Ordinary Meeting Officer:	Date From: Date To:
Action Sheets Report		Printed: Friday, 13 September 2019 2:48:38 PM

Awaiting documents to affix seal 15 Nov 2018 - 10:35 AM - Heidi Thornberry			
Awaiting documents to affix seal			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 November 2018	Heidi Thornberry Luke Taberner	Confidential Items	ACQUISITION OF LAND - KURRAJONG ROAD, MANILDRA
RECOMMENDATION (Nash/Weaver)			
THAT Council:			
<ol style="list-style-type: none"> 1. Authorise purchase of 1.47 ha of land from Lot 243 DP 750150 for the purchase price of \$5,297.88. 2. Agree to pay all reasonable legal fees, survey fees and plan lodgement fees associated with the purchase. 3. Authorise the affixation of the Common Seal and appropriate signatures on any associated land transfer documents. 			
09 Sep 2019 - 11:32 AM - Heidi Thornberry			
Awaiting document to affix seal			
14 Aug 2019 - 3:07 PM - Heidi Thornberry			
Awaiting document to affix seal			
09 Jul 2019 - 9:31 AM - Heidi Thornberry			
Awaiting document to affix seal			
13 Jun 2019 - 3:51 PM - Heidi Thornberry			
Awaiting document to affix seal			
14 May 2019 - 12:12 PM - Heidi Thornberry			
Awaiting document to affix seal			
02 Apr 2019 - 10:07 AM - Heidi Thornberry			
Awaiting document to affix seal			
11 Mar 2019 - 1:02 PM - Heidi Thornberry			
Awaiting document to affix seal			
13 Feb 2019 - 12:54 PM - Heidi Thornberry			
Awaiting document to affix seal			
06 Dec 2018 - 3:49 PM - Heidi Thornberry			
Awaiting document to affix seal			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 26 February 2019	Jolene Pearson Luke Taberner	For Determination	ENGAGEMENT OF THE NEW SOUTH WALES ELECTORAL COMMISSIONER TO CONDUCT COUNCIL ELECTIONS

<p>Outstanding Actions</p> <p>Action Sheets Report</p>	<p>Division: Ordinary Meeting</p> <p>Committee:</p> <p>Officer:</p>	<p>Date From:</p> <p>Date To:</p> <p>Printed: Friday, 13 September 2019 2:48:38 PM</p>
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<p>MOTION (Durkin/Jones)</p> <p>THAT Council:</p> <ol style="list-style-type: none"> Pursuant to s. 296(2) and (3) of the Local Government Act 1993 (NSW) (“the Act”) an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council. Pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council. Pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council. <p>12 Sep 2019 - 3:15 PM - Jolene Pearson Awaiting Contract documentation from AEC.</p> <p>15 Aug 2019 - 2:58 PM - Emma Tadros Awaiting Contract documentation from AEC.</p> <p>05 Jul 2019 - 4:55 PM - Jolene Pearson Awaiting Contract documentation from AEC.</p> <p>13 Jun 2019 - 2:34 PM - Jolene Pearson Awaiting Contract documentation from AEC.</p> <p>13 May 2019 - 1:33 PM - Jolene Pearson Awaiting Contract documentation from AEC.</p> <p>15 Apr 2019 - 12:02 PM - Jolene Pearson Awaiting Contract documentation from AEC.</p> <p>11 Mar 2019 - 2:30 PM - Jolene Pearson Awaiting Contract documentation from AEC.</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 26 February 2019	Dale Jones Bradley Byrnes	For Determination	CABONNE ACQUISITIVE ART PRIZE
<p>MOTION (Oldham/Davison)</p> <p>THAT Council:</p> <ol style="list-style-type: none"> Consider a draft budget for the 2019-20 Cabonne Acquisitive Art Prize; 			

<p>Outstanding Actions</p> <p>Action Sheets Report</p>	<p>Division: Committee: Officer:</p> <p>Ordinary Meeting</p>	<p>Date From: Date To:</p> <p>Printed: Friday, 13 September 2019 2:48:38 PM</p>
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2. Adopt dates and timelines for the 2019-20 Cabonne Acquisitive Art Prize; and
3. Enlist the services of a qualified independent judge.

12 Sep 2019 - 5:44 PM - Dale Jones

Budgets, dates and timelines determined and independent judge engaged. - COMPLETE

14 Aug 2019 - 3:36 PM - Dale Jones

Small working group formed. Draft budget, timelines and terms and conditions proposed. Report prepared for August meeting for Council's determination.

11 Jul 2019 - 9:59 AM - Dale Jones

Competition being launched in July

18 Jun 2019 - 10:03 AM - Dale Jones

Competition to be launched in July

16 May 2019 - 3:11 PM - Dale Jones

Timelines determined and competition to be launched in July following adoption of Council 2019-20 Budget.

10 Apr 2019 - 2:38 PM - Dale Jones

Competition to be initiated once costings have been included in 2019-20 Budget and finalised.

18 Mar 2019 - 1:00 PM - Emma Tadros

In Community Engagement and Development Manager absence, comment made by Tourism and Community Development Coordinator:
In progress

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 26 March 2019	Naomi Schroder Bradley Byrnes	For Determination	QUESTIONS FOR NEXT MEETING

MOTION (Oldham/Jones)

THAT Council receive a report at the next Council meeting in relation to the following matters:-

1. Flood mitigation measures and an update on the SMEC project;
2. Developing key strategies and identifying priorities for Council and the community to take advantage of funding programs, particularly those with a 50/50 contribution arrangement for possible inclusion in the 2019/20 budget; and
3. Solar panels at the sewerage treatment plant and possible development of a 'Renewable Energy Action Plan', detailing a cost benefit analysis for implementation in the 2020/21 financial year.

09 Sep 2019 - 12:23 PM - Naomi Schroder

<p>Outstanding Actions</p> <p>Action Sheets Report</p>	<p>Division: Committee: Ordinary Meeting Officer:</p>	<p>Date From: Date To:</p> <p>Printed: Friday, 13 September 2019 2:48:38 PM</p>
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<p>Ongoing</p> <p>12 Aug 2019 - 9:59 AM - Naomi Schroder in progress - have discussed with GM and looking to implement grants flowchart or something similar to assist with identification and prioritising of projects on an ongoing basis.</p> <p>05 Jul 2019 - 3:55 PM - Naomi Schroder no further progress at this atge</p> <p>14 Jun 2019 - 11:59 AM - Naomi Schroder no further progress at this stage</p> <p>16 May 2019 - 4:04 PM - Naomi Schroder Research into process conducted at a neighbouring Council. Implementation of strategy and consultation methods to be discussed and confirmed with GM and a plan made going forward. Consultation will still be occurring in conjunction with the CSP process.</p> <p>18 Apr 2019 - 3:45 PM - Naomi Schroder As per DFCS comments on item 2, consultation will be undertaken in conjunction with CSP review. Grants Officer will also complete some research further strategy around this and advise.</p> <p>18 Apr 2019 - 2:41 PM - Emma Tadros Action reassigned to Naomi Schroder by: Emma Tadros</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 28 May 2019	Christopher Eldred Heather Nicholls	For Determination	DRAFT DEVELOPMENT CONTROL PLAN NO. 17: RURAL TOURISM
<p>MOTION (Jones/Oldham)</p> <p>THAT Council notify the Draft Development Control Plan No. 17: Rural Tourism for public comment for a period of 28 days.</p> <p>09 Sep 2019 - 2:43 PM - Christopher Eldred No Change from last month.</p> <p>15 Aug 2019 - 2:06 PM - Emma Tadros No changed from last month</p> <p>11 Jul 2019 - 12:13 PM - Emma Tadros Council staff are now considering the comments received during the exhibition period</p> <p>03 Jun 2019 - 4:34 PM - Christopher Eldred The DCP has been placed on exhibition for 28 Days in accordance with requirements. A subsequent report will be prepared for Council following the exhibition phase.</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 28 May 2019	Emma Tadros Luke Taberner	For Determination	RE-ESTABLISHMENT OF ALCOHOL FREE ZONES AND ALCOHOL PROHIBITED AREAS WITHIN CABONNE COUNCIL LOCAL GOVERNMENT AREA
<p>MOTION (Durkin/Oldham)</p> <p>THAT Council:</p>			

<p>Outstanding Actions</p> <p>Action Sheets Report</p>	<p>Division: Committee: Officer:</p> <p>Ordinary Meeting</p>	<p>Date From: Date To:</p> <p>Printed: Friday, 13 September 2019 2:48:38 PM</p>
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1. Undertake public notification in accordance with s644(5) of the Local Government Act 1993 and the Ministerial Guidelines, to re-establish alcohol free zones and alcohol prohibited zones as outlined in the report; and
2. Amend the 'Alcohol Control in Public Places Policy' to include in clause 11 when referencing Alcohol Free Zones, the statement that 'Implementation of these zones would not prevent the consumption of alcohol in any footpath dining areas that have a liquor licence covering the footpath dining areas', and undertake public notification of the proposed amended wording.

12 Sep 2019 - 12:51 PM - Emma Tadros
 Adopted - updated in Policy Register - COMPLETE
 15 Aug 2019 - 2:59 PM - Emma Tadros
 Awaiting adoption before adding to Policy Register
 10 Jul 2019 - 1:02 PM - Emma Tadros
 No action until adopted - will be going to August Council meeting
 14 Jun 2019 - 2:16 PM - Emma Tadros
 Draft documents advertised

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 28 May 2019	Luke Taberner Luke Taberner	Confidential Items	PROPOSED SALE OF LAND FOR OVERDUE RATES

RECOMMENDATION (Oldham/Treavors)

THAT:

1. The report by the Senior Rates Officer on the Sale of Land, under Section 713 of the Local Government Act 1993, for unpaid rate be received.
2. Council proceeds with the sale of land for unpaid rates for the attached list of properties.
3. The General Manager be authorised to sign the General Manager's Certificates to enable the sale process to commence.
4. Outstanding Collections (Aust) Pty Ltd be appointed to administer the sale on Council's behalf.
5. The sale of land for unpaid rates and charges be held by public auction and land not sold at auction be sold by private treaty.
6. In order for property(s) to be withdrawn from sale for unpaid rates, all rates and charges accrued including arrears, current amounts and fees associated with the sale of land, be paid in full.
7. Council reserves the right to withdraw the property from sale for technical or legal reasons.

10 Sep 2019 - 1:09 PM - Luke Taberner
 In progress.

<p>Outstanding Actions</p> <p>Action Sheets Report</p>	<p>Division: Committee: Officer:</p> <p>Ordinary Meeting</p>	<p>Date From: Date To:</p> <p>Printed: Friday, 13 September 2019 2:48:38 PM</p>
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31 Jul 2019 - 1:53 PM - Luke Taberner
 4. Auction date set for 25th October
 09 Jul 2019 - 10:28 AM - Luke Taberner
 1. COMPLETE
 2. COMPLETE
 3. COMPLETE
 4. In progress
 06 Jun 2019 - 4:02 PM - Luke Taberner
 1. COMPLETE
 2. In progress
 3. In progress
 4. In progress

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 25 June 2019	Robert Cohen Robert Cohen	For Determination	REFURBISHMENT OF THE MAIN PAVILION AND LUNCHEON PAVILION AT THE MOLONG SHOWGROUND
<p>MOTION (Jones/Oldham)</p> <p>THAT Council approve \$190,000 expenditure from the Capital Works Reserve to carry out the recommended repair works as listed in the report to the Main Pavilion and Luncheon Pavilion buildings at the Molong Showground.</p> <p>12 Sep 2019 - 11:21 AM - Emma Tadros Funding approved - works underway. COMPLETE 13 Aug 2019 - 4:43 PM - Deborah Jordan Work commenced and in progress. 09 Jul 2019 - 11:53 AM - Deborah Jordan Council seeking suitable contractors.</p>			

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 23 July 2019	Roy Ansted Robert Cohen	For Determination	PROPOSED ROAD NAMING - "UNNAMED LANE", BOWAN PARK
<p>MOTION (Davison/Oldham)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. Council proceed with public consultation proposing to name the unnamed lane as described in the report as "Bordens Road"; and 2. Assuming no objections are received, Council proceeds with the naming of the road as "Bordens Road" in accordance with Section 162 of the Roads Act, 1993. 			

<p>Outstanding Actions</p> <p>Action Sheets Report</p>	<p>Division: Committee: Ordinary Meeting Officer:</p>	<p>Date From: Date To:</p> <p>Printed: Friday, 13 September 2019 2:48:38 PM</p>
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<p>10 Sep 2019 - 10:02 AM - Roy Ansted Proposed Road name has been approved by the GNB and has been advertised. 13 Aug 2019 - 9:35 AM - Roy Ansted Submission to be made to the GNB for approval to name the unnamed road "Bordens Road".</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 23 July 2019	Roy Ansted Robert Cohen	For Determination	PROPOSED ROAD NAMING - "UNNAMED NEW ROAD", ORANGE
<p>MOTION (Davison/Nash)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. Council proceed with public consultation proposing to name the road identified in the report as "Adair Drive"; and 2. Assuming no objections are received, Council proceeds with the naming of the road as "Adair Drive" in accordance with Section 162 of the Roads Act, 1993. <p>10 Sep 2019 - 10:04 AM - Roy Ansted Proposed road name has been approved by the GNB and has been advertised. 13 Aug 2019 - 9:44 AM - Roy Ansted Submission to be sent to the GNB for approval to name the unnamed road "Adair Drive".</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 23 July 2019	Dale Jones Bradley Byrnes	Confidential Items	INVEST IN ORANGE REGION WEBSITE
<p>THE ITEM WAS NOT FOUND (BOOKMARK: PDF2_ReportName_11614) CHECK THE INTEGRITY OF THE ITEM IN THE MINUTES DOCUMENT</p> <p>DOCUMENT: 1025723</p> <p>12 Sep 2019 - 5:44 PM - Dale Jones Website launched, in operation and receiving strong traffic. - COMPLETE 14 Aug 2019 - 3:37 PM - Dale Jones Website to be launched on 22 August 2019. Councillors invited</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019	Bradley Byrnes Bradley Byrnes	For Determination	COUNCIL UNION PICNIC DAY
<p>MOTION (Durkin/Weaver)</p> <p>THAT Council:</p>			

Outstanding Actions	Division: Committee: Ordinary Meeting Officer:	Date From: Date To:
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1. Approve the annual Union Picnic Day to be held on Friday 11 October 2019.
2. Authorise the attendance of all councillors at the Union Picnic Day.
3. Note the cost of \$52 for attending the Union Picnic Day to be paid to the Union Picnic Committee from the Councillor Expense Account.

12 Sep 2019 - 2:57 PM - Robyn Little
Noted NFA required.

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019	Emma Tadros Luke Taberner	For Determination	POLICY REVIEW - CODE OF CONDUCT & GIFT AND BENEFIT POLICY

MOTION (Durkin/Jones)

THAT Council supercede the Gift and Benefit Policy that has now been included in the previously adopted Code of Conduct Policy.

12 Sep 2019 - 12:32 PM - Emma Tadros
Gifts and Benefits policy added to superseded policy folder. Updated on List of Policies - COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019	Heidi Thornberry Luke Taberner	For Determination	GOVERNMENT INFORMATION PUBLIC ACCESS ACT 2009 (GIPA) AGENCY INFORMATION GUIDE - ANNUAL REVIEW

MOTION (Durkin/Jones)

THAT Council adopt the annexed draft 2019/20 Agency Information Guide.

09 Sep 2019 - 11:32 AM - Heidi Thornberry
Agency Information Guide placed on Council's Website - COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019	Luke Taberner Luke Taberner	For Determination	AUDIT, RISK AND IMPROVEMENT COMMITTEE

MOTION (Durkin/Jones)

THAT Council:

1. Note that the Governance, Risk Management and Business Improvement Committee will now be known as the Audit, Risk and Improvement Committee, and
2. Adopt the minutes of the meeting held on 1 August 2019.

Outstanding Actions	Division: Committee: Ordinary Meeting Officer:	Date From: Date To:
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10 Sep 2019 - 1:11 PM - Luke Taberner COMPLETE			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019	Luke Taberner Luke Taberner	For Determination	DRAFT CORPORATE CREDIT CARD POLICY
MOTION (Durkin/Jones)			
THAT Council adopt the draft Corporate Credit Card Policy annexed to this report.			
10 Sep 2019 - 1:12 PM - Luke Taberner COMPLETE			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019	Veronica Windus Luke Taberner	For Determination	ANNUAL FINANCIAL STATEMENTS
MOTION (Davison/Batten)			
THAT:			
<ol style="list-style-type: none"> 1. The Mayor, Deputy Mayor, General Manager and Director of Finance & Corporate Services sign the Statement by councillors and management pursuant to section 413(2) of the Local Government Act for both the General Purpose and Special Purpose Financial Statements. 2. Council refer the General-Purpose Financial Statements and Special Purpose Financial Statements to the Audit Office NSW for audit. 			
13 Sep 2019 - 9:15 AM - Veronica Windus COMPLETED			
13 Sep 2019 - 9:15 AM - Veronica Windus Councillor statements included in the Annual Financial Statements. Auditors commenced audit on the 2nd September 2019			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019	Veronica Windus Luke Taberner	For Determination	WRITE OFF RATES OUTSTANDING FOR PARCELS OF LAND TRANSFERRED TO CABONNE COUNCIL
MOTION (Oldham/Newsom)			

<p>Outstanding Actions</p> <p>Action Sheets Report</p>	<p>Division: Committee: Officer:</p> <p>Ordinary Meeting</p>	<p>Date From: Date To:</p> <p>Printed: Friday, 13 September 2019 2:48:38 PM</p>
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THAT Council write off rates and interest outstanding on Assessment 89128 and Assessment 89226 being \$21,535.74 that have been transferred into Cabonne Council's ownership.

13 Sep 2019 - 9:18 AM - Veronica Windus
COMPLETED

13 Sep 2019 - 9:17 AM - Veronica Windus
Rates will be written off using the Provision for Doubtful debts provision

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019	Dale Jones Bradley Byrnes	For Determination	MEMBERSHIP OF ORANGE 360 REGIONAL TOURISM ORGANISATION

MOTION (Mullins/Jones)

THAT Council renew its membership of Orange 360 for the 2019-20 financial year.

12 Sep 2019 - 5:45 PM - Dale Jones
Membership of Orange 360 renewed, invoice processed and paid. - COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019	Naomi Schroder Bradley Byrnes	For Determination	STRONGER COUNTRY COMMUNITIES FUND - ROUND THREE

MOTION (Nash/Oldham)

THAT Council:

Submit the following applications for funding under round three of the Stronger Country Communities Fund

- a. Lighting upgrade at Dr Andrew Ross Memorial Recreation Ground 'The Rec', Molong
- b. Lighting upgrade at Tom Clyburn Oval, Canowindra

09 Sep 2019 - 12:22 PM - Naomi Schroder
Application preparation is underway

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019	Peta Fuller Luke Taberner	For Determination	EVENTS ASSISTANCE PROGRAM

MOTION (Oldham/Durkin)

THAT Council approve:

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1. Funding of \$500 under the 2019-2020 Events Assistance Program to Central West Disc Golf for NSW Disc Golf Championship event,
2. Funding of \$5,000 under the 2019-20 Events Assistance Program to Orange Regional Vignerons Assoc. for 2019 Orange Wine Festival, and
3. Funding of \$2,000 to the Molong Advancement Group for the 'PINK Up' Molong

12 Sep 2019 - 2:57 PM - Peta Fuller

Applicants notified of outcome, and funds will be distributed accordingly. COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019	Heather Nicholls Heather Nicholls	For Determination	RE-ESTABLISHMENT OF ALCOHOL FREE ZONES

MOTION (Oldham/Weaver)

THAT Council:

1. In accordance with s644B of the Local Government Act 1993, and the Ministerial Guidelines, re-establish alcohol free zones and alcohol prohibited zones as outlined in the report, for a maximum period of four (4) years effective from 9 September 2019, and
2. Amend the 'Alcohol Control in Public Places Policy' to include in clause 11 when referencing Alcohol Free Zones, the statement that 'Implementation of these zones would not prevent the consumption of alcohol in any footpath dining areas that have a liquor licence covering the footpath dining areas'.

09 Sep 2019 - 12:43 PM - Heather Nicholls

COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019	Heather Nicholls Heather Nicholls	For Determination	ENFORCEMENT POLICY

MOTION (Davison/Durkin)

THAT Council adopt the draft Enforcement and Compliance Policy and the guidelines as established by Ombudsman's Model Compliance and Enforcement Policy (2015).

09 Sep 2019 - 12:43 PM - Heather Nicholls

COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019	Heather Nicholls	For Determination	REQUEST FOR DONATION EQUIVALENT TO DEVELOPMENT APPLICATION FEES PAID BY EUGOWRA PROMOTION AND PROGRESS ASSOCIATION

<p>Outstanding Actions</p> <p>Action Sheets Report</p>	<p>Division: Committee: Officer:</p> <p>Ordinary Meeting</p>	<p>Date From: Date To:</p> <p>Printed: Friday, 13 September 2019 2:48:38 PM</p>
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Heather Nicholls

MOTION (Durkin/Jones)

THAT Council donate from its s356 budget to the Eugowra Promotion and Progress Association:

1. \$831.66, being the development application, construction certificate, inspection and occupation certificate fees (excluding GST) paid to council in relation to DA 2019/0111 for alterations and additions to the Eugowra museum located upon council owned land known as Lot 283 DP 1192242, 15 Pye Street, Eugowra,
2. \$658.18, being the development application, construction certificate, inspection and occupation certificate fees (less GST) paid to council in relation to DA 2019/140 for construction of a billboard and mural upon privately owned land known as Lot 2 DP 10272, Broad Street, Eugowra, and
3. \$658.18, being the development application, construction certificate, inspection and occupation certificate fees (less GST) paid to council in relation to DA 2019/161 for construction of two billboards and mural upon council maintained land known as Apex Park, being Lot 1 DP 314764, Grevillea Street, Eugowra

09 Sep 2019 - 12:43 PM - Heather Nicholls
COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019	Heather Nicholls Heather Nicholls	For Determination	REQUEST FOR DONATION - FEES PAID ASSOCIATED WITH DEVELOPMENT APPLICATION 2017/094

MOTION (Weaver/Davison)

THAT Council donate from its s356 budget to the Ophir Reserve Trust \$756.24, being the development application, construction certificate, inspection and occupation certificate fees (excluding GST) paid to council in relation to DA 2017/094 for installation of bbqs, footpath and interpretation panels incorporated into existing picnic shelter structure located at the Ophir Reserve being Lot 7002 DP 1020644, Ophir Road, Ophir.

09 Sep 2019 - 12:43 PM - Heather Nicholls
COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019	Debbie Oates Luke Taberner	Confidential Items	REQUEST FOR CONSIDERATION OF WATER CHARGES FOR 3967100003

RECOMMENDATION (Batten/Oldham)

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
Action Sheets Report			Printed: Friday, 13 September 2019 2:48:38 PM

<p>THAT Council</p> <ol style="list-style-type: none"> Write off 50% of water consumption costs being \$2,853.22 for account 3967100003 for two billing periods due to a water leak after all other consumption and access costs have been paid by the owner. Write off interest charges accrued during this investigation. <p>09 Sep 2019 - 11:01 AM - Debbie Oates Letter 1040119 sent advising of resolution and amount of \$3345.48 is required to be paid before write off can occur. COMPLETE.</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019	Debbie Oates Luke Taberner	Confidential Items	REQUEST FOR CONSIDERATION OF INTEREST CHARGES FOR RATES A9109 AND WATER/SEWER 682000005
<p>RECOMMENDATION (Oldham/Jones)</p> <p>THAT Council write off interest charges of \$1,362.51 for rate assessment number A9109 and \$2,149.68 for water/sewer account number 682000005.</p> <p>09 Sep 2019 - 11:12 AM - Debbie Oates Write off actioned and email reply sent 1038663 advising of resolution. COMPLETE.</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019	Robert Cohen Robert Cohen	Confidential Items	EVALUATION OF TILT/TIP TRUCKS
<p>RECOMMENDATION (Durkin/Nash)</p> <p>THAT Council purchase from West Orange Motors, a Hino GH 1832 Long truck, fitted with a Tilt/Tip tray from Almighty Industries for a total purchase price of \$188,381 excl GST.</p> <p>05 Sep 2019 - 11:57 AM - Deborah Jordan Motion carried COMPLETE</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019	Helen McKenzie Luke Taberner	Confidential Items	EVALUATION OF TILT/TIP TRUCKS
<p>RECOMMENDATION (Durkin/Nash)</p>			

<p>Outstanding Actions</p> <p>Action Sheets Report</p>	<p>Division: Committee: Officer:</p> <p>Ordinary Meeting</p>	<p>Date From: Date To:</p> <p>Printed: Friday, 13 September 2019 2:48:38 PM</p>
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THAT Council purchase from West Orange Motors, a Hino GH 1832 Long truck, fitted with a Tilt/Tip tray from Almighty Industries for a total purchase price of \$188,381 excl GST.

05 Sep 2019 - 2:14 PM - Helen McKenzie
Printed off to confirm the amount on the Purchase Order - COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019	Veronica Windus Luke Taberner	Confidential Items	EVALUATION OF TILT/TIP TRUCKS

RECOMMENDATION (Durkin/Nash)

THAT Council purchase from West Orange Motors, a Hino GH 1832 Long truck, fitted with a Tilt/Tip tray from Almighty Industries for a total purchase price of \$188,381 excl GST.

13 Sep 2019 - 9:19 AM - Veronica Windus
COMPLETED

13 Sep 2019 - 9:18 AM - Veronica Windus
Noted the amount of the tender price

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019	Heidi Thornberry Luke Taberner	Confidential Items	EVALUATION OF TILT/TIP TRUCKS

RECOMMENDATION (Durkin/Nash)

THAT Council purchase from West Orange Motors, a Hino GH 1832 Long truck, fitted with a Tilt/Tip tray from Almighty Industries for a total purchase price of \$188,381 excl GST.

09 Sep 2019 - 11:33 AM - Heidi Thornberry
Contracts form sent to Engineering Dept to provide information for the contracts register

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019	Jolene Pearson Luke Taberner	For Determination	POLICY REVIEW - CODE OF CONDUCT & GIFT AND BENEFIT POLICY

MOTION (Durkin/Jones)

THAT Council supercede the Gift and Benefit Policy that has now been included in the previously adopted Code of Conduct Policy.

12 Sep 2019 - 3:17 PM - Jolene Pearson
Policy to be finalised and added to the register by Corporate Support Officer - COMPLETE

Meeting	Officer/Director	Section	Subject
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Outstanding Actions	Division: Committee: Ordinary Meeting Officer:	Date From: Date To:
Action Sheets Report		Printed: Friday, 13 September 2019 2:48:38 PM

Ordinary Meeting 27 August 2019 Heidi Thornberry Luke Taberner	For Determination	POLICY REVIEW - CODE OF CONDUCT & GIFT AND BENEFIT POLICY	
MOTION (Durkin/Jones)			
THAT Council supercede the Gift and Benefit Policy that has now been included in the previously adopted Code of Conduct Policy.			
09 Sep 2019 - 11:53 AM - Heidi Thornberry Gifts and Benefits form updated - COMPLETE			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019 Veronica Windus Luke Taberner	For Determination	DRAFT CORPORATE CREDIT CARD POLICY	
MOTION (Durkin/Jones)			
THAT Council adopt the draft Corporate Credit Card Policy annexed to this report.			
13 Sep 2019 - 9:20 AM - Veronica Windus COMPLETED 13 Sep 2019 - 9:19 AM - Veronica Windus Noted the adoption of the Credit card policy			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019 Emma Tadros Luke Taberner	For Determination	DRAFT CORPORATE CREDIT CARD POLICY	
MOTION (Durkin/Jones)			
THAT Council adopt the draft Corporate Credit Card Policy annexed to this report.			
12 Sep 2019 - 12:32 PM - Emma Tadros Added to Policy List and register - COMPLETE			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 August 2019 Jolene Pearson Luke Taberner	For Determination	DRAFT CORPORATE CREDIT CARD POLICY	
MOTION (Durkin/Jones)			
THAT Council adopt the draft Corporate Credit Card Policy annexed to this report.			
12 Sep 2019 - 3:19 PM - Jolene Pearson Policy to be finalised and added to the register by Corporate Support Officer - COMPLETE			
Meeting	Officer/Director	Section	Subject

<p>Outstanding Actions</p> <p>Action Sheets Report</p>	<p>Division: Committee: Officer:</p> <p>Ordinary Meeting</p>	<p>Date From: Date To:</p> <p>Printed: Friday, 13 September 2019 2:48:38 PM</p>
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<p>Ordinary Meeting 27 August 2019</p> <p>MOTION (Oldham/Newsom)</p> <p>THAT Council write off rates and interest outstanding on Assessment 89128 and Assessment 89226 being \$21,535.74 that have been transferred into Cabonne Council's ownership.</p> <p><i>09 Sep 2019 - 11:18 AM - Debbie Oates</i> Amounts written off as per resolution. COMPLETE.</p>	<p>Debbie Oates Luke Taberner</p>	<p>For Determination</p>	<p>WRITE OFF RATES OUTSTANDING FOR PARCELS OF LAND TRANSFERRED TO CABONNE COUNCIL</p>
<p>Ordinary Meeting 27 August 2019</p> <p>MOTION (Nash/Oldham)</p> <p>THAT Council:</p> <p>Submit the following applications for funding under round three of the Stronger Country Communities Fund</p> <p style="margin-left: 40px;">a. Lighting upgrade at Dr Andrew Ross Memorial Recreation Ground 'The Rec', Molong b. Lighting upgrade at Tom Clyburn Oval, Canowindra</p> <p><i>05 Sep 2019 - 11:57 AM - Deborah Jordan</i> Motion Carried COMPLETE</p>	<p>Robert Cohen Robert Cohen</p>	<p>For Determination</p>	<p>STRONGER COUNTRY COMMUNITIES FUND - ROUND THREE</p>
<p>Ordinary Meeting 27 August 2019</p> <p>MOTION (Davison/Durkin)</p> <p>THAT Council adopt the draft Enforcement and Compliance Policy and the guidelines as established by Ombudsman's Model Compliance and Enforcement Policy (2015).</p> <p><i>12 Sep 2019 - 1:01 PM - Emma Tadros</i> Added to Policy Register and Policy List - COMPLETE</p>	<p>Emma Tadros Luke Taberner</p>	<p>For Determination</p>	<p>ENFORCEMENT POLICY</p>
<p>Ordinary Meeting 27 August 2019</p>	<p>Jolene Pearson Luke Taberner</p>	<p>For Determination</p>	<p>ENFORCEMENT POLICY</p>

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
Action Sheets Report			Printed: Friday, 13 September 2019 2:48:38 PM

MOTION (Davison/Durkin)			
THAT Council adopt the draft Enforcement and Compliance Policy and the guidelines as established by Ombudsman’s Model Compliance and Enforcement Policy (2015).			
12 Sep 2019 - 3:19 PM - Jolene Pearson			
Policy to be finalised and added to the register by Corporate Support Officer - COMPLETE			
Meeting	Officer/Director	Section	Subject
Extraordinary Meeting 10 September 2019	Bradley Byrnes Bradley Byrnes	Confidential Items	RECONSIDERATION OF TENDER MOLONG POOL CONTRACT
RECOMMENDATION (Durkin/Oldham)			
THAT Council receive and note the report.			
Meeting	Officer/Director	Section	Subject
Extraordinary Meeting 10 September 2019	Bradley Byrnes Bradley Byrnes	Confidential Items	APPLICATION FOR FINANCIAL ASSISTANCE CANOWINDRA CHALLENGE
RECOMMENDATION (Davison/Oldham)			
THAT Council agree to finalise outstanding payment for electrical works at the Canowindra Showground in the amount of \$26,148.63 to enable finalisation of the NSW Government Stronger Country Communities grant.			
Meeting	Officer/Director	Section	Subject
Extraordinary Meeting 10 September 2019	Bradley Byrnes Bradley Byrnes	Matters of Urgency	RECISSION MOTION - MOLONG SWIMMING POOL MANAGEMENT CONTRACT
*	<u>RECISSION MOTION - MOLONG SWIMMING POOL MANAGEMENT CONTRACT</u>		
RECOMMENDATION (Jones/Newsom)			
THE Closed Item 4 from the July Council meeting held 23 July 2019 being:			

Outstanding Actions	Division: Committee: Ordinary Meeting Officer:	Date From: Date To:
Action Sheets Report		Printed: Friday, 13 September 2019 2:48:38 PM

	<ol style="list-style-type: none"> 1. Accept the tender from Lifeguarding Services Australia for management and operation of the Molong Swimming Pool situated at Hill Street Molong from 30 September 2019 to 29 March 2022 at the tendered price of \$89,621 including GST. 2. Transfer \$32,820 from account number 11400340 – Project Pre Planning to account number 2806000 – Pool Caretakers Fees, to provide a sufficient annual budget for management and operation of the Molong Swimming Pool.
	Be rescinded.
4.	<p>Carried</p> <p><u>RECOMMENDATION</u> (Nash/Treavors)</p> <p>THAT Council:</p> <ol style="list-style-type: none"> 1. Formally notify all tenders that none of the tenders for the proposed Contract 1017527 were accepted; and 2. Authorise the General Manager to enter into direct negotiations with any persons with a view to entering into a contract in relation to the subject matter of the tender.
5.	Carried

Incomplete Resolutions - Summary

Risk	Totals	Month 1	Month 2	Month 3	Month 3+
Low	48	34	1	3	10
Medium	0		0	0	0
High	0				0

As at: 13 September 2019

Key:

Low Risk

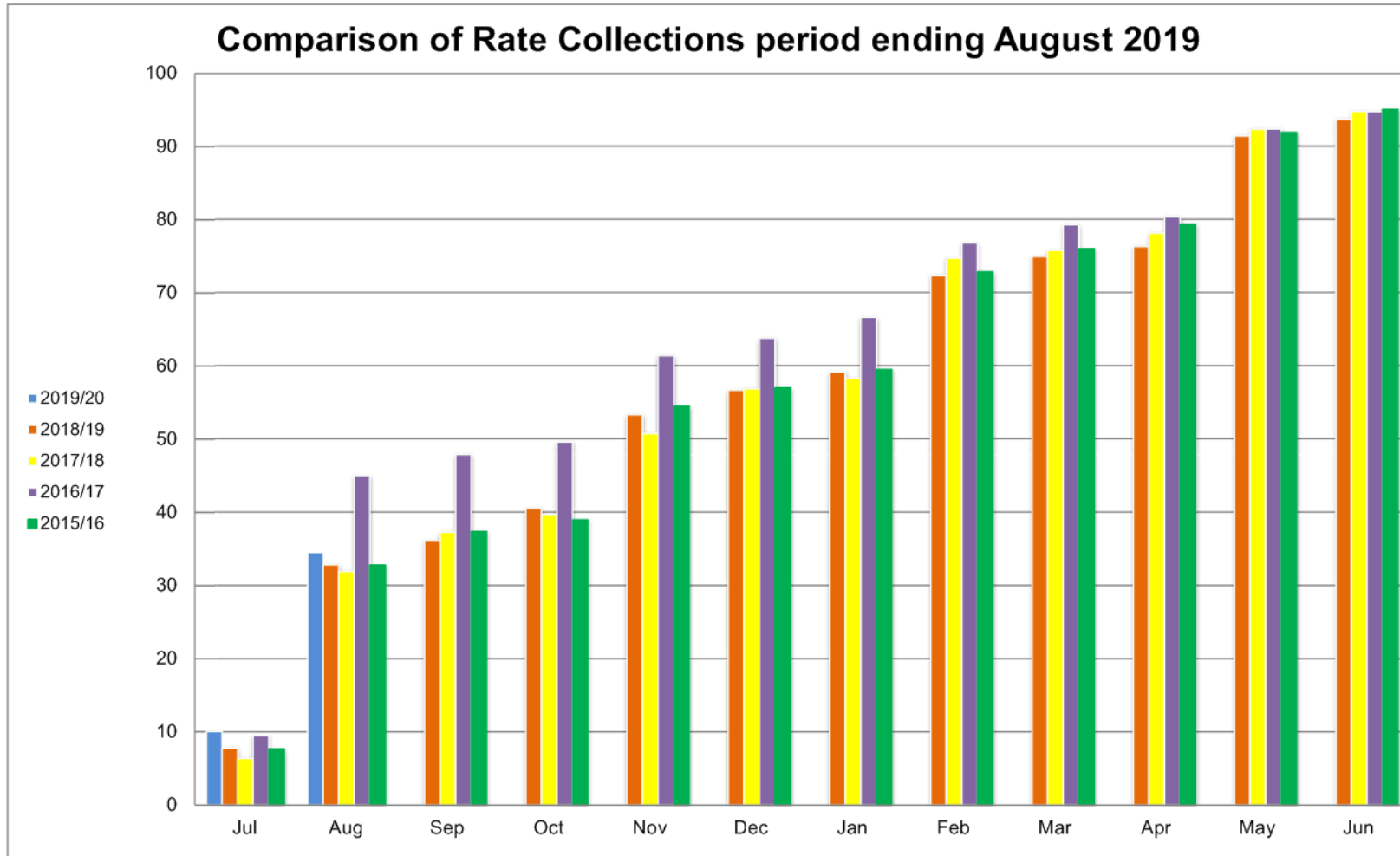
Includes resolutions marked "Complete" pending the next Council meeting to be finalised; resolutions up to 2 months old with an initial comment; and resolutions not "Complete" (regardless of age), with initial and progress comments which are incomplete due to a legitimate reason.

Medium Risk

Includes resolutions not "Complete", up to 2 months old **without** a comment; and resolutions 3 months old with an initial comment but without a satisfactory or timely update.

High Risk

Includes resolutions not "Complete", with no initial comment 3+ months old; 3+ months old with initial comment but no update; and 3+ months old with initial comment and with updates but reason or legitimacy is "no or not known (to be shown as "No").



Cabonne Council
Schedule of Investments as at 31/08/2019

Annexure - Item 2

GENERAL FUND

Investing Institution	Credit Rating	Amount Invested	Interest Rate	Terms (Days)	Maturity Date
ANZ Bank	A1+	1,000,000	2.45%	184	9/09/2019
ANZ Bank	A1+	1,000,000	1.79%	92	12/10/2019
ANZ Bank	A1+	3,000,000	1.64%	92	29/11/2019
ANZ Bank	A1+	2,000,000	1.80%	184	18/01/2020
Bank of Qld	A2	2,000,000	2.10%	92	20/09/2019
Bank of Qld	A2	500,000	2.50%	182	14/10/2019
Commonwealth Bank	A1+	2,000,000	1.98%	120	15/10/2019
Commonwealth Bank	A1+	2,000,000	1.88%	150	12/12/2019
Commonwealth Bank	A1+	3,000,000	1.62%	214	16/03/2020
Commonwealth Bank	A1+	2,135,294	0.95%	24 Hour at call account	
Illawarra Mutual Build Society	A2	250,000	2.35%	184	7/11/2019
Illawarra Mutual Build Society	A2	500,000	2.35%	184	7/11/2019
Me Bank	A2	1,500,000	1.95%	120	13/11/2019
National Australia Bank	A1+	1,000,000	2.60%	184	4/09/2019
National Australia Bank	A1+	1,500,000	2.60%	184	4/09/2019
National Australia Bank	A1+	3,000,000	2.48%	182	3/10/2019
National Australia Bank	A1+	2,000,000	2.48%	182	3/10/2019
National Australia Bank	A1+	1,000,000	2.44%	181	14/10/2019
National Australia Bank	A1+	2,000,000	1.75%	210	10/03/2020
Reliance Credit Union	Unrated	500,000	2.20%	93	21/09/2019
Reliance Credit Union	Unrated	250,000	2.70%	365	30/10/2019
Suncorp-Metway	A1	1,000,000	2.60%	214	4/10/2019
Suncorp-Metway	A1	1,000,000	2.55%	212	25/10/2019
Suncorp-Metway	A1	2,000,000	1.86%	184	23/01/2020
Westpac Bank	A1+	1,000,000	2.55%	183	2/10/2019
Westpac Bank	A1+	3,000,000	2.55%	183	10/10/2019
Westpac Bank	A1+	1,000,000	2.48%	214	25/10/2019
Westpac Bank	A1+	3,000,000	2.50%	184	16/11/2019

GENERAL FUND INVESTMENTS \$ 44,135,294

TRUST FUND

Investing Institution	Credit Rating	Amount Invested	Interest Rate	Terms (Days)
Commonwealth Bank	A1+	158,000	0.20%	24 Hour at call account

TRUST FUND INVESTMENTS \$ 158,000

TOTAL INVESTMENTS \$ 44,293,294

INVESTMENT POLICY

Council's Investment policy states the aggregate of investments should not exceed the following percentages:

Standard & Poors Credit Short Term Rating	Maximum Percentage Total Investments
A1+	100%
A1 & A1-	50%
A2	10%
Unrated	2%

Council's Current Exposure of Total Investments

A1+	79%	\$ 34,793,294
A1 & A1-	9%	\$ 4,000,000
A2	11%	\$ 4,750,000
Unrated	2%	\$ 750,000
Total Investments		\$ 44,293,294

Council's Investment policy states the amount invested with any one financial institution should not exceed the following percentages:

Standard & Poors Credit Short Term Rating	Percentage per Institution
A1+	30%
A1 & A1-	20%
A2	10%
Unrated	2%

Council's Current Exposure per Institution

Commonwealth Bank	21%	\$ 9,293,294	A1+
National Australia Bank	24%	\$ 10,500,000	A1+
Westpac Bank	18%	\$ 8,000,000	A1+
ANZ	16%	\$ 7,000,000	A1+
Suncorp-Metway	9%	\$ 4,000,000	A1
Bank of Qld	6%	\$ 2,500,000	A2
Illawarra Mutual Building Society	2%	\$ 750,000	A2
Me Bank	3%	\$ 1,500,000	A2
Reliance Credit Union	2%	\$ 750,000	Unrated
Total Investments		\$ 44,293,294	

INVESTMENT MOVEMENTS

Council's Overall Total Investments have increased due to variations in the Cashflow during the month of August.

	This Month	Last Month	July 2019
Total Investments	\$ 44,293,294	\$ 43,343,294	\$ 43,343,294
% Change	2.14%		2.14%

INTEREST RATE PERFORMANCE

Council's Average Interest rate for the month was 2.13%. The average rate movement is minimal due to the low cash rate and the flow on effect to term deposit rates offered in the market. The Reserve Bank's official cash rate remained at 1% in August. However, Council's average is still higher than Council's Performance Benchmark, the 30 Day Bank Bill Swap Rate of 1.0491%.

Performance Benchmark 30 Day Bank Bill Swap Rate	Av Interest Rate This Month	Av Interest Rate Last Month	Av Interest Rate July 2019
1.049%	2.13%	2.21%	2.21%

L. Taberner

Responsible Accounting Officer

I hereby certify that the investments listed in this 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 number POL 08/52.

**Report from the Mayor attending the
Centroc Board Meeting and
Central NSW Joint Organisation
22 August 2019
Parkes Services Club**

I attended the Board meeting of Centroc and Central NSW Joint Organisation on Thursday 22 August 2019 at the Parkes Services Club in Parkes.

The Board had a demonstration and presentation on the PHYZx 2U mobile van by Justin Johnson & Angela Hubbard Co-Founders and a presentation was provided by Bruce King, Chief Executive Officer and Brett Dean, Farm Loans Executive Manager (Credit & Risk) from Regional Investment Corporation.

The Board welcomed Special Guest The Hon Mark Coulton – Minister for Regional Services, Decentralisation and Local Government, Assistant Trade and Investment Minister and Federal Member for Parkes. The region raised FAGs grants and opportunities to support decentralization including fuel excise, zonal taxation and child care. The Minister recommended the region undertake follow-up on the Digital Connectivity Discussion Paper.



Reports from Committees

There were two committees that resolved to adopt the Terms of Reference these were for the Regional Prosperity Subcommittee and the Central NSW Regional Water Subcommittee.

Reports to Joint Organisation

Regional Water - The Board endorsed the Chairs of the Regional Prosperity and Regional Water portfolios working together to optimise opportunities from the Wyangala Dam wall investigations for economic development and urban water security across the Lachlan catchment and develop further policy in this regard. It also resolved to receive a report on the IPART recommendations in the review of reporting and compliance burdens on Local Government where there has been widespread dissatisfaction with the State's administration of Integrated Water Cycle Management plans.

Advice from the NSW Government is that they are looking to partner with an appropriate JO to pilot the framing and scoping of the first regional town water strategy. Funding proportion under the Safe and Secure Water Program Stream 2 for regional town water strategies will be 75% or the average of the eligible funding proportions of all participating councils, whichever is greater. Further advice is being sought about this offer.

The region is now reviewing a range of emergency short-term infrastructure and non-infrastructure projects needed to further shore up supplies in the unprecedented conditions. A list has been compiled of emergency actions for both infrastructure and non-infrastructure developed in consultation with members to ensure water supply to communities across the Central NSW region. Appreciating the work undertaken in region to assure water in every Council, these projects recognise the need for a multiplicity of water sources and seek where possible to take advantage of thinking around the State on the need for better pipe linkages to the State-owned dams.

Recognising that this is a fast moving environment with funding announcements being made on a regular basis, Crs Somerville and West are providing oversight between Board meetings.

Preliminary strategic work is underway on a potential longer-term solution that could provide urban water security and support for high value agriculture in the Lachlan Valley through the optimisation of the NSW Government's investigations into the raising of the Wyangala Dam wall. Further advice will be provided shortly.

The key messages regarding the current emergency water infrastructure needs of the region are suggested:

- The region is looking for a 50-year plan that will potentially solve drought emergency urban water needs while also delivering a massive economic driver.
- The region has heard what Mr James McTavish has said re emergency projects and the need to ensure projects meet business as usual requirements.
- The region needs a project delivery vehicle that is action oriented to make things happen quickly.
- Local Government is the operational vehicle of choice to deliver urban water in Central NSW.
- The above will inform a revised Advocacy Plan in development.

Administration of GMAC - The draft Terms of Reference for the Administration of GMAC were provided and have been made based on feedback through the JO strategy consultation, discussion with other JOs and feedback from JO staff. This region has worked collegiately and successfully for decades leveraging sound engagement from General Managers.

Despite the strident advocacy undertaken by this region through the Pilot seeking to have recognition of the critical role played by General Managers reflected in the governance arrangements of JOs, the changes to the Local Government Act to enable JOs give General Managers no formal role.

Having said that, General Managers remain staunch in their support of the Board and of delivering value to member Councils. For more advice on value please see advice below.

Working with other organisations

The Board gave consideration to two proposals. One was for engagement by Councils in the Rural Health Pro developed by a collaboration led by Rural Doctors' Network and the other was for sponsorship for the Big Ideas workshop for the Western Research Institute.

Rural Doctors Network is a not-for-profit non-government charitable organisation and is the Australian Government's designated Rural Health Workforce Agency for health in NSW. RDN has built relationships and connected with key partners including corporations, government departments (federal, state and local), medical workforce services, Aboriginal communities, rural associations, media companies and iconic Australian brands to deliver Rural Health Pro, a first of its kind.



Rural Health Pro: is a personalised platform which will offer the user the experience to connect to people and communities who share a goal of keeping rural, remote and indigenous communities healthy.

Participants: Rural Health Pro will have a database of approximately 2,000 members being made up of health professionals from the disciplines of Medicine, Nursing, Midwifery, Allied Health professionals, students, registrars, administrators, carers and other specialists with rural interests. After a major promotion and launch, it is envisaged that the database will grow significantly. The unique advantage of Rural Health Pro is that an individual will receive their own applicable content which will support their requirements and connect them to relevant information.

Councils are being asked to provide content to support attraction and retention as their commitment to the partnership where the RDN will maintain the site. Further advice will be provided in due course.

Western Research Institute are celebrating their 20th anniversary by holding a Big Ideas for Regional NSW Event on Thursday 26 September at the CSU Engineering Building room 1305 from 1:30-5:30. This will be followed by their 20 year birthday bash at the same venue from 7pm.

Report to the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2019/2020

The Board endorsed the actions of the JO Chairs with regard to seeking funding and a sustainable framework for Joint Organisations and supported the suggested changes to the Terms of Reference for the JO Chairs Forum seeking to have one Chair elected for up to twelve months.

There was a funding agreement for the \$150K for the Joint Organisation announced by the Minister 30 July which will be negotiated by the Chair between meetings.

The Chair of the CNSWJO has requested a more structured approach to the value to members. The suggested format for this advice is below. It is intended to transition the savings and grant funding across

while drawing a line in the sand and starting afresh for the JO where this report would provide the starting point for the new advice.

Value for members	#	Activity this Quarter
Submissions	2	170619, IPC – Information Commissioner, Information and Privacy Commission NSW, draft revised Guideline1. For local councils on the disclosure of information contained in returns of interest of councillors and designated persons under the Government Information (Public Access) Act 2009 for consultation. 130819 – Funding submission to OEH for Southern Lights Administration/
Plans, strategies and collateral	5	NAMAF – Drafts prepared for Blayney Cowra and Forbes Bridge Assessments – all councils have now received their reports for Tranche 1a and Tranche 2. A draft regional report is being developed. The Regional Food and Fibre Strategy is near completion and should be with members by the Board meeting. Transport Issues Paper developed with TfNSW and circulated for members feedback. Advic will inform TfNSW Integrated Transport Plan. 4 JOs collaborate on a document outlining the value to the State of JOs including a case study on this region's Bridge Assessment project.
Grants	\$63,118	\$63,118 for training delivered under funding by TAFE NSW to Cabonne Council & Orange City Council for the April to June 2019 quarter. Application to OEH for funding for the Southern Lights Project.
Compliance	3	Compliance training courses delivered across the region: <ul style="list-style-type: none"> • GIPA (Intro and Advanced) - 37 participants • Playground Inspection (Level 1) - 9 participants • Traffic Control Training (TC, ITCP, PWZTMP) - 24 participants
Data	2	Tourism data project through WRI Transit data through the Inland Rail project has been negotiated for the whole region so Blayney, Oberon, Bathurst and Weddin are now included.
Media including social media	1 plus please request the Excel Spreadsheet on tourism publications	1. 1/8/19 Media Release NSW Rural Fire Service expansion in the region welcomed Tourism PR for the 6 months January to June 30 2019 <ul style="list-style-type: none"> • The advertising value for the PR media generated in January-June 2019 is \$449,350. Highlights include a high-value broadcast promotion on Channel 7's 'Weekender Sunrise' for Forbes; features and social media with Not Quite Nigella.com; Wine Selector's Life, Food, Wine; Fairfax Regional Media; Out and About with Kids; Australian Country Magazine and Broadsheet.com • The equivalent public relations value for the media generated in Jan-June 2019 is \$2.3m. <p>Social Media</p> <ul style="list-style-type: none"> • Central NSW Joint Organisation Facebook Page – 297 likes 391 Followers • Central NSW Tourism Facebook Page – 12,414 likes 12,799 Followers • Screen Central Facebook Page – 294 likes 336 Followers • Central NSW Connex Facebook Page – 625 likes 645 Followers • Beyond the Range Facebook Page – 1,261 likes 1297 Followers • Central NSW Tourism Instagram Page – 4,399 Followers

		<ul style="list-style-type: none"> Central NSW JO Twitter – 928 Followers
Cost Savings	\$1.1m	<p>See cost savings table below for details. New contracts for the quarter include:</p> <ol style="list-style-type: none"> Dam Surveillance Employee Assistance Program Restocking of First Aid Kits Supply and Delivery of Bulk Fuel <p>4 JOs collaborate on the procurement of a Best Practice in aggregated procurement project reducing direct costs and adding collaborative value.</p>
Representation	29	<p>240519 - Opportunity for workshop with renowned foreign direct investment specialist DPC 290519 - Centroc/JO Board meetings including with LGNSW 300519 - Round table discussions with Various Ministers 120619 – Critical Water advisory Panel 130619 – Economic Development Officers forum RDACW 130619 – Central NSW Councils Water Utilities Alliance meeting (CWUA) 200619 – CEO of LGNSW and EO CNSWJO 250619 – Drought Sub-Committee/Regional Drought Emergency Water Supply Assurance Workshop 040719 - Transport for NSW L100 workshop: stakeholder engagement panel 'Working in Partnership' 050719 - Southern Lights / Essential Energy 120719 - Inland Rail Supply Chain Mapping Project Phase 1 – Workshop 170719 - Rural Health Pro Introduction and WNSW 2030 Project update. 170719 – Emergency Water Solution meeting 190719 - Wyangala and CWUA Business Plan 240719 - Regional Integrated Transport Group 250719 - GMAC 260719 – Destination and Country Outback – Tourism Safari 290719 – Regional Water Security Strategy 300719 – WHS/Risk Management Group meeting 310719 – Planners’ Group Meeting 010819 – Chair and EO met with The Hon Minister Marshall 010819 – Chair and EO – JO Chairs meeting 020819 – Southern Lights / Essential Energy 050819 – Inception Meeting Orange 360 Bike Project 060819 – Tourism Managers’ Meeting 070819 – CWUA Meeting 080819 – Australian Water Association NSW Branch Conference 120819 - Strategic Transport Group meeting 140819 - Workshop Regional transport enabling future economic growth</p>
Opportunities councils have been afforded	9	<ul style="list-style-type: none"> Black spot funding support through RDA Emergency water project Two regional water memberships and associated value OEH funding program support Transport for NSW Issues Paper response and associated meetings RMS Live Traffic Pilot Canberra tourism event through Cowra tourism Bridge Assessment workshop and associated next steps Advocacy for Funding for Regional Strategic Planning

Spend

The following table reflects the spend by each member council under the various JO contracts. Where most have been included. The breakdown is provided to give members an indication of what is included in the spend table, however will not be broken down for each report in future unless requested. Please note that electricity has not been included at this time as data is still coming in, however it is like to be over \$16m.

SPEND	Water Utilities Alliance Contracts	HR Contracts	WHS contracts	IT contracts	Supply contracts	Roads/ Transport contracts	Energy contracts	RDOCS contracts	Other contracts	Training	Total
Bathurst	\$87,123	\$71,190	\$0	\$0	\$1,095,954	\$48,149	\$0	\$22,698	\$10,576	\$10,038	\$1,345,728
Blayney	\$0	\$10,268	\$0	\$0	\$770,497	\$6,748	\$0	\$3,686	\$10,136	\$1,765	\$803,100
Cabonne	\$0	\$25,985	\$0	\$0	\$1,121,761	\$394,206	\$0	\$0	\$10,056	\$16,685	\$1,568,692
Central Tablelands Water	\$6,223	\$825	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,048
Cowra	\$6,223	\$33,525	\$3,000	\$0	\$729,581	\$41,271	\$0	\$0	\$10,576	\$30,110	\$854,285
Forbes	\$750,036	\$31,507	\$600	\$0	\$782,796	\$165,083	\$0	\$5,680	\$10,656	\$15,250	\$1,761,608
Lachlan	\$0	\$21,724	\$0	\$0	\$1,015,562	\$88,740	\$0	\$0	\$10,156	\$15,570	\$1,151,752
Oberon	\$0	\$15,718	\$0	\$0	\$567,927	\$34,392	\$0	\$8,780	\$10,136	\$390	\$637,343
Orange	\$95,040	\$124,948	\$1,780	\$0	\$686,715	\$13,497	\$0	\$16,333	\$10,676	\$29,695	\$978,684
Parkes	\$10,749	\$26,448	\$0	\$0	\$911,412	\$137,569	\$0	\$0	\$10,576	\$11,105	\$1,107,858
Weddin	\$6,223	\$0	\$0	\$0	\$113,581	\$60,996	\$0	\$0	\$0	\$4,270	\$185,070
Total	\$961,617	\$362,137	\$5,380	\$0	\$7,795,786	\$990,651	\$0	\$57,176	\$93,544	\$134,878	\$10,401,168

Savings

The following table shows the savings achieved by member councils through aggregated procurement and programming. The cost to members is calculated on a percentage of each CNSWJO staff member and their corresponding workload on procurement and contract management. This figure will be updated quarterly in line with the cost savings.

SAVINGS	Water Utilities Alliance Contracts	HR Contracts	WHS contracts	IT contracts	Supply contracts	Roads/ Transport contracts	Energy contracts	RDOCS contracts	Other contracts	Training	Legal advice re Procurement	Participation in regional procurement	Total
Bathurst	\$0	\$35,355	\$0	\$0	\$29,242	\$0	\$0	\$0	\$2,335	\$12,934	\$11,060	\$61,000	\$151,925
Blayney	\$0	\$12,933	\$0	\$0	\$34,929	\$0	\$0	\$0	\$0	\$3,934	\$7,962	\$54,000	\$113,758
Cabonne	\$0	\$14,622	\$0	\$0	\$41,056	\$0	\$0	\$0	\$1,985	\$28,890	\$9,726	\$57,000	\$153,278
Central Tablelands Water	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,009	\$24,000	\$33,009
Cowra	\$0	\$14,279	\$0	\$0	\$20,446	\$0	\$0	\$0	\$1,985	\$31,601	\$11,060	\$63,000	\$142,371
Forbes	\$0	\$12,569	\$0	\$0	\$43,598	\$0	\$0	\$0	\$1,985	\$18,164	\$7,962	\$58,000	\$142,279
Lachlan	\$0	\$24,700	\$0	\$0	\$38,665	\$0	\$0	\$0	\$1,985	\$3,353	\$7,962	\$62,000	\$138,664
Oberon	\$0	\$16,606	\$0	\$0	\$15,124	\$0	\$0	\$0	\$1,985	\$3,304	\$7,962	\$47,000	\$91,981
Orange	\$0	\$50,977	\$0	\$0	\$28,859	\$0	\$0	\$0	\$2,335	\$13,832	\$10,277	\$55,000	\$161,281
Parkes	\$0	\$10,900	\$0	\$0	\$39,129	\$0	\$0	\$0	\$1,985	\$12,724	\$10,460	\$50,000	\$125,198
Weddin	\$0	\$0	\$0	\$0	\$19,218	\$0	\$0	\$0	\$0	\$3,759	\$10,277	\$45,000	\$78,254
Sub Total	\$0	\$192,940	\$0	\$0	\$310,266	\$0	\$0	\$0	\$16,580	\$132,495	\$103,717	\$576,000	\$1,331,998
												Cost to members	\$213,034
												Total	\$1,118,964

Funding

The funding table shown below shows the grant or other funding received by councils where a regional approach has been taken to the application or program. The breakdown is provided to give members an indication of what is included in the grant funding table, however will not be broken down for each report in future unless requested.

GRANT FUNDING	Water Utilities Alliance	Training	WHS	Roads/ Transport	Energy	Tourism	Other	Total
Bathurst	\$0	\$9,000	\$0	\$48,149	\$0	\$3,000	\$30,000	\$90,149
Blayney	\$0	\$0	\$0	\$6,748	\$0	\$3,000	\$30,000	\$39,748
Cabonne	\$0	\$5,400	\$64,086	\$394,206	\$0	\$3,000	\$30,000	\$496,692
Central Tablelands Water	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cowra	\$0	\$27,711	\$0	\$41,271	\$0	\$3,000	\$30,000	\$101,982
Forbes	\$0	\$17,550	\$10,615	\$165,083	\$0	\$3,000	\$30,000	\$226,248
Lachlan	\$0	\$11,748	\$47,115	\$68,655	\$0	\$3,000	\$30,000	\$160,517
Oberon	\$0	\$900	\$0	\$34,392	\$0	\$3,000	\$30,000	\$68,292
Orange	\$0	\$22,950	\$9,460	\$13,497	\$0	\$3,000	\$30,000	\$78,907
Parkes	\$0	\$12,600	\$14,245	\$137,569	\$0	\$9,000	\$30,000	\$203,414
Weddin	\$0	\$0	\$0	\$60,996	\$0	\$9,000	\$30,000	\$99,996
Total	\$0	\$107,859	\$145,521	\$970,566	\$0	\$42,000	\$300,000	\$1,565,946

More detail on any of the above tables is available on request.

Finance and Compliance - The Audit of both the Centroc and JO accounts were conducted recently. All compliance reporting to the OLG is on track and up to date.

The next meeting of the Central NSW JO Board will be 12.00pm Wednesday 27 November in Canberra at the ACT Legislative Assembly. Members have requested a presentation on the City Power Partnerships and Canberra Airport then roundtable discussions with various Ministers at Parliament House Canberra 28 November.

I commend this report to Council.

Recommendation/s
That the Mayoral Report from the Board meetings for Centroc and Central NSW Joint Organisation Meeting held 22 August 2019 held in Parkes be noted and <ol style="list-style-type: none"> Council note the advice regarding the Big Ideas workshop to be held in Bathurst Thursday 26 September; and Council engage with the Rural Doctors network regarding Rural Health Pro.

Minutes of the Central NSW Joint Organisation meeting 22 August 2019 held in Parkes

Attendees, voting members in bold.

Cr S Ferguson	Blayney Shire Council	Cr K Sajowitz	Oberon Council
Cr B West	Cowra Shire Council	Cr R Kidd	Orange City Council
Cr P Miller	Forbes Shire Council	Cr K Keith	Parkes Shire Council
Cr P Phillips	Lachlan Shire Council		
Mr D Sherley	Bathurst Regional Council	Cr D Somerville	Central Tablelands Water
Ms R Ryan	Blayney Shire Council	Mr G Rhodes	Central Tablelands Water
Mr P Devery	Cowra Shire Council	Ms S Harma	RDACW
Mr G Tory	Lachlan Shire Council	Mr K Harrison	DPIE Regional
Mr S Loane	Forbes Shire Council	Mr P Evans	DPIE OLG
Mr G Wallace	Oberon Council	Ms K Purser	DPIE OLG
Mr K Boyd	Parkes Shire Council	Ms J Bennett	Central NSWJO
Mr G Carroll	Weddin Shire Council	Ms Meredith Macpherson	Central NSWJO

1. **Opening meeting 10.00am**
2. **Welcome to Country by Parkes Shire Elder Uncle Robert Clegg and Cr Ken Keith**
3. **Speakers**
 - Justin Johnson & Angela Hubbard Co-Founders of PHYZX2U - Mobile Physio Bus.
 - Mr Brett Dean and Mr Bruce King from the Regional Investment Corporation.
4. **Election of the Chair for the Joint Organisation Meeting in the absence of Cr Medcalf**

Resolved	Cr B West/Cr P Miller
That Cr Scott Ferguson, Mayor of Blayney Shire Council, be the Chair for the meeting of the Central NSW JO Board meeting 22 August 2019.	

5. **Apologies applications for a leave of absence by Joint Voting representatives**
Cr J Medcalf, Cr G Hanger, Cr K Beatty, Cr M Liebich, Mr B Byrnes, Mr D Waddell,
Ms C Weston, Mr A Albury, and Ms K Barker.

Resolved	Cr R Kidd/Cr K Keith
That the apologies for the Central NSW Joint Organisation Board meeting 22 August 2019 listed above be accepted.	

6. **Moved forward Disclosures of Interest - Nil Provided**

7. **Minutes**

- 7a **Confirmation of the Minutes of the Central NSW Joint Organisation meeting 28 June 2019 held via teleconference**

Resolved	Cr B West/Cr K Sajowitz
That the Central NSW Joint Organisation Board confirm the Minutes of the meeting 28 June 2019 held in Sydney	

7b Confirmation of the Minutes of the Central NSW Joint Organisation meeting 29 May 2019 in Sydney

Resolved	Cr K Keith/Cr R Kidd
That the Central NSW Joint Organisation Board confirm the Minutes of the meeting 29 May 2019 held via teleconference	

8. Business Arising from the Minutes – Matters in Progress

Resolved	Cr K Keith/Cr P Miller
That the Central NSW Joint Organisation Board note the Matters in Progress, making deletions as suggested.	

9. Chair's Minute(s) - Nil

10. Reports on Committees

a. Terms of Reference for the Regional Prosperity Sub-committee

Resolved	Cr B West/Cr P Miller
That the Board adopt the Terms of Reference for the Regional Prosperity Subcommittee and note the balance of the report.	

b. Terms of Reference for the Central NSW Regional Water Subcommittee

Resolved	Cr R Kidd/Cr B West
That the Board adopt the Terms of Reference for the Regional Water Subcommittee and note the balance of the report.	

Cr P Miller encouraged members to attend the upcoming meeting for Region 10 of the Murray Darling Association

11. Reports to Joint Organisation

a. Regional Water

Resolved	Cr P Miller/Cr B West
That the Board	
<ol style="list-style-type: none"> 1. Endorse the development of policy and advocacy on the identified emergency water security projects (short-term and long term); 2. Endorse the Chairs of the Regional Prosperity and Regional Water portfolios working together to optimise opportunities from the Wyangala Dam wall investigations for economic development and urban water security across the Lachlan catchment and develop further policy in this regard; 3. Receive a report on the IPART recommendations in the Review of reporting and compliance burdens on Local Government; 4. Note work with DPIE-Water and the RLE to integrate town water into the Regional Water Strategy; and 5. Circulate advice to members monitoring the current opportunities and risks; and 	

11.15am Arrival of Special Guest The Hon Mark Coulton – Minister for Regional Services, Decentralisation and Local Government, Assistant Trade and Investment Minister and Federal Member for Parkes, and his advisor Ms Cathy Heidrich. The region raised FAGs grants and opportunities to support decentralization including fuel excise, zonal taxation and child care. The Minister recommended the region undertake follow-up on the Digital Connectivity Discussion Paper.

12.10pm break for morning tea.

12.30pm resume meeting

b. Administration of GMAC

Resolved	Cr P Miller/Cr B West
That the Board note the advice regarding the administration of GMAC and	
<ol style="list-style-type: none"> 1. note the terms of reference for GMAC; and 2. note that sponsoring General Managers for the priorities of the Joint Organisation Strategic Plan are <ol style="list-style-type: none"> a. Inter Council Cooperation – Greg Tory and Brad Byrnes; b. Regional Water – Gavin Rhodes, Kent Boyd and David Sherley; c. Transport and Infrastructure – Kent Boyd, Gary Wallace and Steve Loane; d. Regional Prosperity – Paul Devery, Orange General Manager (TBC), Glenn Carroll and Rebecca Ryan; and 3. note the sponsoring General Managers for the regional teams are as follows: <ol style="list-style-type: none"> a. Energy – Brad Byrnes b. Transport Technical Group – Kent Boyd c. IT – Greg Tory d. Tourism – Rebecca Ryan e. HR and Training – Dave Sherley f. Directors of Corporate Services – Steve Loane g. WHS – Paul Devery h. Planning – Gary Wallace and General Manager Orange (TBC) i. Water Utilities teams – Kent Boyd 	

c. Report on Electricity Essential Energy Service levels

Resolved	Cr P Miller/Cr K Keith
That the Board note the report on Essential Energy service levels and approach Essential Energy:	
<ol style="list-style-type: none"> 1. seeking regular reporting from Essential Energy about performance in our region against the full range of service levels it is required to meet under the Guaranteed Service Level Scheme and the AER's revised Service Target Performance Incentive Scheme; 2. Proceed with a workshop with Essential Energy on improved service levels while maintaining current workforce; and 3. Encourage members to support the Small Business Commissioner in her efforts to address this issue. 	

d. Rural Health Pro Partnership Proposal

Resolved	Cr R Kidd/Cr B West
That the Board note the Rural Health Pro Partnership Proposal, allow the Joint Organisation logo to be used on the website and commend to members they provide content to promote their communities as a destination of choice for health workforce.	

e. WRI Sponsorship Proposal

Resolved	Cr S Ferguson/Cr P Miller
That the Board note the WRI Event Sponsorship Proposal and	
<ol style="list-style-type: none"> 1. Commend to members they provide attendance to support the event; 2. Provide in-kind assistance with promotion of the event; 3. Sponsor the event as a Gold Sponsor at \$2500; and 4. Under the auspices of the Chair, develop key messages for the event in line with existing policy. 	

f. Report to the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2019/2020

Resolved	Cr P Miller/Cr B West
That the Board note the report to the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority; and	
1. Amend the control for Risk 32 in the Risk Management Plan to “work with other JOs and relevant State agencies on a sustainable funding framework for the JO network and advocate as necessary;”	
2. Note that the TOR for the Regional Strategic Transport Group will be reviewed by the Group at their next meeting;	
3. Endorse the actions of the JO Chairs with regard to seeking funding and a sustainable framework for Joint Organisations;	
4. Support the suggested changes to the Terms of Reference for the JO Chairs Forum seeking to have one Chair elected for up to twelve months;	
5. Note that the funding agreement for the \$150K for the Joint Organisation announced by the Minister 30 July will be negotiated by the Chair between meetings; and	
6. Thank the Minister for Local Government for the funding seeking to apprise her of the value of the Joint Organisation to the State.	

g. Administration Update

Resolved	Cr P Miller/Cr B West
That the Board note the timeline for the implementation of the JO.	

h. Financial and Compliance Report

Resolved	Cr K Keith/Cr P Miller
That the Board note the Finance and compliance report provided late due to late advice from the auditor and gives permission for the audited accounts to be signed under the auspices of the Chair if the final result after audit does not differ greatly from the figures presented in this report.	

12. Notices of motions/Questions with notice - Nil

13. Confidential matters - Nil

14. General Business - Forbes - RMS contracts on the Newell and RMCC contracts more broadly – seeking a collective approach to ensuring Councils’ engagement in these programs. Oberon provided advice on their Spartan event for next year – watch this space!

15. Conclusion of the meeting - Meeting closed at 1.07 pm

The next meeting of the Central NSW JO Board will be 12.00pm Wednesday 27 November in Canberra at the ACT Legislative Assembly. Members have requested a presentation on the City Power Partnerships and Canberra Airport then roundtable discussions with various Ministers at Parliament House Canberra 28 November.

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Minutes of the Centroc Board Meeting 22 August 2019 held at Parkes

Board Delegates in bold

1. Chaired by Cr Scott Ferguson Meeting opened 1.07pm

Mr D Sherley	Bathurst Regional Council	Mr G Wallace	Oberon Council
Cr S Ferguson	Blayney Shire Council	Cr R Kidd	Orange City Council
Ms R Ryan	Blayney Shire Council	Cr K Keith	Parkes Shire Council
Cr D Somerville	Central Tablelands Water	Mr K Boyd	Parkes Shire Council
Mr G Rhodes	Central Tablelands Water	Mr G Carroll	Weddin Shire Council
Cr B West	Cowra Council	Mr S Harna	RDACW
Mr P Devery	Cowra Council	Mr P Evans	DPIE OLG
Cr P Miller	Forbes Shire Council	Ms K Purser	DPIE OLG
Mr S Loane	Forbes Shire Council	Mr K Harrison	DPIE Regional
Cr P Phillips	Lachlan Shire Council	Ms J Bennett	Centroc
Mr G Tory	Lachlan Shire Council	Ms Meredith Macpherson	Centroc
Cr K Sajowitz	Oberon Council		

2. Apologies

Cr J Medcalf, Cr G Hanger, Cr K Beatty, Cr M Liebich, Mr B Byrnes, Mr D Waddell, Ms C Weston, Mr A Albury and Ms K Barker

Resolved	Mr D Sherley/Mr S Loane
That the apologies for the Centroc Board meeting 22 August 2019 listed above be accepted.	

3. No Disclosures of interest

4. Minutes

4a Confirmation of the Minutes of the Board Meeting 29 May 2019 at Sydney

Resolved	Mr D Sherley/Mr P Devery
That the Minutes of the Centroc Board Meeting 29 May held at the LGNSW Boardroom Sydney	

5 Business Arising from the Minutes – Matters in Progress

Resolved	Cr B West/Mr D Sherley
That the Board note the Matters in Progress.	

6 Transitioning to the Joint Organisation

Resolved	Mr K Boyd/Cr K Keith
That the Central NSW Councils (Centroc) Board note the report regarding transition to the Joint Organisation and the windup of Centroc as a Section 355 Committee of Forbes Shire Council.	

7 Financial report

Resolved	Mr D Sherley/Cr D Somerville
That the Board note the Financial Report and gives permission for the audited accounts to be signed under the auspices of the Secretary and Treasurer if the final result after audit does not differ greatly from the figures presented in this report.	

The General Meeting of the Centroc Board closed at 1.10pm

Page 1 is the last page of the Centroc Board Minutes 22 August 2019

CTAC Minutes – 4 September 2019

Present: Lester Davis, Ron Hay, Peta Fuller, Dale Jones, Alf Cantrell, Tania Lambie, Christine Weston, Jan Kerr, Clr Jenny Weaver, Brad Byrnes (GM)

Apologies: Lynne Hawkes, Kerry Connelly

3. Confirmation of minutes from the previous meeting

In order for the committee to show support to Orange 360 the minutes from 31 July were altered.

Christine moved, Clr Weaver 2nd. Moved

Matter arising from previous minutes – Jan advised that her and Christine had attended the bush summit in Dubbo and expressed disappointment that there was not a representative from Cabonne Council.

Dale advised that he checked and that an invitation had not been extended to Council to attend.

Discussion was had that for future meetings Cabonne should be invited and Jan suggested that a letter be written to the editor of the Daily Telegraph requesting to be included.

Post meeting: Dale will contact the editor.

Jan moved and Clr Weaver 2nd that the minutes be confirmed with the above adjustments. Carried.

4. Matters Arising

1. PTO Report - Peta presented the Tourism and Community Development Coordinators Report which is attached to the minutes.

Dale added that he had attended a Destination NSW workshop in Dubbo “Unearth the Fossils”. The workshop was presented through Country and Outback and it incorporated a concept plan on Fossils, Caves and Indigenous sites throughout the region. The final draft is expected at the end of October and the plan will be on a buy in basis for Councils. Dale will keep the committee updated as plans progress.

Dale provided a Destination NSW visitor profile fact sheet that shows substantial growth in the region. The fact sheet is included with the minutes.

2. Council update - Clr Weaver presented the Council update. It is attached to the minutes for reference.

Clr Weaver advised that she had attended the Eugowra Community Workshop led by Caddie Marshal to create a community masterplan which will determine the community priorities. Cudal and Molong recently completed the same workshop which have been proven to show that working together, works. Clr Weaver stressed the importance of these workshops as it gives the residents a voice and helps Council with decision making.

Jan advised that she had been told that a template for a masterplan would be sent out to the other towns and villages.

Brad advised that all towns and villages are at different stages of planning. Some communities have masterplans and some strategic plans that the both would work well together for the community to determine their priorities. He thought that if other communities that required a strategic plan, could invite Caddie to deliver the workshop for consistency throughout Cabonne. He advised that public space areas should be included in the plan and planned properly. He talked about the Councillors and therefore his focus on tourism and that he understands that in our shire, tourism is events based.

He advised we should focus on our strengths and that there are great funding programs available.

Brad left the meeting at 6:10pm.

3. Brad Bliss report Clr Weaver advised of the report provided to Council by Brad Bliss (included with the minutes). The report outlines the need for an arborist to look at a significant tree threatening to fall on the gravesite. It also highlights the pitfalls in the relationship with National Parks and the need for maintenance work to be carried out. Clr weaver said it is sad to see a sight that is so special being neglected.

Alf advised the committee and council would support the required works and keep on to National Parks to have the work done. He advised that on his visit the site had been beautifully cleaned but does need urgent maintenance.

4. Regional initiatives and updates

Christine advised that Cumnock is struggling with the drought and the oval now has a new white picket fence.

Tania advised that the PINK up markets are coming up and the shops in Molong are 100% supportive of it, they are making donations to the cause when something pink is sold instore.

The Disc Golf is on the same weekend and Tania asked the question if having a Cabonne info desk (stall) at the event to assist and chat to guests and supporters. The committee supported this idea and Council Weaver suggested Tania contact the Molong Councillors and ask them to attend.

Jenny advised Cabonne are seeking feedback on a Bike, Pedestrian access and Mobility Plan. The Canowindra Police vacancy will be filled. The Canowindra show is on 26th – 28th September. The Canowindra Garden Club will host the annual Noojee Lea Open garden Day on the 12th October from 11am to 4pm. This event raises money for the Canowindra hospital and furnishing a patient lounge. Moorbel Markets on 7th October 11- 4. Canowindra CWA will host Sunday Serenade at All Saints Church on the 8th October. Canowindra High School P&C host Open Garden Day on 26th October (venues to be advised).

Lester updated the committee on the progress and opportunities available for radio interviews on FM 107.5. He advised of the station manager Faron's commitment to community and that they are currently sourcing community members for radio interviews. He advised he would make time during his sessions on Sunday's from 8am to noon, Wednesday's from noon to 3pm and alternate Tuesday's from 11am to 2pm. Lester said the station would be mobile broadcasting from all of the Cabonne shows and the Molong PINK markets. Peta will include Lester in the What's on in Cabonne newsletter so that he has information on upcoming events.

Lester advised of the women rider's world tour where 60 women participate in each leg of the journey and that there was a ride through the area. The feedback was great, and he heard that the CWA women took good care of the. Lester advised that the Police memorial ride should bring lots of police through the region on Saturday 4th of September.

Ron advised of the Eugowra Events and Tourism Committee and that it was created to help the community put on events to attract visitors to Eugowra and it is working as the town has seen a big increase in caravanners visiting and staying in the free overnight stay caravan park located in the middle of the village. There is an honesty box that people are contributing to and Ron talks to the visitors as often as he can to receive their suggestions. This has led to the concept of free bus tours around Eugowra and Forbes to see local attractions.

Ron advised that Eugowra needs accommodation to cater to the growing visiting tourists.

Jan advised of the upcoming Canowindra Baroque Music Fest from 18th – 20th October. There are many performances happening in different locations in Canowindra. Jan advised of a new Facebook page called "Canowindra + 99 kms What's on group" which advertises local activities events and provides a local chat forum.

Alf advised that Yeoval is doing well but going slow.

The Lexus Melbourne Cup will be in Yeoval on the 14th of October, the event will include displays on sheep and farm machinery. There will be games, fashions in the fields, live music and lots more. There is a great range to suit everyone. The café at the Banjo Paterson Museum will serve high tea and the Rotary Club of Orange will be doing a BBQ.

The Catholic School is celebrating its 95th anniversary. The markets were slow. There are a lot of empty shops in town and trees were planted but the drought is biting badly.

5. Top priorities

Alf and Jenny have actioned and will continue to update on the Yuranigh Grave site.

Christine went over the email sent to Alf highlighting her vision for improving/strengthening tourism in our region (included with the minutes). Christine's top priorities include a themed & special event calendar, Public Art, Rural and Agritourism including farm stays and B&B's, Cycling and walking tracks and healthy living options and Indigenous opportunities.

Alf asked Christine to come back to the next meeting with a list of events to start a calendar and ensure there are no clashes with new events and to collate information on Rural tourism and accommodation.

Tania had similar suggestions but highlighted a Christmas in Cabonne event. Alf asked Tania to bring information on this event to the next meeting.

Alf will do an audit on toilets and where signs are needed.

Lester wanted to acknowledge Council completing the upgrade of the Bank Street toilets in Molong as it has been a priority for a long time.

Visitors Information providers audit to be conducted by all committee members to address VIC priority. Dale and Peta will send out a list.

Jan will do Age of Fishes Canowindra and Cargo Store.

Peta will do Molong Council Chambers and Cabonne Food, Wine and Cultural Centre at Cudal.

Christine will do Cumnock General store and Coffee on Kiewa Manildra.

Alf will do Yeoval.

Tania will look at The Barn Yard Molong and Hillside Harvest.

Ron will do Eugowra Newsagency and Supermarket.

Correspondence

No correspondence to report.

New Business

Ron advised that Eugowra Events and Tourism are looking into putting an electronic notice board in town that will highlight everything that is happening in Eugowra. It is expensive but they are looking at options.

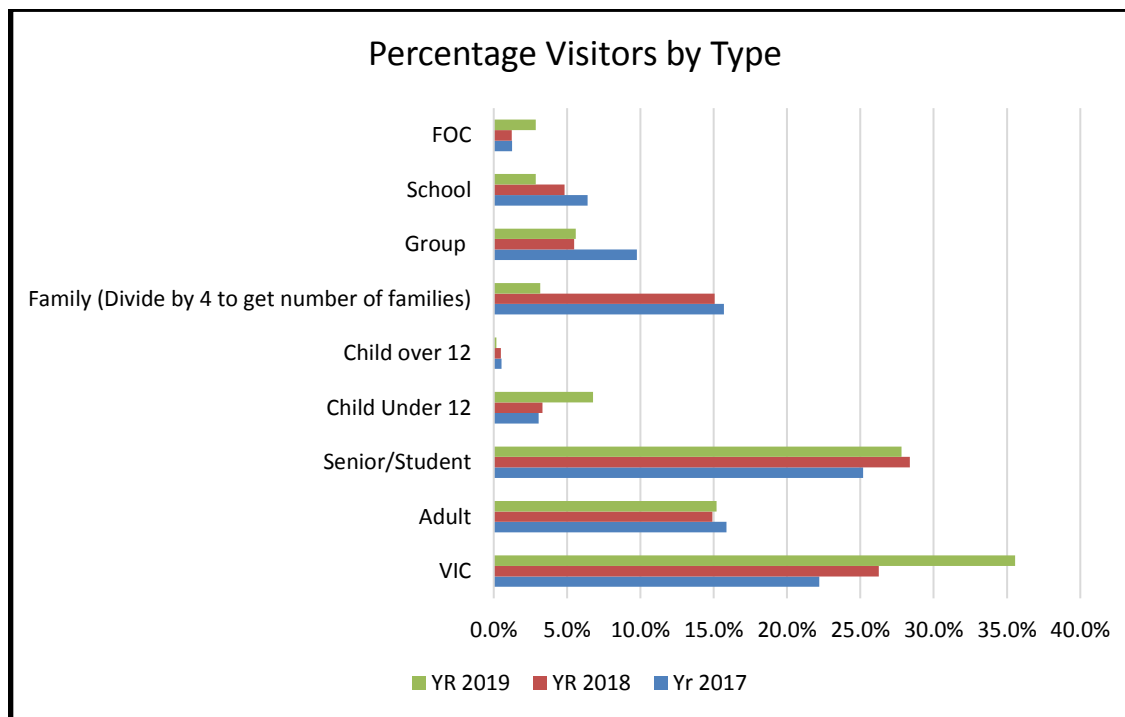
Next meeting Wednesday 2nd October, Eugowra (TBA) at 5:30pm – 7:30pm

The meeting closed at 7:32pm.

Manager's Report The Age of Fishes Museum 9th September 2019.

AOFM Report

Item 1 - Figure 1 The Number of Visitors by Type

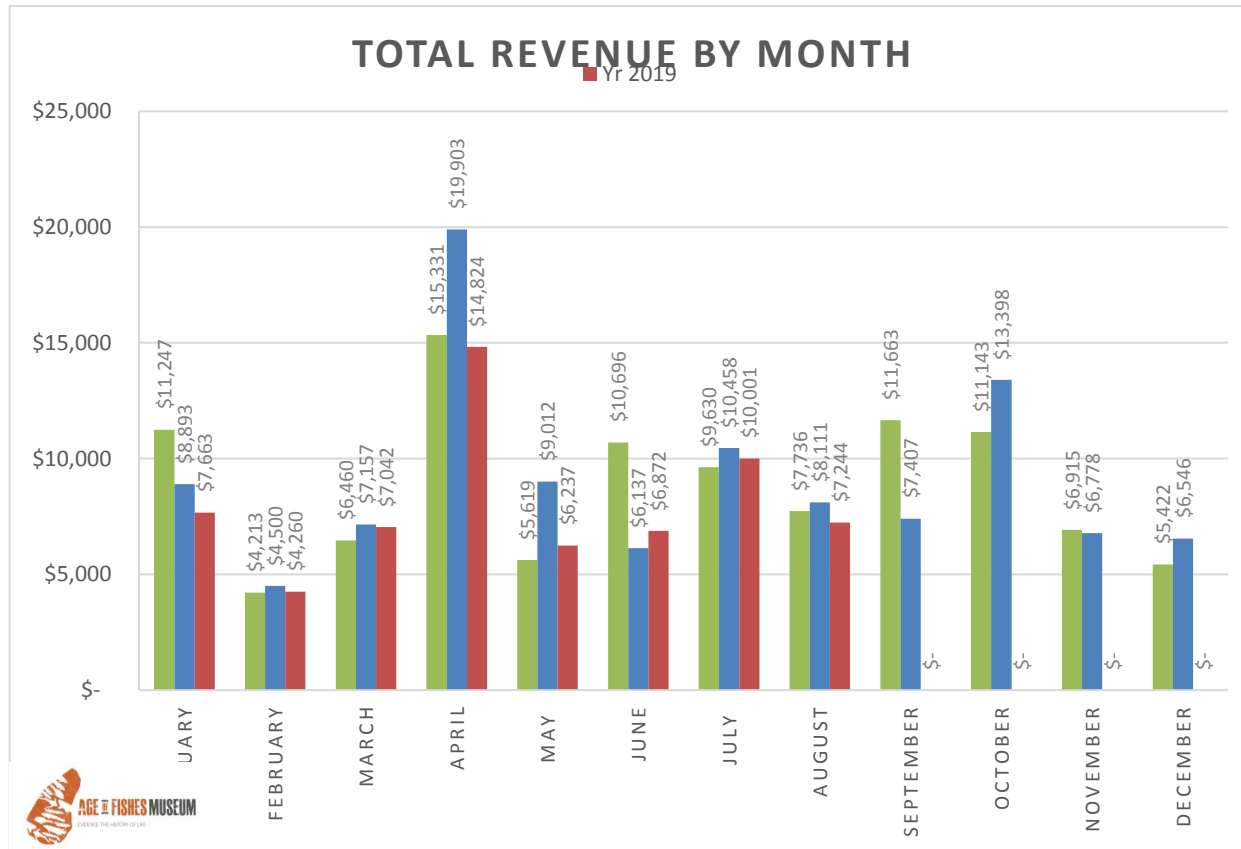


Comparisons between years

	2019	2018	2017
January	Total 771 Visitors 214 Museum 557	Total 770 Visitors 210 Museum 560	Total 839 Visitors 111 Museum 728
February	Total 388 Visitors 235 Museum 153	Total 509 Visitors 369 Museum 140	Total 315 Visitors 242 Museum 73
March	Total 694 Visitors 205 Museum 489	Total 766 Visitors 261 Museum 505	Total 644 Visitors 199 Museum 445
April	Total 1814 Visitors 733 Museum 1081	Total 1860 Visitors 460 Museum 1400	Total 1565 Visitors 347 Museum 1218
May	Total 1073 Visitors 336 Museum 737	Total 985 Visitors 208 Museum 777	Total 664 Visitors 168 Museum 496
June	Total 651 Visitors 255 Museum 396	Total 608 Visitors 141 Museum 467	Total 730 Visitors 156 Museum 574
July	Total 983 Visitors 182 Museum 801	Total 854 Visitors 141 Museum 713	Total 709 Visitors 114 Museum 595
August	Total 703 Visitors 214 Museum 489	Total 608 Visitors 152 Museum 456	Total 651 Visitors 143 Museum 508

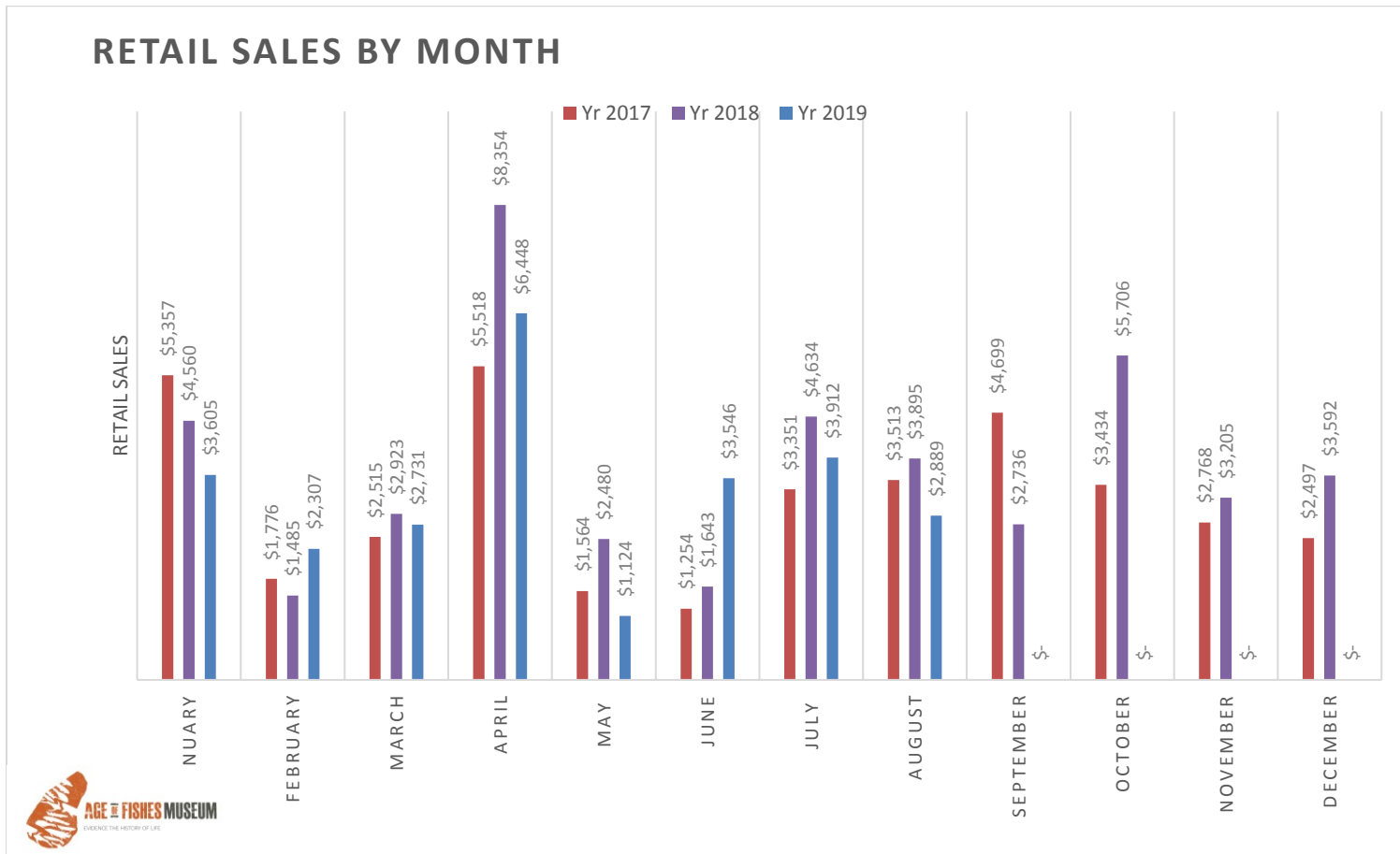
95 more people visited the Visitor Information Centre and the Museum in August compared to last year.

Item 2 - Figure 2 Adjusted Total Revenue by Month



- Adjusted Total Revenue to the AOFM from January up to and including August 2018 was \$74,171
- Adjusted Total Revenue to the AOFM from January up to and including August 2019 was \$64,143 (\$10,028 less)

Item 3 - Figure 3 Retail Sales by Month

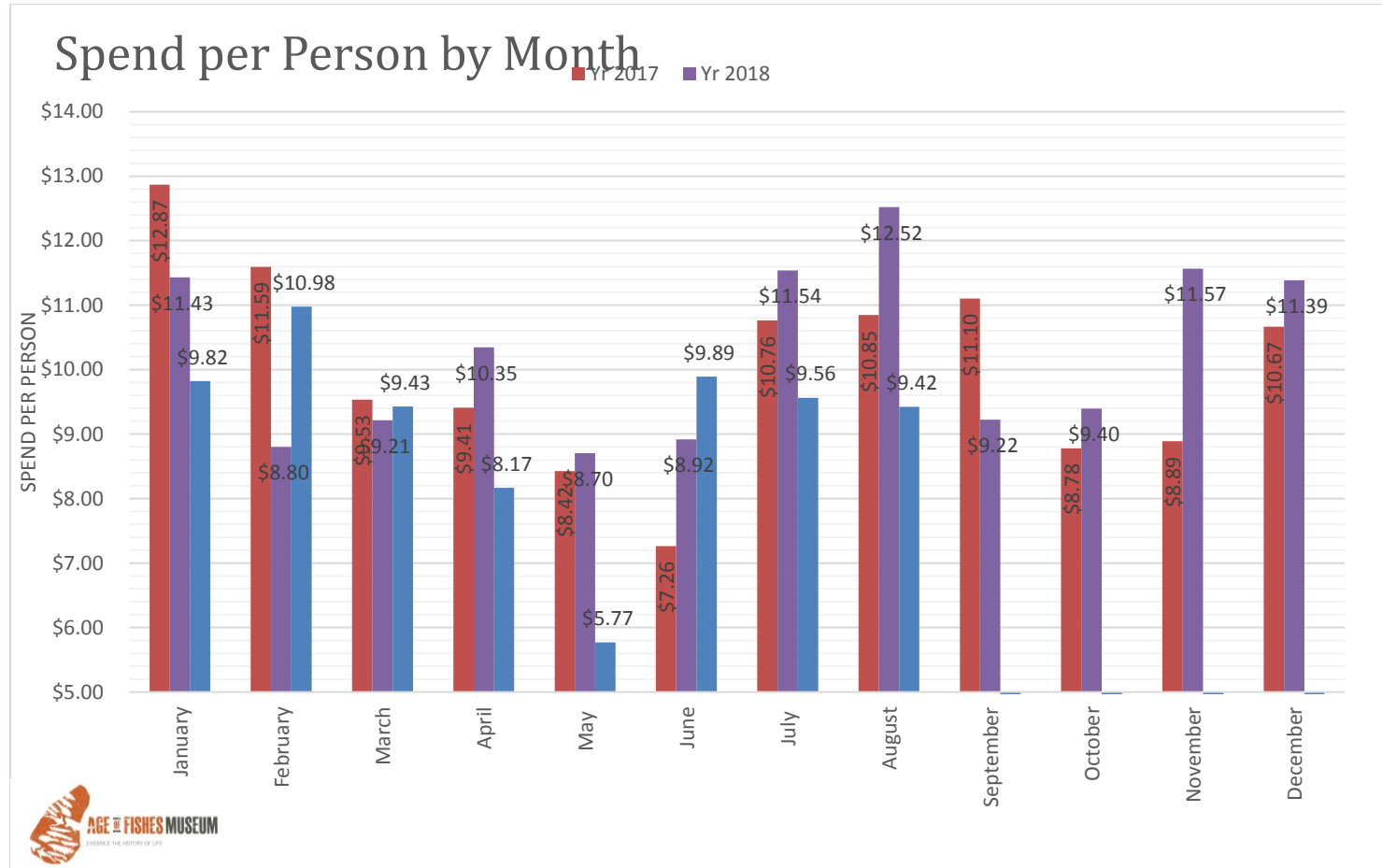


Retail Sales are those relating to the Gift Shop. Comparisons between 2019 and 2018 have shown:

Month	Yearly Comparison
January	-\$810.00
February	\$822
March	-\$192
April	-\$1,898
May	-\$1,356
June	\$1,903
July	-\$722
August	-\$1,006
Total	-\$3,259

Item 4- Figure 4 Spend per Person by Month

Spend per person for January, February, March, April, May, June, July and August was \$9.13. This was below last year's average of \$10.01.



Item 5 - Marketing and Promotion

- Promotional email sent to car clubs, CMCA (campervans and motor homes), U3 Age, lapidary clubs, Cowra businesses, national coach operators, Apex and the CWA.
- Guardians of the Sundra Strait Exhibition from the National Maritime Museum.
- 1st August- Fossil Road Show
- The Daroo Awards – Best Business submission.
- New web page being designed by Shane.
- 1st August -LLS Conference at the Age of Fishes Museum.
- 22nd August - BEC Business and Marketing Workshop.
- 9th September children’s events for Baroquefest - half price entry to the Museum.
- September 17 and 18th – Colin is taking the Education trailer to Wellington Primary and High School.
- 27- 29th September - Little wings fundraising event. Central West Charity Tractor Trek Group will be travelling from Dubbo to Wongarbon (Our flags will be on the back of the tractor) Thank you to Kevin Walker for organising this.
- 9th October - Free Kids Activity Day.
- 19th October Education trailer to Teddy Bears Picnic at Lions Park in Forbes.
- 8th November - Canberra Gem and Mineral Show.

Item 6 Age Of Fishes Museum Strategic Priorities
Strategy Area 1: Position AOFM as a place of scientific significance.

Strategy	Update	Not Started Progressing Completed
1.1 Complete the storage facility	Completed. All fossils are in the Storage Facility. Catalogued and 3D scanned. Cataloguing needs to be corrected - Some fossils have the same number. Official opening of the Storage Facility in August?	Completed.
1.2 Align with a University	Aligned with the Australian Museum (Deed of Gift of the Fossils). Macquarie University scanned the Fossils. Zoe Wylie is doing a Master of Research with Macquarie University. Also working at the Geological Survey of New South Wales. Studying the Canowindra Fauna. Found signs of earthworms. Slicing slab to determine the soil conditions at that time. Feels it was a volcanic event because the fish line up as if buried very quickly.	Completed Deed Completed
1.3 Re-establish a Scientific Advisory Board	The Australian Museum’s scientists. Macquarie University. Fortescue’s scientists.	Progressing.
1.4 Reopen the site with the goal to regenerate interest and uncover what is deeper down in the site	Gift of the land to the AOFM rejected. Mr Curran Spoke to Fiona. 250 acres plus house and the fossil site is for sale for \$1.25 million. NSW Destination Fossil Trail – showed Andrew Sergeant the Fossil Dig site, Age of Fishes Museum, Railway Precinct and the Historical Museum. Possible Heritage Hub for Canowindra	Progressing
1.5 Participate and host National Scientific Week	Hosted in 2018. In 2019, hosting Science week with Canowindra Public School. Promoting their new Programmes and units of work.	Progressing.
1.6 Align the Education Program with the new School Curriculum	New Primary Programmes written by Canowindra Public School.	Progressing.

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Strategy Area 2: Build knowledge and awareness through regional stakeholders and community engagement.

Strategy	Update	Not Started Progressing Completed
2.1 Develops Stakeholder Matrix – who and what they offer	Not started.	Not started.
2.2 Define the AOFM key scientific message	Strategic Plan 2018.	Completed.
2.3 Develop a marketing plan	Draft Marketing Plan developed 2018. Developing new 2019 Marketing Plan BEC advice sought.	Completed in 2018 Progressing
2.4 Develop an effective communications plan that includes regular emails and social media.	Communication Plan updated 2018	Progressing
2.5 Promote AOFM to all school’s science and history departments	AOFM brochures and Primary Programmes will be posted to all schools in the region.	Progressing
2.6 Keep the website and marketing collateral current	Brochures updated in 2018 New web page being developed by Shane Jones. Face book regularly updated.	Progressing
2.7 Regular volunteers training and updated	Volunteer staff meetings, training and famils every four months. Training at the Historical Museum in March. First Aid training at staff meetings. Customer workshop at Forbes. New Staff Handbook	Progressing

Strategy Area 3: Position the AOFM as must visit attraction in regional NSW.

Strategy	Update	Not Started Progressing Completed
3.1 Execute marketing plan and communications plan including regional TV and radio	Marketing Plan 2018. BEC provided advice on new Marketing plan.	Progressing
3.2 Continue to develop targeted databases – coach, car clubs, community groups, etc	Emailed/posted out brochures to VICS, Schools and Clubs in 2019 Cath/ Shane are developing new contact data bases for the Museum. View Clubs, RSL Clubs, Scouts and Live Better Organisations.	Schools completed Progressing
3.3 Develop AOFM product and experiences	DA application for the new design layouts Two quotes pending (Renascent and Central West Building Services). New Museum design layout 2019. 3D Animation of the Fossils. New Fossil Stands. Interactive Spinners (September/ October). CSIRO Timeline Fossil Road Show 2019 New Storage Facility and the transfer of the Fossils from the Showground. Improved layout of the Retail Area. Improved layout of the VIC Area. Professional advice from Carol B. New School Educational Programmes in 2019. 45 Kids activities in the Museum. 6 new Televisions. 2 new Data Projectors. 3 iPad activities. Kids Activity Days during the School holidays. Activity Days during the Balloon Challenge Week. (Curious and Creative Kids and a free Kids Activity Day.) Cano Mocs and Docs 2018. New fossil stands. New furniture upstairs.	Progressing
3.4 Attend trade shows	Canberra Gem and Mineral Shows. Canberra Home and Leisure Show.	Progressing

3.5 Promotional displays at other regional VICs and other tourism facilities	New advertisements in the Cowra, N.S.W and Orange 360 VIC brochures. Display at the Cowra VIC in 2018 and 2019. AOFM Brochures at all VICs.	Progressing
3.6 Submit applications for the regional tourism awards	Finalist at the 2019 Regional Tourism Awards – Will apply for two categories next year. Gold at the Regional Tourism Awards in 2018. Finalist at the NSW Tourism Awards 2018. Feedback received from the NSW Tourism Awards.	Progressing
3.7 Provide outstanding VIC services	Accreditation achieved in 2018 and 2019 Famils, Customer Service Training and First Aid Training for Volunteers in 2019.	Progressing.

Strategy Area 4: Maintain and extend relations with government, scientific community and the tourism industry.

Strategy	Update	Not Started Progressing Completed
1.7 Align with a University	Comments listed within strategy area 1	
1.8 Re-establish a scientific advisory board	Comments listed within strategy area 1	
1.9 Establishing a working relationship with the Australian Museum	Deed of Gift of the Fossils to the Australian Museum. Fossils have been catalogued and scanned.	Progressing
1.10 Work with other organisations – Orange360, CENTROC, regional VICs	2019 Local Land Service Conference 2019 Primary Teacher’s Professional Development meeting. 2019 Business Enterprise Centre: Business Planning and Marketing workshop. 2019 Destination NSW Fossil Trail workshop. 2019 Cabonne Council local government week luncheon. Member of Orange 360. 2018 Centroc meetings held at the Museum. 2019 Regional Development Manager’s meeting held at the AOFM. 2019 Regional Museum training session on significance held at the AOFM 2018/2019 AOFM display at the Cowra VIC in April Joint display with Cowra VIC at the Canberra Home and Leisure Show in 2018.	Progressing

	2019 Opening of the Canowindra Historical Museum. Working with Canowindra Public School to develop programmes.	
1.11 Be an active member of the Canowindra Business Chamber and Progress Association	Public Officer of the Canowindra Business Chamber and Progress Association.	Progressing
1.12 Extend relationships with accommodation providers	Promote local accommodation in the Canowindra-Trifold brochure (written by Colin Pryor).	Progressing

Strategy Area 5: Drive membership

Strategy	Update	Not Started Progressing Completed
2.8 Review current memberships	Free Kids Fossil Club. Review of Associate Membership.	Progressing
2.9 Develop membership benefits that directly correlate with the AOFM and its facilities	Promotion of Business Membership within the VIC (4 week display for each business). Business Membership drive in June 2019. Promotional email sent to all businesses in Canowindra, Eugowra and Cowra	Progressing
2.10 Develop a membership strategy as part of the marketing plan with targets		Progressing
2.11 Identify potential mutually beneficial sponsorship relationships	The Australian Museum. Macquarie University. Canowindra Public School-unlimited visits in a year after their first visit. Travelling displays from the National Maritime Museum. Orange 360.	Progressing

Strategy Area 6:Develop a long term sustainable business model.

Strategy	Update	Not Started Progressing Completed
3.7 Develop the AOFM budget	2018 AOFM Budget	Completed 2018
3.8 Identify a list of grants and funding opportunities and apply	Need to have funds to match grants.	Progressing
3.9 Improve retail presentation and sales	Improved layout of the Retail Area. Greater amount and range of stock- E.g. Hampers. More local produce e.g. Honey.	Progressing
3.10 All products must reiterate our scientific relevance	Education and scientific products promoted.	Progressing.

Objectives Area 1: Financially viable

Objective	Update	Not Started Progressing Completed
Strategic plan	Strategic Plan 2018	Progressing
Business plan	Business Plan 2018	Progressing
Marketing plan	Marketing Plan 2018 Advice from BEC for new Marketing plan	Progressing
Long term sustainable business model		Progressing
Replace MYOB	MYOB replaced in 2018 Stock figures now in order. Looking at cheaper alternatives to MYOB.	Progressing
Reduce costs – electricity, LPG, etc	Solar panels in 2019 - Completed.	Progressing
Increase visitor numbers and their expenditure per visit	Improving the layout and presentation of the Museum. Improving the Retail Area- greater variety of good quality stock. Travelling Exhibitions e.g. the Maritime Museum. Roses Billboard on the road to Canowindra. Advertising using the Holden Fossil Car. Working in conjunction with the Historical Museum. Working in conjunction with Canowindra Primary school to make the Museum a classroom.	Progressing
Provision of VIC services	Improved the presentation of the VIC area.	Progressing
Improve the museum – maintenance, new displays, exhibition space, equipment and activities	Long term planning of the layout of the Museum. New Children’s Activities. Lighting fixed in 2018. Panels removed from the windows to increase natural light. New Travelling Exhibitions. New Televisions New Data Projectors. Upgraded Computers. iPad activities.	Progressing
Improve the shop presentation, the goods for sale and the amount of local produce that is sold	New retail design in 2018. More products sold - Hampers, T shirts, hats etc Increased amount of local produce e.g. Hampers and honey etc	Progressing

<p>Obtain grants and subsidies for capital improvements</p>	<p>Grant from Newcrest and Cabonne Council for the Solar Panels. \$5,500 Australian Museum-financial support for the Kids Club. \$20,000 donation from Shona Chisholm to improve the Museum. \$21,788 for new Fossil stands. \$1,800 for new furniture. \$14,000 from Newcrest for the interactive, metal timeline display. \$2,061.82 from IGA for the interactive, metal, timeline display. \$3,773 from the Cabonne Council Community Assistance Program for the CSIRO Timeline and the repainting of the Fish and Rods game. \$4000 from Frrr for Activity Days \$2490 from the National Maritime Museum to build a Fossil stand</p>	<p>Progressing</p>
<p>Sell items that are not being used</p>	<p>Railway Shed and the container have been cleared of rubbish. Advertised excess stock for sale. Display units given to local businesses and families (The Reid family) Scrap merchants contacted regarding the container. The Doyle family (FOF) removed the container.</p>	<p>Progressing</p>

Objectives Area 2: Marketing and promotion

Objective	Update	Not Started Progressing Completed
Marketing budget	Marketing Budget 2018	Progressing
Communications plan	Communications Plan updated 2018 2019 Marketing Plan being developed.	Progressing
Increase radio, television, newspaper and internet coverage		Progressing
Improve brochures and the web page	New brochures 2018 New web page 2020 Shane Jones is creating a new web page.	Progressing
Email out to schools, coaches, clubs and other organisations twice a year	February 2019/March/June email out.	Progressing
Attend exhibits and shows	Canberra Gem and Mineral Shows 2018/2019 Canberra Home and Leisure Show 2018 Primary Principals Conference 2018	Progressing

<p>Work with other organisations</p>	<p>Cabonne Council. Australian Museum. Macquarie University. Canowindra Public School. Showground Trust. Orange 360. Historical Society. Canowindra Business Chamber and Progress Association.</p>	<p>Progressing</p>
<p>Promotional displays</p>	<p>Canberra Gem and Mineral Shows 2018/2019 Canberra Home and Leisure Show 2018 Primary Principals Conference 2018 Holden Fossil Car on Sunrise and at the front of the Museum. 2019 Holden Fossil Car at the Elvis Parade. 2019 Holden Fossil Car at the Australian Day celebrations.</p>	<p>Progressing</p>
<p>Target group markets</p>	<p>Email out to schools, coaches, clubs and other organisations twice per year. Attend exhibits and shows. Work with other organisations. Promotional displays. National Science Week activities. Free Kids Activity Days. Improved brochures in 2018. New web page in 2020. Trailer used for education and promotion.</p>	<p>Progressing</p>
<p>National science week activities</p>	<p>Teachers Networking Conference 2018. Primary Teachers Professional Development 2019. Invitation to use the Museum as an extended classroom by regional Primary schools.</p>	<p>Progressing</p>

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Objectives Area 3: Improve the Museum

Objective	Update	Not Started Progressing Completed
Maintenance plan	Computer upgraded and fixed near the till. Oiling of the wooden decks Maintenance Plan 2018. Lighting fixed 2018. Testing and Tagging of all electrical equipment 2018. Painting of the Retail Area 2018. Cleaning of the carpets 2019. Removal of the hanging vice clamps in the Newcrest Gallery 2018. MYOB improved 2018. Upgrading of the computer system. 2018/2019. Removal of dangerous tree limbs around the time-line. Electric hand dryers to reduce hand towel purchase. New toilet seats.	Progressing
Replace faulty equipment	Electrical work 2018. Test and Tagging of all electrical equipment in 2018. Computers upgraded 2018/2019. MYOB upgraded 2018.	Progressing
Increase number of children’s activities	45 new Kids Activities. Free Kids Day Activities in the holidays.	Progressing
Improve technology	New MYOB 2018 2 new data projectors. 6 new televisions. 3 iPad activities. Removal of the Acoustic guides in 2020. Upgrade of the computer system in 2018/2019. Free WIFI in the AOFM. New web page in 2020.	Progressing
Increase available space in Museum	New layout plans for the Museum. Professional advice from Carol B in 2018. New layout in the Retail and VIC Area. New upright Fossil stands.(Building Better Regions Fund) Removal of the Education Den and the Canowindra Story centre unit?	Progressing

Align the education program with the new school curriculum	Canowindra Public School – new programmes and units of work	Progressing
Introduce new ideas and concepts	<p>New layout of the Museum. Australian Museum – e.g. 3D Animation. Fortescue/ Macquarie University – Scanning of the Fossil Site? Travelling Exhibitions. Training and Famils. Solar panels to reduce costs. New Retail and VIC areas. New Kids Activities. Free Kids Club. Free Kids Activity Days in the School Holidays. Use of the Museum as a classroom for Schools. Working in conjunction with the Historical Museum. Regular Staff Meetings, Training and Famils.</p>	Progressing
Build the storage facility	Completed.	Completed

Objectives Area 4: Volunteers

Objective	Update	Not Started Progressing Completed
Advertise for volunteers	Advertisements in all forms of media - on the radio and in local supermarkets and newspapers.	Progressing
Improve inductions, training and professional development	New Induction Programme 2018 Staff meetings, training and famils every four months. 2019 New staff handbook	Progressing
Local and regional famils	Every four months.	Progressing
Develop volunteer networks	Orange 360 volunteer network.	Progressing

Objectives Area 5: Community Status

Objective	Update	Not Started Progressing Completed
Connect with local and regional community	Public Officer of the Canowindra Business Chamber and Progress Association. Lions Club Driver Reviver. Central West Car Club. Balloon Challenge. Cano Mocs and Docs. Science Awards at Canowindra Public and High School. Classroom for Canowindra Public School.	Progressing
Have a regular, consistent and comprehensive newsletter	Kids Fossil Club Newsletter. Stories in Stone. Developing E Newsletter.	Progressing
Drive membership	Free Kids Club. Business membership drive in 2019. Email sent to all businesses in Canowindra, Eugowra and Cowra	Progressing
Improve Stories in Stone	E newsletter	Progressing
Improve the Children’s Club	Free school holiday activities. Free Kids Club.	Progressing
Have community invitation evenings	Canowindra Primary School Professional Learning and Development Evening 2019 Use of the Museum as a classroom for Primary Schools. Carol B Community Retail Workshop 2018. CENTROC meeting 2018. Regional Economic Development Manager’s meeting at the AOFM 2019. Cano Mocs and Docs 2018. Regional Museum meeting 2019. LLS Conference at the AOFM 2019 Cabonne Council local government week meeting at the AOFM 2019 Working with the Historical Museum. Free Kids Activity Days.	Progressing

Objectives Area 6: Scientific Community

Objective	Update	Not Started Progressing Completed
Connect with the scientific community	Australian Museum. Macquarie University. Fortescue.	Progressing
Scan the fossil dig site	Fortescue. Macquarie University The Australian Museum	Waiting
Mr Curran to gift the land and the possible reopening of the site	No gift of the land. Offer to purchase the land. For sale for 1.25 million.	Not progressing
Fossils slab loan program to build scientific partnerships	Deed of Gift of the Fossils to the Australian Museum. Loans of the Fossils to other Museums etc.	Progressing
Work with the Australian Museum and Scientific bodies.	Deed of Gift of the Fossils.	Progressing

Item 6 - Current Projects

Web page

- New web page plus online selling
- <https://ageoffishmuseum.wixsite.com/website-1>

On-line selling (Marketing and Promotion)

- Please see website plans.
- Please see the discussion points.

Layout of the Museum (Improve the Museum)

- DA required.
- On the DA - should we include large fish on the Storage Facility and Children's activities outside?

Two-sided fossil stands

- \$1690 + GST each for a minimum order of 4 displays

Item 7 - Completed Projects

- Nil

Item 8 - New and Planned Projects

New Staff Handbook

- To be given out at the next staff meeting on October 8th.

Educational, Interactive, Moving Laser Cut, Metal Panels Depicting Life on Earth through Time. (Improve the Museum)

- Due mid October

CSIRO Timeline Game and Repainting of the Rods and Fishes Activity Game

- Concrete slab poured.
- Must be higher than 10 degrees for painting to occur.

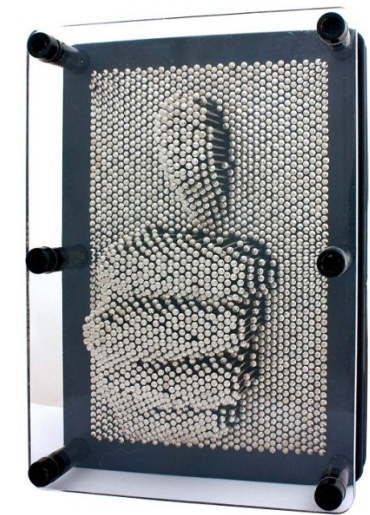
Interactive Play Equipment/Garden for Children

Aim: To purchase play equipment over time for an Interactive Educational Garden,
E.g.

- Fish shaped organ.
- Fossil Dig Site Sand Pit with concrete fossils embedded under the sand and linked to educational display boards.
- Musical water fountains.



Water Sound organ



Need to plan the back region of the Museum for these activities.

Item 9 - Donations, Grants and Sponsorships

[Approved](#)

- Volunteer Grants – Funding of \$1,800 approved for furniture.
- Building Better Regions Fund Infrastructure Stream: Funding of \$21,788 approved for Fossil Stands.
- Kids Club Membership –\$5,500 from the Australian Museum.
- Donation of a large glass display unit from the Australian Museum.
- \$20,000 donation from Shona Chisholm
- Cabonne Council and Newcrest – Solar panels
- Cabonne Council’s Community Assistance Program- Applied for \$7,546 to build a CSIRO Timeline Game and to repaint the Fish and Rods Game. (Approved \$3773)
- Newcrest Cadia Operations: Applied for \$18,271 for 11 interactive metal panels for the timeline. (Approved \$14,000)
- IGA (Approved \$2061.82 for metal panels for the outside timeline)
- Australian Maritime Museum: The Maritime Museum has offered to pay for one Fossil Stand. \$2470
- Frrr Tackling Tough Times. \$4,000 approved for Kids Activity Days.

Applied for:

- Stream 1 Fund Grants (Regional Growth/ Environment and Tourism)
Applied for Six Fossil Stands (\$16,434). Applications closed on the 21st September.
- Community Environment Program (Expression of Interest): Applied for \$2,899 for a Great Bull Chipper and Shredder. Expressions of interest closed: March 2019.
- Qantas Regional Grant: Applied for \$8,000 to visit Winton and Longreach. (AOFM contribution nil)
- Australian Post Grants: Applied for \$4,000 for Activity Days. Applications closed 4th August.

Expenditure- The Age of Fishes Museum to pay

- \$2,000 for Sue to provide the materials and repaint the Rods and Fish Game and the CSIRO Timeline
- \$2,209.10 for the metal spinning panels (Completed by mid-October)
- **The Museum needs to provide some contribution (25%) to have a greater chance of receiving grants.**

**Anne Clark
Manager
Age of Fishes Museum**

ENGINEERING EXPENDITURE and PROJECTS FOR 2018/2019

AUGUST 2019 REPORT

LOCAL ROADS – 2018/19

- Council's Local Roads Gravel Resheeting program has been completed on all roads.
- Dry Creek Road – sealed 1.3 km, Lower Lewis Ponds Road – sealed 1.3km completed.

Additional works (Savings – gravel resheeting & heavy patching) – 2018/19

- Kerrs Creek Road was sealed (3.2km) - Completed
- Archer Road to be sealed (remaining 1.2km) Completed
- Thompson Street, Canowindra (790m) – Completed
- Long Point Road (550m) – Completed
- Back Mogong Road – gravel resheeting – 3km
- Smith/George Streets, Molong – Completed
- Yuranigh Road sealed 11/7/19 – 3km
- Thompson Street, Cargo – Completed
- McGroder Street, Molong (380m) – Completed

Road Maintenance - Local

Road maintenance (**Bitumen Patching**) has been undertaken on Baldry road, Spring Terrace Road, Clergate Road, Canobolas Road, McKay Road, Amaroo Road, Borenore Road, Packham Road, Kurrajong Road, Yellowbox road, Manildra two Streets.

Regional Roads

Banjo Paterson Way, Cargo Road

RMS Roads – MR359, MR310, MR377, MR61 & SH7

Road Maintenance - Local

Road Maintenance (**Grading**) has been completed on Jennings Lane, Windus Road, Norah Creek Road, Glenelga Road, Rubyvale Road, Woods Lane, Barretts Lane, Fairview Road, Hunter Caldwell Lane, Burrawong Road, Googodery Road, Merriburra Road, Yellowbox Road, South Bowen Park Road, Nanami Lane, Reedy Creek Road, Waterhloe lane, Post Office Lane, Dry Creek Road, Kjollers Road, Bevan Road, Fannings Lane

Local Road Heavy Patching – 2018/19

Rural & Urban heavy patching program has been completed.

Local Road Resealing – 2018/19

Rural & Urban resealing program has been completed.

DROUGHT RELIEF HEAVY VEHICLE ACCESS PROGRAM – 2018/19

Council received \$300,000 funding under drought relief for three projects.

Local Road - Gumble Road and Regional Roads Cargo Road and Burrendong Way. These projects were to improve shoulder width to safely accommodate heavy vehicles, pavement rehabilitation and tree trimming to facilitate the passage for high/heavy vehicles. These projects have all been completed.

Molong Truck Wash

Minor works have started.

REGIONAL ROADS

Fixing Country Roads Project - Banjo Paterson Way

The Fixing Country Roads funded project on Banjo Paterson Way is in four stages, between Molong and Yeoval. Council has completed Stage 2 Burgoon Lane towards Cumnock – (5.5km section). Stage 1 has been completed 1.2 km section and Council Contractors have completed approximately 250 metres on Stage 1 – Nyora Lane, including a hotmix entrance to the new industrial estate. Stage 4 (Hanover bridge towards Cumnock) has commenced 10/9/2019

RMS REPAIR Project – 2018/19

Council were successful in receiving 50/50 funding for two REPAIR projects on MR237 Cargo Road. The first project on Cargo Road, south of Edinboro Lane is now completed. 880 metres was sealed 25 January. The second project on Cargo Road is in Spring Creek/Coffee Hill area, 18.2 – 20.5km section of Cargo Road. This project was completed on 5th August 2019.

SAVING LIVES ON COUNTRY ROADS – 2018/19

RMS have funded three projects under Saving Lives on Country Roads.

The first project to commence is at Burrendong Way north of Archer Road. Completed 15/3/2019.

Cargo Road shoulder widening (Old Canobolas Road to Boree Lane), installation of safety barrier and delineation signage - Completed 7/6/2019.

The final project is at Four Mile Creek Road, the preliminary works will be undertaken in 2018/2019 for shoulder widening, installation safety fencing, delineation and curve advisory signage. The construction works will commence in 2019/2020.

DRAINAGE WORKS

Blatchford Street, Canowindra (2018/19)

Drainage works are complete at Blatchford Street & a new AC (hotmix) pavement has been completed between Gaskill & Hack Lane, Canowindra.

SHARED PATHWAYS

Shared Mobility Access Pathways – 2018/19

Council was successful in funding for Shared Mobility Access Pathways, under Round 1 of the Stronger Country Communities Fund. The shared pathway and pram ramps at Mullion Creek have been completed from Bevan Road to Long Point Road. Works have been completed on the shared pathway in Manildra – from the showground to Park Street and Cudal shared pathway at Toogong Street.

Active Transport Connecting Centres Funding (RMS) – 2018/19

Council's contractors have completed new pathways in Blatchford Street and Gaskill Street Canowindra. The contractor has also completed a new pathway at Eugowra – Pye and Oberon Streets.

RMS Ordered Works – 2018/19

MR377 Escort Way - Toogong Widening Project commenced 22nd July 2019. Project length 4 km's from Bowens Lane intersection to the Yellowbox Road intersection.

Stronger Country Communities Fund – Round 2 (2018/19)

As part of the 'Small Villages' project Council has commenced footpath works at Eugowra, Cargo and Yeoval.

Eugowra - Northern side of Cooper Street from Bowler Street to North Street - Completed

Cargo - Northern side of Belmore Street into Molong Street – Completed

Yeoval - Bathurst Street from Lord Street to Ganoo Street (southern side with Bowling Club), King Street from Lucknow Street to Forbes Street – Completed.

Also funded under this program are shared mobility access pathways at Canowindra. Paths are to be installed on Brown's Avenue from Rodd Street to the High School and Rodd Street from Brown's Avenue to Ferguson Street - Works have all been completed.

Molong Multi-Purpose Centre

Council's contractor has completed the footpath near the bunkers. The additional drainage has been completed at the top of the embankment to divert surface water away from the field.

CENTRAL TABLELANDS WATER SECURITY FOR THE REGIONS – ORANGE TO MOLONG PIPELINE PROJECT STAGE 1

- The construction of Molong to Cumnock and Yeoval Pipeline is practically complete.
- Construction of Water Reticulation System is in progress in Cumnock and Yeoval villages.

PROJECTS UPDATE

The status of the main projects are as follows:

- Molong Truck Wash, Molong – **Tendering stage**
- Refurbishment of Bank Street Public Toilets, Molong – **Completed**.
- Water Filling Stations, Manildra, Eugowra and Canowindra – **Concrete pads for the water filling station completed. CTW will install the water filling station Units.**
- Molong Recreational Ground Power Upgrade – **Works are in progress.**
- Refurbishment of Cumnock Pre-School, Cumnock – **Completed**.
- Refurbishment of Tennis Clubhouse, Manildra – **Work is completed.**

WATER AND SEWER

- Fluoride dosing system waiting for final wiring of controls and testing prior to final inspection by Department of Planning, Industry and Environment.
- Kite St water main extension is still to be completed.
- Sewer main breaks repaired and chokes cleared as required.
- Water main breaks attended and repaired as required.
- E-one units repaired and replaced as required.
- Molong water supply remains at level 4
- Cumnock water supply remains at level 2
- Yeoval water supply remains at restrictions level 3

URBAN SERVICES

- Work on Cumnock Rec ground (Sprinkler system) upgrades underway – progressing well. System is operational awaiting final work prior to levelling and top dressing. Ground has been levelled, drag matted, top dressing ready for application. Perimeter fencing completed.
- Work commenced on Molong Multipurpose facility drainage and BBQ areas
- Replacement water bore line in Manildra complete and supplying water to Montana Park.
- Drinking water bubbler installed at Montana Park, Manildra.
- Canowindra caravan park beautification complete.
- Yeoval – playground equipment installed.
- Eugowra – playground equipment ordered for Memorial Park.
- VEP tree planting program recommenced – Yeoval, Canowindra and Cumnock
- Pool WHS improvements being gradually rolled out.
 - - Eugowra pool plumbing work complete skimmer, tiling completed.
 - - Cumnock/Yeoval pools – plant room re-lining completed.
 - - Molong pool air conditioning plant room Envirowest quote completed.
 - - Molong/Cumnock/Yeoval pools – servicing of chlorine gas systems to occur when pools are full mid Oct
 - - Eugowra/Cudal/Manildra chlorine dosing systems serviced
- Pool 355 Committee meeting undertaken
- Pool Audit completed by National Audit Group – management systems and compliance
- Tree pruning works completed as required.
- Leaf removal works completed as required.
- Hall maintenance works completed as required.

Cabonne Shire Council Heritage Advisory Service

David Scobie Architects

Level One, 177A Sailors Bay Road,
 Northbridge,
 NSW 2063
 Tel: (02) 9967 2426
 Mobile: 0412 415010
 Email scobiearchitect@optusnet.com.au
www.davidscobiearchitects.com.au

Heritage

Cabonne Shire Council
 Via email
 Attn: Ms. Heather Nicholls
 Chris Eldred, Jann Ferguson and Accounts

REPORT: September 2019**Visit: 2/9/2019****1.0 Information provided to the Heritage Advisor**

Heritage Advisor appointments–

- 1.1.1 Service Station DA, Canowindra - update
- 1.1.2 The Junction Hotel, Canowindra
- 1.1.3 Canowindra Rail Precinct Masterplan Review
- 1.1.4 Colour scheme for Molong Council Chambers

The next visits:

- **October 7th**
- **November 4th**
- **December**

2.0 Follow Up required

- ❖ *Gumble Hall*
- ❖ *Canowindra Railway Precinct – Stage 1 Grant 2019: Master Plan completed for JHG*
- ❖ *Villages of the Heart: Reporting strategy for Cabonne Council*
- ❖ *Eugowra Fat Lamb Hotel – reconstruction*
- ❖ *Quinn's Stables – part demolition*
- ❖ *Cabonne Museums - Master Plan and Programme and Grant application support*
- ❖ *46 Bank Street, Molong – DA for paint scheme for listed item in the Bank Street CA*

The following notes apply to site visits and requests for advice - The intention is that the notes are passed to the Property Owner/Enquirer/DA Applicant:

Heritage Report: September 2019
 David Scobie Architects Pty Limited
 ACN 079 683 079

Cabonne Shire Council Heritage Advisory Service

1. Proposed Service Station at Canowindra

The Applicant has offered changes to the scheme in order to better accommodate the character of the proposal within the requirements of the DCP to produce a sympathetic scheme.

- The Applicant is unwilling to provide pitched roof to the store building. A similar application in Lucknow has been negotiated with a pitched roof;
- The Applicant is unable to increase the setback;
- The Applicant is willing to remove the link between the two structures. This will modify to a degree the bulk and scale – is advised by the Applicant;
- The Applicant is willing to modify the colours of the fascias and blockwork;
- The Applicant has enquired about the glazing to the shopfront;
- The Pylon is reduced to 5200mm in height and is offering a 4500mm high pylon sign;

Recommended modifications:

- A contemporary pitched roof is recommended in view of the context and setting;
- The setback issue is appreciated and mitigation will be required elsewhere to address the issue;
- The removal of the link is appreciated however the impact of this on the overall character of the scheme is not substantial. Removal of the link was not previously recommended by the Advisor;
- A false shopfront is not consistent with the character and integrity of the Conservation Area. In the further development of the current proposal, the NE elevation of the C store should be fully glazed to reflect the traditional 'active' commercial presentations to the street.;
- The coloured graphic panels on the elevation of the store should be replaced with ACP cladding in silver grey, Windspray or Shale Grey to reduce the visual prominence and utilise a traditional steel/galvanised iron type colour. White is not considered to be sympathetic and will be visually intrusive in the setting.
- Colorbond gates and fencing in Windspray are generally acceptable
- Raw concrete blockwork is acceptable subject to all horizontal joints being ironed/ruled, all vertical joints being flushed and mortar colour matched to the block colour
 - The technique needs to be fully stated on all the walls on all the elevations
- The ID pylon to be reduced in height to 4500mm. This would be acceptable subject to a final review of the graphics and the use of externally illuminated numerals. The use of digital numerals would not be acceptable in the Conservation Area
- A lighting plan, in particular the narrow cone lighting units in the canopy soffit, will need to illustrate light spill so as not to disturb the residential properties in the vicinity. A report and drawings are required to illustrate that the lights will not produce glare, will be concealed and that the illumination will be directed down to the surfaces.
- The background/base colour to the parapets and elevations to be silver grey or Shale grey to reduce the visual impact of the large structure in the setting and utilise a local traditional colour interpreting the galvanised iron. The use of black & White in the streetscape of the Heritage Conservation area is a substantial visual contrast. Black is not a colour evident on this scale in the Conservation Area. The visual impact is due to the contrast between the material and the background. In this case the general background is the sky given the height of the canopies and parapets.

Cabonne Shire Council Heritage Advisory Service

2. Colour scheme concepts for Council Chambers, Molong

Attention: Judy and Audrey

Further to a request from Judy and Audrey, the following details are provided:
Some areas and items relate to external colours which will suit both the character of the building and the proposed new colour scheme developed for the interiors and finishes.

Other items relate to recommended urgent maintenance of the external render and details.

The following images document the issues and provide a range of advice for the painting and treatment of the lobby and part exterior.



Figure 1 View of the building entry.
The door is to be replaced with a frameless entry door. A colour is required for the architrave which will remain, the foot blocks and the skirting.



Figure 2 A direct view of the tessellated floor tiles. The dark brown rectangular border tile is a good marker for selecting an appropriate colour for the cement rendered skirting and building base.

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Figure 3 The building base and side entry

The gates and all metal work need to be painted in the supplied traditional matt charcoal colour. The existing Red base should be painted in the recommended brown stone traditional colour to reflect the colour in the tiling

Test the following Dulux Baton, Garden Post and Park bench. The latter appears a good match based on the colour card however test paint pot samples in a sunny spot and internal spot are recommended.



Figure 4 Also a good example of an earlier if not original paint colour is this area where the paint has been scraped off.

It reveals soft Brown/Stone colours. Further paint scrapes of this area would produce a good demonstration of the effect of a good strong stone colour.



Figure 5 The entry where the coloured building base comes inside and hence continuity is required.

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Figure 6 Another paint scrape area which reveals the cement render.

Again the soft stone colours evident in the tiled flooring indicate the appropriate colour range for this space.



Figure 7 The walls to be painted to match the existing in the ashlar or rusticated faux stone are white in the flat area above, a half tint of the same colour can be used. this will lighten up the space and give transition to the ceiling white.

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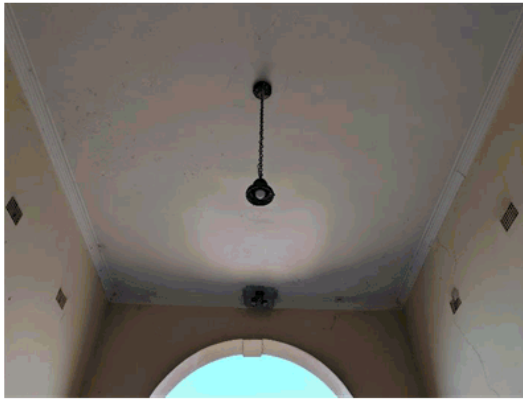


Figure 8 Light fitting



Figure 9 The fitting indicates a standard incandescent lamp which is nominally 5cm in diameter and therefore the throat on the brass gallery is nominally 14-15cm wide which would accept a glass with a 5" neck.

The standard size is 4 1/4" and there is a range of available fittings with recommended options shown below, available from the Heritage Building Centre in Rockdale.



PARKVILLE 9" OPAL GLOSS GLASS W/ 4 1/4" FITTER \$81.00
SKU: LOD3090045 Category: [Glassware](#)

Cabonne Shire Council Heritage Advisory Service



VICTORIAN 12" SCHOOLHOUSE OPAL GLOSS W/ 4 1/4" F
\$144.00 SKU: LOD3090067 Category: [Glassware](#)



ROD SET STD 3/4"X1/2MT PATINA BLK W/CANNES GLASS \$176.00

SKU: LOD3020129 Category: [Retro & Deco Glass Range](#)

Should a replacement lamp not be suitable, a new suspension fitting may be purchased.

[02 9567 1322](tel:0295671322) Heritage Building Centre
Rear 432b, West Botany Street, Rockdale 2216

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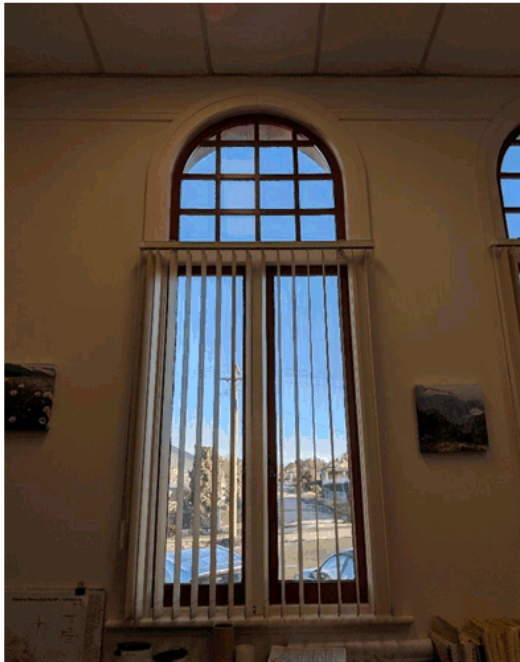


Figure 10 As external floodlighting will prove very expensive, the alternative is four wide angle warm white downlights erected in the front rooms to illuminate each of the feature windows. The vertical venetians will need to be replaced with standard timber venetian blinds.

The alternatives required to avoid trip hazards are in ground recessed floodlights similar to those used in war memorials. They are installed in waterproof canisters a nominal 1m from the façade.



Image 1 General view. From a distance the presentation is acceptable if dated due to the red and pink colour scheme.

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The purpose of this simple photo survey is to highlight the condition of the decorative cement architectural features, the general paint condition on the render and the exposed raw timber on the windows to the side elevations.



Image 2 Note the vegetation growth at the open joints in the cement features. The growth indicates gaps capable of water ingress and with frosts this will lead to substantially increased damage.



Image 3 The paint condition is considerably worse above the minor parapet. This may be due to the previous paint only reaching that lower level.

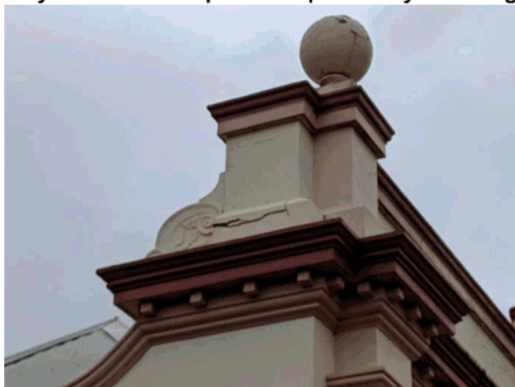


Image 4 The cracking at the corner will eventually lead to the piece falling off the pier. The cracking to the ball feature is also of similar concern.

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Image 5 Note the open joints in the pediment and the general surface cracking in the render.



Image 6 The surface cracking in the two large columns on the front elevation is a cause for concern. Costs will increase exponentially should this damage not be restored to prevent water ingress.

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Image 7 Note the salt damage/bubbling in the ashlar details around the arches. Successive heavy paint coatings conceal the ashlar details. These reflect the decorative stone layout – ashlar. They can be re-scored prior to painting.



Image 8 The exposed timber is leading to rot and damaged to the primary timber sash and framing members.

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Image 9 The sills are the showing the greatest level of damage and decay. Note the ashlar treatment.



Image 10 The exposed timber is leading to rot and damage to the primary timber sash and framing members.

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Image 11 The exposed timber is leading to rot and damage, expressed above in the fungal black staining to the primary timber sash and framing members.



Image 12 The exposed timber is leading to rot and damaged to the primary timber sash and framing members. Note the cracking line from the wall through the window sill.

The recommended next steps for Council consideration

- Request the responsible staff to complete a current asset condition report on the matters noted
- Review and report the results to the Planning office for further advice on the specialist heritage and materials issues
- Review the colour scheme based on early photographs available from the Museum and paint scrapes prepared by specialist Arthur Rudman, Millthorpe tel. 0418 286 552. Arthur will advise on the above with a recommended colour scheme.
- Obtain quotes for the facade clean and then repair of the cement render
- Obtain quotes for a skilled painter repair, prime and paint of the original front wing – render and joinery

David Scobie
Heritage Advisor to Cabonne Shire Council

Cabonne Shire Council Heritage Advisory Service

3. Local Strategic Planning Statement (LSPS): Heritage

Attention: Chris Eldred and Heather Nicholls

Council has embarked upon this review and has invited submissions from all stakeholders.

The following details are provided as submission from the Heritage Advisor, as a stakeholder in relation to heritage matters.

It also envisioned that the Heritage Working Party would make submission in relation to Heritage matters.

The issues:

- Identify the places with heritage significance within Cabonne Shire;
- Adopt the appropriate best current practice Statutory means for protecting significance – LEP and DCP;
- Identifying the means for engaging and empowering owners to conserve their places;
- Engaging with local communities in the plan making process and research and identification of important local history and significant places;
- Identifying opportunities for the interpretation of heritage significance within the Shire related to history and places;
- Identifying heritage places with the potential for heritage tourism enhancement and creating viable projects around these places with the capacity for grant funding.

Strategies

1. Prepare a Shire wide review of the Heritage items currently listed on the LEP to ensure the following:
 - a. Places with a level of significance which warrants listing are researched and recorded on the SHI and then added to the LEP;
2. Prepare Main Street studies of the Villages with a focus on opportunities for improvement in both public areas and private spaces – key significant buildings:
 - a. the approaches between the speed zones for tree planting;
 - b. landscape spaces – parks and recreation grounds for tree planting and fencing
 - c. and street amenity – seats, bins, lights and interpretation; and
 - d. key buildings for minor restoration and colour schemes.
3. The local communities and their historical research members to prepare a fact and research based Interpretive plan for each locality – village and surroundings. Outcomes may include trails, plaques, interpretive panels, web based information, museum based resources.
4. Activate heritage tourism across Cabonne Shire through the development and enhancement of key heritage places.

Heritage Plans

1. **Heritage Study Review** to utilise the standard brief and template as prescribed by the Heritage Division
 - Funding for the review to be sought from the Heritage Division
 - Community engagement
 - Gap analysis and themes
 - Identify the key places
 - Complete the Heritage Inventory forms
 - Owner engagement
 - Adoption by Council
 - Planning Proposal
 - Identify funding opportunities based on the significant places and items

Cabonne Shire Council Heritage Advisory Service

2. **Conservation Main Street Plans** are recommended for Molong, Canowindra, Manildra, Cudal, Cumnock, Eugowra and Yeoval;
 - The Plans would be based upon a standard template Brief, to be modified within an acceptable range to suit each community;
 - The Brief would be developed with and following an engagement process with each community;
 - Each Plan would be documented in a form suitable for use in Grant Applications to various appropriate Agencies;
 - Implementation across the Shire would follow a sequence covering five four year periods to acknowledge budgeting, grants and resources
 - Community engagement
 - Plan making
 - Plan consultation and adoption
 - Resourcing and funding
 - Stage implementation

3. **Interpretation Plans** are to be prepared for each Village, using the available historical resources and available grants for research and implementation
 - a. Research using available resources and skills
 - b. Develop the themes and narratives
 - c. Projects: The web, plaques, panels, trails, restoration
 - d. Staged implementation

4. **Heritage Tourism Projects**
 - a. Community engagement to identify the most viable Heritage Tourism Projects, against the following criteria;
 - i. The project is factually based on local significance
 - ii. The project will meet Burra Charter criteria
 - iii. The Project will generate visitation to the Shire
 - iv. The Project will achieve local and agency funding

Policies

- Council to adopt the Strategy and agree to engage and consult each community;
- Each community to assist in Plan preparation;
- Council to adopt the locally supported Plan;
- Council to ensure that all works do not conflict with the Plan proposals;
- Council to work consistently and in support of the Plan

David Scobie
Heritage Advisor to Cabonne Shire Council

Cabonne Shire Council Heritage Advisory Service

4. The Junction Hotel

Attention: Nat Ryan, Heather Nicholls and Chris Eldred with Dan Murphy – Property Owner and Licensee

Chris: Please post a copy of this report to Dan with a Local heritage Assistance Fund Application Form as Dan has obtained a quote for the re-glazing and needs assistance with the process.

Heritage Significance

The site is listed on the Cabonne Shire LEP as a heritage item under schedule 5.

Meeting

The Advisor met with Dan Murphy to discuss several issues related to the heritage significance and condition of the premises.

Dan has owned the premises and business for lone periods from the late 1970s. During this period the Hotel has also been leased and managed by others.

The two key issues are the verandah and the damaged side door.

The verandah: All parts are available subject to inspection by an experienced structural engineer. The wagga Foundry will provide new replacement missing elements where required.



Photograph 1 Original retained brackets in the rear yard. They are generally sound and in good condition subject to cleaning.

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Photograph 2 Retained cast iron brackets in the rear yard. They will require thorough stripping before preparation, painting and reinstallation. The new installation will also need to comply with current regulations which will require a new verandah floor mounting detail to ensure that the handrail meets the height requirements established by the current BCA.



Photograph 3 Remnants from the first floor. Noted that this material was decking and was treated pine. Traditional verandah floors are cypress tongue and grooved flooring which is not decking. The traditional flooring would be specified in the verandah reinstatement.

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Photograph 4 The top end and bracket on the retained large post



Photograph 5 Retained large ground floor post showing the base in the rear yard



Photograph 6 Retained upper level post kept in the rear yard

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Photograph 7 The damaged glass pane in the side door which was damaged by vandals

The Junction Hotel is a listed item on the Cabonne Shire LEP and hence is eligible to apply for funds from the Local Heritage Assistance fund on an annual basis.

The door should be the subject of an Application from Dan submitted to Cabonne Shire for financial assistance from Council through the local Heritage Fund.

The pane is nominally 960mm high and 700mm wide including the glazing beads. The application should be based on a quotation from a reputable glazier. More than one quote is recommended for protection of the owner's interests if trades are available. The glass to meet the Code. The works should include minor restoration and painting including removal of the ad-hoc signs so that the heritage significance is enhanced through this conservation work.



Photograph 8 Existing retained cast iron post in the footpath. Note the different base or encapsulation.

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The following photos provide great historic evidence of the developing Hotel. They are of great interest to visitors.

They would benefit from new prints and consistent mounting and framing and hanging in a location in the front Bar where they would attract the attention of visitors.

The Heritage Advisor would be pleased to offer advice and assistance to provide a minimal refurbishment to the ground floor of the premises. This is probably essential to attract visitors to the ambience of the traditional Hotel prior to 1960 and to improve revenue



1894 Tooheys archive photo



Tooheys archive photo



Tooheys archive photo

Cabonne Shire Council Heritage Advisory Service



Tooheys archive photo



Tooheys archive photo

David Scobie
Heritage Advisor to Cabonne Shire

Cabonne Shire Council Heritage Advisory Service

**5. Canowindra: Railway Precinct – Implementation of the Masterplan:
Heritage Near Me Grant to JHR - CRN**

Significance: The place is listed on the Cabonne LEP as Item I12

Attention: Heather, Chris and Gary Estcourt at John Holland

Gary Estcourt
Cultural Heritage Officer
Country Regional Network

**JOHN
HOLLAND**

Level 1, 20 Smith Street, Parramatta NSW 2795
P. 02 9685 5113
M. 0429 968 901
W. crn.enquiry@jhq.com.au
E. gary.estcourt@jhq.com.au



Canowindra Railway Station, goods shed, Gaskill Street Lot 3, DP 1124922
signals, tanks and yard



Photo 1 The central bay No.16 of 32 bays where the timber roof truss has a broken member and hence the roof subsidence evident in the photo.



Photo 2 The damaged member causing the subsidence at Bay 16.

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Photo 3 View along The East Elevation with missing timber fascia and galvanised steel gutter and downpipes to 16 bays



Photo 4 The West Elevation and the damaged gutter to 3 bays. There is no gutter to the other 29 bays

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Photo 5 The reinstated timbering to the North end. Only the barge roll flashing to go plus paint.



Photo 6 Note the gaps and damaged roof sheeting where the flashing will be reinstated.



Photo 7 View to show the missing fascia and guttering on the East Elevation

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Photo 8 Damaged roof sheeting. Generally the most damage is to the East side and tallies up to 5 areas and 45m² of sheeting. One area is curved at the ridge which could be rolled and restored. All the sheeting requires a preparation and coating of Fisholene. Access is an issue requiring a large boom lift.



Photo 9 One example of a missing purlin.



Photo 10 The East Elevation with damaged gutter. Restoration is possible but may not be viable.

Cabonne Shire Council Heritage Advisory Service



Photo 11 View along the West Elevation.
Note the missing gutter and downpipes to 22 bays.



Photo 12 General view looking south



Photo 13 Close view of the completed North Elevation

Heritage Report: September 2019
David Scobie Architects Pty Limited
ACN 079 683 079

Cabonne Shire Council Heritage Advisory Service



Photo 14 View of the East elevation and full 32 bays. Note the recently completed replacement of the gable end timbering to the North Elevation. Only the flashing and final painting is to be completed. The works are a great improvement and will increase the structural stability of the structure.



Photo 15 The Fettle's shed, noting the missing roof sheets. These are on the ground in the vicinity and may have been blown off in a storm event.

The sheets are capable of being rolled and reinstated with new flashings and guttering. The shed is a listed item of significance on the Inventory. The shed provides valued storage space for community events held on the site.



Photo 16 Close view illustrating the size of the open roof and exposed timbers.

Cabonne Shire Council Heritage Advisory Service



Photo 17 The roofing sheets lying behind and to the east of the shed.



Photo 18 General view of the Site with the former stanchions and missing sign.

It is highly recommended that a sign be reinstated consisted with the original sign in materials and graphics. This will improve the level of ownership within the community and reduce the risk from vandalism.

Summary

The following works are recommended for early intervention given the level of public risk, exposure and loss of significance.

- Repair or reinstate 45m² roof sheeting;
- Fit 45 bays of matching beaded fascia beam and gutter
- Supply and install 14 galvanised circular steel 90mm downpipes with bottom elbows (7/side)
- Roof truss repairs
- Roof flashings with barge rolls

The following works are recommended for completion over a 12 month period

- Spoon drain to two sides
- Standard low front 175mm quad unperforated quad guttering is generally available in galvanised steel. The original is a 175mm standard quad and available from Queensland Sheet Metal suppliers. Tel 1300 627 053

The following works are recommended for completion with a two year period

- Reinstatement of a Station sign on the existing yard stanchions, following confirmation of the sign type with the Museum and Historical society as well as the ORH archive of course.

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- Perimeter cement stabilised decomposed granite path following weed treatment to 900mm perimeter laid to 1.40 fall away from slab
- Replacement concrete slabs with matching joints and CCS paperbark pigment



Figure 11 Site layout of the southern portion of the precinct, courtesy Big Little Histories.

John Holland Rail – CRN were awarded a substantial Activation Grant by Heritage Near Me, NSW Department of Environment and Heritage, to progress the Masterplan for the Railway Precinct. The Grant application was supported by Cabonne Council and the Heritage Advisory service.

JHR has supplied the new Masterplans through the Consultant NGH Environmental

Cabonne Shire Council Heritage Advisory Service

This new 2019 Masterplan work will make each future project and activity on the site that much easier with a ready Grant foundation for each Application.

The Plan

- The traffic management for the Silos is key issue to resolve
- Gaskill Street is the key public frontage
- The main gateways and assets are the Age of Fishes and Museum
- The rail assets are the Grain shed, Railway Station, water tower, Turntable, remnant rail lines and Goods shed
- The two industrial/commercial assets are the silos and grain sheds

Interpretation

- The railway generated enormous trading opportunities for the local rural enterprises
- Rail provided essential goods and services in and out
- The silos mark a major bulk grain transfer facility
- The site has provided public venues for the Circus, for memorial parks and gardens

Cabonne Shire Council Heritage Advisory Service

6. SUMMARY: Annual Heritage Strategy checklist – 2019/2020

1	Heritage Committee	Advice to Council	1	3
		Consultant Directory		
		Services & trades Directory		
2	Heritage Study	Aboriginal Study		
		Statements of significance		
3	Heritage Advice	Site visits	3	8
		Heritage advice	3	10
		Urban design advice		
		Pre-DA advice		2
		Advice on DA's	1	3
4	Pro-active Management	Heritage DCP	1	1
		Urban design DCP		
		DA fee relief		
		Flexible Planning & building	2	2
5	Local Heritage Fund	Funded projects		
		Project value		
		Heritage fund value		
		Owner contribution		
		Tourism projects	1	1
6	Main Street	Committee	1	1
		Study		
		Implementation		
		Expanded main street	1	1
7	Education & promotion	Brochures, web, plaques, panels		
		Events		
		Tourism strategy	1	1
		Trails	1	1
		Training		
8	Council assets	Asset management plans		
		CMP and CMS		
		Works budgets		
9	Sustainability	Adaptive re-use		2
		Restoration	2	5
		Reinstatement	1	3
		Landscape		2
		Water		

David Scobie AIA

