



22 September 2021

NOTICE OF ORDINARY COUNCIL MEETING

Your attendance is respectfully requested at the Ordinary Meeting of Cabonne Council convened for **Tuesday 28 September, 2021** 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

Please be advised that this Council meeting is being recorded and live streamed. By speaking at this meeting, you agree to being recorded and live streamed. Please ensure that if and when you speak you are respectful to others and use appropriate language at all times. Cabonne Council accepts no liability for any defamatory or offensive remarks or gestures made during the course of this meeting. The recording of this meeting will be made publicly available on Council's website.



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 PLANT REPLACEMENT ROAD MAINTENANCE TRUCK

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

ITEM 4 REQUEST FOR TENDER FOR GRAVEL RESHEETING IN THE CABONNE COUNCIL LGA

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

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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 - 1292915

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.
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 - 1292916

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 - 2020 - 1292917

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 - 1292918

RECOMMENDATION

THAT any Political Donations be noted.

GENERAL MANAGER REPORT

A call for declarations of any Political Donations.

ITEM 5 - ELECTION OF MAYORAL AND DEPUTY MAYOR

REPORT IN BRIEF

Reason For Report	Outlining procedures for the conduct of Mayoral and Deputy Mayor 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	1. nomination Mayor September 2021 ↓ 2. nomination Deputy Mayor September 2021 ↓ 3. OLG Circular 21-24 ↓
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\ELECTIONS\MAYORAL - 1301924

RECOMMENDATION

THAT Council:

1. Elect the Mayor and Deputy Mayor (if more than 1 nomination is received) by way of open voting.
2. Conduct the Election of Mayor and Deputy Mayor in accordance with the Local Government Act 1993 and the result be declared by the Returning Officer.
3. Appoint a Mayor and Deputy Mayor serving from 28 September 2021 until the end of the current term of Council.

GENERAL MANAGER'S REPORT

The terms of mayors elected by councillors in September 2019 will expire in September 2021 and mayoral elections must held in September. Mayors elected in September 2021 will hold office until 4 December 2021. Under Section 231 of the Local Government Act, the term of the Deputy Mayor can be for the Mayoral term or a shorter term as the council determines. The decision to have a Deputy Mayor is the decision for the council and is recommend in the report based on the current practice of council.

The Deputy Mayor, may, under Section 231(3) of the Act, exercise any function of the Mayor for any of the following reasons:

- 1) At the request of the Mayor;
- 2) If the Mayor is prevented by illness, absence or otherwise from exercising the function;
- 3) If there is a casual vacancy in the office of the Mayor.

Nomination Process

The General Manager is designated as the Returning Officer for the election of the Mayor and Deputy Mayor. Nominations for the position of Mayor and Deputy Mayor must be in writing and signed by two or more councillors, one of whom may be the nominee.

A standard nomination form, attached to this report, has been prepared for this purpose and circulated to all councillors.

Each nominee must confirm their consent to the nomination in writing.

Nominations are to be forwarded (electronically) to the General Manager before or at the meeting of council at which the election is scheduled to be conducted. The General Manager will announce details of the nominations at that meeting. If there is only one nominee they are to be declared elected. If there is more than one nominee, council is to determine the preferred method of voting and proceed accordingly.

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.

Traditionally, Cabonne Council has conducted the election for the Mayor and Deputy Mayor by preferential voting however as the meeting will be held remotely due to the Covid-19 pandemic, the only method of voting available to councillors will be open voting (show of hands).

Ordinary Voting

The ballot papers are to contain the names of each candidate. 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 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 Deputy General Manager Services as the Returning Officer.

ITEM 6 - 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 - 1301939

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 7 - 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 - 1292928

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 8 - MAYORAL MINUTE - FINANCIAL CONTRIBUTION TOWARDS CABONNE SHOW SOCIETIES

REPORT IN BRIEF

Reason For Report	To seek approval to make a contribution from the Community Facilitation Fund to local show societies.
Policy Implications	Nil
Budget Implications	\$7,000 from the Community Facilitation Fund
IPR Linkage	4.5.1.a - Provide quality administrative support and governance to councillors and residents
Annexures	Nil
File Number	\OFFICIAL RECORDS LIBRARY\GRANTS AND SUBSIDIES\PROGRAMS\COMMUNITY FACILITATION FUND - 1306926

RECOMMENDATION

THAT Council agree to donate \$1,000 to each local Show Society in the shire.

MAYORAL MINUTE

Agricultural shows are an integral part of Australian culture and the most authentic and accessible display of Australian farming and regional life. Cabonne Shire hosts seven agricultural shows during the year in Cumnock, Yeoval, Manildra, Cudal, Eugowra, Molong and Canowindra.

Council will recall that in 2019 while our region was experiencing extreme drought conditions a donation from the Community Facilitation Fund was made to our Show Societies to compensate for their lack of gate takings for the year.

Our local agriculture shows are once again suffering due to the COVID-19 pandemic with this being the second year some of them have had to cancel their events. Agricultural Society Council of NSW are encouraging local show society to hold alternative 'no show' events and competitions such as scarecrow building, colouring-in and art competitions. Events such as these are currently being held throughout the shire.

It is suggested that council donate an amount of \$1,000 to each of the seven Show Societies in Cabonne for use as prize money and associated costs involved in holding these alternate events as an acknowledgement of the tireless work of show committee volunteers and their ability to adapt to conditions for the benefit of the community.

ITEM 9 - MAYORAL MINUTE - INFRASTRUCTURE CONTRIBUTIONS REFORMS

REPORT IN BRIEF

Reason For Report	Support of local government sector's campaign on infrastructure contributions reforms.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.d - Maintain effective membership of Central NSW Councils JO, LGNSW, Country Mayors Association and other forums
Annexures	1. Infrastructure Contributions - Background Brief ↓
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNMENT RELATIONS\LOCAL AND REGIONAL LIAISON\LOCAL GOVERNMENT NSW - 1308240

RECOMMENDATION

THAT Council:

1. Calls on the NSW Government to withdraw the Environmental Planning and Assessment Amendment (Infrastructure Contributions) Bill 2021 (the Bill) from the NSW Parliament;
2. Calls on the NSW Government to undertake further consultation with the local government sector on any proposed reforms to the infrastructure contributions system;
3. Calls on the NSW Government to de-couple the Independent Pricing and Regulatory Tribunal led review of the rate peg to include population growth from the infrastructure contributions reforms;
4. Writes to the local State Member Mr Phillip Donato MP, the Premier the Hon Gladys Berejiklian MP, Treasurer the Hon Dominic Perrottet MP, Minister for Planning and Public Spaces the Hon Rob Stokes MP and Minister for Local Government the Hon Shelley Hancock MP seeking them to withdraw the Bill;

5. Writes to the Shadow Treasurer the Hon Daniel Mookhey MLC, Shadow Minister for Planning and Public Spaces Mr Paul Scully MP, Shadow Minister for Local Government Mr Greg Warren MP, The Greens Mr David Shoebridge MLC, Shooters, Fishers and Farmers Party the Hon Robert Borsak MLC, Pauline Hanson's One Nation the Hon Mark Latham MLC, Animal Justice Party the Hon Emma Hurst MLC, Christian Democratic Party (Fred Nile Group) the Hon Fred Nile MLC, Independent Mr Justin Field, Portfolio Committee Chair The Greens Ms Cate Faehmann, Portfolio Committee Deputy Chair Animal Justice Party the Hon Mark Pearson MLC and Committee members Liberal Party the Hon Catherine Cusack MLC and the Hon Shayne Mallard MLC, The Nationals the Hon Ben Franklin MLC and Australian Labor Party the Hon Rose Jackson MLC and the Hon Adam Searle MLC seeking their support in securing the withdrawal of the Bill from the NSW Parliament and outlining council's concerns with the Bill;
6. Alerts the local media to the threat of future ratepayer funds being expended rather than developer levies for new infrastructure brought about by increased development under the proposed legislation and shares and promotes these messages via its digital and social media channels and via its networks; and
7. Affirms its support to LGNSW and requests LGNSW continue advocating on Council's behalf to protect local government from any amendments to infrastructure contributions which leaves councils and communities exposed to expending ratepayer funds on new infrastructure made necessary by new development, currently the responsibility of developers.

MAYORAL MINUTE

I am calling on councillors to support our local government sector's campaign on infrastructure contributions reforms. The NSW Government introduced the Environmental Planning and Assessment Amendment (Infrastructure Contributions) Bill 2021 into Parliament on 22 June. The Bill was subsequently referred on 24 June 2021 to the Upper House Portfolio Committee No. 7 – Planning and Environment for inquiry and report by 10 August 2021. Councils support efforts to reduce complexity, cut red tape and improve transparency and equity. However, implementation of the reforms will have far reaching financial implications for our council and community that are unknown at this stage and there is concern that we may be worse off under the reforms. These reforms may force our council to delay or completely remove projects from our expenditure plan with a detrimental impact not only on community wellbeing and participation in civic life, but also crucially on job creation.

The reform proposes several significant changes to the Infrastructure Contribution Scheme. In particular concern to council is the ability for the Minister to direct councils to defer the payment of Contribution Levies either generally or on a case by case basis, either retrospectively or on future developments. The ability for the Minister to direct council to defer the payment

of contributions risks the delay of the provision of essential infrastructure required to support significant developments. This would place undue burden on the community to receive any impact of the development without appropriate infrastructure to support it.

Further, councils across the state already face issues recovering significant sums of money owed for infrastructure contributions where private certifiers have issued Occupation Certificates and the proposed reforms could exasperate this situation creating significant administration burden on councils. Councils need to be able to deliver quality infrastructure and open spaces if they are to attract homebuyers, housing and commercial development and business investment and these reforms put this at risk. Councils also object to the Government's decision to tie reform of the rate peg to cater for population growth to reductions in infrastructure contributions. Reform of the rate peg is required independent of changes to contributions. This presents a concerning cost shift from developers onto local government and ratepayers. It is premature to push forward with this legislation while so much of the infrastructure reform agenda remains unknown.

Local Government NSW (LGNSW) has been advocating this position on our behalf and has met with the Minister for Planning and Public Spaces, the Hon Rob Stokes MP, on several occasions to stress that councils and their communities must not be worse off under any reforms. LGNSW has made a submission to the parliamentary inquiry, opposing the passage of the Bill and, on Friday 16 July, LGNSW President Linda Scott spoke at the inquiry hearing alongside other local government representatives to present a united front on this issue. LGNSW will continue its advocacy efforts on our behalf and is asking councils in NSW to add their voice in calling on the NSW Government to withdraw the Bill from the NSW Parliament.

ITEM 10 - 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 - 1292930

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 11 - 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 - 1292931

RECOMMENDATION

THAT:

1. Councillors call any items they wish to further consider
2. Items 12 to 17 be moved and seconded.

GENERAL MANAGER REPORT

Items 12 to 17 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 12 - 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. August 24 2021 Ordinary Council Meeting Minutes ↓
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\COUNCIL - MINUTES - 2021 - 1292932

RECOMMENDATION

THAT the minutes of the Ordinary meeting held 24 August 2021 be adopted.

GENERAL MANAGER'S REPORT

The following minutes are attached for endorsement:

1. Minutes of the Ordinary Council meeting held on 24 August 2021.

ITEM 13 - CENTRAL NSW BUSINESS HQ (BIZ HQ)

REPORT IN BRIEF

Reason For Report	Central NSW Business HQ (BizHQ) is seeking approval from its member Councils to amend the draft constitution, which was presented to Council in July 2021.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.d - Maintain effective membership of Central NSW Councils JO, LGNSW, Country Mayors Association and other forums
Annexures	1. Amended Constitution - BEC (7.9.21) GM ↓ 2. Report to Founding Members Sept 2021 ↓

File Number	\\OFFICIAL RECORDS LIBRARY\ECONOMIC DEVELOPMENT\LIAISON\BUSINESS ENTERPRISE CENTRE - BEC ORANGE - 1304265
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RECOMMENDATION

THAT Council approve the Business Enterprise Centre – Central NSW Limited amended constitution as presented and endorse the acceptance by the Board at the members meeting on 30 September 2021.

GENERAL MANAGER'S REPORT

Council was provided information regarding the conversion of the Business Enterprise Centre from a NSW Incorporated Association to a Public Company Limited by Guarantee at the July 2021 Meeting with a draft constitution.

Council noted the urgency to have this process completed by 30 June 2021 and agreed changes were necessary to rectify the governance matters raised in an independent audit report. However, requested that BizHQ consult with the member councils to review the draft constitution.

BizHQ have undertaken this process and are now seeking council's approval to amend 2 clauses.

The first being to remove remuneration of directors. Removal of director remuneration is in reference to director sitting payments, it does not remove the payment of out-of-pocket expenses.

A further recommendation was made to enhance a second clause within the new constitution, namely the term of director appointments from 1-year to a 3-year rotation for non-council appointed directors.

The constitution has been redrafted to reflect these changes, as outlined in the briefing paper and amended constitution, which is attached under separate cover for council information.

Cabonne Council is a founding member council, along with Blayney and Orange City, and it is the responsibility of the members, to adopt any changes to the constitution.

If all individual member councils endorse the recommendations through their council meetings in September, the new amended constitution will presented to a Special Members Meeting scheduled for 30 September 2021 for approval.

Any further constitutional changes of the Business Enterprise Centre – Central NSW Limited; will be referred to the new council in 2022. This includes potential for amending the founding member council's membership classification and including more councils as members. Given the evolution of the organisation and delivery of services throughout the Central NSW, Orana and Far West

regions, the sustainability of BizHQ would be enhanced by extending and facilitating local government involvement beyond the BCO Alliance.

ITEM 14 - EUGOWRA TOWN MASTERPLAN

REPORT IN BRIEF

Reason For Report	To adopt the Eugowra town masterplan.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.c - Provide appropriate mechanisms for democracy and participation for Cabonne residents
Annexures	1. 210525 Eugowra Draft Town Masterplan Public Exhibition drawings ↓ 2. EPPA Cabonne Council Letter of Support for Masterplan 20210902 ↓ 3. ESS Letter Masterplan Exhibition 20210901 ↓ 4. ESC Cabonne Council Letter 20210902 ↓
File Number	\\OFFICIAL RECORDS LIBRARY\ECONOMIC DEVELOPMENT\PLANNING\MASTER PLANS - 1308355

RECOMMENDATION

THAT the Eugowra Town Master Plan be adopted.

LEADER - COMMUNITY AND ECONOMY REPORT

At a community meeting facilitated by the Eugowra Progress and Promotion Association and held at Eugowra on 20 May 2021, those present endorsed the Eugowra Master Plan prepared by Sala4D, and sought that council place the draft plan on public exhibition.

As has occurred with similar master plans prepared by the Molong and Canowindra communities, council has facilitated the public exhibition of the plans and invited community comment upon the plan proposals.

The Eugowra Masterplan was placed public exhibition, with three submissions being received:

- Eugowra Promotion and Progress Association
- Eugowra Show Society
- Eugowra Steering Committee

The following comments were received:

Eugowra Promotion and Progress Association	Supportive
Eugowra Show Society	Supportive
Eugowra Steering Committee	Consideration be given for a water park and increased water-based play equipment at the Eugowra Memorial Swimming Pool to assist in increasing community patronage of the current community facilities.
Eugowra Steering Committee	Consider projects which improve the environmental sustainability of the town and its assets.
Eugowra Steering Committee	Improved facilities at the Eugowra Community Bowls & Recreation Club including the installation of a synthetic bowling green, improved toilets and change rooms and internal club upgrades, modernisation of facilities including commercial kitchen.
Eugowra Steering Committee	Renovations to the Eugowra CWA Rooms to replace the current flooring and floor covers due to their deterioration and creating potential safety risks to those using the facility.

The submissions and the comments made by the Eugowra Steering Committee are noted.

Once adopted, the document will be the source document to implement and support strategies for funding opportunities for the betterment of the Eugowra community.

ITEM 15 - DRAFT REVIEW OF CABONNE ECONOMIC DEVELOPMENT AND VISITOR ECONOMY STRATEGY

REPORT IN BRIEF

Reason For Report	To review the draft document and place on public exhibition.
Policy Implications	Sets the Economic Development and Tourism Strategy for Cabonne
Budget Implications	Nil
IPR Linkage	2.1.1.c - Continue to identify business and service gaps and associated business opportunities
Annexures	1. Cabonne Economic Development and Visitor Economy Strategy ↓

File Number	\\OFFICIAL RECORDS LIBRARY\ECONOMIC DEVELOPMENT\REPORTING\COUNCIL REPORTS - 1308297
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RECOMMENDATION

THAT Council places the Draft Cabonne Economic Development and Visitor Economy Strategy on public exhibition for 28 days in accordance with Council's Community Participation Plan.

LEADER - COMMUNITY AND ECONOMY REPORT

Council has engaged AEC to develop a strategy to help guide economic development activities in Cabonne over the next five years. Despite work undertaken by Cabonne Council towards economic and tourism development in the region in recent years, particularly through working with Orange and Blayney councils on a Regional Economic Development Strategy, this will be the first Economic Development and Visitor Economy strategy for Cabonne Council.

The draft strategy aims to accentuate the unique nature of Cabonne by improving the liveability, beautification resiliency, engagement and connectiveness of the region, growing the visitor economy, attracting new business, and facilitating a progressing economy.

The draft strategy has identified six key strategic focus areas; support existing businesses, attract new investment, increase engagement with visitors and support the emerging visitor economy, encourage cross-regional collaboration, address key challenges, leverage surrounding major projects.

The exhibition of the strategy will be for 28 days in accordance with council's Community Participation Plan and will include:

- Advertisements in local and regional newspapers;
- Availability of the documents at council offices for review;
- Letters to all landowners potentially impacted by the draft strategy;
- Letters to local planning consultants;
- Advertisement through council's website and social media platforms;
- Notification to Progress Associations within the strategy;
- Notification to relevant state departments including the Department of Planning, Industry and Environment.

A subsequent report will be provided to council following the exhibition period outlining the submissions and potential changes made to the strategy.

ITEM 16 - VILLAGE ENHANCEMENT FUND POLICY

REPORT IN BRIEF

Reason For Report	For Council to adopt the Draft Village Enhancement Fund Policy
Policy Implications	New policy
Budget Implications	Nil
IPR Linkage	4.5.2.c - Engage with community to determine future needs & objectives
Annexures	1. Village Enhancement Fund Policy ↓
File Number	\\OFFICIAL RECORDS LIBRARY\CORPORATE MANAGEMENT\POLICY\POLICY CORRESPONDENCE - 1306987

RECOMMENDATION

THAT Council adopt the Village Enhancement Fund Policy.

DEPARTMENT LEADER - GOVERNANCE & CORPORATE PERFORMANCE'S REPORT

At the 27 July 2021 Council meeting Council resolved:

"THAT Council endorse the draft Village Enhancement Fund Policy and place the draft policy on public exhibition."

The attached draft Village Enhancement Fund Policy has been on public exhibition from 2 August 2021 to 31 August 2021, with no comments being received.

Given there has been no objection to the policy contents, it is recommended that council adopt the Village Enhancement Fund Policy.

ITEM 17 - GOVERNMENT INFORMATION PUBLIC ACCESS ACT 2009 (GIPA) AGENCY INFORMATION GUIDE - ANNUAL REVIEW

REPORT IN BRIEF

Reason For Report	For Council to consider its 2021/22 Agency Information Guide
Policy Implications	"Access to Information held by Council" policy requirement
Budget Implications	Nil
IPR Linkage	4.5.2.d - Provide effective communications and information systems
Annexures	1. Agency Information Guide 2021-2022 ↓

File Number	\\OFFICIAL RECORDS LIBRARY\INFORMATION MANAGEMENT\RIGHT TO INFORMATION\GOVERNMENT INFORMATION - PUBLIC ACCESS - ACT - GIPA - 1306380
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RECOMMENDATION

THAT Council adopt the draft 2021/22 Agency Information Guide annexed to the report.

DEPARTMENT LEADER - GOVERNANCE & CORPORATE PERFORMANCE'S REPORT

Background

Since 2010 council has adopted an Agency Information Guide (AIG), previously known as a "publication guide".

What is an Agency Information Guide?

An "agency information guide" is a guide (s20) of the Government Information Public Access Act 2009 (GIPA) that:

- a) describes the structure and functions of the council, and
- b) describes the ways in which the functions (including, in particular, the decision-making functions) of the council affect members of the public, and
- c) specifies any arrangements that exist to enable members of the public to participate in the formulation of the council's policy and the exercise of the council's functions, and
- d) identifies the various kinds of government information held by the council, and
- e) identifies the kinds of government information held by the council that the council makes (or will make) publicly available, and
- f) specifies the manner in which the council makes (or will make) government information publicly available, and
- g) identifies the kinds of information that are (or will be) made publicly available free of charge and those kinds for which a charge is (or will be) imposed.

Council must make government information publicly available as provided by its AIG: this is done via council's website.

Council is also required under the GIPA Act (s7 (3)) to identify information to be made available by proactive release. This is detailed in the AIG under the *Access to Information: Mandatory Proactive Release – Open Access Information* section.

Councils are required to notify the Information Commissioner before adopting or amending an AIG. The draft AIG was provided to the Information Commissioner and an assessment has been completed. Council is now required to adopt the draft AIG.

A copy of council's draft Agency Information Guide 2021/22 is annexed.

ITEM 18 - ANNUAL FINANCIAL STATEMENTS

REPORT IN BRIEF

Reason For Report	To seek authorisation for the signing of the Councillor Statements for the General Purpose and Special Purpose Financial Statements.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.a. Provide quality administrative support and governance to councillors and residents
Annexures	1. Special Purpose Financial statements 2021 ↓ 2. SPFS Statement by Councillors and Management ↓
File Number	\\OFFICIAL RECORDS LIBRARY\FINANCIAL MANAGEMENT\FINANCIAL REPORTING\FINANCIAL REPORTS TO COUNCIL - 1307599

RECOMMENDATION

THAT:

1. The Mayor, Deputy Mayor, General Manager and Deputy General Manager 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 refers the General-Purpose Financial Statements and Special Purpose Financial Statements to the Audit Office NSW for audit.

DEPARTMENT LEADER - FINANCE'S REPORT

Under Section 413 of the Local Government Act 1993, council must prepare financial reports for each year and must refer them for audit as soon as practicable after the end of that year. Section 416(1) sets a maximum time limit of 4 months after the end of the year for the audit to be conducted.

The Auditor Office NSW have undertaken their preliminary audit of Cabonne Council's accounts for the year ended 30 June 2021 during the week beginning of 21 September 2021.

Attached is the preliminary Income Statement and Balance Sheet for Council showing a Net Operating result of \$6,389 million. This figure may change as a result of the final audit. Once the audit is finalised, a full and comprehensive report will be presented to council by the auditor, and council will have the opportunity to question any element of the audit process.

As per section 413 (2) of the NSW Local Government Act 1993, a council's financial reports must include:

- a) A general-purpose financial report;
- b) Any other matter prescribed by the regulations;
- c) A statement in the approved form by the council as to its opinion on the general-purpose financial report.

The signing of the Statement by councillors and management on the approved form, for both the General Purpose and Special Purpose Financial Statements must be completed to enable the audit report to be finalised. This form is required to be signed by the Mayor, at least one other councillor, the General Manager, and the Responsible Accounting Officer. Historically, the Deputy Mayor has signed as the second member of council.

ITEM 19 - EVENTS ASSISTANCE PROGRAM

REPORT IN BRIEF

Reason For Report	For council to consider applications for funding under the 2021/2022 Events Assistance Program.
Policy Implications	Nil
Budget Implications	\$2856 to be funded from the 2021/2022 Events Assistance Program
IPR Linkage	4.4.1.c - Provide assistance to community groups
Annexures	1. EAP- Molong Advancement Group ↓ 2. EAP - Mulga Bill Festival Inc ↓ 3. Letter from Canowindra Fine Music Inc. ↓
File Number	\\OFFICIAL RECORDS LIBRARY\GRANTS AND SUBSIDIES\PROGRAMS\EVENTS ASSISTANCE PROGRAM 2021 - 2022 - 1308023

RECOMMENDATION

THAT council approves under its 2021/22 Event Assistance Program:

1. \$2,000 for Molong Poetry Brawl by Molong Advancement Group,
2. \$856 for the launch of the Yeoval produced Banjo Paterson Book – "A.B. Banjo Paterson" by The Mulga Bill Festival Inc, and
3. The carryover of funding (\$3,000) for Baroquefest by Canowindra Fine Music Inc.

LEADER - COMMUNITY AND ECONOMY REPORT

Council has received two applications under the 2021/2022 Events Assistance Program (EAP).

Council's Tourism, Culture & Events Coordinator has provided the following assessment.

1. Applications under the Event Assistance Program

1.1 Molong Advancement Group

Molong Poetry Brawl

Request for \$5,000

The Molong Poetry Brawl is identified as an annual event under the banner of the Banjo Paterson Festival. The program incorporates storytelling/poetry and performance. Workshops are proposed for students in the towns and villages of Cabonne. Robyn Skyes, a well-known performer, and poet will engage with primary students to create their own parody. It is proposed to be held in Cumnock/Yeoval, Manildra, Eugowra and Molong either in the September 2021 school holidays, or the 2021-22 Christmas holidays, depending on the COVID-19 situation. This will lead into the Molong Poetry Brawl which is the poetry competition due to run early next year during the Banjo Paterson Festival.

- This event is currently a core event within Cabonne as it is in its second year. It is an established event in the calendar, and had high turnout for the initial event in 2020.
- It is a community minded event which will attract spectators and participants from surrounding areas as well as engage with local schools.
- The grant money will be used to assist with the promotion of the event.

Based on the guidelines this does meet the criteria for a Core Event, thus the recommendation of \$2,000.

2. Applications under the Event Assistance Program

2.1 Mulga Bill Festival Inc

The launch of the Yeoval produced Banjo Paterson Book – "A.B. Banjo Paterson"

Request for \$856.00

The launch of the Yeoval produced Banjo Paterson Book will be the first event of the 2022 Banjo Paterson Poetry Festival, and will be followed by the Paterson Poet's Breakfast and Brunch the following day. The book, with the permission of the author's family, is a concise 42-page publication that tells the Banjo Paterson story. The launch will be on Saturday 13 February 2022 in front of the ruins of the original Paterson Family homestead on Buckinbah Station. A crowd of 300 is expected.

- This event is currently a developing event within Cabonne as it is a one-off event.
- It is a community minded event and will be the first event in the Banjo Paterson Festival.
- The grant money will be used for half the printing costs of the book.

Based on the guidelines this does meet the criteria for a Developing Event, thus the recommendation of \$856.

3. Carryover of funds from the Event Assistance Program

3.1 Canowindra Fine Music Inc *Baroquefest*

Council has received correspondence from the Canowindra Fine Music Inc requesting the carryover of funds received through the Event Assistance Program. Due to the COVID-19 restrictions they had to postpone the event, until 2022. As previously approved, the \$3,000 would be used for print media, website update and registration, develop QR codes, design and printing of DL, posters, social media tiles and ads for print media.

Current Event Assistance Program Expenditure

The allocated budget for the Event Assistance Program for 2021-2022 is **\$40,000**. To date \$3,500 has been approved from the budget.

ITEM 20 - CABONNE COUNCIL POOLS ADVISORY COMMITTEE

REPORT IN BRIEF

Reason For Report	Adoption of the Cabonne Council Pools Advisory Committee Terms of Reference and appointment of committee representatives
Policy Implications	Adoption of Terms of Reference for Advisory Committee
Budget Implications	Nil
IPR Linkage	3.3.3.a - Maintain pools to safe operational standards
Annexures	1. Cabonne Pools Advisory Committee - Terms of Reference ↓
File Number	\\OFFICIAL RECORDS LIBRARY\RECREATION AND CULTURAL SERVICES\SERVICE PROVISION\SWIMMING POOLS ADVISORY COMMITTEE - 1307437

RECOMMENDATION

THAT Council:

1. Adopt the Cabonne Council Pools Advisory Committee Terms of Reference; with the following amendment:

Section 8 Meetings – The committee will meet bi-annually,

2. Appoint two councillor representatives to the Cabonne Council Pools Advisory Committee, for the remaining term of council, and
3. Delegate authority to the Mayor and General Manager to review the expressions of interest received and appoint the community members.

DEPARTMENT LEADER - URBAN INFRASTRUCTURE'S REPORT

Background

Council at its Ordinary meeting held on 22 June 2021 resolved to dissolve the section 355 pool committees and adopted a Terms of Reference for a Cabonne Council Pools Advisory Committee (the Committee).

A review, largely focused around the s355 pool committees, determined that transitioning to an advisory committee is a more suitable operating model. It was also agreed that the committee would include representatives from all Cabonne swimming pools; Canowindra, Cudal, Cumnock, Eugowra, Manildra, Molong and Yeoval.

The key objectives of the committee are to:

- Be a point of reference for engagement on capital projects at village pools.
- Advise council on strategic policy issues.
- Advise council on community needs and trends.
- Recommend to council priority for funding and resource allocation.
- Provide feedback and recommend service levels.
- To pursue the provision of a quality health and wellbeing service and facility for the community.

Expressions of interest for representatives on the committee were advertised locally and closed on Friday 10 September 2021.

Next Steps

The next step for council is the appointment of representatives on the committee. This includes:

1. Council to nominate its elected member representative on the committee. Noting that the council term expires in December, council may determine the Mayor only be appointed;
2. The Mayor and General Manager review the expressions of interest received and appoint the community representatives.

It is expected that the first meeting of the committee will be held remotely on Monday 11 October 2021.

ITEM 21 - EUGOWRA MEDICAL CENTRE REFURBISHMENT PROJECT

REPORT IN BRIEF

Reason For Report	Determine the progression of the Eugowra Medical Centre Refurbishment project and consideration of funding matters
Policy Implications	Nil
Budget Implications	Unspent funds will be returned to the funding agency, and council contributions will be returned to Capital Works Reserve.
IPR Linkage	3.2.3.b - Advocate on behalf of health services in Cabonne as identified
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\ECONOMIC DEVELOPMENT\GRANTS\GRANTS - FUNDING - 1308336
Previous Items	11 - EUGOWRA MEDICAL CENTRE PROJECT - Council - 27 Jul 2021 2:00pm

RECOMMENDATION

THAT Council notify the Department of Industry, Science, Energy and Resources of its intention to abandon project Eugowra Medical Centre Refurbishment Project in accordance with grant agreement BBRFIIV000069.

DEPUTY GENERAL MANAGER - CABONNE INFRASTRUCTURE'S REPORT

Council at its Ordinary Meeting dated 27 July 2021 received a notation report with regards to a request from the Eugowra Medical Centre Refurbishment project. This request suggested that Council consider the option of rather than refurbishing the existing facility at 47 Nanima Street, Eugowra, that a new greenfield building be constructed for a new medical facility.

The suggestion has been raised with the Federal Department of Industry, Science, Energy and Resources (the Funding Body) and a response has been received.

Background

Mid 2020, Cabonne Council was notified of successful grant funding application under Building Better Regions Fund Grant – Round 4 for the refurbishment and reconfiguration of the Eugowra Medical Centre. In accordance with the funding deed, the following contributions to the project were stipulated:

Contributor	Amount
Building Better Regions Fund (4)	\$ 124,000
Cabonne Council	\$ 94,000
Eugowra Medical Centre Committee	\$ 30,000
Total	\$ 248,000

Scope of funding included:

- Construct a two-consulting room practice
- Construct entrance ramp driveway and parking area
- Refurbish interior to provide two self-contained flats

Public Works Advisory were engaged to assist in delivery of the project, of which had a complex initial project plan. Significant preplanning works were required to bring the project to a tender ready stage. Estimates of project delivery were approximately double the available budget for the project, however, tenders were still sought for refurbishment of the building.

The lowest tender value received for the construction was \$397,427, which was still \$187,247 above the construction budget.

Consultation was held with the Eugowra Medical Centre Committee on 2 June 2021, where alternatives were discussed to deliver the project with a reduced scope of works. These alternatives were still approximated to be more than the available construction budget but were less than the tender value received.

At this meeting, the Eugowra Medical Centre Committee suggested an alternative scope to establish a new greenfield build rather than refurbishment of the existing building. It was suggested that the original project budget, in addition to the probable sale revenue from sale of 47 Nanima Street would provide sufficient capital to construct a new medical centre facility.

Consideration

The alternative put forward for a greenfield build is well outside the scope of the funding deed for the Building Better Regions Funding, and discussions were held with the funding body with regards to the suggestion. In these discussions, the funding body advised that the change in scope to construct a new build would not be supported. Further, the advice suggested were council of a mind to continue with this revised scope, funding should be returned, and an application for future funding rounds of Building Better Regions Fund would be appropriate.

It has also been indicated that no further funding is available for the project overall.

Considering the value of the grant, and the inability to revise the scope to address the key stakeholders objectives, it is considered appropriate to abandon the project and finalise the Building Better Regions funding agreement.

Advice of the status of funding has been forwarded to the Eugowra Medical Centre Committee, whom have expressed disappointment, but agree with the approach to abandon the project.

Consideration of the matter by the newly elected council as part of the development of the council's Delivery Program would be appropriate to establish the appropriateness and priority of the project moving forward.

Financial Analysis

Project development costs overall have been \$23,702.93 which will need to be negotiated with the funding body to apportion.

Should Council wish to re-establish the project along similar project scope, the work completed to date has brought the project to a stage of tender readiness. As such, the costs to the project to date will result in the preliminary costs of the future project to be less by a similar amount.

ITEM 22 - WASHPEN RURAL FIRE SERVICE STATION

REPORT IN BRIEF

Reason For Report	For Council to authorise the acquisition of land and affixation of Common Seal to contract documentation
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	3.3.3.e - Maintain the council's properties to safe operational standards
Annexures	1. Washpen Fire Station Survey Map ↓
File Number	\\OFFICIAL RECORDS LIBRARY\EMERGENCY SERVICES\SERVICE PROVISION\WASHPEN RURAL FIRE STATION - 1290945

RECOMMENDATION

THAT Council:

1. Authorise the acquisition of Lot 1071 DP 1275409, Gundong Road, Obley, to enable construction of the proposed Washpen Rural Fire Service Brigade Station.
2. Delegate authority to the General Manager to execute necessary documentation to progress the acquisition of Lot 1071 DP 1275409 Gundong Road, Obley.
3. Authorise the affixing of the Common Seal to the contract documentation.
4. Following finalisation of sale, categorise the land as Operational Land.

DEPUTY GENERAL MANAGER - CABONNE INFRASTRUCTURE'S REPORT

Rural Fire Service has a capital project within its program to construct a new Washpen Brigade Station at Obley. The allocation is \$300,000 for total project delivery.

The selected site has required the purchase of a 2,000m² area of land off Gundong Road where to place the new brigade station. A development application and negotiation for acquisition have concluded positively.

Rural Fires Act 1997 No. 65, s.119 requires all firefighting assets are vested with the local council of the area, and thus, council will own the land of which the fire brigade station will be located. For this reason, council must resolve the acquisition of the land to progress the construction of the new station.

ITEM 23 - NAMING OF CANOWINDRA RECREATION GROUND AND TOM CLYBURN OVAL

REPORT IN BRIEF

Reason For Report	To advise council of officially naming Canowindra Recreation Ground and Tom Clyburn Oval
Policy Implications	N/A
Budget Implications	N/A
IPR Linkage	3.3.3.b - Maintain sporting facilities to safe operational standards
Annexures	1. Canowindra Precinct Whole ↓ 2. Tom Clyburn Oval Naming ↓
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\COUNCIL - BUSINESS PAPERS - 2021 - 1308174

RECOMMENDATION

THAT Council:

1. Endorse the official naming of the Canowindra Recreation Ground being Lots 62, 192, 193, 194, 195 on DP750147.
2. Submit an application to the Geographical Naming Board to officially name the Canowindra Recreation Ground being Lots 62, 192, 193, 194, 195 on DP750147.
3. Endorse the official naming of the Tom Clyburn Oval for the extent of the sports oval contained within Lot 62 on DP750147.
4. Request the Geographical Naming Board Tom Clyburn Oval to be listed as an area of interest within the Canowindra Recreation Ground.

DEPARTMENT LEADER - URBAN INFRASTRUCTURE'S REPORT

Council at its meeting dated 22 June 2021 considered the matter of a request to the Geographical Naming Board to officially name Tom Clyburn Oval. At this meeting Council resolved:

(Walker/Durkin)

“THAT Council endorse the application to formalise the name of Lot 62 in DP 750147, Canowindra, to Tom Clyburn Oval.”

Carried

Council staff have been working with the Geographical Naming Board to facilitate the official naming of Tom Clyburn Oval. Through this consultation, the intent to only name the oval portion of lot 62 DP750147 has been communicated with both the board and the applicant of the naming proposal.

Advice from the Geographical Naming Board has advised that the Geographical Names Act 1996, excludes the naming of individual ovals, but does incorporate place naming of precincts. In this, the Board have indicated that the naming of Tom Clyburn Oval could be facilitated as a notation to the greater precinct, if that greater precinct were to be named.

This approach allows for the naming of the different elements within the precinct area, which includes tennis courts, netball/basketball courts, skate park among other elements.

The greater precinct encapsulates the Crown Reserves R590013 (Lot 62 DP 750147) and R1000243 (Lot 62, 193, 194 DP750147); and Council Community Land Lot 192, 195 DP 750147. (This area is shown on the attached map titled Recreation Precinct Whole).

A suggested name for the precinct is the Canowindra Recreation Ground. This convention is consistent with other villages in the shire that also have recreation grounds. Brief consultation with the Sports Trust has suggested the Canowindra Sports Complex also as an alternative.

Should Council agree with the recommendation, an application for the naming of Canowindra Recreation Ground will proceed, and if endorsed formally by the Geographical Naming Board, will be advertised by the Board seeking public comment. Following this period the Board will determine the naming of the precinct and notify Council as the applicant.

Council should consider at this point if it wishes to modify the name suggestion to Canowindra Sports Complex, through the modification of the recommendation.

Advice from the Geographical Naming Board is that the application for naming of Tom Clyburn Oval will also be considered by the Board concurrently with naming of the greater precinct.

ITEM 24 - ADDITIONAL GRAVEL RESHEETING WORKS

REPORT IN BRIEF

Reason For Report	For Council to approve the allocation of additional funds to the 2021/22 budget
Policy Implications	NIL
Budget Implications	Increase of \$380,000
IPR Linkage	1.1.1.a - Complete the annual rural and urban roads maintenance program
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\ROADS and BRIDGES\MAINTENANCE\CONTRACT 1157485 - GRAVEL RESHEETING - 1309391

RECOMMENDATION

THAT Council approves the allocation of \$380,000 from the Roads Reserve to the 2021/22 budget allocation to fund additional gravel resheeting on the local road network.

DEPARTMENT LEADER - TRANSPORT INFRASTRUCTURE'S REPORT

Council's current budget allocation for Gravel Resheeting Local Roads in the 2021/2022 financial year is \$655,000. This budget allocation has been programmed to deliver gravel resheeting works on the roads listed in the table below.

Road Name	Length of Resheeting	Budget Allocation
Norah Creek Road	5.5km	\$165,000
Loombah Road	2.25km	\$70,000
Byng Road	3km	\$90,000
Gowan Road	3km	\$90,000
Scenic Drive	2km	\$60,000
Yellow Box Road	3km	\$90,000
Edinboro Lane	3km	\$90,000
Total:	21.75km	\$655,000

These roads were nominated by Council's Transport Infrastructure staff with detailed knowledge of the condition of the unsealed road network. The list is considered as Council's highest priorities for gravel resheeting, with little to no gravel remaining on the sections of road proposed to be resheeted.

In August 2021, Council was approached by a contractor engaged by Transport for NSW (TfNSW) to remove the existing gravel pavement from the Mitchell

Highway and replace it with asphalt. The gravel to be removed was offered to Council at no cost and could be hauled to a suitable nearby stockpile site by the contractor. The gravel was removed by a milling machine that produces a uniform gravel product suitable for resheeting Council's unsealed roads.

Stockpiles in the area do not have capacity to store all material generated by the milling works. Therefore immediate works were required to commence or unsealed road resheeting to reduce the gravel stockpile sizes.

Due to the speed at which the material had to be removed it was practical to place the material on roads relatively close to the stockpile site where productivity could be maximized. For this reason, the material could not be effectively hauled across the Cabonne Council area to be placed on all roads listed above.

During August 2021 millings were placed on the roads listed in the table below. Although not as high of a priority as the roads listed in the above gravel resheeting program each road had a genuine need for gravel to be placed on the road.

Road Name	Length of Resheeting
Gordon Road	3.65km
Byng Road	5.06km (including the 3km from the original gravel resheeting program – additional funds not required for this road)
Favell Road	3km
Lookout Road	1km
Bookannon Lane	1.11km
Fenton Lane	0.38km
East Guyong Road	2.03km

Council's expenditure to place the millings from the TfNSW project on the above roads totaled \$267,419 for 16.23km of road resheeting equating to a unit rate of \$16,476/km. Council typically undertakes gravel resheeting for a unit rate of \$30,000/km.

The use of the TfNSW millings has resulted in a 45% saving compared to typical unit rates which equates to a saving of \$219,494 for the 16.23km of roads resheeted. It is noted that drainage improvement works have been undertaken where required on the 16.23km of roads resheeting to help improve longevity of the gravel wearing surface.

In September 2021 Council was approached again by a contractor engaged by TfNSW to undertake additional works on the Mitchell Highway. It is proposed to utilise this gravel on the below roads in addition to leaving a council stockpile site at Vittoria full of gravel (approximately 4,500 tonnes) for future use. The 11.72km of gravel resheeting is forecast to cost approximately \$200,000.

Road Name	Length of Resheeting
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Long Point Road	1km
Emu Swamp Road	2.62km
Gorham Road	1.75km
Fanning Road	2.92km
East Guyong Road	3.43km (additional to 2.03km listed above)

Council understands TfNSW may be undertaking further works on the Mitchell Highway north of Molong. Should these works proceed with financial year it will be proposed that TfNSW's contractor stockpiles material at the old council quarry at no cost to council with the material to be utilised for gravel resheeting or other Infrastructure projects in future years.

It is requested that \$380,000 be allocated to the current financial year budget to assist with funding additional works related to the TfNSW project. If additional funds are made available council will still deliver all planned gravel resheeting works on high priority roads with the original budget allocation.

Were Council to approve this allocation, the new resheeting budget for Cabonne Council will be \$1,030,000 for 2021/22. With the opportunity of the reduced costs due to the gravel supply, it is expected that Council will deliver \$1,330,000 worth of works and an additional 10 kilometres of resheeting works.

ITEM 25 - DRAFT BUSHFIRE PRONE LAND MAPPING CABONNE LOCAL GOVERNMENT AREA

REPORT IN BRIEF

Reason For Report	To seek approval for exhibition of the draft documents.
Policy Implications	Revises Bushfire Prone Land Mapping once adopted
Budget Implications	NIL
IPR Linkage	4.5.1.c - Provide appropriate mechanisms for democracy and participation for Cabonne residents
Annexures	1. Bush Fire Prone Land Map Independent Review - Integrated Consulting ↓ 2. RFS Draft Bush Fire Prone Land Map 2021 ↓
File Number	\\OFFICIAL RECORDS LIBRARY\LAND USE AND PLANNING\PLANNING\REVIEW OF BUSHFIRE MAPPING - 1307757

RECOMMENDATION

THAT Council place the draft Bushfire Prone Land Map on public exhibition for 28 days, and upon conclusion of the public consultation phase that a further report be provided to council.

DEPARTMENT LEADER - DEVELOPMENT SERVICES' REPORT

The purpose of this report is to request that council place the draft Bush Fire Prone Land Map, on public exhibition for a period of at least 28 days. The map has been prepared by the NSW Rural Fire Service (RFS) to identify areas with elevated bush fire risk within the Cabonne Local Government Area, in accordance with the latest mapping guidelines, and will update the current map which was implemented in 2003.

The Environmental Planning and Assessment Act 1979 (EP&A Act) and the Rural Fires Act 1997 (RF Act) were amended on 1 August 2002 to enhance bush fire protection in the development assessment process. This included the requirement for the preparation of a Bush Fire Prone Land (BFPL) map identifying vegetation with Local Government Areas (LGAs) that has the potential to support a bush fire. The identification of Bush Fire Prone Land (BFPL) in NSW is required under the Section 10.3 of the EP&A Act.

The mapping is now required to be reviewed every 5 years to ensure that changes in the landscape, as well as changes because of development are captured in the mapping.

The identification of Bush Fire Prone Land is a trigger to consider the bushfire risk as part of a proposed development. Any development within these areas is required to demonstrate compliance with the RFS guidelines, 'Planning for Bushfire Protection', pursuant to clause 4.14 of the EP&A Act with the current version of the document being adopted in 2019. These guidelines generally result in Bush Fire Protection Measures being implemented to mitigate the bush fire risk associated with the development. These measures may include:

- *Asset Protection Zone (APZ)*: Managed area around the site to protect the dwelling from the fire source.
- *Bushfire Attack Level (BAL)*: Sets the construction standard of a dwelling based on the potential exposure to ember attack, radiant heat and direct flame contact.
- *Access*: Ensuring suitable access for people to leave as well as for RFS to arrive.
- *Water Supply and Utilities*: Ensuring sufficient water supply is available on site and that utilities provided would not exacerbate the fire hazard (electricity, gas, water).

Council staff sought assistance from the Rural Fire Service to prepare a draft map of the bushfire prone land in February 2021. Council staff sought the assistance of an accredited bush fire consultant to undertake an independent review of the draft mapping. A copy of the consultant's report is attached.

The report indicated that overall that the mapping was generally consistent with the RFS document 'Guide For Bush Fire Prone Land Mapping' however there were areas on the periphery of the towns and villages that warranted further investigation.

The 'Guide For Bush Fire Prone Land Mapping' groups vegetation into 3 categories based on the type of bushfire that the vegetation could sustain:

Category 1: Highest Risk (Red)

This vegetation is considered to have the highest combustibility and the highest likelihood of forming fully developed fires as well as heavy ember production. This category includes; Forest, Woodlands, Heaths (tall and short). Due to the high risk, this category is given a buffer of 100m (land within 100m of the edge of this category is also mapped as bushfire prone land).

Category 2: Lowest Risk (Light Orange)

This vegetation is considered to have the lowest risk due to it having a lower combustibility and producing limited fire sizes due to the vegetation size and shape. This category includes; Rainforests and remnant vegetation and has a buffer of 30m. The draft mapping has not indicated any category 2 vegetation within Cabonne.

Category 3: Medium Risk (Dark Orange)

This vegetation category was introduced by RFS in 2015 and is considered a medium risk. This category includes grasslands and has a buffer of 30m.

Due to the introduction of the category 3 mapping, there has been a significant increase in the amount of land identified as being bush fire prone land on the draft Bush Fire Prone Land map.

Council staff consider it warranted to seek public comment on the draft map due to the significant increase in land that would be classified as bush fire prone land. The draft map will be placed on exhibition for 28 days and be advertised via various media.

ITEM 26 - TEMPORARY VARIATION TO 1985/0082 LOT 3 DP866377, MULYAN ROAD, CLERGATE

REPORT IN BRIEF

Reason For Report	Determination of temporary variation to development application
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\1971-1989\03-1985-0082 - 1306407

RECOMMENDATION

THAT Council permit the Canobolas Motorcycle Club to hold two (2) events per month for October and November 2021 at Newhaven Park, Mulyan Road, Clergate, subject to the club providing adequate written notice to all neighbouring properties of the proposed events and that the events are not held on consecutive weekends.

DEPARTMENT LEADER - DEVELOPMENT 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 s10.4(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 s10.4(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.

In 1985 council granted development consent to enable establishment of a motorcycle racing circuit at 'Newhaven Park', Mulyan Road, Clergate being land described as Lot 3 DP 866377 (DA 1985/82). The land is currently leased to Motorcycle Club by landowner Mr PA Culverson.

The terms of the development approval restrict operation of the site to once a month over eight months of the year. No events are to be held during the summer period where environmental risk was identified as at its highest (i.e. dust and risk of fire).

The club over recent years has made application on several occasions to vary the meeting schedule and host two events in a month – generally as a result of event cancellation / rescheduling when impacted by inclement weather. The club has also advised of the need to host training days for junior riders.

The club has recently been restricted with the number of events that could be conducted with no events occurring in 2020 and limited events occurring in 2021 due to Covid-19 restrictions as well as inclement weather.

The club is seeking council's consideration to vary its club day schedule to enable a two race events to be held a month during October and November 2021. The club indicates that the additional events will not exceed the maximum requirement of 8 events per year on site as required by DA1985/0082. No other changes are proposed to the operation of the site.

The club proposes to letter drop the Mulyan Road landowners to advise them of the increased March events, should council support the request to vary the event schedule.

Council on past occasions has agreed to similar requests from the club to vary their event schedule. It is suggested that the club be permitted to vary its schedule as outlined above, subject to the club providing adequate notification to neighbouring property owners. It is also considered appropriate if the events do not occur on consecutive weekends. At this stage it is expected that the event schedule will return to normal for the 2022 season.

ITEM 27 - 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 - 1292934

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 28 - 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 - 1292935

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 29 - 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 - 1292936

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 30 - 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 - 1292937

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.



NOMINATION FOR THE POSITION OF MAYOR

We the undersigned nominate

Councillor

For election to the position of **Mayor of Cabonne Council** for the period commencing 28 September 2021 until the end of the of the current Council term.

Nominating Councillor # 1

NAME (please print)	SIGNATURE	DATE

Nominating Councillor #2

NAME (please print)	SIGNATURE	DATE

CONSENT OF NOMINEE

I, Councillor _____ accept nomination for the position of **MAYOR**

Signature

(See over for Procedural Matters)



PROCEDURAL MATTERS NOTES

NOMINATION FOR THE POSITION OF MAYOR

1. The nominations must be in writing and Section 1 of the Nomination Form be signed by at least (2) Councillors, (one of whom may be the nominee).
2. The nominee must give their consent in writing to the nomination by completing and signing Section 2 of the Nomination Form.
3. Please place the nomination in an envelope marked "Nomination for Mayor for 2021" and deliver it, or have it delivered to the General Manager where it will be placed in a locked Ballot Box.
4. **Nominations close at 2.00pm. on Tuesday 28 September 2021. The General Manager will be in attendance in his Office, Bank Street, Molong from 12 noon onwards on that day to accept nominations prior to the Ordinary Meeting.**
5. **Nominations for the position of Mayor and Deputy Mayor will be opened in public in accordance with the meeting agenda and will be announced to those present.**
6. All candidates will have the right to withdraw their nomination prior to the formal declaration of Candidates.
7. Should elections be necessary, Council will need to resolve whether the election is to be conducted by preferential ballot, by ordinary ballot or by open voting. A secret ballot will apply if voting is by either preferential or ordinary ballot.



NOMINATION FOR THE POSITION OF DEPUTY MAYOR

We the undersigned nominate

Councillor

For election to the position of **Deputy Mayor of Cabonne Council** for the period commencing 28 September 2021 until the end of the of the current Council term.

Nominating Councillor # 1

NAME (please print)	SIGNATURE	DATE

Nominating Councillor #2

NAME (please print)	SIGNATURE	DATE

CONSENT OF NOMINEE

I, Councillor _____ accept nomination for the position of **DEPUTY MAYOR**

Signature

(See over for Procedural Matters)



PROCEDURAL MATTERS NOTES

NOMINATION FOR THE POSITION OF DEPUTY MAYOR

1. The nominations must be in writing and Section 1 of the Nomination Form be signed by at least (2) Councillors, (one of whom may be the nominee).
2. The nominee must give their consent in writing to the nomination by completing and signing Section 2 of the Nomination Form.
3. Please place the nomination in an envelope marked "Nomination for Deputy Mayor for 2021" and deliver it, or have it delivered to the General Manager where it will be placed in a locked Ballot Box.
4. **Nominations close at 2.00pm. on Tuesday 28 September 2021. The General Manager will be in attendance in his Office, Bank Street, Molong from 12 noon onwards on that day to accept nominations prior to the Ordinary Meeting.**
5. **Nominations for the position of Mayor and Deputy Mayor will be opened in public in accordance with the meeting agenda and will be announced to those present.**
6. All candidates will have the right to withdraw their nomination prior to the formal declaration of Candidates.
7. Should elections be necessary, Council will need to resolve whether the election is to be conducted by preferential ballot, by ordinary ballot or by open voting. A secret ballot will apply if voting is by either preferential or ordinary ballot.

Circular Details	21-24 / 13 August 2021 / A784280
Previous Circular	21-20 Postponement of the local government elections to 4 December 2021
Who should read this	Councillors / General Managers / Governance staff
Contact	Council Governance Team / 02 4428 4100/ olg@olg.nsw.gov.au
Action required	Council to Implement

September 2021 mayoral elections

What's new or changing

- Mayoral elections must be held in September 2021 for mayors elected in September 2019 when their two year-terms expire (see sections 230(1) and 290(1)(b) of the *Local Government Act 1993*).
- Mayors elected in September 2020 will continue to hold office until council elections are held on 4 December 2021.
- The civic offices of all mayors elected by councillors will expire on election day on 4 December 2021.
- Deputy mayors hold their office for the term specified by the council's resolution. If a deputy mayor's term expires before election day on 4 December 2021, an election may need to be held for deputy mayor. It should be noted however, that councils are not required to have a deputy mayor.

What this will mean for your council

- Mayoral elections must be conducted in accordance with Schedule 7 of the *Local Government (General) Regulation 2005*.
- Schedule 7 prescribes three methods of election of mayors:
 - open ballot (eg a show of hands)
 - ordinary ballot, or
 - preferential ballot.
- Open ballots can be undertaken remotely where a council is conducting its meetings by audio visual link.
- Ordinary and preferential ballots are secret ballots and councillors will need to attend the meeting in person if the election is to be held by way of an ordinary or preferential ballot.

Key points

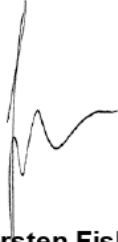
- In deciding which voting method to use for the mayoral election, councils should consider the personal circumstances of their councillors to ensure that all councillors can participate in the mayoral election.
- Councillors may attend council meetings in person under the *Public Health (COVID-19 Gathering Restrictions) Order (No 2) 2021* and the *Public Health (COVID-19 Additional Restrictions for Delta Outbreak) Order 2021* (Public Health Orders) for the purposes of participating in a mayoral election and staff may attend for the purposes of conducting the election.

Office of Local Government
 5 O'Keefe Avenue NOWRA NSW 2541
 Locked Bag 3015 NOWRA NSW 2541
 T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209
 E olg@olg.nsw.gov.au W www.olg.nsw.gov.au ABN 20 770 707 468

- In areas subject to stay at home restrictions under the Public Health Orders a person may leave their home for the purpose of undertaking any legal obligations and a person engaged in local government elections is an “authorised worker” for the purpose of the Public Health Orders.
- Councils must comply with the Public Health Orders when holding a Mayoral election and should observe appropriate social distancing and take any other steps necessary to minimise the risk of infection by the COVID-19 virus and to ensure the health and safety of all attendees.

Where to go for further information

- The Office of Local Government has issued a fact sheet on conducting mayoral elections which is available [here](#).
- For further information please contact the Council Governance Team on 02 4428 4100 or by email at olg@olg.nsw.gov.au.



Kiersten Fishburn
Coordinator General, Planning Delivery and Local Government

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Infrastructure Contributions Reform

- Infrastructure contributions are made by developers to help deliver the infrastructure needed as communities grow. They are a means of financing public infrastructure that is required as a direct or indirect result of new development.
- This is based on a long-standing impactor/beneficiary pays principle of the existing planning system i.e. new development makes a contribution towards the cost of infrastructure that will meet the additional demand it generates and benefits from.
- This local infrastructure ranges from critical infrastructure components such as roads, footpaths, street lighting, stormwater and drainage facilities, to community facilities that improve amenity, such as parks, playgrounds, playing fields, skate parks, basketball courts, libraries, childcare centres and public pools.
- The NSW Planning and Public Spaces Minister Rob Stokes is proposing to amend a number of planning rules, including the rules governing developer contributions, through the *Environmental Planning and Assessment Amendment (Infrastructure Contributions) Bill*. The Bill, and regulations associated with it, could:
 - Reduce the type of community infrastructure that could be funded by developer contributions; and
 - Pour developer contributions into four regional funds, with no guarantees that the money would be funnelled back into projects in the local areas where the levies had been collected.
- Essentially the reforms remove the right of local communities to ensure the development in their area is matched by the community infrastructure they want and need. Without developer contributions, councils will be forced to either forgo the infrastructure or raise rates.
- They take funding from the areas of greatest need and put it into a pot that can be dispersed anywhere by the State Government with no accountability on where or on what it is spent.
- Communities will still expect councils to provide the same infrastructure and facilities but without the funding to do so. Councils' contributions revenue will decrease while rates will need to increase, cost-shifting the delivery of infrastructure to ratepayers.
- A survey of councils has found that a reduction in developer contributions would have a significant financial impact on any council's ability to deliver community infrastructure. For example, a 50% reduction in developer contributions over a 10-year period would cost:
 - About \$3 million for a small local government area
 - More than \$1 billion for a large local government area

BACKGROUND

- The NSW Government introduced the [Infrastructure Contributions Bill](#) into Parliament on 22 June, which was then referred to the Upper House Planning & Environment Committee for inquiry and report.
- The Committee called for [submissions](#) and held a [hearing](#) on 16 July 2021 where local government representatives, including LGNSW, appeared as witnesses.
- LGNSW made a [submission](#) to the inquiry, opposing the passage of the Bill in this form and calling for it to be withdrawn.
- The Committee tabled its [report](#) on 10 August 2021 and recommended that the Bill not proceed until the draft regulations have been developed and released for consultation and the reviews into the rate pegging system, benchmarking and the essential works list have been published by the Independent Pricing and Regulatory Tribunal.

MINUTES OF THE ORDINARY COUNCIL MEETING HELD REMOTELY THROUGH
MICROSOFT TEAMS ON TUESDAY 24 AUGUST, 2021 COMMENCING AT 2:00PM

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COUNCIL HELD ON 24 AUGUST, 2021

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MINUTES OF THE ORDINARY COUNCIL MEETING HELD REMOTELY THROUGH MICROSOFT TEAMS ON TUESDAY 24 AUGUST, 2021 COMMENCING AT 2:00PM

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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 and I Davison.

All councillors attended remotely.

Also present were the General Manager, Deputy General Manager - Cabonne Services, Deputy General Manager - Cabonne Infrastructure, Department Leader – Innovation & Technology, Department Leader – Governance & Corporate Performance, Governance Officer and General Manager's Executive Assistant.

ITEMS FOR DETERMINATION**ITEM - 1 APPLICATIONS FOR LEAVE OF ABSENCE****Proceedings in Brief**

Apologies were tendered on behalf of Clrs Weaver and Walker for their absence from the meeting.

MOTION (Oldham/Newsom)

THAT the apologies tendered on behalf of Clrs Weaver and Walker be accepted and the necessary leave of absence be granted.

21/08/01 Carried

ITEM - 2 DECLARATIONS OF INTEREST**MOTION** (Oldham/Newsom)

THAT it be noted there were declarations of interest.

21/08/02 Carried

ITEM - 3 DECLARATIONS FOR POLITICAL DONATIONS**MOTION** (Durkin/Jones)

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

21/08/03 Carried

ITEM - 4 MAYORAL MINUTE - APPOINTMENTS

THIS IS PAGE NO 1 OF THE MINUTES OF THE ORDINARY MEETING OF CABONNE COUNCIL HELD ON 24 AUGUST, 2021

MINUTES OF THE ORDINARY COUNCIL MEETING HELD REMOTELY THROUGH MICROSOFT TEAMS ON TUESDAY 24 AUGUST, 2021 COMMENCING AT 2:00PM

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Proceedings in BriefClr Beatty

27/07/21 – Attended the office for business paper review with the General Manager and Deputy General Managers, the Deputy Mayor and Clr Durkin attended this review via Microsoft Teams. Ordinary Council Meeting via Microsoft Teams.

28/07/21 – Interview with 2MC Bathurst and B Rock FM.

29/07/21 – Attended the office for an interview with WIN News and Prime News. Attended the COVID 19 testing station. Conducted a social media interview. Western NSW Health update via Zoom.

02/08/21 – Interview with B Rock FM.

03/08/21 – Attended the office for a meeting with the General Manager and attended to correspondence.

04/08/21 – Interview with Neil Gill radio program.

09/08/21 – Attended the office for an interview with B Rock FM, and attended to correspondence.

10/08/21 – Attended the office for Councillor workshop.

12/08/21 – Attended the office for Central NSW J.O. meeting via Zoom. Meeting with the General Manager.

16/08/21 – Interview with B Rock FM.

17/08/21 – Attended the office for an OLG webinar and Western NSW Health update via Zoom.

18/08/21 – Interview with Neil Gill radio program.

23/08/21 – Interview with B Rock FM.

Attended to numerous telephone calls with the General Manager regarding COVID 19 updates during this reporting period.

Clr Batten

19/08/21 – Attended Activating Carbon Economy in Regional Australia with the General Manager and Clr Treavors.

MOTION (Beatty/-)

THAT the information contained in the Mayoral Minute be noted.

21/08/04 Carried

ITEM - 5 COMMITTEE OF THE WHOLE**MOTION** (Treavors/Durkin)

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

THIS IS PAGE NO 2 OF THE MINUTES OF THE ORDINARY MEETING OF CABONNE COUNCIL HELD ON 24 AUGUST, 2021

MINUTES OF THE ORDINARY COUNCIL MEETING HELD REMOTELY THROUGH MICROSOFT TEAMS ON TUESDAY 24 AUGUST, 2021 COMMENCING AT 2:00PM

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21/08/05 Carried

ITEM - 6 GROUPING OF REPORT ADOPTION

MOTION (Treavors/Jones)

THAT Items 7 to 8 be moved and seconded.

21/08/06 Carried

ITEM - 7 CONFIRMATION OF THE MINUTES

MOTION (Treavors/Jones)

THAT the minutes of the Ordinary meeting held 27 July 2021 be adopted.

21/08/07 Carried

ITEM - 8 AUSTRALIA DAY 2022

MOTION (Treavors/Jones)

THAT Council note the schedule for Australia Day 2022.

21/08/08 Carried

ITEM - 9 MANILDRA LIBRARY - PROPERTY LEASE

MOTION (Newsom/Treavors)

THAT Council advises the lessor that Cabonne Council wishes to exercise the option to renew the lease for a further 5 years for Part Lot 6, Section 35, DP 758643, being the premises known as the Manildra Library, located at 7 Derowie Street, Manildra.

21/08/09 Carried

ITEM - 10 CABONNE FAMILY DAY CARE COMMUNITY CHILD CARE FUNDING

MOTION (Jones/Treavors)

THAT Council:

1. Supports the proposed changes to Cabonne Family Day Care's Fees and Charges, and
2. Gives 28 days public notice of the proposed changes to the community services fees and charges as outlined in the report on this matter.

THIS IS PAGE NO 3 OF THE MINUTES OF THE ORDINARY MEETING OF CABONNE COUNCIL HELD ON 24 AUGUST, 2021

MINUTES OF THE ORDINARY COUNCIL MEETING HELD REMOTELY THROUGH MICROSOFT TEAMS ON TUESDAY 24 AUGUST, 2021 COMMENCING AT 2:00PM

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21/08/10 Carried

ITEM - 11 REQUESTS FOR DONATIONS

MOTION (Oldham/Davison)

THAT Council donates:

1. \$182.98 to Cudal & Districts Soccer Club to replace a soccer net, and
2. \$200 to Cumnock & District Progress Association Inc as sponsorship for the Cumnock Markets Family Fun Day to be held on 16 October 2021.

21/08/11 Carried

ITEM - 12 EVENTS ASSISTANCE PROGRAM

MOTION (Newsom/Durkin)

THAT Council approves \$500 for the Eugowra Masters of the Mandagery event under its 2021/22 Event Assistance Program.

21/08/12 Carried

ITEM - 13 ARTS OUTWEST MEMBERSHIP

MOTION (Oldham/Davison)

THAT Council:

- 1) maintains its membership and authorises the signing of the Memorandum of Understanding from 1 July 2021 – 31 December 2024.
- 2) authorises payment of the annual membership fee of \$10,230.40.

21/08/13 Carried

ITEM - 14 SECTION 355 COMMITTEES

MOTION (Oldham/Newsom)

THAT Council agrees to dissolve the following s355 committees:

- i) Cargo Community Centre Committee; and
- ii) Manildra Sports Council.

21/08/14 Carried

ITEM - 15 SWIMMING POOL PRESEASON WORKS

THIS IS PAGE NO 4 OF THE MINUTES OF THE ORDINARY MEETING OF CABONNE COUNCIL HELD ON 24 AUGUST, 2021

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MOTION (Oldham/Jones)

THAT Council approve funding preseason works at the Manildra and Eugowra Pools from the Infrastructure Replacement Reserves.

21/08/15 Carried

ITEM - 16 CABONNE SWIMMING POOLS MASTERPLAN FEEDBACK**MOTION** (Davison/Newsom)

THAT Council approves the Cabonne Swimming Pool Masterplan and include following amendments:

1. Consideration of surveillance at the Molong Pool Amenities; and
2. Consideration of replacement of pool perimeter fencing at all pools.

21/08/16 Carried

ITEM - 17 MODIFICATION OF DEVELOPMENT APPLICATION 2007/0138/2 FOR A SEVEN LOT SUBDIVISION OF LOT 245 DP 756890 AND LOT 1 DP 591097**MOTION** (Nash/Batten)

THAT Modification of Condition 29 of the consent for Development Application 2007/138/2, being a seven (7) lot subdivision of Lot 245 DP 756890 and Lot 1 DP 591097, be approved subject to the attached conditions.

21/08/17 Carried

The Chair called for a Division of Council (noting the absence of Clrs Weaver and Walker – apologies) as required under Section 375A (3) of the Local Government Act which resulted in a vote for the motion as follows:

For: Clr Beatty, Clr Durkin, Clr Jones, M Nash, P Mullins, G Treavors, C Newsom, L Oldham, P Batten and I Davison.

Against – Nil

ITEM - 18 QUESTIONS FOR NEXT MEETING**Proceedings in Brief**

Clr Nash requested Debra Kenna from Molong Health Services be invited for input into the Community Strategic Plan, noting that Debra is keen to provide input into local health requirements and provide information regarding the Aboriginal community.

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The General Manager stated that Council is working on virtual solutions to obtain input from the community, and confirmed that Debra Kenna will be invited to provide input.

MOTION (Davison/Durkin)

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

21/08/18 Carried

ITEM - 19 BUSINESS PAPER ITEMS FOR NOTINGProceedings in Brief

It was noted the Clr Davison called item 3, Clr Batten called item 7 and Clr Newsom called item 8 to be further considered.

MOTION (Davison/Jones)

THAT:

1. Item 3, 7 and 8 be further consider; and
2. The remaining notation items be noted.

21/08/19 Carried

ITEMS FOR NOTATION**ITEM - 3 2021 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE**Proceedings in Brief

Clr Davison noted he would like to attend the virtual meeting.

MOTION (Davison/Jones)

THAT the information be noted.

21/08/20 Carried

ITEM - 7 CARBON NEUTRAL STRATEGY DEVELOPMENTProceedings in Brief

Clr Batten thanked council staff for a rapid response to his request from the last council meeting. He suggested step one of the plan be to document council's carbon footprint at a chosen point in time, noting that should happen prior to council's car fleet being replaced with Hybrid cars.

The General Manager noted that council does not replace all of its fleet at once. He further commented that Council is currently trialling the hybrid vehicles and noted that reports available indicate that hybrid vehicles half the carbon footprint of a standard vehicle.

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MOTION (Davison/Jones)

THAT the information be noted.

21/08/21 Carried

ITEM - 8 NANGAR ROAD AND FISH FOSSIL DRIVE, CANOWINDRA**Proceedings in Brief**

Clr Newsom queried the time frame of the road safety audit that is going to be undertaken. The Deputy General Manager Infrastructure advised that the road safety audit can start immediately. He further commented that the audit will also inform future work and assist with the grant funding application process.

MOTION (Davison/Jones)

THAT the information be noted.

21/08/22 Carried

ITEM - 20 MATTERS OF URGENCY**MOTION** (Newsom/Durkin)

THAT it be noted there were nil matters of urgency.

21/08/23 Carried

ITEM - 21 COMMITTEE OF THE WHOLE SECTION OF THE MEETING**MOTION** (Oldham/Davison)

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

21/08/24 Carried

It was noted the time being 2.33pm 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** (Oldham/Treavors)

THAT the committee now hereby resolve into Closed Committee of the Whole for the purpose of discussing matters of a confidential nature relating to

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

RECOMMENDATION (Nash/Durkin)

THAT the Committee endorse the accuracy of the Report of the Proceedings of Confidential Matters at the Ordinary Council meeting held on 27 July 2021 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.

2. Carried

ITEM - 3 EVALUATION OF SUBMISSIONS TENDER: "NETWASTE TENDER FOR COLLECTION AND RECYCLING SCRAP METAL F2959"

RECOMMENDATION (Nash/Treavors)

THAT Council:

1. accepts the NetWaste tender submitted by Sims Metal for Collection and Recycling of Scrap Metal for the initial two (2) year term and sign the required contract documentation; and
2. authorises affixing of council's Common Seal to the contract documents.

3. Carried

ITEM - 4 REQUEST FOR CONSIDERATION OF INTEREST CHARGES ON ACCOUNT 936100007

RECOMMENDATION (Oldham/Davison)

THAT interest charges of \$218.84 for the previous 12 months be written off and if payments are maintained, that a further 12 months interest be written off from water/sewer account 936100007.

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4. Carried

* **FINANCIAL ASSISTANCE GRANTS**

RECOMMENDATION (Jones/Batten)

THAT Council note the correspondence received by the NSW Local Government Grants Commission in the tabled report.

5. Carried

It was noted the time being 2.39pm the Mayor resumed the Ordinary Meeting.

REPORT & RESOLUTIONS OF COMMITTEE OF THE WHOLE

MOTION (Batten/Oldham)

THAT the Report and Recommendations of the Committee of the Whole Meeting held on Tuesday 24 August, 2021 be adopted.

21/08/25 Carried

There being no further business, the meeting closed at 2.40pm.

CHAIRMAN.

Chairman of the Ordinary Meeting of Cabonne Council held on the 21 September, 2021 at which meeting the listed minutes were confirmed and the signature hereon was subscribed.

THIS IS PAGE NO 9 OF THE MINUTES OF THE ORDINARY MEETING OF CABONNE COUNCIL HELD ON 24 AUGUST, 2021



Constitution

Business Enterprise Centre – Central NSW Limited

A Public Company Limited by Guarantee

MILLS OAKLEY

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SYDNEY NSW 2000
Telephone: 61 2 8289 5800
Facsimile: 61 2 9247 1315
DX 13025, SYDNEY, MARKET STREET
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1 Name of the Company

The name of the Company is Business Enterprise Centre – Central NSW Limited.

2 Type of Company

- (a) The Company is a not-for-profit public company limited by guarantee.
- (b) The Company is the successor in title to the Incorporated Association.
- (c) Subject to this Constitution, each person who is a Member and each person who was a Member during the year ending on the day of the commencement of the winding up of the Company, undertakes to contribute to the property of the Company for:
 - (i) payment of debts and liabilities of the Company;
 - (ii) payment of the costs, charges and expenses of winding up; and
 - (iii) any adjustment of the rights of the contributories among Members.
- (d) The amount that each Member or past Member is liable to contribute is limited to \$1.00.

3 Replaceable Rules

This Constitution displaces the Replaceable Rules to the extent that it is inconsistent with any Replaceable Rules.

4 Definitions and Interpretation

4.1 Definitions

In this Constitution, unless there is something in the subject or context which is inconsistent:

- (a) **ACNC Act** means *Australian Charities and Not-for-Profits Commission Act 2012* (Cth);
- (b) **ACNC Regulation** means *Australian Charities and Not-for-profits Commission Regulation 2013* (Cth);
- (c) **AGM** means annual general meeting;
- (d) **Alternate Director** means a person of a Director's choosing who sits on the Board in that Director's place in the event that the Director cannot attend a meeting;
- (e) **Board** means the board of Directors of the Company;
- (f) **Body Corporate** means a legal entity other than a natural person, and includes a local government entity;
- (g) **Business Day** means a day that is not a Saturday, Sunday or public holiday in New South Wales;
- (h) **Chair** means the chair of the Company, elected pursuant to **clause 32.7(a)(i)**, and includes any acting chair;
- (i) **Chairperson** means the person holding that office under this Constitution and includes any assistant or acting chairperson;

- (j) **Committee** means a committee of the Board established in accordance with **clause 48**;
- (k) **Company** means Business Enterprise Centre – Central NSW Limited;
- (l) **Constitution** means this constitution as amended or supplemented from time to time;
- (m) **Co-Opted Director** means a person with specific skills including, but not limited to, a lawyer, accountant or person with expertise for a particular project the Company may undertake, appointed as a Director pursuant to **clause 32.4(a)**;
- (n) **Corporations Act** means *Corporations Act 2001* (Cth);
- (o) **Council** means each of:
 - (i) Cabonne Shire Council (ABN 41 992 919 200);
 - (ii) Orange City Council (ABN 85 985 402 386); and
 - (iii) Blayney Shire Council (ABN 47 619 651 511);
- (p) **Council Appointed Director** means a Director appointed by a Council Member pursuant to **clause 32.3(a)**;
- (q) **Council Member** means a Member of the Company in the Membership class defined in **clause 7.2**;
- (r) **Deputy-Chair** means the deputy-chair of the Company, elected pursuant to **clause 32.7(a)(ii)**, and includes any acting deputy-chair;
- (s) **Director** means any person holding the position of a director of the Company (and includes both Council Appointed Directors and Co-Opted Directors), and **Directors** means the directors for the time being of the Company or, as the context permits, such number of them as has authority to act for the Company;
- (t) **Direct Vote** means a valid notice of a Member's voting intention, made pursuant to **clause 22**;
- (u) **Disciplinary Committee** means the Committee referred to in **clause 13.2(a)**;
- (v) **Entrance Fee** means the entrance fee payable by a Member pursuant to **clause 11**;
- (w) **Financial Year** means the period commencing on 1 July in one calendar year, and concluding on 30 June in the next calendar year;
- (x) **Incorporated Association** means Business Enterprise Centre – Cabonne, Orange, Blayney Incorporated (incorporation number Y1260644), a New South Wales incorporated association which has transferred its incorporation to the Company;
- (y) **Member** means a member of the Company pursuant to **clause 6** (and includes both Council Members and any other classes of Membership created by the Board pursuant to **clause 7.3(a)**), and **Membership** has the corresponding meaning;
- (z) **Member Present** means in connection with a meeting of Members, a Voting Member being present in person or by proxy or attorney or by Representative;
- (aa) **Member's Guarantee Amount** means the amount referred to in **clause 2(d)**;

- (bb) **Nomination Committee Charter** means the terms of reference for the nomination committee, as approved by the Board from time to time (the nomination committee is a Committee for the purposes of this Constitution);
- (cc) **Objects** mean the objects of the Company as set out in **clause 5.1**;
- (dd) **Office** means the registered office for the time being of the Company;
- (ee) **Office Bearer** means a person holding any of the offices pursuant to **clause 32.7**;
- (ff) **Officer** has the same meaning as given to that term in section 9 of the Corporations Act;
- (gg) **Register** means the register of Members to be kept pursuant to the Corporations Act;
- (hh) **Registration** means registration of the Company as a company by the Australian Securities and Investments Commission;
- (ii) **Replaceable Rules** means the replaceable rules applicable to a public company limited by guarantee set out in the Corporations Act;
- (jj) **Representative** means a person authorised in accordance with section 250D of the Corporations Act to act as a representative of a Member which is a body corporate, as described in **clause 10**;
- (kk) **Secretary** means the person appointed as the secretary of the Company under **clause 51(a)** and includes any assistant or acting secretary;
- (ll) **Special Resolution** has the meaning given to it by the Corporations Act;
- (mm) **Subscription** means the subscription fees payable by a Member pursuant to **clause 11**; and
- (nn) **Voting Member** means a Member who:
 - (i) has voting rights pursuant to **clause 7**; and
 - (ii) has paid any payable Entrance Fee and annual Subscription within the time limits specified in **clause 12(a)(iv)**, namely, at the latest, within thirty (30) days after having been notified by the Company that the Member is in arrears to the Company.

4.2 Interpretation

In this Constitution, unless there is something in the subject or context which is inconsistent:

- (a) the singular includes the plural and vice versa;
- (b) each gender includes the other gender;
- (c) the word **person** means a natural person and any partnership, association, body or entity whether incorporated or not;
- (d) the words **writing** and **written** include any other mode of representing or reproducing words, figures, drawings or symbols in a visible form;
- (e) where any word or phrase is defined, any other part of speech or other grammatical form of that word or phrase has a cognate meaning;
- (f) a reference to any clause or schedule is to a clause or schedule of this Constitution;

- (g) a reference to any statute, proclamation, rule, code, regulation or ordinance includes any amendment, consolidation, modification, re-enactment or reprint of it or any statute, proclamation, rule, code, regulation or ordinance replacing it;
- (h) an expression used in a particular Part or Division of an Act or Regulation that is given by that Part or Division a special meaning for the purposes of that Part or Division has, unless the contrary intention appears, in any clause that deals with a matter dealt with by that Part or Division the same meaning as in that Part or Division; and
- (i) headings do not form part of or affect the construction or interpretation of this Constitution.

5 Objects and Powers

5.1 Objects

- (a) The Company is a charitable institution established to promote economic development and trade and commerce, with a focus on the central regions of New South Wales. The Company will achieve this by:
 - (i) providing tailored advisory support, education and training to businesses;
 - (ii) delivering business skills workshops, courses and seminars;
 - (iii) referring start-ups and small to medium-sized businesses to:
 - (A) support services, which services will provide them with skills development; and
 - (B) government grant opportunities;
 - (iv) increasing access to digital business practices throughout the business community;
 - (v) operating a registered training organisation;
 - (vi) providing grants to charities, or to other organisations to be used for charitable purposes; and
 - (vii) anything ancillary to the Objects referred to in **clauses 5.1(a)(i) to 5.1(a)(vi)**.
- (b) The Company can only exercise the powers in section 124(1) of the Corporations Act to:
 - (i) carry out the Objects of the Company; and
 - (ii) do all things incidental or convenient in relation to the exercise of power under **clause 5.1(b)(i)**.

5.2 Income and Property

- (a) The income and property of the Company shall be applied solely towards the promotion of the Objects of the Company.
- (b) No income or property of the Company shall be paid, transferred or distributed, directly or indirectly, by way of dividend, bonus or otherwise to any Member of the Company. However, nothing in this Constitution shall prevent payment in good faith to a Member:

- (i) of any surpluses or profits, so long as the Member is charitable and has objects similar to the Objects of the Company;
- (ii) in return for any services rendered or goods supplied in the ordinary and usual course of business to the Company;
- (iii) of interest at a rate not exceeding current bank overdraft rates of interest for moneys lent to the Company; or
- (iv) of reasonable and proper rent for premises leased by any Member to the Company.

5.3 Remuneration of Directors

No payment shall be made to any Director other than the payment:

- (a) of out of pocket expenses incurred by the Director in the performance of any duty as a Director where the amount payable does not exceed an amount previously approved by the Board; and
- (b) for any service rendered to the Company by the Director in a professional or technical capacity, other than in the capacity as Director, where the provision of the service has the prior approval of the Board and where the amount payable is approved by the Board and is not more than an amount which commercially would be reasonable for the service.

MEMBERSHIP

6 Admission to Membership

6.1 Eligibility for Membership

Any person is entitled to apply to become a Member if the person:

- (a) agrees to assume the liability to pay the Member's Guarantee Amount;
- (b) satisfies the criteria for Membership in accordance with **clause 7**;
- (c) supports the Objects of the Company and agrees to comply with the terms of this Constitution and any code of conduct which the Board may produce from time to time;
- (d) is, in the Board's opinion, of good character;
- (e) lodges an application form in accordance with **clause 8.1**; and
- (f) subject to **clause 11(c)**, pays any Entrance Fee in accordance with **clause 11**.

6.2 Benefits

- (a) Each Voting Member will be entitled to vote at all general meetings.
- (b) In addition to each Voting Member being entitled to vote at all general meetings, the Board will determine from time to time what additional benefits shall attach to Membership.

7 Classes of Membership

7.1 Classes of Membership

As at the date of Registration, there shall be one (1) class of Membership, known as Council Members.

7.2 Council Members

- (a) Council Members:
- (i) must be Councils;
 - (ii) shall be entitled to vote; and
 - (iii) shall be the sole Membership class which can exercise rights:
 - (A) to wind up or deregister the Company, including any ancillary Member resolutions pertaining to winding up or deregistering; and
 - (B) under **clause 57.2**.
- (b) There shall be three (3) Council Members at all times.

7.3 Additional Classes and Qualifications

The Board may determine from time to time:

- (a) additional Membership classes; and
 - (b) qualifications for admission to each Membership class and the rights attached to each Membership class,
- both of which shall be detailed in the By-Laws.

8 Applications for Membership

8.1 Membership Classes

This clause 8 pertains to any new Membership classes under **clause 7.3**.

8.2 Applications for Membership

An application for Membership of the Company must:

- (a) be made in writing in the form prescribed by the Board from time to time;
- (b) include a signature, or equivalent acknowledgement by the applicant, acknowledging that the applicant agrees to be bound by the Constitution of the Company as amended from time to time and any code of conduct which the Board may produce from time to time;
- (c) be accompanied by any Entrance Fee payable pursuant to **clause 11(a)**; and
- (d) be lodged with the Secretary.

8.3 Determining Application for Membership

- (a) As soon as practicable after receiving an application for Membership, the Secretary must refer the application to the Board which is to determine whether to approve or reject the application.
- (b) As soon as practicable after the Board makes that determination the Secretary must:
 - (i) notify the applicant, in writing, that the Board approved or rejected the application (whichever is applicable);
 - (ii) if the Board approved the application, enter the applicant's name in the Register and, subject to the Corporations Act, the person becomes a Member on the name being so entered; or

- (iii) if the Board rejected the application, refund any Entrance Fee to the applicant and the Board will not be required to provide the applicant with any reasons for the rejection.
- (c) The Board's decision under **clause 8.3(a)** is final, and an applicant shall not be entitled to any rights of appeal against the decision.

9 Membership Entitlements Not Transferable

A right, privilege or obligation which a Member has by reason of being a Member of the Company:

- (a) is not capable of being transferred or transmitted to another person; and
- (b) terminates on cessation of the person's Membership.

10 Representative

- (a) **Clause 10** only applies to Body Corporate Members and applicants for Membership which are Bodies Corporate.
- (b) A Body Corporate Member may appoint more than one (1) Representative, but only one (1) Representative may exercise the Member's powers at any one (1) time.
- (c) A Body Corporate Member or an applicant for Membership which is a Body Corporate must appoint as its Representative a natural person.
- (d) The name and address of the Representative will be entered in the Register as the representative of the Body Corporate Member.
- (e) All correspondence and notices from the Company will be served on that Representative and any notice served on a Representative will be deemed to be service on the Body Corporate Member which is represented by that particular Representative.
- (f) If the appointment of a Representative by the Body Corporate Member is made by reference to a position held, the appointment must identify the position.
- (g) Despite **clause 9**, a Body Corporate Member may remove and replace a Representative where the Body Corporate Member gives written notice to the Board in a form approved by the Board.
- (h) A signature by a Representative of a Body Corporate Member on behalf of that Body Corporate Member is taken to be the signature of that Body Corporate Member for the purposes of this Constitution.
- (i) Any power or right of a Body Corporate Member as granted by this Constitution can be exercised by the Representative of that particular Body Corporate Member.
- (j) Body Corporate Members are represented at meetings of Members by their Representatives, subject to the right of a Representative to appoint a proxy pursuant to **clause 27(a)**.
- (k) The actions of a Representative bind the Body Corporate Member which is represented by that particular Representative.
- (l) Each Representative will comply with the terms of this Constitution in all matters pertaining to the Company as if a Member himself or herself.

11 Fees

- (a) There shall be an Entrance Fee and annual Subscription payable by each Member to the Company, unless the Board determines otherwise.
- (b) Subject to **clause 11(c)**, the amount of the Entrance Fee and annual Subscription shall be payable by Members at such times and in such manner as determined by the Board from time to time.
- (c) The Board may in its discretion:
 - (i) determine that no Entrance Fee or annual Subscription is payable by the Members (in whole or in part) in a given year;
 - (ii) determine that there will be different Entrance Fees and annual Subscriptions for different Members; and
 - (iii) extend the time for payment of the Entrance Fee or annual Subscription by any Member.
- (d) No part of any Entrance Fee or annual Subscription shall be refunded to a Member who ceases to be a Member in accordance with **clause 12**.

12 Cessation of Membership

- (a) A Member's Membership will cease:
 - (i) on the date that the Secretary receives written notice of resignation from that Member;
 - (ii) upon that Member no longer satisfying the criteria for Membership;
 - (iii) if, being a natural person:
 - (A) upon that Member dying; or
 - (B) upon that Member becoming bankrupt or insolvent or making an arrangement or composition with creditors of the person's joint or separate estate generally;
 - (iv) subject to **clause 11(c)**, if that Member fails to pay an Entrance Fee or annual Subscription:
 - (A) within thirty (30) days after it falls due; and
 - (B) then fails to rectify this default within thirty (30) days of being notified of the default by the Company;
 - (v) if the Member is expelled from the Company pursuant to **clause 13**; or
 - (vi) if, being a Body Corporate:
 - (A) that Member is dissolved or otherwise ceases to exist;
 - (B) that Member has:
 - (1) a receiver;
 - (2) a receiver and manager;
 - (3) a liquidator;
 - (4) an administrator;

- (5) an administrator of a deed of company arrangement; or
- (6) a trustee of other person administering a compromise or arrangement between the Member and someone else,
appointed to it; or
- (vii) if the Company in general meeting resolves by Special Resolution to terminate the Membership of a Member whose conduct or circumstances in the opinion of the Company renders it undesirable that that Member continue to be a Member of the Company. The Member must be given at least twenty-one (21) days' notice of the proposed resolution and must be given the opportunity to be heard at the meeting at which the resolution is proposed.
- (b) A Member may at any time, pursuant to **clause 12(a)(i)**, resign as a Member but shall continue to be liable for:
 - (i) any monies due by the Member to the Company; and
 - (ii) any sum for which the Member is liable as the Member of the Company under **clause 2(c)**.

13 Disciplining of Members

13.1 Disciplining of Members

- (a) Where the Board is of the opinion that a Member has:
 - (i) persistently refused or neglected to comply with a provision or provisions of this Constitution; or
 - (ii) persistently and wilfully acted in a manner prejudicial to the interests of the Company,
 the Board may expel or suspend that Member from the Company.
- (b) A resolution of the Board pursuant to **clause 13.1(a)** is of no effect unless the Board confirms the resolution in accordance with this **clause 13.1(b)** at a Board meeting held not earlier than fourteen (14) days and not later than twenty-eight (28) days after service on the Member of a notice pursuant to **clause 13.1(c)**.
- (c) If the Board resolves under **clause 13.1** to expel or suspend any Member, the Secretary must serve the Member with a notice in writing:
 - (i) setting out the resolution of the Board and the grounds upon which it is based;
 - (ii) stating that the Member may address the Board at a Board meeting to be held not earlier than fourteen (14) days and not later than twenty-eight (28) days after service of the notice;
 - (iii) stating the date, place and time of that meeting; and
 - (iv) informing the Member that the Member may do either or both of the following:
 - (A) attend and speak at that meeting; and/or

- (B) submit to the Board at or prior to the date of the meeting, written representations relating to the resolution.
- (d) At a meeting of the Board held as referred to in **clause 13.1(c)**, the Board must:
 - (i) give the Member an opportunity to make oral representations;
 - (ii) give due consideration to any written representations submitted to the Board by the Member at or before the Board meeting; and
 - (iii) by a resolution, determine whether to confirm or to revoke the resolution under **clause 13.1(a)**. A resolution to confirm the resolution under **clause 13.1(a)** requires the affirmative votes of at least seventy-five per cent (75%) of the Directors voting on the resolution.
- (e) The Member must be notified in writing of the decision of the Board within seven (7) days. If the Board resolves to confirm the expulsion or suspension under **clause 13.1(d)**, the Member must also be notified of the right of appeal available under **clause 13.2**.
- (f) A resolution confirmed by the Board under **clause 13.1(d)** does not take effect:
 - (i) until the expiration of the period within which the Member is entitled to appeal against the resolution where the Member does not exercise the right of appeal within that period; and
 - (ii) where, within that period, the Member exercises the right of appeal, unless and until the Disciplinary Committee confirms the resolution pursuant to **clause 13.2(d)(ii)**.

13.2 Right of Appeal of Disciplined Member

- (a) The Board will establish a Disciplinary Committee. The Disciplinary Committee will comprise of an independent panel of three (3) experts, all chosen by the Board. The experts will be chosen based upon the nature of the alleged misconduct by the Member. The Disciplinary Committee may seek advice from any relevant source.
- (b) A Member may appeal to the Disciplinary Committee against a resolution of the Board, which is confirmed under **clause 13.1(d)**. Written notice of such an appeal must be lodged with the Secretary within seven (7) days of service of the notice required under **clause 13.1(e)**.
- (c) Within thirty-five (35) days after receipt of a notice of appeal from the Member pursuant to **clause 13.2(b)**, the Disciplinary Committee must convene a meeting.
- (d) At the Disciplinary Committee meeting convened under **clause 13.2(c)**:
 - (i) the Member must be given the opportunity to state its case orally or in writing, or both using any technology (reasonably available to the Board) that gives the Member a reasonable opportunity to do so; and
 - (ii) the Disciplinary Committee must vote by ballot on the question of whether the resolution will be confirmed.
- (e) The Disciplinary Committee's decision pursuant to **clause 13.2(d)(ii)** is final. The Member is not entitled to appeal the Disciplinary Committee's decision.
- (f) The Member the subject of these disciplinary procedures is entitled to:

- (i) subject to **clause 13.2(f)(ii)**, bring a support person to any meeting with the Disciplinary Committee or the Board, which meetings are being held pursuant to this **clause 13**; and
- (ii) if the support person is legally qualified, the Member must notify the Disciplinary Committee or the Board (as the case may be) at least five (5) Business Days before the meeting that the support person attending the meeting will be legally qualified.
- (g) Natural justice will be applied during every disciplinary process under this **clause 13**, requiring the Board and Disciplinary Committee to act fairly, in good faith and without bias or conflict of interest when making its decision.

GENERAL MEETINGS

14 Convening of General Meetings

14.1 AGMs

Notwithstanding section 111L of the Corporations Act:

- (a) the Board shall convene an AGM at least once in each calendar year and within five (5) months after the end of the Financial Year, and any AGM which is convened must be done so in accordance with the requirements of the Corporations Act; and
- (b) notwithstanding **clause 14.1(a)**, the Company's first AGM may be held within the first eighteen (18) months following Registration.

14.2 Convening of General Meetings

- (a) A minimum of three (3) Directors may, whenever those three (3) Directors think fit, convene a general meeting of the Company.
- (b) Notwithstanding section 111L of the Corporations Act:
 - (i) Members may call a general meeting; and
 - (ii) the Company will do so,
 in accordance with the provisions of Part 2G.2 of the Corporations Act pertaining to the rights of members to call a general meeting.
- (c) A general meeting of the Company may be convened at two (2) or more venues using any technology that gives Members a reasonable opportunity to participate in the meeting.

15 Notice of General Meeting

- (a) Subject to consent to shorter notice being given in accordance with the Corporations Act (notwithstanding section 111L of the Corporations Act), at least twenty-one (21) days' notice of any general meeting must be given specifying:
 - (i) the place, day and hour of the meeting;
 - (ii) the general nature of any business to be transacted at the meeting;
 - (iii) if a Special Resolution is to be proposed, the details of and intention to propose it;

- (iv) if the meeting is to be held in two or more places, the technology that will be used to facilitate this; and
- (v) any other information required by the Corporations Act (notwithstanding the application of section 111L of the Corporations Act).
- (b) The accidental omission to give notice of any general meeting to or the non-receipt of notice of a meeting by any person entitled to receive notice will not invalidate the proceedings at or any resolution passed at the meeting.
- (c) Subject to **clause 15(b)**, notice of every general meeting must be given in any manner authorised by this Constitution to:
 - (i) every Member;
 - (ii) every Director; and
 - (iii) the auditor for the time being of the Company (if any).

16 Cancellation or Postponement of General Meeting

16.1 Cancellation or Postponement of General Meeting

- (a) Subject to the provisions of the Corporations Act (notwithstanding section 111L of the Corporations Act) and this Constitution, the Board may cancel a general meeting of the Company:
 - (i) convened by the Board; or
 - (ii) which has been convened by Members pursuant to **clause 14.2(b)** upon receipt by the Company of a written notice withdrawing the requisition signed by that Member or those Members.
- (b) The Board may postpone a general meeting or change the venue at which it is to be held. No business shall be transacted at any postponed meeting other than the business stated in the notice to the Members relating to the original meeting.
- (c) Where any general meeting is cancelled or postponed or the venue for a general meeting is changed, the Board must notify in writing each person entitled to receive notice of the meeting of the cancellation, the change of venue or the postponement of the meeting by any means permitted by this Constitution and in the case of the postponement of a meeting, the new place, date and time for the meeting.

16.2 Failure to Notify in Writing

Any failure to notify in writing any person entitled to receive notice of the meeting or failure of a person to receive a written notice shall not affect the validity of the cancellation, the change of venue or the postponement of the meeting.

PROCEEDINGS AT GENERAL MEETINGS

17 Quorum

- (a) No business may be transacted at any general meeting unless there is a quorum at all times during the meeting.
- (b) For the purposes of **clause 17(a)**, three (3) Members Present shall constitute a quorum for all general meetings.

- (c) If within thirty (30) minutes after the time appointed for holding a general meeting a quorum is not present:
- (i) the meeting, if convened upon the requisition of Members, shall be dissolved; and
 - (ii) in any other case:
 - (A) it will stand adjourned to such other day time and place as the Board may by notice to the Members appoint; and
 - (B) if at such adjourned meeting a quorum is not present within thirty (30) minutes after the time appointed for the holding of the meeting, the meeting shall be dissolved.

18 Chairperson

- (a) The Chair shall preside as Chairperson at each general meeting.
- (b) Where a general meeting is held and:
- (i) there is no Chair; or
 - (ii) the Chair is not present within thirty (30) minutes after the time appointed for the holding of the meeting or, if present, is unwilling to act as Chairperson of the meeting,
- then the following person will be Chairperson in lieu of the Chair in the order of availability set out below:
- (iii) Deputy-Chair;
 - (iv) Secretary;
 - (v) another Director chosen by the Directors present at the meeting; and
 - (vi) a Voting Member or Representative of a Voting Member chosen by a majority of the Members Present.
- (c) The rulings of the Chairperson on all matters relating to the order of business, procedure and conduct of the meeting shall be final, and no motion of dissent from such rulings shall be accepted.

19 Adjournments

- (a) The Chairperson of a general meeting at which a quorum is present:
- (i) may adjourn a meeting with the consent of the meeting; and
 - (ii) must adjourn the meeting if the meeting so directs,
- to a time and place as determined.
- (b) No business may be transacted at any adjourned general meeting other than the business left unfinished at the meeting from which the adjournment took place.
- (c) A resolution passed at a meeting resumed after an adjournment is deemed passed on the day it was passed, and not on the date of the original meeting.
- (d) It is not necessary to give any notice of an adjournment of a general meeting or of the business to be transacted at the adjourned meeting, except if the meeting is adjourned for thirty (30) days or more, in which case notice of the adjourned meeting must be given as in the case of an original meeting.

20 Determination of Questions

20.1 Determination of Questions

At any general meeting a resolution to be considered at the meeting shall be decided on a show of hands unless a poll is demanded by:

- (a) the Chairperson of the meeting; or
- (b) at least two (2) Members Present.

20.2 Proxy Votes

Before a vote on a resolution is taken, the Chairperson must inform the meeting whether any proxy votes have been received and how the proxy votes are to be cast.

20.3 Declaration by the Chairperson

A declaration by the Chairperson of the result of a vote on a resolution by a show of hands and an entry to that effect contained in the minutes of the proceedings of the Company, which has been signed by the Chairperson of the meeting or the next succeeding meeting, shall be conclusive evidence of the fact, without proof of the number or proportion of the votes recorded in favour of or against the resolution.

21 Disqualification

No person other than:

- (a) a Voting Member;
 - (b) a Representative of a Voting Member; or
 - (c) a proxy or attorney or Representative of a Voting Member,
- shall be entitled to vote at a general meeting or on any resolution.

22 Direct Votes

- (a) The Board will determine from time to time if Voting Members are entitled to vote by a Direct Vote on a matter or a resolution. If the Board has determined that Voting Members are entitled to vote by a Direct Vote, then the Voting Members must do so using the form prescribed by the Board from time to time, which may include electronic means.
- (b) If sent by post or facsimile, the Direct Vote must be signed by the Voting Member or by a duly authorised officer, attorney or Representative.
- (c) If sent by electronic transmission, the Direct Vote is to be taken to have been signed if it has been signed or authorised by the Voting Member in the manner approved by the Board.
- (d) The Direct Vote must be received by the Company at least forty-eight (48) hours before the time of the relevant general meeting in order to be valid.
- (e) A Direct Vote is valid if it contains the following information:
 - (i) the Voting Member's name and address, or any applicable identifying notations such as the Voting Member's identification number or similar approved by the Board or specified in the notice of meeting; and
 - (ii) the Voting Member's voting intention on any or all of the resolutions to be put before the meeting.

- (f) A Direct Vote is valid unless the Company receives written notification changing the voting intention before the vote is cast.
- (g) The Chair's decision as to whether a Direct Vote is valid is conclusive.
- (h) A Voting Member who has cast a Direct Vote is entitled to attend the meeting. The Member's attendance cancels the Direct Vote:
 - (i) unless the Voting Member instructs the Company otherwise; or
 - (ii) the Board has determined that Direct Votes are the only method permitted for voting on a resolution.
- (i) If a vote is taken at a meeting on a resolution on which a Direct Vote was cast, the Chair of the meeting must:
 - (i) on a vote by show of hands, count each Voting Member who has submitted a Direct Vote for or against the resolution in accordance with their Direct Vote; and
 - (ii) on a poll, count the votes cast by each Voting Member who has submitted a Direct Vote directly for or against the resolution.

23 Right of Non-Members to Attend General Meeting

- (a) The Chairperson of a general meeting may invite any person who is not a Member to attend and address a meeting.
- (b) Any auditor and any Director of the Company shall be entitled to attend and address a general meeting.

24 Objection to Qualification to Vote

Any challenge as to the qualification of a person to vote at a general meeting or the validity of any vote tendered may only be raised at the meeting and must be determined by the Chairperson of the general meeting, whose decision shall be final and conclusive, and a vote allowed by the Chairperson of the general meeting shall be valid for all purposes.

25 Persons of Unsound Mind and Minors

- (a) A Voting Member or Representative of a Voting Member:
 - (i) of unsound mind; or
 - (ii) whose person or estate is liable to be dealt with in any way under the law relating to mental health; or
 - (iii) who is a minor,
 may vote whether on a show of hands or on a poll by that Voting Member or Representative of a Voting Member's committee, or by such other person as properly has the management or guardianship of that Voting Member or Representative of a Voting Member's estate, or by the public trustee (as the case may be), and the committee or other person or trustee may vote by proxy or representative.
- (b) Any person having the right of management or guardianship of the person or estate in respect of a Voting Member or Representative of a Voting Member as referred to in **clause 25(a)**, must not exercise any of the rights conferred under

that clause unless and until the person has provided to the Board satisfactory evidence of the appointment of the person accordingly.

26 Casting Vote

In the case of an equality of votes, whether on a show of hands or on a poll, the Chairperson of the meeting at which the show of hands is taken or at which the poll is demanded is entitled to a casting vote in addition to a deliberative vote.

PROXIES

27 Right to Appoint Proxies

Notwithstanding section 111L of the Corporations Act:

- (a) a Voting Member or a Representative of a Voting Member who is entitled to attend and vote at a general meeting of the Company may appoint another person as the Voting Member's or the Representative's proxy to attend and vote for the Voting Member or the Representative at the meeting; and
- (b) if a Voting Member or Representative of a Voting Member appoints a proxy, the proxy is entitled to vote on a show of hands and on a poll.

28 Appointing a Proxy

28.1 Appointing a Proxy

The instrument appointing a proxy must be in writing signed by the appointor or the appointor's attorney duly authorised in writing.

28.2 Instrument of Proxy

- (a) The instrument of proxy is valid if it contains the following information, and any additional information required by the Corporations Act (notwithstanding the application of section 111L of the Corporations Act):
 - (i) the name and address of the appointor;
 - (ii) the name of the Company;
 - (iii) the proxy's name or the name of the office of the proxy; and
 - (iv) the meetings at which the instrument of proxy may be used.
- (b) An instrument of proxy may be expressed to be a standing appointment. An instrument of proxy for a specified meeting is only valid for that meeting and any postponement or adjournment of that meeting.
- (c) An instrument of proxy shall not be treated as invalid merely because it does not specify all of the information required by **clause 28.2(a)**.
- (d) An instrument of proxy may be revoked at any time by notice in writing to the Company.

29 Lodgement of Proxies

- (a) An instrument appointing:
 - (i) a proxy and the power of attorney or other authority (if any) under which it is signed or executed or a certified copy of that power or authority; or

- (ii) an attorney to exercise a Voting Member's or Representative of a Voting Member's voting rights at a general meeting or a certified copy of that power of attorney,

must be deposited at the Office or at such other place as is specified for that purpose in the notice convening the general meeting not less than forty-eight (48) hours (or such shorter period as the Board may allow) before the time appointed for the holding of the meeting or adjourned meeting as the case may be at which the person named in the instrument proposes to vote. In default, the instrument of proxy or the power of attorney will not be treated as valid.

- (b) For the purposes of this **clause 29** it will be sufficient that any document required to be lodged by a Voting Member or a Representative of a Voting Member be received in legible form by facsimile at the place at which the document is required to be delivered by the Voting Member or Representative of the Voting Member, and the document shall be regarded as received at the time the facsimile was received at that place.
- (c) For the purposes of this **clause 29** it will be sufficient that any document required to be lodged be received in legible form by email or other electronic transmission if the notice of meeting so permits, and the document is sent to the address and in the form specified in the notice, and the proxy shall be regarded as received at the time of the receipt of the email or other electronic transmission by the Company.

30 Validity of Proxies

A vote exercised pursuant to an instrument of proxy, a power of attorney or other instrument of appointment is valid notwithstanding:

- (a) the death or unsoundness of mind of the Voting Member or Representative of the Voting Member;
- (b) the bankruptcy or liquidation of the Voting Member or Representative of the Voting Member; or
- (c) the revocation of the instrument of proxy or the power of attorney or any instrument under which the instrument or the power was granted,

if the Company has not received at its Office written notice of the death, unsoundness of mind, bankruptcy, liquidation, or revocation at least twenty-four (24) hours (or such shorter period as the Board may allow) before the time appointed for the holding of the general meeting or adjourned meeting, as the case may be, at which the instrument of proxy or the power of attorney is exercised.

31 Rights of Proxies and Attorneys

- (a) The instrument appointing a proxy will be taken to confer authority to demand or join in demanding a poll.
- (b) Subject to **clause 31(c)**, unless a Voting Member or Representative of a Voting Member by the instrument of proxy directs the proxy to vote in a certain manner, the proxy may vote as the proxy thinks fit on any motion or resolution. Otherwise the proxy shall follow the voting instructions contained in the instrument of proxy.
- (c) A proxy will not be revoked by the appointor attending and taking part in any general meeting, but if the appointor votes on a resolution either on a show of

hands or on a poll, the person acting as proxy for the appointor shall not be entitled to vote in that capacity in respect of the resolution.

- (d) The Chairperson of a general meeting may require any person acting as a proxy to establish to the satisfaction of the Chairperson that he or she is the person nominated as proxy in the form of proxy lodged under this Constitution. If the person is unable to establish his or her identity, he or she may be excluded from voting either upon a show of hands or upon a poll.

APPOINTMENT AND REMOVAL OF DIRECTORS

32 Number and Appointment of Directors

32.1 Number of Directors

- (a) The Board of Directors shall consist of at least three (3) and up to nine (9) persons.
- (b) Subject to section 201P of the Corporations Act, the Board may by resolution vary the number of Directors holding office from that referred to in **clause 32.1(a)**.

32.2 Composition of Board

- (a) The Board shall consist of:
- (i) three (3) Council Appointed Directors; and
 - (ii) up to six (6) Co-Opted Directors.
- (b) The Board shall determine from time to time how many how many Co-Opted Directors shall be on the Board.

32.3 Council Appointed Directors

- (a) Following the local government election of a Council, the Council Member must, as soon as is reasonably practicable, appoint one (1) Council Appointed Director to the Board, by written notice from the relevant Council's general manager to the Secretary. Upon the appointment of the Council Appointed Director, the term of the previous Council Appointed Director (appointed by that same Council Member), shall come to an end, unless the previously appointed Director is re-appointed.
- (b) The Council Appointed Director who is appointed under **clause 32.3(a)** can be any person.

32.4 Co-Opted Directors

- (a) The Board may appoint Co-Opted Directors to the Board at any time to fill the positions provided for in **clause 32.2(a)(ii)**.
- (b) A Co-Opted Director shall be a person who will bring skills and experience to the Board, as set out in the Nomination Committee Charter, to enable the Board to advance the Objects.

32.5 Term

- (a) This **clause 32.5** operates subject to **clause 32.6**.

- (b) A Council Appointed Director shall hold office for the term of Council, but shall be eligible for reappointment for further terms. The term of a Council Appointed Director shall commence when they are appointed pursuant to **clause 32.3(a)**.
- (c) A Co-Opted Director shall hold office for a term of up to three (3) years, but shall be eligible for reappointment for further terms of up to three (3) years each.
- (d) Time spent on the committee of the Incorporated Association does not count towards the term length of a Director under this **clause 32.5**.

32.6 Initial Board

- (a) Of the initial Board to hold office from Registration:
 - (i) the following Directors shall all be deemed to be Council Appointed Directors:
 - (A) Antonio Mileto (Orange City Council);
 - (B) Ian Davison (Cabonne Shire Council); and
 - (C) Heather Ferguson (Blayney Shire Council);
 - (ii) the following Directors shall all be deemed to be Co-Opted Directors:
 - (A) Gary Norton;
 - (B) Wayne Davis;
 - (C) Jack Evans; and
 - (D) Donna Galvin.
- (b) The initial Directors shall nominate from amongst their number who shall hold each office (as set out in **clause 32.7(a)**).
- (c)
 - (i) Notwithstanding **clause 32.5**, each Director referred to in **clause 32.6(a)** will only hold office until the local government elections of the Councils which are scheduled to take place in 2021.
 - (ii) In the event that the local government elections referred to in **clause 32.6(c)(i)** are postponed, the Directors on the initial Board will continue to hold office until the postponed local government elections take place.
 - (iii) If the local government elections do not all take place on the same day, then:
 - (A) each Council Appointed Director referred to in **clause 32.6(a)(i)** shall retire on the date of the local government election of the Council Member which appointed that Council Appointed Director; and
 - (B) the Co-Opted Directors referred to in **clause 32.6(a)(ii)** shall retire on the last to occur of the local government elections.

32.7 Office Bearers

- (a) The Board shall, at the first meeting of the Board held after Registration and thereafter at the first meeting of the Board held after an Office Bearer has retired,

elect from among the Directors sitting on the Board at the time of the Board meeting:

- (i) the Chair;
 - (ii) the Deputy-Chair; and
 - (iii) such other Office Bearer positions as the Board deems necessary from time to time.
- (b) The Office Bearers shall hold office for a term of one (1) year but shall be eligible for reappointment for terms of one (1) year each, provided that Office Bearers shall not hold office beyond their retirement or removal from the Board as a Director.

33 General Right to Act Despite Vacancy

The Board may act despite any vacancy in its body but if its number falls below the minimum fixed in accordance with **clause 32.1**, the Board may act for the purpose of:

- (a) convening a general meeting; and
 - (b) in emergencies,
- but for no other purpose.

34 Vacation of Office

- (a) Any Director may retire from office on giving written notice to the Company at the Office of his or her intention to retire and the resignation shall take effect at the time expressed in the notice (provided the time is not earlier than the date of delivery of the written notice to the Company).
- (b) The office of a Director shall become vacant if the Director:
 - (i) dies;
 - (ii) becomes bankrupt or makes any arrangement or composition with creditors generally;
 - (iii) becomes prohibited from being a director of, or managing, a company by reason of any order made under the Corporations Act;
 - (iv) has been disqualified by the Australian Charities and Not-for-Profits Commissioner, at any time during the preceding twelve (12) months, from being a responsible entity of a registered entity under section 45.20(4) of the ACNC Regulation;
 - (v) being a Council Appointed Director, is removed from the Board by the Council Member which appointed that Council Appointed Director (and such removal can occur at any time and within the full and unfettered discretion of that Council Member);
 - (vi) becomes of unsound mind or a person whose personal estate is liable to be dealt with in any way under the law relating to mental health;
 - (vii) is removed from office by the Company in general meeting;
 - (viii) resigns by notice in writing to the Company; or
 - (ix) is absent without permission of the Board from half (1/2) of the meetings of the Board in a Financial Year.

35 Filling of Vacancies on the Board

- (a) In the event of a casual vacancy occurring on the Board:
 - (i) in relation to a Council Appointed Director, the Council Member which appointed that Council Appointed Director shall appoint any person to fill that vacancy in accordance with **clause 32.3**;
 - (ii) in relation to a Co-Opted Director vacancy, the Board shall appoint any person to fill the vacancy in accordance with **clause 32.4(a)**.
- (b) Any Director appointed pursuant to **clause 35(a)(i)** shall hold office for the balance of the term of the vacating Director.
- (c) Any Director appointed pursuant to **clause 35(a)(ii)** shall hold office for a fresh term.

36 Office Bearer Vacancies

- (a) In the event of a vacancy occurring in the position of Chair, the Deputy-Chair shall assume office as acting Chair for the balance of the term of the vacating Chair.
- (b) In the event of a vacancy occurring in the position of Deputy-Chair (including as described in **clause 36(a)**), the Board at its next meeting shall appoint a Director who is not Chair to assume office as acting Deputy-Chair for the balance of the term of the vacating Deputy-Chair.
- (c) If any Office Bearer is temporarily absent or temporarily unable to perform his or her duties, the Board may authorise another Director to act in the vacant position during the absence or inability of the Office Bearer.
- (d) Nothing in **clause 36** permits any person to simultaneously hold more than one position of Office Bearer.

37 Alternate Directors

Alternate Directors shall not be permitted.

POWERS AND DUTIES OF DIRECTORS

38 Duties of Directors

- (a) Each Director is subject to, and must comply at all times with, the duties set out in governance standard 5 in section 45.25 of the ACNC Regulation.
- (b) In accordance with governance standard 4 in section 45.20 of the ACNC Regulation, the Board will take reasonable steps to ensure that the Board does not at any time include a Director who is disqualified from managing a corporation under the Corporations Act or from being a responsible entity under subsection 45.20(4) of the ACNC Regulation.

39 Powers of Directors

The control, management and conduct of the Company shall be vested in the Board, who shall exercise all such powers of the Company as are not by the Corporations Act, the ACNC Act, the ACNC Regulation or by this Constitution required to be exercised in any other manner.

40 Negotiable Instruments

All cheques, promissory notes, drafts, bills of exchange and other negotiable instruments, requests or arrangements for electronic fund transfers and receipts for money paid to the Company must be signed, drawn, accepted, endorsed or otherwise executed as the case may be by two (2) people authorised by resolution of the Board. The Board may authorise:

- (a) a Director(s);
 - (b) the Secretary; or
 - (c) another staff member of the Company,
- to sign such instruments.

41 Conferment of Powers

- (a) The Board may from time to time confer upon any Director for the time being or any other person as they may select such of the powers exercisable under this Constitution by the Board as it may think fit for such time and to be exercised for such purposes and on such terms and conditions and with such restrictions as it may think expedient.
- (b) Powers conferred under this **clause 41** may be exercised concurrently with the powers of the Board in that regard and the Board may from time to time withdraw, revoke or vary all or any of such powers.

DIRECTORS' DISCLOSURE OF INTEREST

42 Contracts

- (a) The Company may enter into contracts or arrangements with other companies or bodies in which a Director has an interest, provided it does so according to the usual commercial terms and conditions which apply to such contracts or arrangements.
- (b) Any interest of a Director must be dealt with in accordance with the relevant legislation, being either:
 - (i) the Corporations Act; or
 - (ii) the ACNC Regulation,

which shall include disclosing an interest and having the Secretary record all declarations in the minutes of the relevant meeting.
- (c) Subject to **clause 42(b)**, a Director who has an interest in a contract or arrangement made by the Company and has disclosed this interest to the Board may:
 - (i) not be present while the matter is being considered at a meeting;
 - (ii) be counted in determining whether or not a quorum is present at any meeting of Directors considering that contract or arrangement or proposed contract or arrangement;
 - (iii) not vote on the matter;

- (iv) not sign or countersign any document relating to that contract or arrangement or proposed contract or arrangement; and
 - (v) not vote in respect of, or in respect of any matter arising out of, the contract or arrangement or proposed contract or arrangement.
- (d) A Director's failure to make disclosure under this **clause 42** does not render void or voidable a contract or arrangement in which the Director has a direct or indirect interest.
- (e) A general notice given to the Board by a Director that the Director is an officer, a member of, or otherwise interested in any specified corporation or firm stating the nature and the extent of the Director's interest in the corporation or firm shall, in relation to any matter involving the Company and that corporation or firm after the giving of the notice, be a sufficient disclosure of the Director's interest, provided that the extent of the interest is no greater at the time of first consideration of the relevant matter by the Board than was stated in the notice.

PROCEEDINGS OF DIRECTORS

43 Meetings of Directors

- (a) The Board may meet together for the despatch of business, adjourn and otherwise regulate its meetings and proceedings as it thinks fit, provided that the Board must meet not fewer than six (6) times each calendar year.
- (b) A Director may at any time, and the Secretary upon the request of a Director shall, convene a meeting of the Board by giving at least twenty-four (24) hours' notice of the meeting to all Directors, provided that the Director or Secretary must have used his or her best endeavours to ensure that the notice was properly provided.
- (c) Notice of a meeting of the Board must be in writing in any form, including email or digital messaging, provided that proof of service can be provided upon request.
- (d) Subject to **clause 43(e)**, a Board meeting may be convened or held using any technology consented to by a majority of Directors. The consent may be a standing one. A Director may withdraw consent to the use of a particular technology within a reasonable time period before a Board meeting.
- (e) The particular technology used to convene or hold a Board meeting, pursuant to **clause 43(d)**, must be of a type that is available and accessible to all Directors who wish to attend the Board meeting.
- (f) All resolutions of the Directors passed at a meeting of the Board where a quorum is present but where notice of the meeting has not been given as required to each Director, or any act carried out pursuant to such resolution, shall, provided each Director to whom notice was not given subsequently agrees to waive the same, be as valid as if notice of the meeting had been duly given to all Directors. Attendance by a Director at a meeting of Directors waives any objection which that Director may have to a failure to give notice of the meeting.

44 Quorum

- (a) The quorum necessary for the transaction of the Board's business is three (3) Directors being personally present.

- (b) A quorum must be present at all times during the meeting in order for business to be transacted.

45 Chairperson

- (a) The Chair shall be the Chairperson.
- (b) The Chair shall, if present, preside as Chairperson of every meeting of the Board.
- (c) If a meeting of the Board is held and the Chair is:
- (i) not present within fifteen (15) minutes after the time appointed for the holding of the meeting; or
 - (ii) if present, does not wish to chair the meeting,
- then the following person will be Chairperson in lieu of the Chair in the order of availability set out below:
- (iii) Deputy-Chair; and
 - (iv) another Director chosen by the Directors present at the meeting.

46 Voting

- (a) A resolution of the Board must be passed by a majority of votes of the Directors present at the meeting who vote on the resolution. A resolution passed by a majority of the votes cast by the Directors will for all purposes be taken to be a determination of the Board.
- (b) Each Director shall have one (1) vote.
- (c) In the case of an equality of votes at a meeting of the Board, the Chairperson is entitled to a casting vote in addition to a deliberative vote.

47 Resolutions by Directors

- (a) The Board may pass a resolution without a Board meeting being held if a majority of the Directors sign a document containing a statement that they are in favour of the resolution set out in that document. For this purpose, signatures can be contained in more than one document.
- (b) A facsimile transmission which is received by the Company and which purports to have been signed by a Director shall for the purposes of this **clause 47** be taken to be in writing and signed by that Director at the time of the receipt of the facsimile transmission by the Company in legible form.
- (c) An email transmission which is received by the Company and which purports to have been sent by a Director shall for the purposes of this **clause 47** be taken to be in writing and signed by that Director at the time of the receipt of the email transmission by the Company.
- (d) A vote made by a Director using an online voting platform operated or commissioned by the Company shall for the purposes of this **clause 47** be taken to be in writing and signed by that Director at the time the vote was received by the online voting platform.
- (e) Any decisions made under **clauses 47(a) to 47(d)** shall be tabled at the next Board meeting.

48 Committees

- (a) The Board may form and delegate any of its powers to a Committee consisting of such Directors and/or other persons as it thinks fit and may from time to time revoke such delegation.
- (b) The Board has the power to require any Committee to have all decisions made by that Committee ratified by the Board.
- (c) A Committee must in exercise of the powers delegated to it conform to any directions and restrictions that may be imposed on it by the Board. A power so exercised shall be taken to be exercised by the Board.
- (d) The meetings and proceedings of any Committee consisting of more than one person will be governed by the provisions for regulating the meetings and proceedings of the Board contained in this Constitution.
- (e) A minute of all the proceedings and decisions of every Committee shall be made, entered and signed in the same manner in all respects as minutes of proceedings of the Board are required by the Corporations Act and this Constitution to be made entered and signed. A copy of such Committee minutes shall be tabled at the next Board meeting.

49 Validation of Acts of Directors

All acts done:

- (a) at any meeting of the Board; or
- (b) by any person acting as a Director,

shall, even if it is discovered afterwards that there was a defect in the appointment or continuance in office of any such Director or person or that they or any of them were disqualified or were not entitled to vote, be as valid as if every such person had been duly appointed or had continued in office and was duly qualified to be a Director and had been entitled to vote.

MINUTES

50 Minutes

- (a) The Board must cause minutes to be kept in such a manner as is required by the Corporations Act (notwithstanding the application of section 111L of the Corporations Act) for the purposes of recording:
 - (i) the names of the Directors present at each meeting of the Board and of Directors present at each meeting of any Committee;
 - (ii) all orders, resolutions and proceedings of general meetings and of meetings of the Board and of Committees; and
 - (iii) such matters as are required by the Corporations Act, the ACNC Act or the ACNC Regulation to be recorded in the record books of the Company including, without limitation, all declarations made or notices given by any Director of his or her interest in any contract or proposed contract or the holding of any office or property whereby any conflict of duty or interest may arise.

- (b) Such minutes shall be signed by the Chairperson of the meeting, or the Chairperson of the next succeeding meeting and minutes which purport to be signed accordingly shall be received in evidence without any further proof as sufficient evidence that the matters and things recorded by such minutes actually took place or happened as recorded and of the regularity of such matters and things and that the same took place at a meeting duly convened and held.

SECRETARY

51 Appointment and Tenure

- (a) There must at all times be at least one (1) Secretary appointed by the Board for a term and on conditions determined by the Board.
- (b) The Board may replace any Secretary so appointed.

BY-LAWS

52 By-Laws

- (a) The Board may from time to time make such By-Laws as are in its opinion necessary and desirable for the proper control, administration and management of the Company's affairs, operations, finances, interests, effects and property and to amend and repeal those By-Laws from time to time.
- (b) A By-Law must be subject to this Constitution and must not be inconsistent with any provision contained in this Constitution.
- (c) When in force, a By-Law is binding on all Members and has the same effect as this Constitution.
- (d) The Board will adopt such measures as it deems appropriate to bring to the notice of the Members all By-Laws, amendments and repeals.

EXECUTION OF DOCUMENTS

53 Execution of Documents

- (a) Without limiting the manner in which the Company may execute any contract, including as permitted under section 126 of the Corporations Act, the Company may execute any agreement, deed or other document by:
- (i) two (2) Directors signing the same; or
 - (ii) one (1) Director and one (1) Secretary signing the same.
- (b) Nothing in this Constitution requires the Company to execute any agreement, deed or other document under common seal for the same to be effectively executed by the Company.

ACCOUNTS AND INSPECTION OF RECORDS

54 Financial Year

The Company's financial year shall be the Financial Year.

55 Accounts and Inspection

The Board shall:

- (a) cause proper financial records to be kept and must, if required by the Corporations Act, the ACNC Act or the ACNC Regulation, prepare and distribute copies of the financial reports of the Company and a Directors' report;
- (b) where required by the Corporations Act or ACNC Act, cause the financial records to be audited or reviewed by a properly qualified auditor or other entity authorised by the Corporations Act or the ACNC Act; and
- (c) from time to time determine whether and to what extent and at what times and places and under what conditions or regulations the accounting and other records of the Company or any of them will be open to the inspection of the Members.

NOTICES

56 Service of Notices

- (a) A notice may be given by the Company to any Member by:
 - (i) serving it on the Member personally;
 - (ii) sending it by post to the Member or leaving it at the Member's address shown in the Register or otherwise the address supplied by the Member to the Company for the giving of notices;
 - (iii) facsimile to the facsimile number supplied by the Member to the Company for the giving of notices; or
 - (iv) sending it to the electronic address supplied by the Member to the Company for the giving of notices.
- (b) Any Member who has not left at or sent to the Office his or her place of address for inclusion in the Register as the place at which notices may be given to the Member shall not be entitled to receive any notice.
- (c) Subject to this Constitution, a notice may be given under this Constitution to any Director by:
 - (i) serving it on the Director personally;
 - (ii) sending it by post to the Director or leaving it at the Director's usual residential or business address; or
 - (iii) sending it to the facsimile number supplied by the Director to the Company for the giving of notices; or
 - (iv) sending it to the electronic address supplied by the Director to the Company for the giving of notices.
- (d) Subject to this Constitution, a notice may be given by a Member or Director to the Company by:
 - (i) serving it on the Company at the Office;
 - (ii) sending it by post to the Office;
 - (iii) facsimile to the Company's principal facsimile number; or

- (iv) email to the Company's principal email address.
- (e) Where a notice is sent by post, service of the notice shall be taken to be effected by properly addressing, prepaying and posting a letter containing the notice and shall be deemed to have been effected on the third (3rd) Business Day after the date of posting. Service of a notice to a Member outside Australia shall be deemed to have been made in the ordinary course of the post.
- (f) Where a notice is sent by facsimile or other electronic means, service of the notice shall be taken to be effected by properly addressing and sending the notice and in such case shall be taken to have been effected on the Business Day after it is sent.
- (g) A notice may be given by the Company to the persons entitled to Membership in consequence of the death or bankruptcy of a Member by:
 - (i) service on the Member personally;
 - (ii) sending it by post addressed to the person by name or by the title of the representative of the deceased or person of unsound mind or the assignee of the bankrupt or by any like description at the address, if any, within Australia, supplied for the purpose by the person claiming to be entitled; or
 - (iii) by giving the notice in any manner in which the same might have been given if the death, unsoundness of mind or bankruptcy had not occurred.
- (h) Evidence of service of a notice may be established by proving that the envelope containing the notice and stamped appropriately was properly posted and a certificate given by any Officer of the Company to that effect shall be conclusive evidence of service.

WINDING UP

57 Winding Up

57.1 Surpluses

- (a) If any surplus remains following the winding up of the Company, they will be given or transferred to another institution(s) or corporation(s) which has (have):
 - (i) objects which are similar to the Objects and is charitable;
 - (ii) a constitution which requires its income and property to be applied in promoting its objects; and
 - (iii) a constitution which prohibits it from paying or distributing its income and property among its members to an extent at least as great as imposed on the Company by **clause 5.2(b)**.
- (b) If a Body Corporate Member satisfies the requirements under **clause 57.1(a)**, it may receive the surpluses under that clause.

57.2 Determination of Recipient

The identity of the institution(s) or corporation(s) referred to in **clause 57.1(a)** is to be determined by the Council Members, in writing at or before the time of dissolution and failing such determination being made, by application to the Supreme Court of New South Wales for determination.

INDEMNITY

58 Indemnity

To the extent permitted by law every Officer (and former Officer) of the Company shall be indemnified out of the funds of the Company against all costs, expenses and liabilities incurred in that person's capacity as an Officer or employee of the Company (or former Officer or employee of the Company). However, no such Officer or employee (or former Officer or employee) shall be indemnified out of the funds of the Company under this **clause 58** unless:

- (a) it is in respect of a liability to another person (other than the Company or a related body corporate to the Company) where the liability to the other person does not arise out of conduct involving a lack of good faith; or
- (b) it is in respect of a liability for costs and expenses incurred:
 - (i) in defending proceedings, whether civil or criminal, in which judgment is given in favour of the Officer (or former Officer) or in which the Officer (or former Officer) is acquitted; or
 - (ii) in connection with an application, in relation to such proceedings, in which the court grants relief to the Officer (or former Officer) under the Corporations Act.

59 Payment of Indemnity Policy Premium

- (a) To the extent permitted by law the Company may at the discretion of the Board enter into and/or pay a premium in respect of a policy of insurance insuring an Officer (or former Officer) of the Company against any liability incurred by such person in that capacity (whether in respect of acts or omissions before or after the date of the issue of the policy or both) except for:
 - (i) a liability arising out of conduct involving a wilful breach of duty in relation to the Company; or
 - (ii) a liability arising out of conduct that contravenes the governance standards in sections 45.5 to 45.25 of the ACNC Regulation.
- (b) The Board shall have the discretion to approve the terms and conditions of any such policy of insurance.
- (c) Where an Officer (or former Officer) has the benefit of an indemnity pursuant to an insurance policy in respect of his or her actions or omissions then the Company shall not be required to indemnify the Officer under **clause 58** except to the extent that the indemnity affected by the insurance policy does not fully cover the person's liability.

60 Indemnity to Continue

The indemnity granted by the Company contained in **clauses 58** and **59** shall continue in full force and effect notwithstanding the deletion or modification of that clause, in respect of acts and omissions occurring before the date of the deletion or modification.



Annexure A Form of Appointment of Proxy

Business Enterprise Centre – Central NSW Limited
(incorporated under the Corporations Act)

PROXY FORM

1. Your details

(Please print your name and address)

Name: _____

ABN/ACN: _____

Address: _____

City: _____

State: _____

Postcode: _____

Country: _____

Telephone: _____

2. Appoints

Name: _____

(Please print name of proxy)

or failing the person so named, or if no person is named, the **Chairperson of the Meeting** to vote in accordance with the following directions or, if no directions have been given, as the proxy or the Chairperson sees fit at the (Annual) General Meeting of Business Enterprise Centre – Central NSW Limited to be held on *[insert date]* commencing at *[insert time]* and at any adjournment thereof.

3. Directions

4. Signature

5. Date



Amendments to Business Enterprise Centre – Central NSW Limited Constitution

Over recent months Business Enterprise Centre – Central NSW Limited obtained independent advice to transfer its operation to a Company Limited by Guarantee structure. The organisation was previously operating as an Association. This advice was as result of an organisational review commissioned by the Board last year and further independent advice. The recommended change was in order to facilitate an environment for increased governance, accounting and control standards. It was further decided to complete application, under the new company entity, for the organisation to regain it's charity status, which had inadvertently lapsed several years earlier. The charity status is an integral element within our carrying tax free status.

The decision was taken to move operations to the Company Limited by Guarantee structure from the 1st of July 2021. In order to facilitate this change on that date, it was critical that a new constitution be adopted by the members, being the Councils of Orange, Blayney and Cabonne. This adoption was completed with the support of the relevant Council CEO/GM.

Following adoption of the new constitution and during our review of the charity application requirements, it became evident that a clause within the constitution required amendment. The constitution is required to be amended to remove remuneration of directors. Removal of director remuneration is in reference to director sitting payments, it does not remove the payment of out of pocket expenses. The constitution has been amended to reflect this change.

A further decision was made to enhance a second clause within the new constitution, namely the term of director appointments. The constitution was established with non Council appointed directors having a 1 year appointment term. The major issue of 1 year terms is that a situation could occur when all non council appointed directors are not re-elected in the same year. Although there would be continuation of the Council appointed director terms, the loss of the 6 non Council appointed directors at the same time would create a high degree of interruption, thus risk, to the organisation. This would be exacerbated should it be at the same time as Council elections and 3 new Council appointed directors be appointed.

In order to mitigate this organisational risk the Board recommends a 3 year rotation for non Council appointed directors. Whilst this would see 2 director positions being subject to election each year, it doesn't stop a director from stepping down from the Board at any time during their appointment. This is the right of any Board appointment.

The Board of Business Enterprise Centre – Central NSW Limited recommend that, as members of the organisation, Council approve adoption of the amendments as presented.

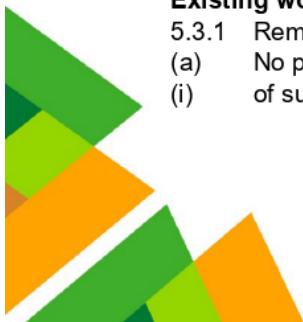
The wording of the current clauses and recommended amendments are detailed as follows.

1. Section 5.3 Remuneration of Directors;

Existing wording:

5.3.1 Remuneration of Directors

- (a) No payment shall be made to any Director other than the payment:
- (i) of such remuneration, and on such conditions, as the Board sees fit;





- (ii) of out-of-pocket expenses incurred by the Director in the performance of any duty as a Director where the amount payable does not exceed an amount previously approved by the Board; and
 - (iii) for any service rendered to the Company by the Director in a professional or technical capacity, other than in the capacity as Director, where the provision of the service has the prior approval of the Board and where the amount payable is approved by the Board and is not more than an amount which commercially would be reasonable for the service.
- (b) If the Board proposes to increase the aggregate amount of the payments made to Directors under clause 5.3(a)(i) from what was paid in the previous Financial Year (which includes resolving to remunerate Directors for the first time), the Board must first obtain the approval of the Member.

Amended wording

5.3.1 Remuneration of Directors

No payment shall be made to any Director other than the payment:

- (a) of out-of-pocket expenses incurred by the Director in the performance of any duty as a Director where the amount payable does not exceed an amount previously approved by the Board; and
- (b) for any service rendered to the Company by the Director in a professional or technical capacity, other than in the capacity as Director, where the provision of the service has the prior approval of the Board and where the amount payable is approved by the Board and is not more than an amount which commercially would be reasonable for the service.

And

2. Section 32 Number and Appointment of Directors

Existing wording:

32.5 Term

- (a) Council Appointed Directors shall hold office for a term of one (1) year each but shall be eligible for reappointment for further terms of one (1) year each.
- (b) Co-Opted Directors shall hold office for a term of up to one (1) year but shall be eligible for reappointment for further terms of up to one (1) year each.
- (c) Time spent on the committee of the Incorporated Association does not count towards the term length of a Director under this clause 32.5.

Amended wording:

32.5 Term

- (a) This clause 32.5 operates subject to clause 32.6.
- (b) A Council Appointed Director shall hold office for the term of Council, but shall be eligible for reappointment for further terms. The term of a Council Appointed Director shall commence when they are appointed pursuant to clause 32.3(a).
- (c) A Co-Opted Director shall hold office for a term of up to three (3) years, but shall be eligible for reappointment for further terms of up to three (3) years each.
- (d) Time spent on the committee of the Incorporated Association does not count towards the term length of a Director under this clause 32.5.





It is the responsibility of the Members, being the Councils of Orange, Blayney and Cabonne, to adopt any changes to the constitution. The changes to Clause 5.3.1, and Clause 32.5, are imperative for our application for charity status and as such we seek Council's agreement to this change by way of adopting the revised constitution in full at the upcoming Members Meeting.

If all individual member councils endorse the recommendations through their Council meetings in September 2021 the new amended constitution will be signed at a Special Members Meeting scheduled for the 30th of September 2021.

Should you have any questions regarding this and the change to director terms please contact myself or our Chairperson Gary Norton on mobile 0418 277 635.

Regards

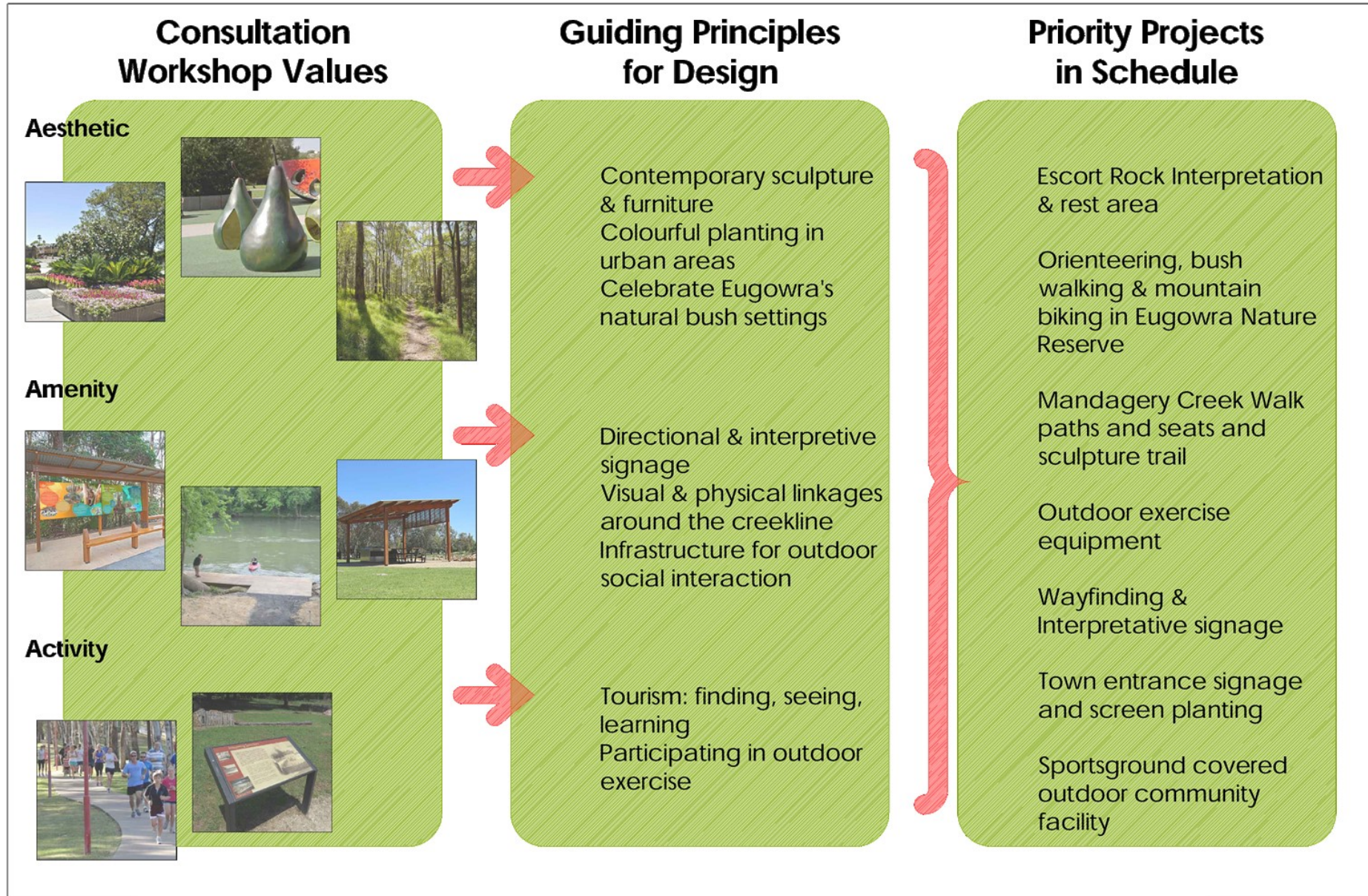
A handwritten signature in black ink, appearing to read "Michelle Smith".

Michelle Smith
A/CEO
Central NSW Business HQ

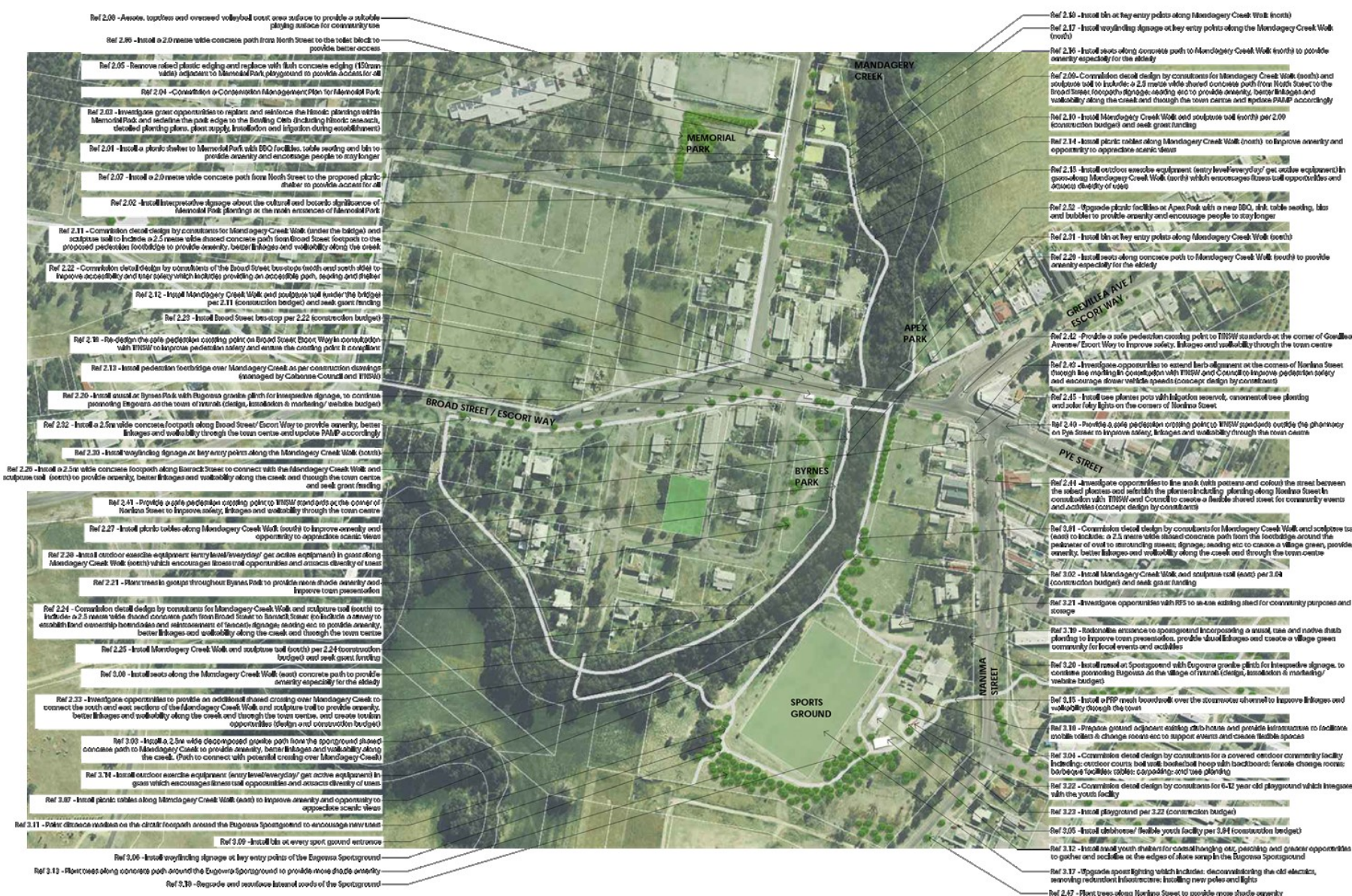
7 September 2021

(Full constitution attached)





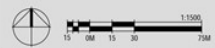


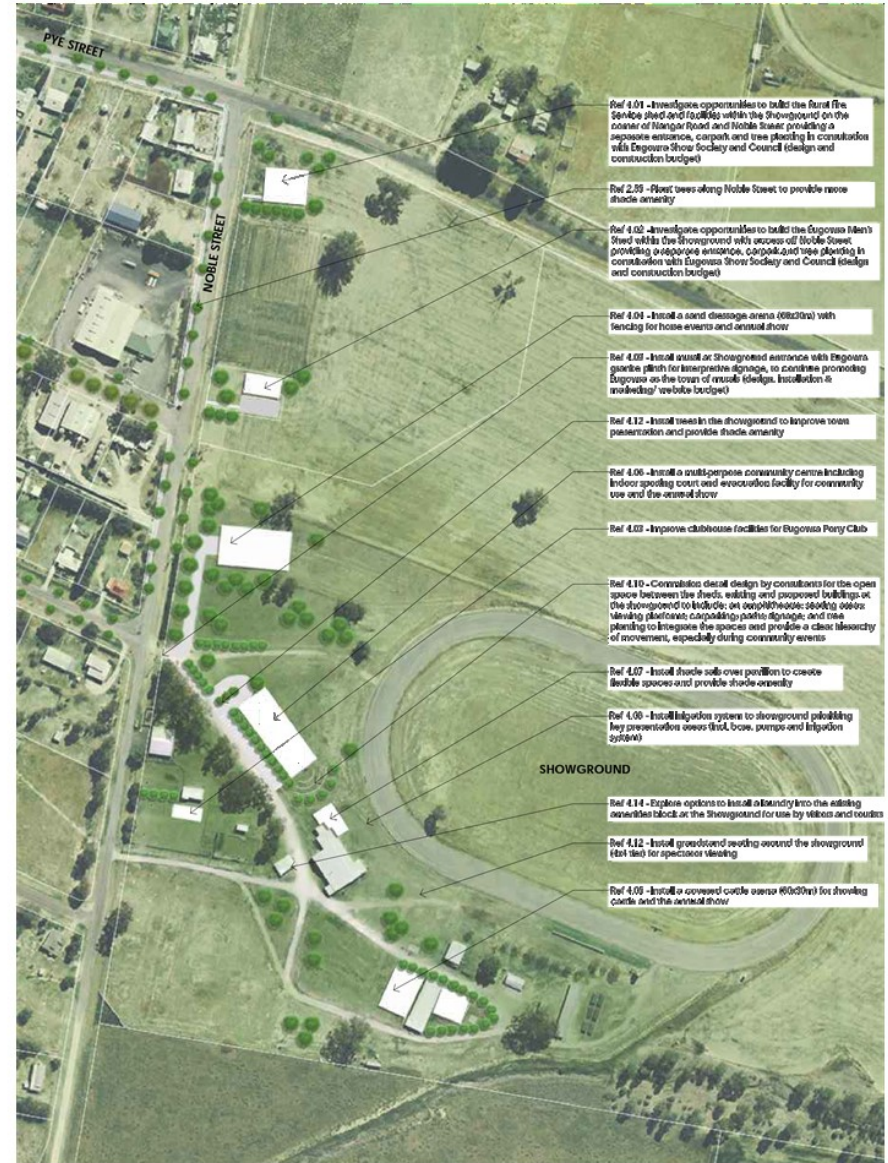


sala4D
 public domain, urban design, landscape architecture
 www.sala4d.com

Eugowra Town Masterplan - Town Centre

Rev - 20.05.21 Draft Masterplan





EUGOWRA PROMOTION AND PROGRESS ASSOCIATION INC

45 Broad St Eugowra NSW 2806

Website: www.visiteugowra.com.au

Email: secretary@visiteugowra.com.au

Cabonne Council
Main Street
Molong NSW 2866

2 September 2021

Support of the Draft Eugowra Town Masterplan

At our recent EPPA meeting, our members unanimously resolved to support the Draft Eugowra Town Masterplan which is on exhibition for public comment.

The Draft Eugowra Town Masterplan is an important document which the entire community has had input to through various community consultation sessions and the establishment of the Eugowra Steering Committee over the last two years. The Draft Eugowra Town Masterplan provides direction and opportunities for town to continue to grow and prosper over the forthcoming years whilst improving the amenities provided to our town.

We ask that Cabonne Council adopts this Draft Eugowra Town Masterplan which will assist in guiding the Council on community expectations, requirements and opportunities for Eugowra.

Yours sincerely,

David Herbert
Secretary



Eugowra Show Society Inc.

PO Box 9, Eugowra 2806

President: Sean Haynes 0407 884 718

Secretary: Sarah de Lange 0429 592 206

Treasurer: Kevin Townsend 0427 639 701

1 September 2021

Draft Eugowra Town Masterplan

The Eugowra Show Society supports the draft Eugowra Town Masterplan which is currently on exhibition by Cabonne Council for public comment.

As an active member and supporter of the Eugowra Steering Committee, the Eugowra Show Society shared the view of the Steering Committee in developing a Masterplan which is for the betterment of Eugowra and for those who reside and visit.

We support the Masterplan and ask Cabonne Council to endorse this Masterplan for Eugowra which will guide Cabonne Council and other government agencies in improving the facilities and amenities in Eugowra.

Kind regards,

Sean Haynes
President - Eugowra Show Society

EUGOWRA STEERING
COMMITTEE

Cabonne Council
99 - 101 Bank St
Molong NSW 2866

2 September 2021

Support of Draft Eugowra Town Masterplan

Over the last 18 months, the Eugowra Steering Committee was established by Eugowra based community organisations to develop a Town Masterplan for Eugowra, in which the process of developing a Masterplan highlighted projects, opportunities, interested parties, quoted values and project priorities for Eugowra.

The Eugowra Steering Committee fully supports the Draft Eugowra Town Masterplan although we wish to bring forward additional community feedback for inclusion into the Masterplan, received since its presentation to the Eugowra community on the 20th of May 2021:

- Consideration be given for a water park and increased water based play equipment at the Eugowra Memorial Swimming Pool to assist in increasing community patronage of the current community facilities
- Consider projects which improve the environmental sustainability of the town and its assets.
- Improved facilities at the Eugowra Community Bowls & Recreation Club including the installation of a synthetic bowling green, improved toilets and changerooms and internal club upgrades, modernization of facilities including commercial kitchen.
- Renovations to the Eugowra CWA Rooms to replace the current flooring and floor covers due to their deterioration and creating potential safety risks to those using the facility.

Kind regards,

Lachlan Noble
Chair – Eugowra Steering Committee

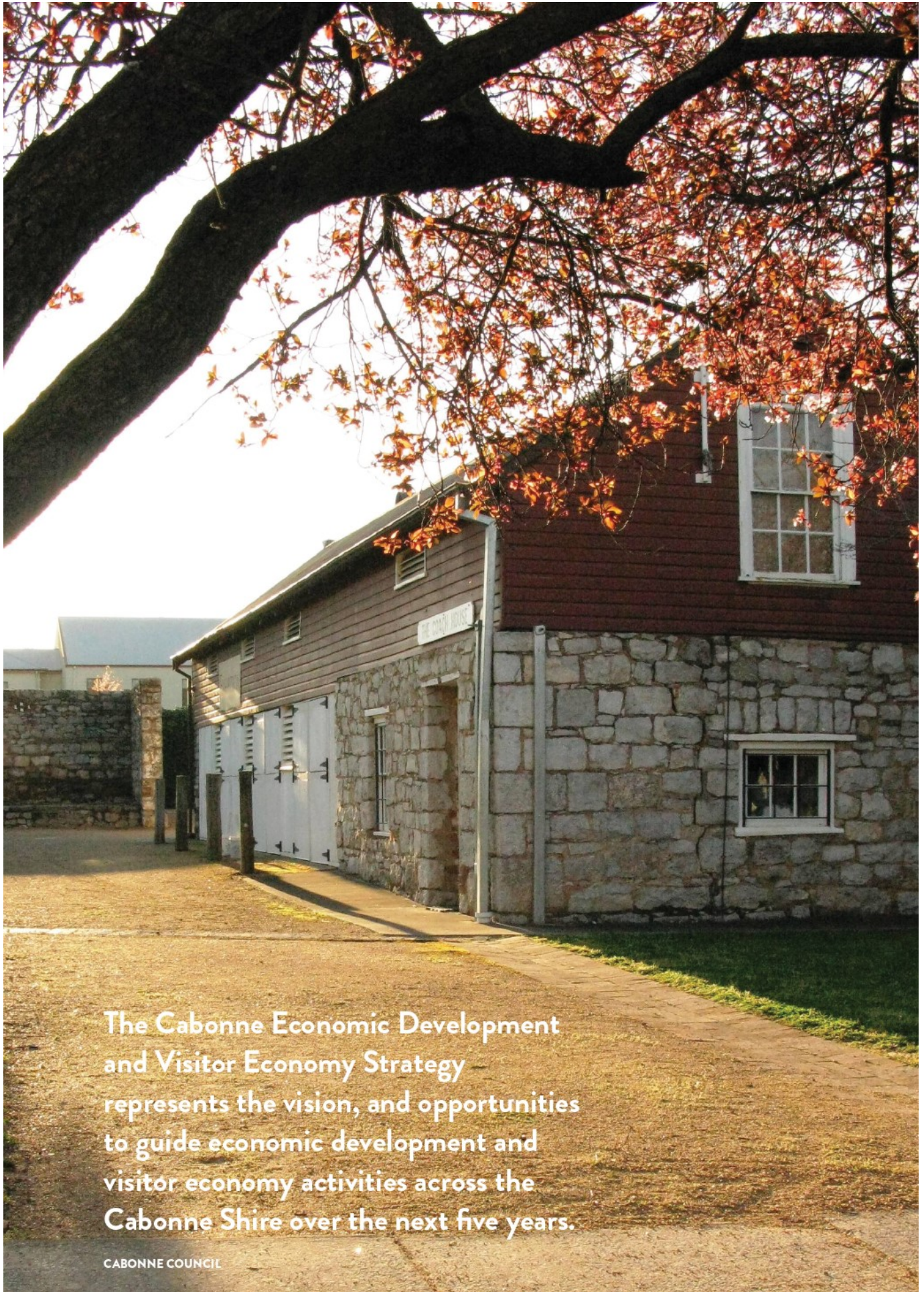
Eugowra Steering Committee
Email – eugsc2806@gmail.com
Chair: Lachlan Noble 0427 806 062

CABONNE COUNCIL

CABONNE ECONOMIC DEVELOPMENT & VISITOR ECONOMY STRATEGY

SEPTMBER 2021





The Cabonne Economic Development and Visitor Economy Strategy represents the vision, and opportunities to guide economic development and visitor economy activities across the Cabonne Shire over the next five years.

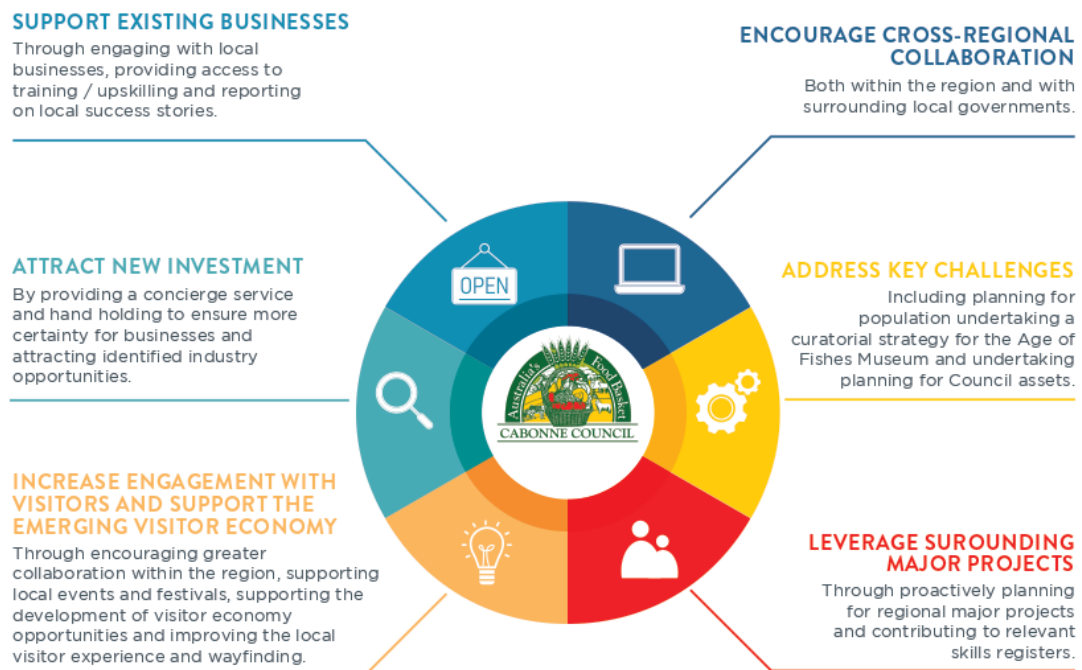
CABONNE COUNCIL

THE OPPORTUNITIES

The economic opportunities for Cabonne leverage the region’s existing strengths and assist in economic diversification. Opportunities include:

<p>ECONOMY:</p> <ul style="list-style-type: none"> • Continued support for agriculture • Increased beverage production • Increased processing of local agricultural product • Population servicing sectors • Tourism servicing sectors. 	<p>VISITOR ECONOMY:</p> <ul style="list-style-type: none"> • Expansion of overnight domestic holiday visitation • Expansion of industrial visitation • Support visitor dispersal • Expand and promote nature-based tourism • Support and expand events and festivals.
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THE ECONOMIC DEVELOPMENT AND VISITOR ECONOMY STRATEGY



CABONNE ECONOMIC DEVELOPMENT & VISITOR ECONOMY STRATEGY

4

MESSAGE FROM THE MAYOR AND COUNCILLORS

The Cabonne Economic Development and Visitor Economy Strategy represents the vision, and opportunities to guide economic development and visitor economy activities across the Cabonne Shire over the next five years.

The key focus areas for Cabonne over the coming five years include expanding and diversifying economic and visitor economy activities within the region, addressing key challenges, and leveraging regional opportunities.

The Cabonne Shire is well placed to leverage significant macro-economic and regional trends over the coming years. These drivers are expected to provide support to key sectors of our economy (such as agriculture), support population attraction and retention, and build our visitor profile.

Cabonne benefits from a proud and engaged community who all play a key role in guiding the region over the coming years. We look forward to working together with you to ensure the Cabonne region is able to capitalise on opportunities that build growth and progression, whilst also retaining the distinctive characteristics of our towns and villages.

Thank you!

Council would like to offer sincere thanks to all the stakeholders who have contributed to the development of the **Cabonne Economic Development and Visitor Economy Strategy**.



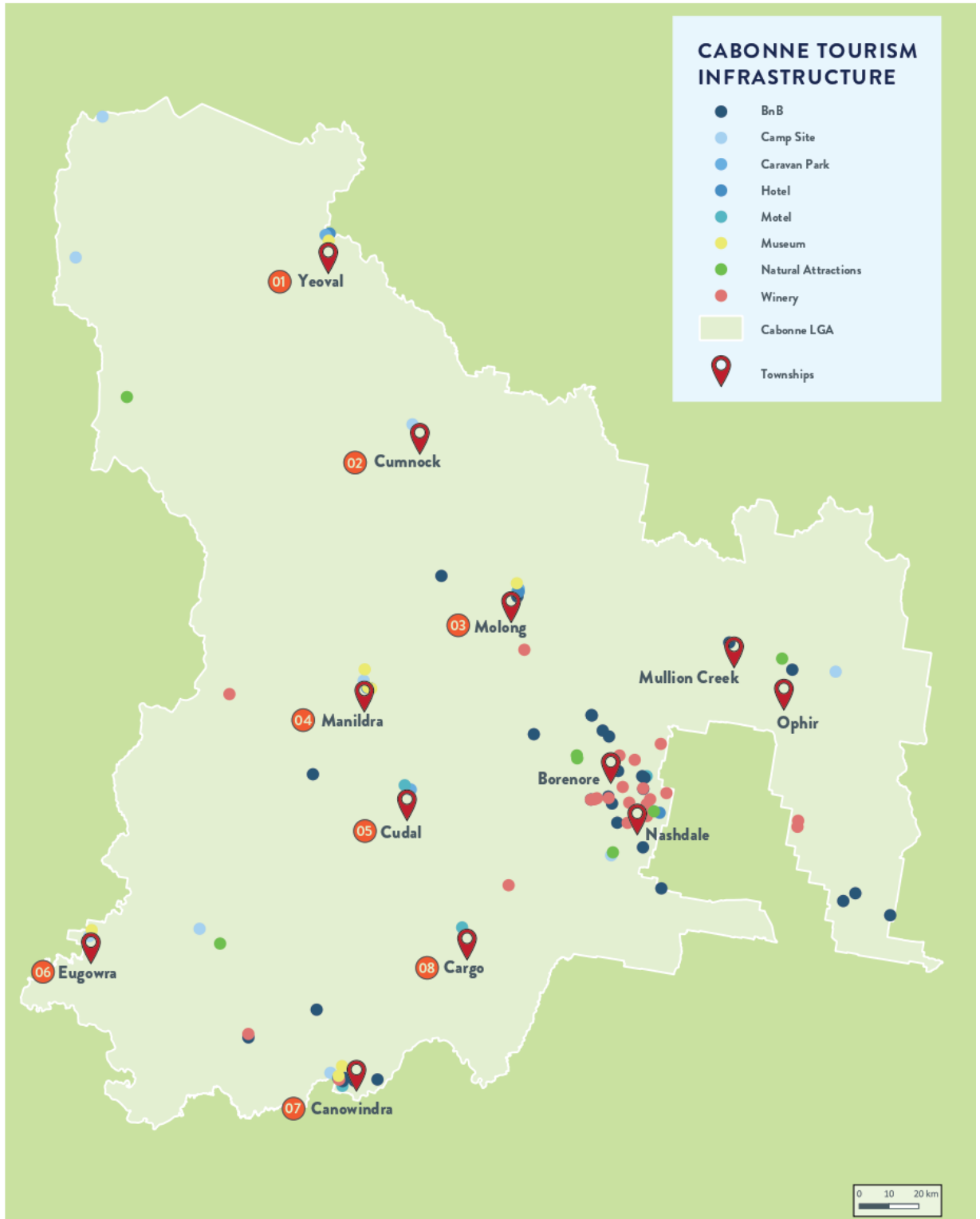
VISION FOR CABONNE

To accentuate the unique nature of Cabonne by improving the livability, beautification, resiliency, engagement and connectiveness of the region, growing the visitor economy, attracting new business and facilitating a progressing economy.



CABONNE ECONOMIC DEVELOPMENT & VISITOR ECONOMY STRATEGY




CABONNE MAP & TOURISM AUDIT






CABONNE COUNCIL

<p>01</p> <p>YEOVAL</p> <p>Key employers are the school and Yeoval Aged Care Facility.</p> <p>Strong community infrastructure including oval, upgraded hall and the Banjo Patterson museum.</p> 	<p>05</p> <p>CUDAL</p> <p>Home to a platypus population.</p> <p>Benefited from private and public-sector investment in recent years.</p> 
<p>02</p> <p>CUMNOCK</p> <p>Main employer is the agricultural sector.</p> <p>Has experienced strong population growth in recent years and benefits from strong social infrastructure.</p> 	<p>06</p> <p>EUGOWRA</p> <p>Main employer is the dairy industry.</p> <p>Main street is characterised by large-scale murals bringing significant visual amenity to the region and attracting visitors.</p> 
<p>03</p> <p>MOLONG</p> <p>Provides key services to the population in terms of health care, education, food and beverage and accommodation.</p> <p>Located within close proximity to Orange airport.</p> 	<p>07</p> <p>CANOWINDRA</p> <p>A visually appealing, heritage-style main street.</p> <p>Home to the Age of Fishes museum and the Cabonne Visitor Information Centre.</p> 
<p>04</p> <p>MANILDRA</p> <p>Main employers are the Manildra Group operations - MSM Milling and Manildra Mill.</p> <p>Home to a retro-style theatre.</p> 	<p>08</p> <p>CARGO</p> <p>A quaint main street with small-scale food and beverage options.</p> 

SOCIO-ECONOMIC & TOURISM OVERVIEW

POPULATION		
	<p>Total Population (2020): 13,677</p> <p>Average Annual Population Growth (2001-2020): 0.5%p.a.</p> <p>Population Average Age (2019): 41 years</p> <p>Rate of Ageing of Population (2001 to 2020): 0.15 years p.a.</p> <p>ATSI Representation (2016): 3.9%</p> <p>Estimated Future Population (2041): 13,776</p>	<p>The local population has experienced modest population growth in recent years. The population has a relatively high average age and has experienced considerable aging in recent years. Though population projections for the region reflect low annual population growth, the COVID-19 pandemic and a range of major projects in surrounding regions in the coming years present opportunities for population growth for Cabonne.</p>
HOUSEHOLDS & DWELLINGS		
	<p>Number of Dwellings (2016): 5,695</p> <p>Dwelling Occupancy Rate (2016): 87.7%</p> <p>Representation of Separate Houses (2016): 96.2%</p> <p>Representation of Family Households (2016): 69.6%</p> <p>Number of Persons per Household (2016): 2.6</p> <p>Growth in Total Rental Bonds Held (Mar-20 to Mar-21): 5.7%</p> <p>House Prices Growth (Dec-20 to Dec-21): 4.7%</p>	<p>Households in Cabonne are generally larger than the broader Central West region and are primarily comprised of family households. The vast majority of dwellings in Cabonne are separate dwellings (i.e., houses).</p> <p>The local housing market has experienced strong demand since the onset of the COVID-19 pandemic which, in conjunction with relatively low volumes of developable land, have resulted in significant tightening of the market. Village zonings are in place to support sub-division applications, but this has yet to occur.</p>
ECONOMY		
	<p>Gross Regional Product (2019-20): \$851.9 million</p> <p>Economic Growth (2006-07 to 2019-20): -0.3%p.a.</p> <p>Key Activity Sectors:</p> <ul style="list-style-type: none"> • Mining (23.7%) • Agriculture, forestry, and fishing (18.6%) • Manufacturing (12.0%) <p>Employment (2019-20): 4,819</p> <p>Employment Growth (2006-07 to 2019-20): -0.6%p.a.</p> <p>Key Activity Sectors:</p> <ul style="list-style-type: none"> • Agriculture, forestry, and fishing (28.2%) • Manufacturing (10.4%) • Healthcare and social assistance (10.1%). <p>Key Labour Specialisations (LQs):</p> <ul style="list-style-type: none"> • Agriculture, forestry and fishing (10.5), including: <ul style="list-style-type: none"> › Sheep, beef, cattle and grain farming (17.2) › Fruit and tree nut growing (11.6) • Mining (5.7) • Manufacturing (1.6), including: <ul style="list-style-type: none"> › Grain mill and cereal product manufacturing (73.7) › Oil and fat manufacturing (66.3) 	<p>Cabonne is a highly-regarded agricultural production region, producing livestock (cattle and calves, sheep and lamb), livestock products (wool) and wheat, in addition to a large variety of grains, fruits and vegetables. The local manufacturing sector is interconnected with the agricultural sector, including grain milling, food product manufacturing and beverage manufacturing (such as wine and cider).</p> <p>Local mining deposits include copper at Copper Hill and Mount Bulga (copper/lead-zinc-silver) mines and gold at Mount Aubrey mine.</p> <p>The local agricultural sector has experienced significant volatility in recent years as the region has suffered through significant drought. The local mining sector has also experienced volatility. These fluctuations have had a significant impact on the broader economy which has experienced periods of recession, particularly in between 2011-12 and 2015-16. There is a need for economic diversification to support a smoother economic cycle in the region.</p> <p>Key local employing sectors import labour from other regions, however, the majority of local residents work outside the region.</p>

EDUCATION		
	<p>High School Completion Rate (2016): 41.2%</p> <p>Achievement of Non-School Qualification (2016): 45.4%</p>	<p>Cabonne records a relatively low rate of high school and post school completions. This reflects the industry structure within the region which supports demand for relatively un-skilled labour. However, presenting pathways to youths is an opportunity to lift the educational attainment levels of the region.</p>
RESIDENT EMPLOYMENT & INCOMES		
	<p>Unemployment Rate (Mar-21): 2.2%</p> <p>Household Income (2016): \$85,852</p>	<p>Reflecting the industrial structure of the region, Cabonne records a relatively high household income and low unemployment rates.</p>
LIVABILITY		
	<p>AEC Access to Infrastructure: 2.7</p> <p>AEC Access to and Quality of Housing: 7.6</p> <p>AEC Diversity: 4.3</p> <p>Environment and Green Infrastructure: 4</p> <p>AEC Jobs and Economy: 6</p> <p>AEC Lifestyle Health: 6.5</p> <p>AEC Lifestyle and Work-Life Balance: 4.8</p> <p>AEC Opportunity: 4</p> <p>Note: Based on data from the Australian Bureau of Statistics and other publicly available sources. All LGAs in Australia have been ranked on a scale of 1 to 10, where 10 is the highest score and 1 is the lowest.</p>	<p>Cabonne scores highly against all other LGAs in Australia in terms of access to and quality of housing, jobs and economy and lifestyle health. Opportunities for the region are centred on services delivery (which are generally provided by surrounding, larger local government areas), opportunity (in terms of skills and income equality) and environment and green infrastructure (which is weighed down by travel to work – reflective of the agricultural sector). Against similar regions, such as Blayney and Narromine, Cabonne scores relatively consistently.</p>
TOURISM		
	<p>Visitors to Cabonne (2019):</p> <ul style="list-style-type: none"> • Domestic Day: 123,000 • Domestic Overnight: 25,000 • International: 700 <p>Key local activities (2019):</p> <ul style="list-style-type: none"> • Social activities (72% of visitors) • Active outdoor activities (17.3%) • Outdoor/ Nature activities (10.8%) • Arts/ heritage activities (5.6%) 	<p>The tourism industry is supported by dispersed visitation from surrounding local governments. Visitors from Orange are attracted to the wineries, though many do not know they are in Cabonne.</p> <p>The local tourism industry is relatively small in nature and key infrastructure requirements to support growth of the sector are lacking, such as accommodation and food services (particularly during the week in the smaller villages). These present constraints to overnight visitation.</p> <p>Despite the small size of the region, there are a number of key tourism attractions in the region including the Age of Fishes museum and wineries. Tourism is a significant industry of opportunity for the region.</p>

Note: (1) Location quotients (LQs) demonstrate the degree to which a local economy is specialised by examining the proportion of employment (by industry sub-sector) compared to a larger economy (in this case the Australian economy). Location quotients can be used to indicate strengths and weaknesses of a local or regional economy (i.e., identify its natural competitive advantage).

Sources: ABS (2020). Population by Age and Sex, Regions of Australia, 2019. Cat no. 3235.0. Australian Bureau of Statistics, Canberra. ABS (2021). Regional Population Growth, Australia, 2020. Cat no. 3218.0. Australian Bureau of Statistics, Canberra. ABS (2017). Census of Population and Housing, 2016. Cat no. 2071.0. Australian Bureau of Statistics, Canberra. AEC (unpublished). Employment Estimates Model 2019-20. AEC Group, Brisbane. AEC (unpublished). Gross Regional Product Model 2019-20. AEC Group, Brisbane. Department of Communities & Justice (2021). December Quarter 2020 Sales Tables. NSW Government. Department of Communities & Justice (2021). March Quarter 2021 Rental Tables. NSW Government.

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ECONOMIC OPPORTUNITIES

Cabonne has a long-established agricultural sector which can be leveraged for further economic diversity and output over the coming years. Opportunities are centred on increased value adding activity associated with agriculture, as well as key population services and tourism services for the region. The following table outlines the key economic opportunities for Cabonne.

Opportunity	Existing Local Strength	Locally Underrepresented	National Growth Sector	Key Export	Existing Supply Chains
Beverage Production (Cider and Wine)	✓		✓		✓
Continued Support for Local Agriculture (fruit and tree nut, poultry and livestock, support services, direct to market opportunities)	✓		✓	✓	✓
Processing of Local Agricultural Product (cereal and grain production, meat and meat product manufacturing, oil and fats, non-food based product manufacturing)	✓			✓	✓
Population Servicing Sectors (Health care, Education, Retail Trade, Residential Care, whilst still supporting regional service centres)		✓	✓		
Tourism Servicing Sectors (Accommodation and food services)		✓	✓		



CABONNE COUNCIL

VISITOR ECONOMY OPPORTUNITIES

The visitor economy is an emerging sector for Cabonne and a sector with considerable opportunity for the region. Currently, the region attracts drive-through visitors from surrounding local governments. Opportunities for development are focused on increasing length of stay and increasing dispersal within the region. The following table outlines the key visitor economy opportunities for Cabonne.

Opportunity	Existing Local Strength	Links to Other Local Industries	Leverages Activity In Surrounding Regions	Supportive Macro Factors
Expansion of Overnight Domestic Holiday, Domestic Day Trip and Local Visitor Visitation Markets	✓			✓
Expansion of Industrial Visitation (Winery tours, Farm stays, Food production tours/guides)		✓	✓	
Support Visitor Dispersal (through regional partnerships, drive tour products, cycling tourism, tourism operator education)	✓		✓	✓
Expand and promote nature-based tourism (walking tracks, lookouts etc)	✓		✓	✓
Support and Expand Events and Festivals (through developing a regional events calendar, continuing to support key events and undertaking post-event analysis)		✓	✓	✓



CABONNE ECONOMIC DEVELOPMENT & VISITOR ECONOMY STRATEGY

12

CONSULTATION FINDINGS

Consultations with local stakeholders highlighted a broad range of challenges and opportunities for the region. Key issues uncovered included:

- **Local and regional collaboration:** Cabonne is a large geographical region with the local government area comprised of several small villages rather than a traditional town and surrounding areas. There are opportunities for greater engagement and collaboration between the villages' Progress Associations and small business owners. In addition, there are opportunities for greater engagement with the larger businesses in the region. There are also significant major projects in planning for surrounding regions which present opportunities for the local economy.
- **Tourism and natural assets:** Tourism was a fundamental issue raised consistently throughout the consultations, both workshops and individual engagements. Currently, the region attracts dispersed visitation from surrounding areas, particularly Orange, which are the main destinations for the broader catchment. Realistically, it is likely this trend will continue into the future (as opposed to Cabonne becoming a destination), though there are opportunities to facilitate broader dispersal within the region enabling greater capture of visitor expenditure within the Cabonne local government area. Cabonne's main opportunity is to capture drive through visitation and provide opportunities for these visitors to stop in the region.
- **Investment attraction assistance:**
 - › **Concierge:** Businesses in the region indicated there is an opportunity for Council to provide more guidance and certainty to existing and new businesses in terms of development approvals processes.
 - › **Access to funding:** Council has a role to play in providing information and guidance to businesses on the availability of grants, but Council is not responsible for the development of funding applications.
- **Population growth/ decline and attraction and retention of population:** The region currently has a growing and ageing population. Planning needs to consider accommodating these trends.
- **Environmental sustainability:** Cabonne benefits from a relatively significant platypus population, particularly in Cudal, which could be further leveraged for tourism activities.
- **Transport and infrastructure:** Infrastructure investment is required to support the region including proactive transport infrastructure, signage for improved visitor dispersal and digital connectivity.
- **Resilience and sustainability of the economy:** There is an identified need to diversify the economy. Most workshop participants suggested modest business growth (attraction of 1-2 businesses for each town) would be beneficial to the region.
- **Asset and services assessment:** Several council and non-council assets require consideration. This includes the region's seven swimming pools, several caravan parks, the Age of Fishes Museum, as well as succession planning for non-council assets (in particular, museums and the animals on bikes tourism trail).



CABONNE COUNCIL

STRATEGIC VISION & THEMES

The Cabonne Economic Development and Visitor Economy Strategy is delivered through the following strategic focus areas:



CABONNE ECONOMIC DEVELOPMENT & VISITOR ECONOMY STRATEGY

ACTION & IMPLEMENTATION PLAN

The following tables outline the key facets of each component of the strategy. Measures of success are provided as guidance; it is noted that Council cannot directly influence these measures but they may provide guidance on the success of the strategy. These tables are supported by a detailed action and implementation plan, which forms an Appendix to this document.



1. SUPPORT EXISTING BUSINESS

DETAIL	DESCRIPTION
Rationale	Exiting businesses are the cornerstone of the local economy. Supporting existing businesses to expand is a key component to improving local economic outcomes.
Council's Role	Facilitation, Planning and regulation
Strategic Partners	Local Progress Associations and key businesses
Recommended Action Areas	<ul style="list-style-type: none"> Engage with local businesses Provide guidance to businesses on key Council processes Report on local business success stories
How do these actions support identified opportunities?	<ul style="list-style-type: none"> Supporting existing businesses is key to facilitating expansion of existing economic activities and associated supply chains. Increased regional knowledge regarding business activities is an effective method for promoting the region as a place to live and work.
Measuring Success	<ul style="list-style-type: none"> Total local gross regional product Number of development approvals



2. ATTRACT NEW INVESTMENT

DETAIL	DESCRIPTION
Rationale	Attracting new business to the region can assist in improving local economic diversity and smoothing the local business cycle.
Council's Role	Facilitation, Planning and regulation
Strategic Partners	Orange 360, Think Orange, Local Progress Associations
Recommended Action Areas	<ul style="list-style-type: none"> Develop concierge and hand-holding services Proactively attract identified industry opportunities
How do these actions support identified opportunities?	<ul style="list-style-type: none"> Facilitating investment through ease of application process can improve Cabonne's ability to attract contestable investment. Investment attraction activities should be targeted to identified opportunities.
Measuring Success	<ul style="list-style-type: none"> Change in the number of local businesses Total local gross regional product Total local employment



3. ENCOURAGE CROSS-REGIONAL COLLABORATION

DETAIL	DESCRIPTION
Rationale	There are opportunities for greater engagement within Cabonne and with the surrounding region for greater collaboration to support economic outcomes.
Council's Role	Facilitation, Advocacy
Strategic Partners	Orange 360, Think Orange, Local governments of neighboring regions, Local Progress Associations, local business
Recommended Action Areas	<ul style="list-style-type: none"> Facilitate collaboration within Cabonne Facilitate collaboration with Surrounding LGAs
How do these actions support identified opportunities?	<ul style="list-style-type: none"> Greater collaboration within the region is likely to facilitate greater clustering, ideas sharing, innovation and entrepreneurial activity. As a result, greater attraction of investment and economic activity is likely to occur.
Measuring Success	<ul style="list-style-type: none"> Total local gross regional product Total local employment

CABONNE COUNCIL



4. INCREASE ENGAGEMENT WITH VISITORS AND SUPPORT THE EMERGING VISITOR ECONOMY

DETAIL	DESCRIPTION
Rationale	The visitor economy is a valuable growth sector and opportunity for the region. Increasing the economic returns from the visitor economy can be achieved through greater dispersal and lengthening of stay.
Council's Role	Facilitation, Planning and regulation, Advocacy
Strategic Partners	Orange 360, Local governments of neighboring regions, local business and community
Recommended Action Areas	<ul style="list-style-type: none"> • Encourage collaboration within the region and with surrounding local governments • Support local events and festivals and promote local villages • Support the development of visitor economy opportunities • Improve local visitor experience and wayfinding
How do these actions support identified opportunities?	<ul style="list-style-type: none"> • Collaborating with surrounding local governments has the potential to entice visitors to the region to come to Cabonne as well as attracting regional residents to the area. • Supporting existing tourism products and events and promoting local villages will assist in marketing the region and attracting visitors. • Providing hand holding to tourism investors is likely to facilitate investment attraction as well as diversify the tourism offering in the region.
Measuring Success	<ul style="list-style-type: none"> • Number of locations visited by visitors • Average length of stay



5. ADDRESS KEY CHALLENGES

DETAIL	DESCRIPTION
Rationale	Overcoming the key roadblocks for growth will be a key component to ensuring the region meets its economic potential.
Council's Role	Facilitation, Planning and regulation, Advocacy
Strategic Partners	Australian Museum, local community, other teams within Council, State government.
Recommended Action Areas	<ul style="list-style-type: none"> • Plan for population growth and associated infrastructure and services • Undertake Curatorial Strategy for Age of Fishes Museum • Undertake Asset & Service Rationalisation Review
How do these actions support identified opportunities?	<ul style="list-style-type: none"> • Proactively addressing challenges in the region will improve business conditions for existing and new businesses within the region, facilitating increased activity, certainty, and investment in the region.
Measuring Success	<ul style="list-style-type: none"> • Population growth (including components for migration) • Average house price



6. LEVERAGE SURROUNDING MAJOR PROJECTS

DETAIL	DESCRIPTION
Rationale	The broader region is on the cusp of significant economic activity, particularly in neighboring Parkes which will be the only junction of the Inland Rail and Trans-Australia Railway in Australia and the Parkes Special Activation Precinct.
Council's Role	Planning and regulation, Advocacy
Strategic Partners	Local governments of surrounding regions
Recommended Action Areas	<ul style="list-style-type: none"> • Proactively plan for major projects • Inform local business and industry of opportunities associated with surrounding major projects • Capitalise on State and Federal and other funding programs and opportunities to support the expansion and attraction of prominent and emerging sectors (such as agriculture, modern manufacturing, and the circular economy) • Contribute local information to relevant skills registers
How do these actions support identified opportunities?	<ul style="list-style-type: none"> • Proactively planning for major projects in the region will ensure flow-on benefits for Cabonne are captured by existing and future businesses in the region – improving business conditions and attractiveness of the region for investors.
Measuring Success	<ul style="list-style-type: none"> • Population growth (including components for migration) • Local unemployment rate



99 - 101 Bank St

MOLONG NSW 2866

16 Main St

CUDAL NSW 2864

70 Gaskill St

CANOWINDRA NSW 2804

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CABONNE COUNCIL STRATEGIC POLICY VILLAGE ENHANCEMENT FUND

1. Document Information

Version Date <i>(Draft or Council meeting date)</i>	July 2021
Author	General Manager
Owner <i>(Relevant Executive)</i>	General Manager
Status <i>(Draft, Approved, Adopted by Council, Superseded, or Withdrawn)</i>	
Next Review Date	Within 12 months of council being elected
Minute Number <i>(once adopted by Council)</i>	

2. Summary

To provide a framework for annual funding to Community Peak Organisations in Cabonne.

3. History

Unless otherwise indicated, printed or downloaded versions of this document are uncontrolled. Before using this document, check it is the latest version by referring to Council's Policy Register at www.cabonne.nsw.gov.au

Minute Number	Summary of Changes	New Version Date

4. Reason

The purpose of this policy is to provide a clear guideline for Council staff, Progress Associations and other community groups.

5. Scope

This policy applies to annual funding to council's Community Peak Organisations.

6. Associated Legislation

Local Government Act 1993

Local Government (General) Regulation 2005

7. Definitions

Community peak organisations – Those organisations recognised in council's committee delegations.

8. Responsibilities

8.1 Councillors

Councillors must ensure compliance with the policy.

8.2 General Manager

The General Manager is responsible for the overall control and implementation of the policy.

8.3 Deputy General Managers

The Deputy General Managers are responsible for the control of the policy and procedures within their area of responsibility.

8.4 Leaders

The Department Leaders are also responsible for the control of the policy and procedures within their area of responsibility.

8.5 Others

Community Peak organisations submitting applications for funding the Village Enhancement Fund must comply with the policy.

9. Related Documents

Document Name	Document Location
Community Strategic Plan	Magiq – Official Records Library
Delivery Program	Magiq – Official Records Library
Operational Plan	Magiq – Official Records Library
Annual Budget	Magiq – Official Records Library
Long Term Financial Plan	Magiq – Official Records Library

Asset Management Plans

Magiq – Official Records Library

10. Policy Statement

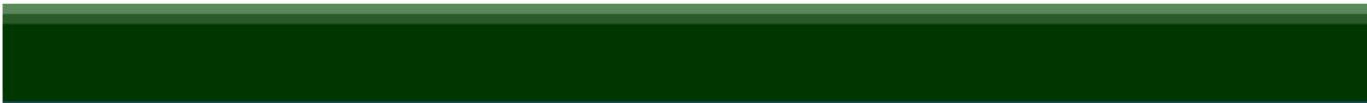
To promote a sense of community support and ownership, community peak organisations recognized by council under its committee structure will have an annual budget allocation which will allow them to develop and implement village community plans and project priorities. Funds will be available by application to council in line with policy & guidelines. These funds should be used on council assets and or public good supported by the local communities concerned.

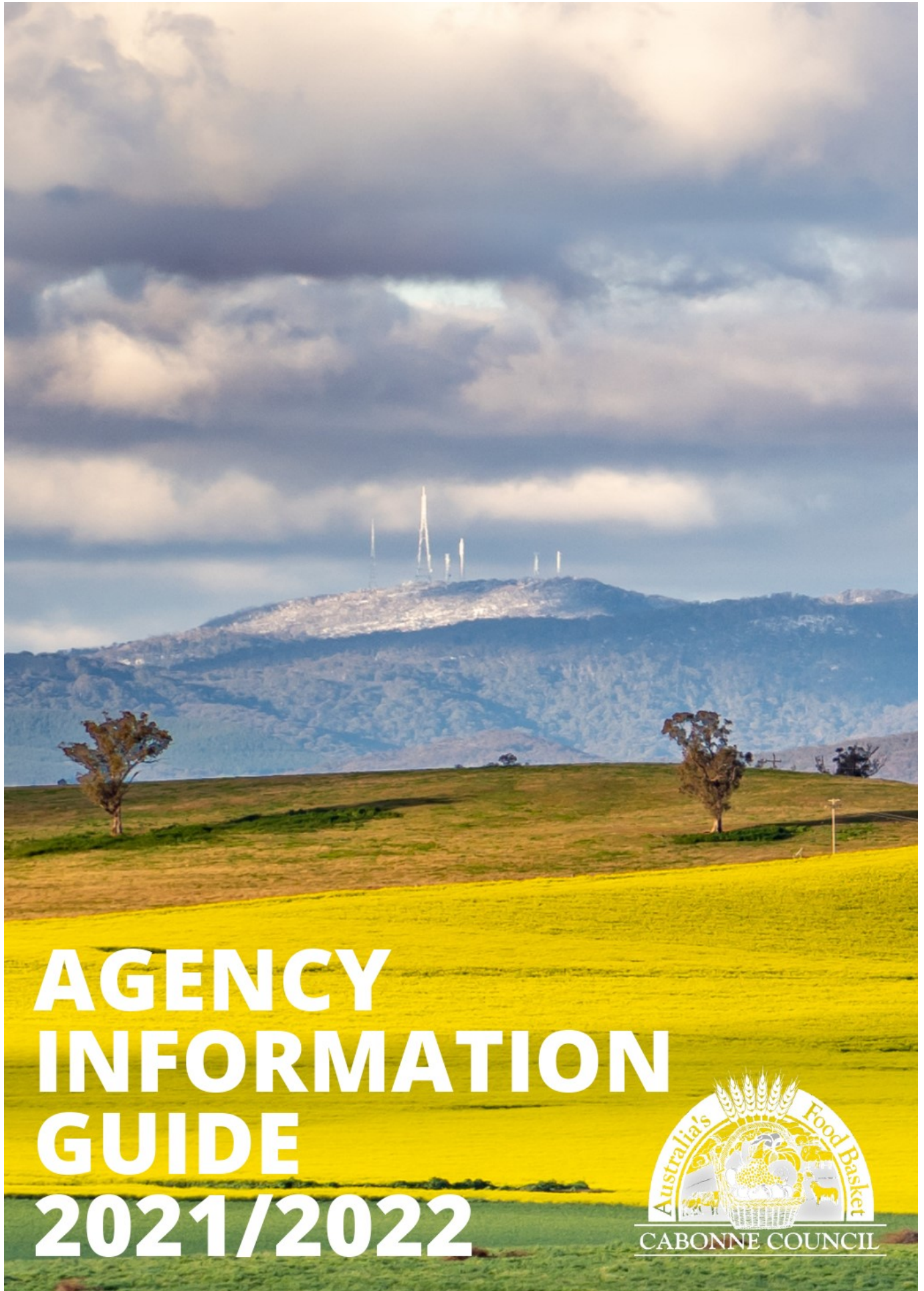
The allocations made are an annual fixed allocation per year and apportioned based on rateable properties identified in the relevant community peak organisations area. This policy and the allocated funding will be reviewed by council as part of its Integrated Planning and Reporting processes. Unspent funds may be able to be retained in reserve for use by the relevant community over more than one financial year, however this carry over of the funds must be approved by council in its annual budgeting processes. Similarly and adjustments made to the amounts allocated must be approved by council in its budgeting process as well as with appropriate consultation with the community.

Community Group	Number of Rateable Properties	% of Vote	Funds Available
Molong Advancement Group	1,287	23.25%	\$19,530
Canowindra Business Chamber and Progress Association	1,123	23.25%	\$19,530
Eugowra Promotion and Progress Association	473	8%	\$6,720
Manildra and District Improvement Association	447	8%	\$6,720
Cudal Central	332	6%	\$5,040
Cargo Progress Association	324	6%	\$5,040
Cumnock and District Progress Association	272	6%	\$5,040
Yeoval and District Progress Association	236	6%	\$5,040



Mullion Creek and District Progress Association	224	6%	\$5,04
Borenore Community Progress Association	198	2.5%	\$2,100
Nashdale Consultative	145	2.5%	\$2,100
Spring Hill/Spring Terrace Committee	85	2.5%	\$2,100
		Total	\$84,000





AGENCY INFORMATION GUIDE 2021/2022



PREFACE

This Agency Information guide has been produced by Cabonne Council in accordance with Section 20 of the Government information (Public Access) Act 2009 and is reviewed annually.

Agency Information Guides are a significant portal to government information. They allow the public to identify and access government information held by an agency. They connect the public and agencies by providing clear and accessible information on accessing government information.

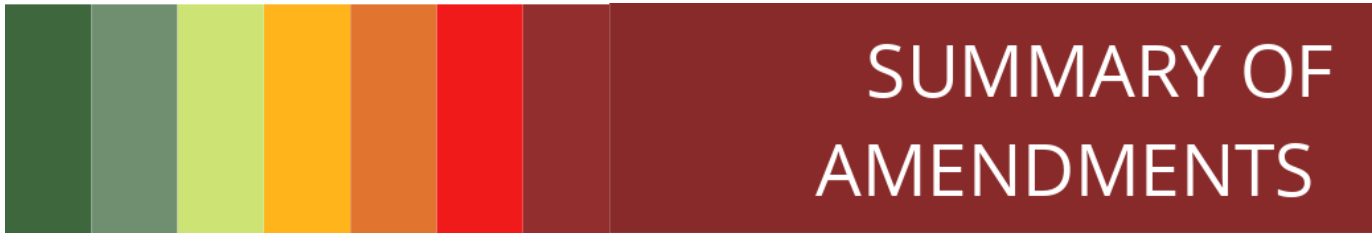
This agency information guide includes:

- The structure and functions of Cabonne Council;
- The way in which the functions of Cabonne Council affect members of the public;
- The avenues available to the public to participate in policy development and the exercise of Council's functions;
- The type of information available from Cabonne Council and how this information is made available.

The Agency Information guide is available on Council's Website www.cabonne.nsw.gov.au



Brad Byrnes
GENERAL MANAGER



SUMMARY OF AMENDMENTS

DATE	AMENDMENTS	DATE ADOPTED BY COUNCIL
JULY 2018	COMPLETE REVIEW	28 AUGUST 2018
JULY 2019	COMPLETE REVIEW	27 AUGUST 2019
JULY 2020	COMPLETE REVIEW	25 AUGUST 2020
JULY 2021	COMPLETE REVIEW	

VISION, MISSION & VALUES

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 service to satisfy identified current and future needs.

VISION

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

VALUES

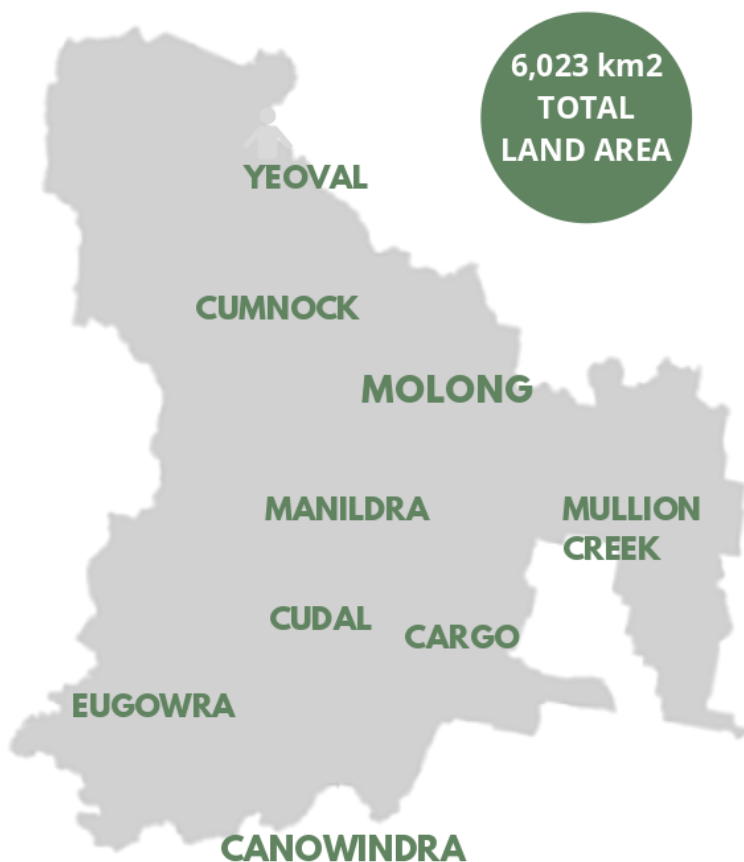
In all we do, we will:

- Respect each other, our community and the environment we live in
- Balance today's decisions with the long-term future in mind
- Be friendly and approachable and work together
- Strive to do our very best and take personal responsibility for our actions

1. STRUCTURE AND FUNCTION OF COUNCIL

1.1 About Cabonne Council

Neatly tucked in between the regional centres of Orange, Cowra, Wellington, Parkes and Forbes, Cabonne extends from Eugowra in the west, the site of Australia's biggest & most famous gold robbery at Escort Rock by Frank Gardiner, through to Ophir in the east, where Australia's first gold rush was. In the south is Canowindra, the ballooning Capital of Australia, a town full of historic pubs, antiques and wine, and to the north is the village of Yeoval, the childhood home of Banjo Paterson, one of Australia's most famous poets. Yeoval also hosts the Mulga Bill's Festival and Bike Fun Ride.



Cabonne Country is over 6,000 square kilometres and its pristine environment is home to some of the most beautiful and bountiful country in New South Wales, including magnificent Mount Canobolas, Borenore Caves and three National Parks.

As well as being rich in landscape, Cabonne is also a region rich in history, including 360 million-year-old fish fossil find and now museum in Canowindra and endless amounts of bushranger history.

STRUCTURE AND FUNCTION OF COUNCIL

1.2 Basis of Constitution

Cabonne Council is constituted under the Local Government Act, 1993 as a body politic of the State.

1.3 Organisation Structure & Resources

Cabonne Council is not divided into wards and is governed by the body of councillors who are elected by the communities of the Local Government area. The Mayor is elected by the councillors.

The role of councillors, as members of the governing body are:

- To direct and control the affairs of the Council in accordance with the Local Government Act 1993;
- To participate in the optimum allocation of Council's resources for the benefit of the area;
- To play a key role in the creation and review of Council's policies, objectives and criteria relating to the exercise of Council's regulatory functions;
- To review the performance of the Council and its delivery of services, management and plans and revenue policies of the Council.

The role of a councillor is as follows:

- To be an active and contributing member of the governing body;
- To make considered and well informed decisions as a member of the governing body;
- To participate in the development of the integrated planning and reporting framework;
- To represent the collective interests of residents, ratepayers and the local community;
- To facilitate communication between the local community and the governing body;
- To uphold and represent accurately the policies and decisions of the governing body;
- To make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a councillor.
- To be held accountable to the local community for the performance of the council.

STRUCTURE AND FUNCTION OF COUNCIL

The Role of the Mayor is as follows:

- To be the leader of the council and a leader of the local community;
- To advance community cohesion and promote civic awareness;
- To be the principal member and spokesperson of the governing body, including representing the views of the council as to its local priorities;
- To exercise, in cases of necessity, the policy making functions of the governing body of the council between meetings of the council.
- To preside at meetings of council;
- To ensure that meetings of the council are conducted efficiently, effectively and in accordance with this Act;
- To ensure the timely development and adoption of the strategic plans, programs and policies of council.
- To promote the effective and consistent implementation of the strategic plans, programs and policies of the council;
- To promote partnerships between the council and key stake holders;
- To advise, consult with and provide strategic plans and policies of the council;
- In conjunction with the General Manager, to ensure adequate opportunities and mechanisms for engagement between the council and the local community;
- To carry out the civic and ceremonial functions of the mayoral office;
- To represent the council on regional organisational and inter-organisational forums at Regional, State and Commonwealth level;
- in consultation with the councillors, to lead performance appraisals of the General Manager;
- To exercise any other functions of the council that the council determines.



Clr Kevin Beatty
Mayor of Cabonne Council

STRUCTURE AND FUNCTION OF COUNCIL

The Role of the General Manager is as follows:

- To conduct the day to day management of the council in accordance with strategic plans, programs, strategies and policies of the council;
- To implement, without undue delay, lawful decisions of the council;
- To advise the Mayor and the governing body on the development and implementation of the strategic plans, programs, strategies and policies of the council;
- To advise the Mayor and the governing body on the appropriate form of community consultation on the strategic plans, programs, strategies and policies of the council and other matters related to the council;
- To prepare, in consultation with the Mayor and the governing body the council's community strategic plan, community engagement strategy, resourcing strategy, delivery program, operational plan and annual report;
- To ensure that the mayor and other Councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their functions;
- To exercise any of the functions of the council that are delegated by the council to the General Manager;
- To appoint staff in accordance with the organisation structure and the resources approved by the council;
- To direct and dismiss staff;
- To implement the council's workforce management strategy;
- Any other functions that are conferred or imposed on the General Manager or under this or any other Act.

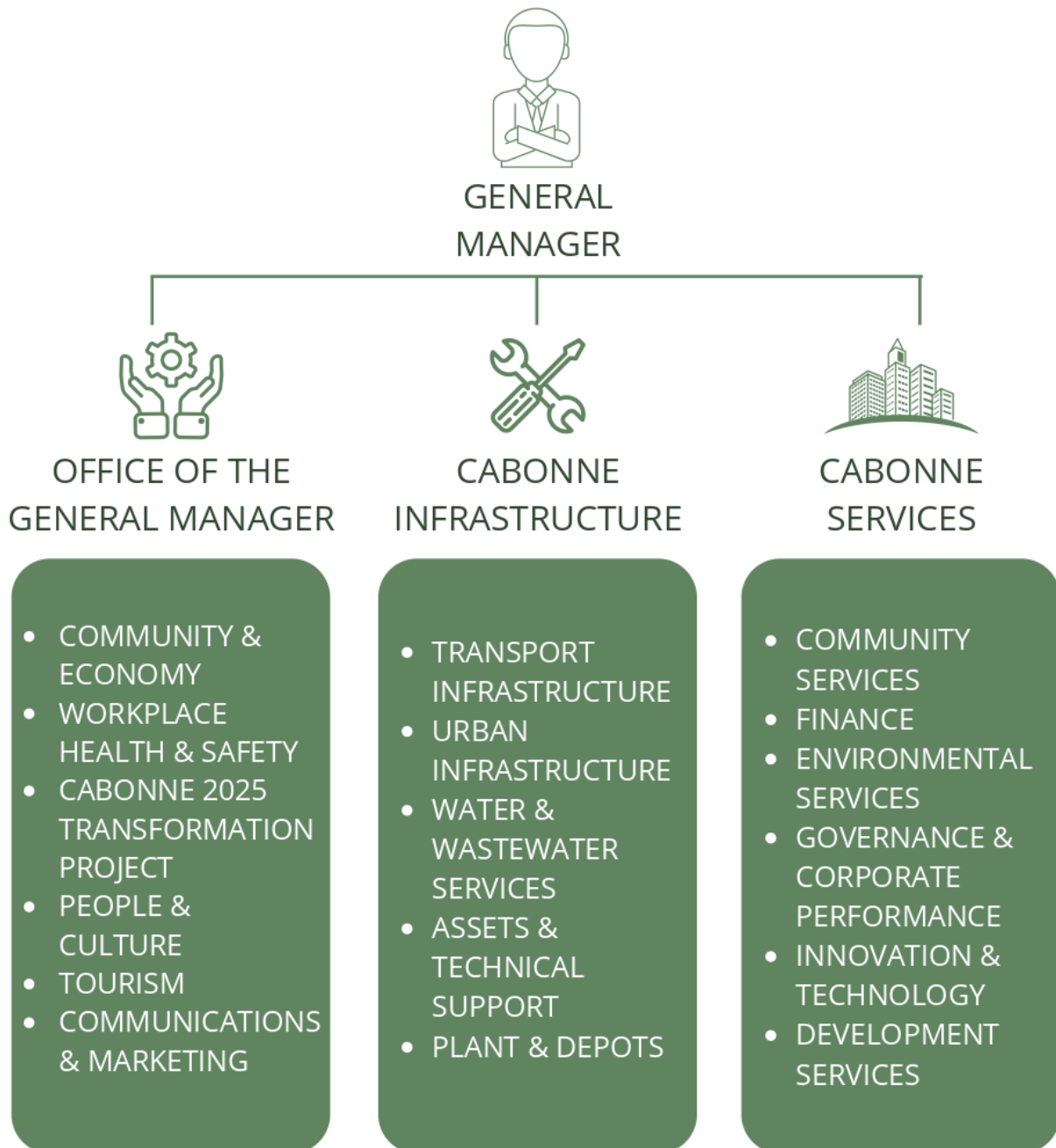


Brad Byrnes
General Manager



STRUCTURE AND FUNCTION OF COUNCIL

1.4 Organisational Structure Chart



STRUCTURE AND FUNCTION OF COUNCIL

1.5 Functions of Council

Under the Local Government Act 1993, Council's functions can be grouped into the following categories:

Service Functions

- Provisions of community health, recreation, education and information services
- Environmental protection
- Waste removal and disposal
- Land and property, industry and tourism development and assistance
- Civil infrastructure and planning, maintenance and construction

Enforcement Functions

- Proceedings for breaches of the Local Government Act 1993 and other legislation
- Prosecution of offences
- Recovery of rates and charges

Regulatory Functions

- Approvals
- Orders
- building Certificates

Ancillary Functions

- Resumption of land
- Powers of entry and inspection

Revenue Functions

- Rates
- Charges
- Fees
- Borrowings
- Investments

Administrative Functions

- Employment of Staff
- Management plans
- Finance reports
- Annual reports

Section 21 of the local Government Act 1993 confers or imposes the following functions on Council:

- Non-regulatory or service functions (Chapter 6)
- Regulatory functions (Chapter 7)
- Ancillary functions (Chapter 8)
- Revenue functions (Chapter 15)
- Administrative functions (Chapters 11, 12 and 13)
- Enforcement functions (Chapters 16 and 17)

In addition, Council has functions conferred or imposed on it by or under other Acts, which include:



STRUCTURE AND FUNCTION OF COUNCIL

In addition, Council has functions conferred or imposed on it by or under other Acts, which include:

- Biodiversity Conservation Act 2016
- Biosecurity Act 2015
- Building Professionals Act 2005
- Civil Liability Act 2002
- Community Land Development Act 1989
- Companion Animals Act 1998
- Contaminated Land Management Act 1997
- Conveyancing Act 1919
- Crown Land Management Act 2016
- Crown Lands Act 1989
- Dividing Fences Act 1991
- Environmental Planning and Assessment Act 1979
- Fines Act 1996
- Firearms Act 1996
- Fire Brigades Act 1989
- Fluoridation of Public Water Supplies Act 1957
- Food Act 2003
- Geographical Names Act 1996
- Government Information (Public Access) Act 2009
- Graffiti Control Act 2008
- Heritage Act 1977
- Impounding Act 1993
- Inclosed Lands Protection Act 1902
- Land Acquisition (Just Terms Compensation) Act 1991
- Land and Environment Court Act 1979
- Library Act 1939
- Liquor Act 2007
- Local Land Services Act 2013
- Major Events Act 2009
- National Parks and Wildlife Act 1974
- Ombudsman's Act 1974
- Pesticides Act 1999
- Pipelines Act 1967
- Plumbing and Drainage Act 2011
- Privacy and Personal Information Protection Act 1998
- Protection of Environmental Operations Act 1997
- Public Health Act 2010
- Public Interest Disclosures Act 1994
- Recreation Vehicles Act 1983
- Road Transport Act 2013
- Roads Act 1993
- Rural Fires Act 1997
- Smoke Free Environment Act 2000
- State Emergency Rescue Management Act 1989
- State Emergency Services Act 1989
- State Records Act 1998
- Strata Schemes Development Act 1996
- Surveying and Spatial Information Act 2002
- Swimming Pools Act 1992
- Threatened Species Act 1995
- Transport Administration Act 1988
- Unclaimed Money Act 1995
- Valuation of Land Act 1916
- Waste Avoidance and Resource Recovery Act 2001
- Water Management Act 2011
- Work Health and Safety Act 2011
- Workplace Injury Management and Workers Compensation Act 1998

2. IMPACT OF COUNCIL FUNCTIONS ON THE PUBLIC

Council's functions are determined towards meeting the needs and expectations of the public which it serves, and to fulfil legislative and regulatory requirements in fulfilling these requirements, the Council makes decisions that impact the public.

2.1 Service Functions

Service functions affect the public as Council provides services and facilities to the public. These include community health, recreation, education, information services, collection and disposal of garbage, as well as water and sewer reticulation services.

2.2 Regulatory Functions

Regulatory functions place restrictions on developments and members of the public must be aware of and comply with these regulations. These include approvals, orders and building certificates.

2.3 Ancillary Functions

These functions include acquisitions of land or the powers for Council to enter and inspect, this only affects the owner of the property. This may also include the funding of emergency services including SES and RFS.

2.4 Revenue Functions

Revenue functions such as rates, borrowings, investments, grants and other fees and charges affect the public directly as they are used to fund services and facilities provided to the community.

2.5 Administrative Functions

The public is not affected directly by administrative functions but they have an indirect impact on the community through the service provided. These functions include employment of staff, management of plans, financial reporting and annual reports.

2.6 Enforcement Functions

Enforcement functions affect members of the public that are in breach of legislation. These functions include proceedings for breaches of the Act, prosecution of offences and recovery of rates and charges.

2.7 Community Planning and Development Functions

Through the provision of grants, training and information Council provides support to community and sporting organisations. Council facilitates opportunities for people to be involved in community events such as Youth Week, Children's Week, Australia Day, ANZAC Day, Citizenship events, as well as promoting events of others. Council advocates and plans for needs of its communities by the preparation and implementation of the integrated planning and reporting documentation.



3. PUBLIC PARTICIPATION IN LOCAL GOVERNMENT

There are two broad ways in which the public may participate in policy development and general activities of Council. These are through representation and personal participation.

3.1 Representation

Local Government in Australia is based on the principle of representative democracy. This means that the people elect representatives to their local Council to make decisions on their behalf. In New South Wales, local government elections are held every four years. The next election for Cabonne Council is to be held 4th September 2021.

From 2021 at each election, voters elect nine councillors for a four year term. All residents on the electoral roll are eligible to vote. Property owners who live outside of the area and rate paying lessees can also vote but must register their intention to vote on the non-residential roll. Voting is compulsory.

3.1.1 Making representation to Councillors

Residents are able to raise issues with, and make representations to, the elected Councillors. The Councillors, if they agree with the issues or representation, may pursue the matter on the resident's behalf thus allowing members of the public to influence the development of policy.

3.1.2 In Writing or in Person

Residents or ratepayers may choose to telephone or write to Council at any time about any of its operations, its facilities, its activities or its policies. They can make submissions or send petitions to Council. They may also have the opportunity to respond to questionnaires and surveys initiated by Council.

3.2 Personal Participation

Members of the public, such as ratepayers, residents and business owners, are encouraged to participate in policy development and functions of council

Council's website www.cabonne.nsw.gov.au is regularly updated with information on Council's activities, meeting agendas and business papers, as well as tenders, news items and events.

3.2.1 Council Meetings

Members of the public are able to attend Council Meetings held on the fourth Tuesday of each month commencing at 2.00pm. Council meetings are held in the Council Chambers at 101 Bank Street, Molong NSW 2866.



PUBLIC PARTICIPATION IN LOCAL GOVERNMENT

3.2.2 Open Forum

Council's policy is that members of the public be given the opportunity to address Council at a public forum on the second Tuesday of each month.

Members of the public shall, upon prior request, be allowed to address councillors at allocated public forums on matters, provided the matter is within the responsibilities of Council and not a general request for council services - members of the public will be allocated 5 minutes to do so. A written request, using the Public Address Application form must be lodged to Council by 12pm on the Wednesday before the meeting.

Speakers are requested not to make insulting or defamatory statements, and to take care when discussing other peoples' personal information (without their consent).

3.2.3 Council Committees

Australia Day Awards Committee
 Heritage Working Party
 Central Tablelands Water
 Central West Libraries Committee
 Central NSW Business HQ Committee
 Cabonne Country Tourism Advisory Committee
 Arts Out West
 Association of Mining & Energy Related Councils Inc
 Belubula River Joint Committee
 Cabonne/Orange Road Committee
 CADIA - MREMP Committee
 Canobolas Bush Fire Management Committee
 Canobolas Community Safety Precinct
 Canobolas Zone Liaison Committee
 Canowindra Age of Fishes Museum Board and Strategic Advisory Committee of the
 Canowindra Age of Fishes Museum
 Canowindra Food Basket Advisory Group
 Canowindra Retirement Village Project Working Committee
 Cargo Road Users Association
 Central Tablelands Local Lands Service
 Central West Mining Liaison Committee
 CENTRAL Health Workforce Committee
 Joint Regional Planning Panel
 Lachlan Regional Transport Committee
 Little River Landcare Catchment Management
 Local Emergency Management Committee



PUBLIC PARTICIPATION IN LOCAL GOVERNMENT

Molong Medical Committee
Macquarie Valley Weeds Advisory Committee
Lachlan Valley Weeds Advisory Committee
Ophir Reserve Trust Board
Restart Water Security Taskforce
Sydney Roadlinks Committee
Traffic Committee
Waluwin Centre Governance Committee
Waluwin Molong HealthOne Health Services Advisory Committee
Wellington/Dubbo Landcare Management
Manildra and District Improvement Association
Cumnock and District Progress Association
Yeoval and District Progress Association
Molong Advancement Group
Mullion Creek and District Progress Association
Cargo Progress Association
Borenore Community Progress Association
Canowindra Business Chamber
Eugowra Promotion and Progress Association
Cudal Incorporated
Spring Hill/Spring Terrace Committee
Canowindra Sports Trust
Nashdale Consultative Committee
General Managers Performance Review Committee

3.2.4 Public Submissions

All significant plans, strategies and policies of Council are placed on exhibition in draft form so that interested members of the public may view them and make comments should they wish to. Exhibition documents are made available on Council's website, as well as other businesses located in the Council area.

3.2.5 Feedback, Customer Service Requests and Complaints

The public can offer feedback or submit customer service requests or complaints via an online submission form available on Council's website. These submissions will be monitored and actioned by the relevant staff members. Members of public can expect a response according to Council's policies and procedures.

COUNCILLORS

Councillors are your elected representatives for the Cabonne Shire.

They play an important role in creating and implementing their community's values, vision and strategic direction.

They are responsible for managing the shire's assets, providing a wide range of services and facilities, and ensuring finances are allocated in the best interests of the whole community.



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(Mayor)

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Clr Jamie Jones

(Deputy Mayor)

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Clr Anthony Durkin

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Clr Marlene Nash

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Clr Kevin Walker

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kevin.walker@cabonne.nsw.gov.au



Clr Jenny Weaver

H: 02 6344 1335

jenny.weaver@cabonne.nsw.gov.au

4. ACCESS TO GOVERNMENT INFORMATION

Under the provisions of the GIPA Act there is right of access to certain information held by Council, unless there is an overriding public interest against its disclosure.

Most open access information of Council is publicly available on Council's website at www.cabonne.nsw.gov.au

Information not available on Council's website may still be accessed by contacting Council's Right to Information Officer on 6392 3200, who can advise where the information can be located. The Government Information (Public Access) Act 2009 establishes four ways for the public to access government information.

- | | |
|--------------------------------|------------------------------|
| 1. Mandatory Proactive Release | 2. Proactive Release |
| 3. Informal Release | 4. Formal Access Application |

Cabonne Council holds information in various formats and the type of information to be released is dependent upon the ages of the information and its subject.

4.1 Mandatory Proactive Release - Open Access Information

Available on Council's Website are the the following documents defined as "Open Access Information" under Section 18 of the GIPA Act:

- Council's current publication guide
- Information about the agency contained in any document tabled in Parliament by or on behalf of Council, other than any document tabled by order of either House of Parliament
- Council's policy documents
- Council's disclosure log of access applications
- Council's register of government contracts
- Council's record of the open access information that it does not make publicly available on the basis of an overriding public interest against disclosure
- Such other government information as may be prescribed by the GIPA regulations as open access information.

Schedule 1 of the Government Information (Public Access) Regulation 2009 stipulates that the following additional documents are to be provided as open access information by council.



ACCESS TO GOVERNMENT INFORMATION

Information about Council

- The Model Code prescribed under Section 440(1) of the Local Government Act 1993
- The Code of Conduct adopted under Section 440(3) of the Local Government Act
- Code of Meeting Practice
- Annual Report
- Annual Financial Reports
- Auditor's Report
- Management Plan
- EEO Management Plan
- Policy concerning the payment of expenses incurred by, and the provision of facilities to councillors
- Annual reports of bodies exercising functions delegated by the local authority
- Any codes referred to in the Local Government Act
- Returned of the interests of councillors, designated person and delegates
- Agendas and business papers for any meeting for the local authority of any committee of the local authority
- Minutes of any meeting of the local authority or any committee of the local authority, but restricted to the resolutions and recommendations of the meeting
- Departmental representative reports presented at a meeting of the local authority in accordance with section 433 of the Local Government Act
- Land Register
- Register of Investments
- Register of Delegations
- Register of Graffiti Removal Work kept in accordance with Section 13 of the Graffiti Control Act 2008
- Register of current Declarations of Disclosures of Political Donations kept in accordance with Section 328A of the Local Government Act
- Returns of Interest of Councillors and Designated Persons
- The Register of Voting on Planning Matters kept in accordance with Section 375A of the Local Government Act.

Plans and Policies

Information contained in the current version and the most recent previous version of the following records is prescribed as open access information:

- Local policies adopted by the local authority concerning approvals and orders
- Plans of management for community land
- Environmental planning instruments, development control plans and contribution plans made under the Environmental Planning and Assessment Act 1979 applying to land within the local authority's area

Information about Development Applications

1. Information contained in the following records is prescribed as open access information:

ACCESS TO GOVERNMENT INFORMATION

- a. Development Applications and any associated documents received in relation to proposed developments include the following:
 - Home warranty insurance documents
 - Construction certificates
 - Occupation certificates
 - Structural certification documents
 - Town planner reports
 - Submissions received on development applications
 - Heritage consultant reports
 - Tree inspection consultant reports
 - Acoustics consultant reports
 - Records of decisions on development applications including decisions made on appeals
 - b. Records describing general nature of the documents that the local authority decides are excluded from the operation of this clause by subclause (2)
 - c. A record that described the general nature of the documents that the local authority decides are excluded from the operation of this clause by subclause (2)
2. This clause does not apply to so much of the information referred to in subclause (1) (a) as consists of:
- a. The plans and specifications for any residential parts of a proposed building, other plans that merely show its height and its external configuration in relation to the site on which it is proposed to be erected, or
 - b. Commercial information, if the information would be likely to prejudice the commercial position of the person who supplied it or to reveal a trade secret
3. A local authority must keep the record referred to in subclause (1) (c)

*Note - Council does not currently place information about development applications on its website; however, they are available for viewing and copying * from Council's Molong Office.*

**Consistent with advice from the Information and Privacy Commission NSW, for copyright reasons, Cabonne Council is unable to make copies of plans in DA's for members of the public. If you wish to make a copy, you need to get permission from the copyright owner. If you need advice, please contact your solicitor. The Council cannot advise you about copyright issues.*

Approvals, orders and other documents

- Applications for approvals under part 1 of Chapter 7 of the LGA and any associated documents received in relation to such an application
- Applications for approvals under any other Act and any associated documents received in relation to such an application
- Records of approvals granted or refused, any variation from local policies with reasons for the variation, and decisions made on appeals concerning approvals
- Orders given under part 2 of Chapter 7 of the LGA, and any reasons given under section 136 of the LGA.



ACCESS TO GOVERNMENT INFORMATION

- Orders given under the authority of any other Act
- Records of building certificates under the Environmental Planning and Assessment Act 1979
- Plans of land proposed to be compulsory acquired by the local authority
- Compulsory acquisitions notices
- Leases and licenses for use of public land classified as community land
- Performance improvement orders issued to a Council under Part 6 of Chapter 13 of the LGA

4.2 Proactive Release

Council will make as much other open access information available on its website or via an informal request free of charge or the lowest reasonable cost, unless there is an overriding interest against disclosure. Such information may include frequently requested information or information of public interest that has been released as a result of other requests.

Members of the Public can contact Council with suggestions for information which can be considered for authorised release.

Circumstances Costs Would Apply

Information requests where a charge is imposed:

- Inquiry searches of Rating and Valuation, Records, Historical Records and Cemetery Records.
- Search of Building Records.

4.3 Informal Release

- Council is authorised to release government information held by it to a person in response to an informal request by the person unless there is an overriding public interest against disclosure.
- Council can release government information in response to an informal request subject to any reasonable conditions that the Council thinks it to impose.
- Council cannot be required to disclose government information pursuant to an informal request and cannot be required to consider an informal request for government information.
- Council can decide by what means information is to be released in response to an informal request.
- Council can facilitate public access to government information contained in a record by deleting matter from a copy of the record to be released in response to an information request if inclusion of the matter would otherwise result in there being an overriding public interest against disclosure of the record.
- The functions of Council under this section may only be exercised by or with the authority of the principal officer of Council.

ACCESS TO GOVERNMENT INFORMATION

4.4 Formal Access

Before lodging a formal access application, the person seeking information from Council should check that the information is not already available on Council's website or could be easily made available through an informal request application.

Where informal access is not possible, formal GIPA procedures and associated fees will apply. Formal applications for information under the GIPA Act should be accompanied by a \$30 application fee. In addition to the application fee, a \$30 per hour processing fee is charged for all requests to access documents that are not for personal information and cannot be obtained under other legislation.

Please note, to be a valid Formal Access Application it must meet the following requirements:

- Be in writing
- Specify it is made under the GIPA Act
- State an Australian postal address
- Be accompanied by the \$30 fee
- Provide sufficient detail to enable Council to identify the information requested.

4.5 Fees and Charges

The Government Information (Public Access) Regulation requires that Open Access Information held by Council, is to be made publicly available for inspection, free of charge. The public is entitled to inspect these documents on Council's website (unless there is an unreasonable additional cost to Council to publish these documents on the website) and at the offices of the Council during ordinary office hours or at any other place as determined by the Council. Any current and previous documents of this type may be inspected by the public free of charge. Copies can be supplied for reasonable copying charges as set out in Council's schedule of fees and charges. [Click here](#) for Council's Fees and Charges.

4.6 Copyright

Nothing in the regulations requires or permits Council to make open access information available in any way that would constitute an infringement of copyright (Section 72(2) (c) GIPA Act).

Access to copyright documents will be granted by way of inspection only, unless the copyright owner's written consent is provided. Where authority is unable to be obtained or the copyright owner is not able to be contacted, copies of copyright material will not be provided. These documents include plans/drawings, consultants reports, Statements of Environmental Effects and other miscellaneous reports submitted with a development application.

5. Access and Amendments to Council Documents

Council's documents can be accessed in varying ways and most documents can be inspected at and obtained from Council's Main Office in Molong between the hours of 9:00 and 5:00pm, Monday to Friday (except public holidays). For further enquiries about any documentation, please contact Council on 6392 3200. If you would like to amend a document of Council which you feel is incorrect, it is necessary for you to make a written application to Council in the first instance.



Cabonne Council



@cabonnecouncil



Cabonne Shire Council



Home | Data.NSW



information
and privacy
commission
new south wales

[Information and Privacy Commission New South Wales \(nsw.gov.au\)](https://www.nsw.gov.au)

Phone: 1800 472 679

GPO Box 7011, Sydney NSW 2001

Level 17, 201 Elizabeth Street Sydney NSW 2000

9:00am to 5:00pm Monday to Friday

DRAFT

Cabonne Council

SPECIAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2021

“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.”



Cabonne Council

Special Purpose Financial Statements

for the year ended 30 June 2021

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Background

- i. These Special Purpose Financial Statements have been prepared for the use by both Council and the Office of Local Government in fulfilling their requirements under National Competition Policy.
- ii. The principle of competitive neutrality is based on the concept of a 'level playing field' between persons/entities competing in a market place, particularly between private and public sector competitors.

Essentially, the principle is that government businesses, whether Commonwealth, state or local, should operate without net competitive advantages over other businesses as a result of their public ownership.
- iii. For Council, the principle of competitive neutrality and public reporting applies only to declared business activities.

These include **(a)** those activities classified by the Australian Bureau of Statistics as business activities being water supply, sewerage services, abattoirs, gas production and reticulation, and **(b)** those activities with a turnover of more than \$2 million that Council has formally declared as a business activity (defined as Category 1 activities).
- iv. In preparing these financial statements for Council's self-classified Category 1 businesses and ABS-defined activities, councils must **(a)** adopt a corporatisation model and **(b)** apply full cost attribution including tax-equivalent regime payments and debt guarantee fees (where the business benefits from Council's borrowing position by comparison with commercial rates).

Cabonne Council

Special Purpose Financial Statements

for the year ended 30 June 2021

Statement by Councillors and Management made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached Special Purpose Financial Statements have been prepared in accordance with:

- the NSW Government Policy Statement 'Application of National Competition Policy to Local Government',
- the Division of Local Government Guidelines 'Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality',
- the Local Government Code of Accounting Practice and Financial Reporting,
- the NSW Office of Water Best-Practice Management of Water and Sewerage Guidelines.

To the best of our knowledge and belief, these statements:

- present fairly the operating result and financial position for each of Council's declared business activities for the year, and
- accord with Council's accounting and other records.
- present overhead reallocation charges to the water and sewerage businesses as fair and reasonable.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 28 September 2021.

Kevin Beatty
Mayor
28 September 2021

Jaimie Jones
Deputy Mayor
28 September 2021

Bradley Bymes
General Manager
28 September 2021

Heather Nicholls
Responsible Accounting Officer
28 September 2021

Cabonne Council | Income Statement of water supply business activity | For the year ended 30 June 2021

Cabonne Council

Income Statement of water supply business activity

for the year ended 30 June 2021

\$ '000	2021	2020
Income from continuing operations		
Access charges	507	505
User charges	540	674
Interest	13	59
Grants and contributions provided for non-capital purposes	-	118
Other income	8	5
Total income from continuing operations	1,068	1,361
Expenses from continuing operations		
Employee benefits and on-costs	531	527
Materials and services	591	673
Depreciation, amortisation and impairment	668	661
Other expenses	109	128
Total expenses from continuing operations	1,899	1,989
Surplus (deficit) from continuing operations before capital amounts	(831)	(628)
Grants and contributions provided for capital purposes	1,133	1,111
Surplus (deficit) from continuing operations after capital amounts	302	483
Surplus (deficit) from all operations before tax	302	483
Surplus (deficit) after tax	302	483
Plus accumulated surplus	25,743	25,260
Plus adjustments for amounts unpaid:		
Closing accumulated surplus	26,045	25,743
Return on capital %	(2.2)%	(1.7)%
Subsidy from Council	1,395	952
Calculation of dividend payable:		
Surplus (deficit) after tax	302	483
Less: capital grants and contributions (excluding developer contributions)	(1,133)	(1,111)
Surplus for dividend calculation purposes	-	-
Potential dividend calculated from surplus	-	-

Cabonne Council | Income Statement of sewerage business activity | For the year ended 30 June 2021

Cabonne Council

Income Statement of sewerage business activity

for the year ended 30 June 2021

\$ '000	2021	2020
Income from continuing operations		
Access charges	2,063	1,993
User charges	71	100
Fees	5	-
Interest	17	47
Grants and contributions provided for non-capital purposes	-	30
Total income from continuing operations	2,156	2,170
Expenses from continuing operations		
Employee benefits and on-costs	541	548
Borrowing costs	94	107
Materials and services	808	673
Depreciation, amortisation and impairment	871	896
Other expenses	367	394
Total expenses from continuing operations	2,681	2,618
Surplus (deficit) from continuing operations before capital amounts	(525)	(448)
Grants and contributions provided for capital purposes	41	13
Surplus (deficit) from continuing operations after capital amounts	(484)	(435)
Surplus (deficit) from all operations before tax	(484)	(435)
Surplus (deficit) after tax	(484)	(435)
Plus accumulated surplus	24,345	24,780
Closing accumulated surplus	23,861	24,345
Return on capital %	(1.1)%	(0.9)%
Subsidy from Council	1,030	693
Calculation of dividend payable:		
Surplus (deficit) after tax	(484)	(435)
Less: capital grants and contributions (excluding developer contributions)	(41)	(13)
Surplus for dividend calculation purposes	-	-
Potential dividend calculated from surplus	-	-

Cabonne Council | Statement of Financial Position of water supply business activity | For the year ended 30 June 2021

Cabonne Council**Statement of Financial Position of water supply business activity**

as at 30 June 2021

\$ '000	2021	2020
ASSETS		
Current assets		
Contract assets and contract cost assets	435	11
Cash and cash equivalents	3,754	4,382
Receivables	445	595
Total current assets	4,634	4,988
Non-current assets		
Receivables	66	77
Infrastructure, property, plant and equipment	37,862	36,780
Total non-current assets	37,928	36,857
Total assets	42,562	41,845
LIABILITIES		
Current liabilities		
Payables	210	112
Total current liabilities	210	112
Total liabilities	210	112
Net assets	42,352	41,733
EQUITY		
Accumulated surplus	26,045	25,743
Revaluation reserves	16,307	15,990
Total equity	42,352	41,733

Cabonne Council | Statement of Financial Position of sewerage business activity | For the year ended 30 June 2021

Cabonne Council**Statement of Financial Position of sewerage business activity**

as at 30 June 2021

\$ '000	2021	2020
ASSETS		
Current assets		
Cash and cash equivalents	2,785	2,782
Receivables	940	885
Total current assets	3,725	3,667
Non-current assets		
Receivables	180	187
Infrastructure, property, plant and equipment	40,178	40,027
Total non-current assets	40,358	40,214
Total assets	44,083	43,881
LIABILITIES		
Current liabilities		
Payables	43	47
Borrowings	145	138
Total current liabilities	188	185
Non-current liabilities		
Borrowings	1,403	1,549
Total non-current liabilities	1,403	1,549
Total liabilities	1,591	1,734
Net assets	42,492	42,147
EQUITY		
Accumulated surplus	23,861	24,345
Revaluation reserves	18,631	17,802
Total equity	42,492	42,147

Note – Significant Accounting Policies

A statement summarising the supplemental accounting policies adopted in the preparation of the special purpose financial statements (SPFS) for National Competition Policy (NCP) reporting purposes follows.

These financial statements are SPFS prepared for use by Council and the Office of Local Government. For the purposes of these statements, the Council is a non-reporting not-for-profit entity.

The figures presented in these special purpose financial statements have been prepared in accordance with the recognition and measurement criteria of relevant Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board (AASB) and Australian Accounting Interpretations.

The disclosures in these special purpose financial statements have been prepared in accordance with the *Local Government Act 1993 (Act)*, the *Local Government (General) Regulation 2005 (Regulation)* and the Local Government Code of Accounting Practice and Financial Reporting.

The statements are prepared on an accruals basis. They are based on historic costs and do not take into account changing money values or, except where specifically stated, fair value of non-current assets. Certain taxes and other costs, appropriately described, have been imputed for the purposes of the National Competition Policy.

The Statement of Financial Position includes notional assets/liabilities receivable from/payable to Council's general fund. These balances reflect a notional intra-entity funding arrangement with the declared business activities.

National Competition Policy

Council has adopted the principle of 'competitive neutrality' in its business activities as part of the National Competition Policy which is being applied throughout Australia at all levels of government. The framework for its application is set out in the June 1996 NSW Government Policy statement titled 'Application of National Competition Policy to Local Government'. *The Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality* issued by the Office of Local Government in July 1997 has also been adopted.

The pricing and costing guidelines outline the process for identifying and allocating costs to activities and provide a standard for disclosure requirements. These disclosures are reflected in Council's pricing and/or financial reporting systems and include taxation equivalents, Council subsidies, and returns on investments (rate of return and dividends paid).

Declared business activities

In accordance with *Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality*, Council has declared that the following are to be considered as business activities:

Category 1

(where gross operating turnover is over \$2 million)

Cabonne Council Combined Sewerage Supplies

Sewerage reticulation and treatment operations servicing the towns of Molong, Eugowra, Canowindra, Cudal, Yeoval, Cumnock and Manildra.

These are reported under two special rate funds:

- Cabonne Sewer Fund, servicing the towns of Molong, Canowindra and Eugowra, and
- Small Town Sewer Fund, servicing the towns of Manildra, Cudal, Cumnock and Yeoval

Category 2

(where gross operating turnover is less than \$2 million)

Cabonne Council Combined Water Supplies

Water supply operations servicing the towns of Molong, Yeoval and Cumnock, established as a combined special rate fund.

Taxation equivalent charges

Council is liable to pay various taxes and financial duties. Where this is the case, they are disclosed as a cost of operations just like all other costs.

However, where Council does not pay some taxes which are generally paid by private sector businesses, such as income tax, these equivalent tax payments have been applied to all Council-nominated business activities and are reflected in Special Purpose Financial Statements.

continued on next page ...

Page 8 of 11

Note – Significant Accounting Policies (continued)

For the purposes of disclosing comparative information relevant to the private sector equivalent, the following taxation equivalents have been applied to all Council-nominated business activities (this does not include Council's non-business activities):

Notional rate applied (%)

Corporate income tax rate – 27.5%

Land tax – the first \$692,000 of combined land values attracts 0%. For the combined land values in excess of \$692,001 up to \$4,231,000 the rate is 1.6% + \$100. For the remaining combined land value that exceeds \$4,231,000 a premium marginal rate of 2.0% applies.

Payroll tax – 5.45% on the value of taxable salaries and wages in excess of \$850,000.

In accordance with the Department of Industry (DoI) – Water guidelines, a payment for the amount calculated as the annual tax equivalent charges (excluding income tax) must be paid from water supply and sewerage business activities.

The payment of taxation equivalent charges, referred to in the DoI – Water guidelines as a 'dividend for taxation equivalent', may be applied for any purpose allowed under the *Local Government Act, 1993*.

Achievement of substantial compliance to the DoI – Water guidelines is not a prerequisite for the payment of the tax equivalent charges, however the payment must not exceed \$3 per assessment.

Income tax

An income tax equivalent has been applied on the profits of the business activities.

Whilst income tax is not a specific cost for the purpose of pricing a good or service, it needs to be taken into account in terms of assessing the rate of return required on capital invested.

Accordingly, the return on capital invested is set at a pre-tax level - gain/(loss) from ordinary activities before capital amounts, as would be applied by a private sector competitor. That is, it should include a provision equivalent to the corporate income tax rate, currently 27.5%.

Income tax is only applied where a gain/ (loss) from ordinary activities before capital amounts has been achieved.

Since the taxation equivalent is notional – that is, it is payable to Council as the 'owner' of business operations - it represents an internal payment and has no effect on the operations of the Council. Accordingly, there is no need for disclosure of internal charges in the SPFS.

The rate applied of 27.5% is not the equivalent company tax rate prevalent at reporting date. No adjustments have been made for variations that have occurred during the year.

Local government rates and charges

A calculation of the equivalent rates and charges for all Category 1 businesses has been applied to all assets owned, or exclusively used by the business activity.

Loan and debt guarantee fees

The debt guarantee fee is designed to ensure that Council business activities face 'true' commercial borrowing costs in line with private sector competitors. In order to calculate a debt guarantee fee, Council has determined what the differential borrowing rate would have been between the commercial rate and Council's borrowing rate for its business activities.

(i) Subsidies

Government policy requires that subsidies provided to customers, and the funding of those subsidies, must be explicitly disclosed. Subsidies occur where Council provides services on a less than cost recovery basis. This option is exercised on a range of services in order for Council to meet its community service obligations. The overall effect of subsidies is contained within the Income Statements of business activities.

(ii) Return on investments (rate of return)

The NCP policy statement requires that councils with Category 1 businesses 'would be expected to generate a return on capital funds employed that is comparable to rates of return for private businesses operating in a similar field'.

continued on next page ...

Page 9 of 11

Note – Significant Accounting Policies (continued)

Funds are subsequently available for meeting commitments or financing future investment strategies. The rate of return is disclosed for each of Council's business activities on the Income Statement.

The rate of return is calculated as follows:

Operating result before capital income + interest expense

Written down value of I,PP&E as at 30 June

As a minimum, business activities should generate a return equal to the Commonwealth 10 year bond rate which is 1.49% at 30/6/21.

(iii) Dividends

Council is not required to pay dividends to either itself (as owner of a range of businesses) or to any external entities.

Local government water supply and sewerage businesses are permitted to pay an annual dividend from its water supply or sewerage business surplus.

Each dividend must be calculated and approved in accordance with the Department of Industry – Water guidelines and must not exceed:

- 50% of this surplus in any one year, or
- the number of water supply or sewerage assessments at 30 June 2021 multiplied by \$30 (less the payment for tax equivalent charges, not exceeding \$3 per assessment).

In accordance with the Department of Industry – Water guidelines a Dividend Payment form, Statement of Compliance, Unqualified Independent Financial Audit Report and Compliance Audit Report are required to be submitted to the Department of Industry – Water.

DRAFT

Cabonne Council

Special Purpose Financial Statements
for the year ended 30 June 2021

DRAFT

Cabonne Council

Special Purpose Financial Statements

for the year ended 30 June 2021

Statement by Councillors and Management

Statement by Councillors and Management made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached Special Purpose Financial Statements have been prepared in accordance with:

- the NSW Government Policy Statement 'Application of National Competition Policy to Local Government',
- the Division of Local Government Guidelines 'Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality',
- the Local Government Code of Accounting Practice and Financial Reporting,
- the NSW Office of Water Best-Practice Management of Water and Sewerage Guidelines.

To the best of our knowledge and belief, these statements:

- present fairly the operating result and financial position for each of Council's declared business activities for the year, and
- accord with Council's accounting and other records.
- present overhead reallocation charges to the water and sewerage businesses as fair and reasonable.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 28 September 2021.

Kevin Beatty
Mayor
28 September 2021

Jaimie Jones
Deputy Mayor
28 September 2021

Bradley Byrnes
General Manager
28 September 2021

Heather Nicholls
Responsible Accounting Officer
28 September 2021

Event Assistance Program Application Form

Submission date: **19 August 2021, 8:29AM**
 Receipt number: **49**
 Related form version: **3**

Details of the Organisation

Name of Organisation	Molong Advancement Group
Organisation House Number/Name/PO Box Number	PO Box 263
Street/Road	
City	Molong
State/Territory	NSW
Postcode	2866
Phone Number	+61405021265
Fax Number	
Email Address	jude_taylor@bigpond.com
Contact Person	Judith Anne Taylor
Contact Person's Position in Organisation	Jude Taylor/member MAG/Volunteer Sue Wild/Treasurer MAG
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	12 620 434 931

What is the aim of your organisation?

To Work Cooperatively for the Future of Molong through Representation, Promotion and Education.

Does your organisation have a plan/strategy?

Yes

If yes, please upload your plan/strategy here

[Strategic Plan_MolongPoetryBrawl .pdf](#)

Event Title

Name of the event

Molong Poetry Brawl 2022, 2023, 2024

Funding category applying for

Flagship Event

Details of the Proposal

Please provide a general description of the event

The Molong Poetry Brawl is now an identified ANNUAL event

under the banner of the Banjo Paterson Festival and administered by Molong Advancement Group. It is an event highlighting the life of Banjo Paterson, his connection to Cabonne and promoting the performing arts. Following the success of the inaugural event held in 2021, it is now geared to become an annual event in Molong.

The program design places storytelling/poetry and performance at the centre of all phases of the program design. Public poetry performance plays a large part in the promotional/advertising phase of the event producing live street performances and videos for distribution on social media. To further support community engagement in the event, storytelling/poetry workshops are proposed for school students in the towns and villages of Cabonne. Robyn Sykes, a well-known performance poet, will lead a team of 'witty wordsmiths' engaging with primary aged students as they create their own 'parody' on one of Banjo's poems. It is proposed the workshops can be held in Cumnock/Yeoval, Manildra, Eugowra and Molong during the 2021 school September holidays

The event culminates in a poetry competition, labelled the Molong Poetry Brawl. There are 2 main sections in the 2022 competition: Performance of an original 1 minute poem (Open and Under 18) and performance of a Parody on Banjo's work (Primary aged students)

Where and when is the event to take place?

The lead-up/promotional phase of the event will begin with the school workshops in Cummnock/Yeoval, Manildra, Eugowra and Molong in the 2021 September school holidays.

The promotional phase continues with the 'live performance' promotional ads scheduled for pubs and clubs (9) in Cabonne in January and Feb 2022.

The staged event/competition is scheduled for Saturday 12 February 2022, 7-10.30pm at the Freemason's Hotel, Molong

How will the event raise the profile of the Cabonne Council?

The profile of Cabonne Council will be raised through

- 1) the formal acknowledgement of Cabonne Council's vision for increasing the liveability of our communities by supporting the arts will appear in all promotional material and at the staged event
- 2) Create a 'point of difference' for events in Cabonne by embedding the performance arts in a range of Cabonne events. Its not just about what we do...its how we do it.
- 3) The substantial 'live performance' promotional phase will cement and maximise the event's visitation potential in future years.

What local business opportunities will be created?

- 1) Employment of local artists, musicians and artists. The Molong Poetry Brawl places the performing arts at the centre of this event in both the advertising/promotional and staged event phases.
- 2) Local hospitality venues will benefit from the patronage of the event's audience members, through the purchase of food and drinks.
- 3

<p>How many people are expected to attend the event from within and outside the Shire?</p>	<p>As with 2021, the event is expected to attract 100% seating capacity. In the context of Covid restrictions in 2021, the event attracted an audience of 100 (100%capacity) and 23 competitors. Of the audience and competitor registrations 23% came from outside the Cabonne Shire.</p>
<p>What benefits will be returned to the Cabonne community?</p>	<p>Enhanced liveability. Support for hospitality venues Direct support for local performing artists in our community Provide forums for fun and community participation throughout promotional and stage event phases. Demonstrate Cabonne Council's support of the performing arts Demonstrate Cabonne Council's efforts to enhance the well-being and resilience of our community members through a 'free' event.</p>
<p>Please list any other community groups involved with this event</p>	<p>Banjo Paterson Festival Committee Yarn Market Association Molong Players Molong Rotary Club Molong Show Society</p>

Assistance Requested

<p>Type of Assistance (1)</p>	<p>Financial</p>
<p>Details (1)</p>	<p>To assist with promotion of this event.</p>
<p>Value of Assistance, exclusive of GST (Council to provide estimate for in kind items) (1)</p>	<p>5000</p>
<p>Type of Assistance (2)</p>	
<p>Details (2)</p>	
<p>Value of Assistance, exclusive of GST (Council to provide estimate for in kind items) (2)</p>	

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 **5000**

Will you require payment of EAP grant prior to lodging the Acquittal Form? **Yes**

Supporting Information

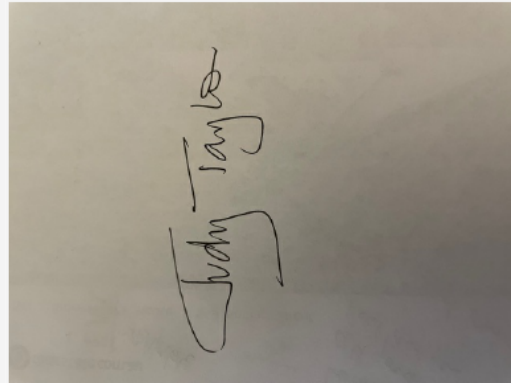
Please upload a quote outlining project costs (if applicable) [Program design and costs.docx](#)

Please upload your letter of support (1) [Letter of Support_BanjoPatersonCommittee.pdf](#)

Please upload your letter of support (2) [Letter of Support_Players_2021-08-16_231723.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



[Uploaded signature image: Jude's signature_7487.jpg](#)

Name	Judith Anne Taylor
Position in Organisation	Volunteer
Date	18/08/2021



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

Mulga Bill Festival Inc

Organisation Address

House Number/Name/ PO Box

43

Street/Road

Forbes Street

City

Yeoval

State

NSW

Postcode

2868

Telephone

0427 208913

Fax

n/a

Email

alf@mulgabillfestival.com.au

Contact Person

Alf Cantrell

Position in Organisation

Chairman

Is the organisation registered for GST not registered for GST

Does the organisation have an ABN? yes 19 496 621 338 no

Does the organisation have insurance, including public liability cover? yes no

What is the aim of your organisation?

The aim of the Mulga Bill Festival organisation is to attract passing traffic and destination visitors to our small village of Yeoval through the construction of parks, gardens and park sculptures and the establishment of an interesting and historic collection of Paterson personal items, books letters, stories and memorabilia and having the two-fold purpose of establishing a world class Paterson Collection as well as using this collection as an attraction to encourage traffic to visit Yeoval spend a few dollars thus increasing the cash flow in the main street.

Does your organisation have a plan/strategy? yes X no

(Please attach if yes)

PLEASE SEE STATEMENT ABOVE

2. Event Title

Name of the event

The Launching of the Yeoval-produced Banjo Paterson Book - "A.B. "Banjo" Paterson"

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 launching of the Yeoval-produced Banjo Paterson Book will be the first event of the 2021 Banjo Paterson Poetry Festival in February next year and will be followed the next day with a Paterson Poets Breakfast and Brunch with both functions being held in Yeoval. The household name of Banjo Paterson ensures that most people have some knowledge of his lifetime adventures and achievements. Because of his childhood years being spent in Yeoval it has been very fitting to capitalize on his popularity to generate our core community facilities and attractions. There have been many Paterson books published over the years, most of which and their history are on display in our Museum. Visitors are always amazed at the full and adventuresome life that Paterson lived way beyond his writing of Waltzing Matilda. The book we are reproducing with the kind permission of the authors family is a concise 42-page publication setting out to tell the Paterson story in a very easy-to-read fashion. We believe it presents the ideal publication at the right price that answers the questions so often asked by visitors. It is also to be used as a Cabonne attractions promotion guide, not a throwaway page or brochure but forming part of a quality publication, a coffee table book, an ideal gift, and a very informative publication for the inquisitive traveler. The property "Buckinbah" at Yeoval was initially purchased by the Paterson brothers, Banjo's father and uncle, in 1859 prior to them meeting the Barton sisters of "Boree Nerang" in Peabody Road Molong. The two brothers married the two sisters cementing their family names in the history of the Cabonne Shire, so it is only fitting that this publication be launched at the remaining ruins of the original Paterson Homestead on Buckinbah Station.

Where and when is the event to take place?

Our Book Launch will be held at 10 am on Saturday the 13th of February 2022 in front of the ruins of the original Paterson family Homestead on Buckinbah Station, Molong Street Yeoval. This date will make it the first event on the weeklong Banjo Paterson Australian Poetry Festival and a crowd of 300 visitors is expected to attend

How will the event raise the profile of the Cabonne Council?

This event, like all Mulga Bill Festival Inc events, is designed to have ongoing and lasting implications to the village of Yeoval and the Cabonne Shire. The book we are launching will be well advertised and the community, our village, our museum, and the Cabonne Shire will be featured. The much sought-after spot on any publication is the outside back cover and this publication has reserved this spot for the attractions within Cabonne and the Tourism Officer has been asked to prepare a proof for publication. This is something which can be updated or changed with each subsequent reprint. The book will be sold along good commercial lines with a wholesale and retail price established enabling a profit; setting aside funds to reprint the publication when needed.

What local business opportunities will be created?

The aim of the Mulga Bill Festival Inc is to attract destination visitors and through traffic to stop in our small village of Yeoval spend some time, enjoy our facilities and attractions, walk the main street and hopefully spend a few dollars boosting our community cash flow. This has proved very successful over the past 8 years with numbers of visitors and gross takings in our Clancy's Café section growing each year. The Showground Caravan Stopover benefits from our initiative as does other businesses in town from the motor mechanic to the Club and the fuel depot. We are confident that our existing businesses will continue to trade with this influx and hope that as business continues to increase that another business or two will establish itself in our community.

How many people are expected to attend the event from within and outside the Shire?

The initial launching of the book is estimated to attract a crowd of 300 visitors on the morning, but the ongoing 1st publication will be seen by many thousands of potential visitor customers during the first 12 months. Most, if not all of these, will be from outside the Shire and we estimate that our visitation exceeds 6000 visitors annually. With a very sensible realistic price tag on a well presented publication, it is well beyond the throwaway category and in many cases will still be being appreciated in 100 years' time exposed to an endless parade of readers.

What benefits will be returned to the Cabonne Community

Our whole purpose and reason for existence is to promote the Village of Yeoval and this in turn promotes Cabonne. As we are in Yeoval on the north and eastern boundaries of Cabonne we are the first to greet travelers to our part of the world and the Cabonne Shire from the Coast and Newcastle as well. Visitors to the Banjo Paterson Museum usually make good use of our small Tourist Information section, which is stocked by the Cabonne Tourism Department, and is well located at the doorway into our building. We are well positioned to answer tourist questions from our own experiences visiting our villages over many years.

Please list any other community groups involved with this event?

This whole project came about following a call from the Yeoval Central School Librarian who discovered an old and well-worn copy of the 1975 second printing of this book during a clean-up of the School Library. The Librarian handed the book onto us as it was in bad shape and was no longer of use to the library. Therefore the School is following the reprint with great interest.

The Mulga Bill Festival Committee has undertaken this project, including the reprinting, the enquiries on copyright, its financing and distribution. Both the Yeoval Progress Association and the Yeoval Historical Society have both been advised of this project and are both very pleased with the publicity potential it will generate.

4. Assistance requested

Type of assistance	Details	Value of Assistance exclusive of GST (Council to provide estimate for in kind items)
Financial Assistance	Half cost or re-printing Banjo Paterson Book	\$ 856.00

Cabonne Council – Event Assistance Program – 2020/2021 Application

		\$
		\$
		\$
		\$
Total Assistance requested		\$ 856.00
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:

APPLICANT		INFORMATION	COUNCIL	
Please tick ✓			YES	NO
YES	NO			
X		A quote outlining project costs (if applicable)		
X		Two (2) letters of support		

Cabonne Council – Event Assistance Program – 2020/2021 Application

6. Applicants Signature

The applicant, or the applicant's agent, must sign the application

Name

Alf Cantrell

Position in Organisation

Chairman

Signature



Date

24/08/2021

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

Dear Council

Thanks for your offer of \$3000 for this year's festival which, as happened last year has been postponed due to covid, until 16-18 September 2022. All the musicians who were to have played at five concerts next weekend at Canowindra are still contracted to play at next year's festival. All the ticket packages were completely sold out on-line by mid-year and patrons were given the option of a refund, or we'd hold their bookings over till next year. The vast majority have asked us to hold their tickets and a few have donated their payment for the future of Baroquefest.

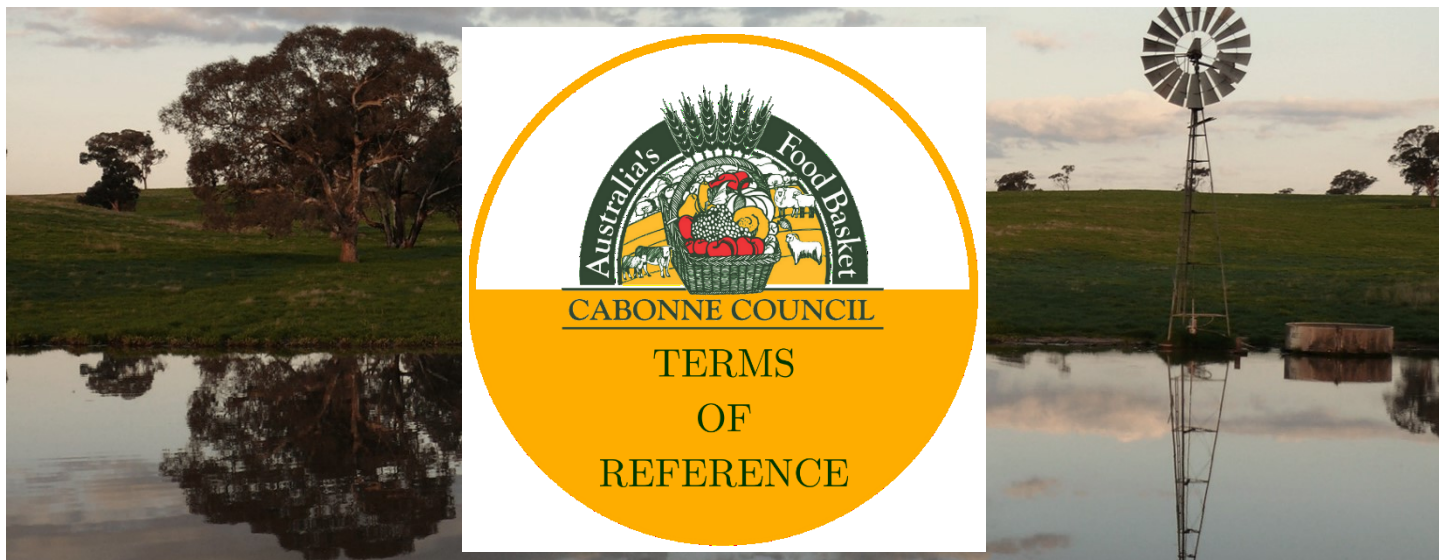
Several high profile ensembles and orchestras are asking when they can come and perform at Baroquefest, and we understand Arts Council funding may be available to upgrade one or more of the venues used by Baroquefest. The large majority of subscribers are from Sydney, Canberra, the southern highlands and other places so visitation to the Cabonne region during Baroquefest is assured.

It would be greatly appreciated if Council's offer of \$3000 could be paid asap as we are currently incurring printing and production costs for promotional materials and signage.

Yours sincerely

Richard Statham
Chairman Canowindra Fine Music Inc / Baroquefest.

m: 0429443215



CABONNE COUNCIL POOLS ADVISORY COMMITTEE

1. Document Information

Version Date	June 2021
Author	DL – Governance and Corporate Performance
Owner <i>(Relevant DGM)</i>	DGM - Infrastructure
Next Review Date	Within 12 months of new term of Council
Document ID	1253714

2. Introduction

The purpose of the Cabonne Council Pools Advisory Committee (the Committee) is to advise Council and make recommendations in relation to the Canowindra, Cudal, Cumnock, Eugowra, Manildra, Molong and Yeoval swimming pools (the Pools).

The Committee must observe Council's position in accordance with its Integrated Planning and Reporting documentation.

The Committee does not have a role in the operational function of the Pools. This is the responsibility of the General Manager and staff.

3. Term

Elected members continue as members of the committee until:

- The next ordinary election of the Mayor

- The next general election of Council
- The committee is disbanded or completes its purpose in accordance with these terms of reference

Other members continue until the committee is disbanded or completes its purpose in accordance with these Terms of Reference.

Any casual vacancy in elected members is filled by Council appointment. Any other casual vacancy is filled by the General Manager.

4. Role of the Committee

The Committee operates as an 'advisory committee' of Council.

5. Key Objective

The key objectives of the Committee are to:

- A point of reference for engagement on capital projects at village pools.
- Advise Council on strategic policy issues.
- Advise Council on community needs and trends.
- Recommend to Council priority for funding and resource allocation.
- Provide feedback and recommend service levels.
- To pursue the provision of a quality health and wellbeing service and facility for the community.

6. Responsibilities

The Committee may make recommendations to Council on all matters before it. These recommendations are submitted via the minutes of each meeting to Council for consideration.

Substantial recommendations (including any requiring the expenditure of Council funds) are accompanied by a separate report to Council.

Committee recommendations considered purely or substantially 'operational' in nature will be directed to relevant departments within the Council organisation by delegation of the General Manager.

Advisory Committees do not have the power to incur expenditure, nor do they have the power to bind Council.

7. Membership

Formation of the Committee

Membership of the Committee will be a maximum of 16 individuals, selected by the Council following a call for expressions of interest, and shall comprise the following members:

- Elected Members – 2 representatives, with one alternate Mayor (one representative to be elected as Chair at the first meeting)
- Community members – up to 14 representatives (maximum of 2 representatives from each of the 7 pools) – one vote per pool representation
- Council Staff – up to 2, as delegated by the General Manager (secretariat and non-voting)

Other Attendance at Meetings

Attendance of other elected members is permitted; however no voting rights are entitled outside of the committee membership.

The Chairperson and/or the General Manager may invite community representatives, consultants or technical specialists in order to assist with advice to the committee. Invited community members and/or specialist do not have voting rights.

Meetings are not open to the general public.

Additional Council staff may be invited to attend meetings, but do not have voting rights.

8. Meetings

Meeting Schedule

The committee will meet bi-annually. The location, date and time for meetings may be decided by the Chair in consultation with the General Manager.

Quorum

The quorum for a meeting of the Committee is four (4) members. If a quorum is not present within 15 minutes of the scheduled commencement time, the meeting lapses.

Voting

In general, it is expected the Committee will develop recommendations by consensus. If, however voting is required, voting is to occur by majority vote, and the Chair has a casting vote.

Proceedings

The administrative provisions of Council's Code of Meeting Practice apply.

General business matters may be raised by members at any meeting without notice, however if the matter is substantial, a report is to be prepared and included on the agenda at a future meeting.

Minutes of each meeting are submitted to the next available Council Meeting.

9. Code of Conduct

All members of the committee are required to observe the provisions of Cabonne Council's Code of Conduct. The Code of Conduct is a series of guiding principles for all people involved with

Council and covers such topics as conflicts of interest, gifts and benefits, responsible use of council information and resources, and how to make code of conduct complaints.

Committee members may encounter confidential or personal information retained by Council. If so, members are required to maintain the security of any confidential or personal information and not access, use or remove any information, unless the member is authorised to do so.

Members are not to speak to the media in their capacity as a member of the Committee.

Generally, committee members are required to act lawfully, honestly and fairly in their conduct related to Council. A breach of the Code of Conduct may lead to the member being expelled from the committee.

10. Link to Community Strategic Plan

Future Direction 3: Provide and Develop Community Facilities

3.3: Sporting, recreational, council and community facilities and services are maintained and developed

3.3.3: Maintain existing sporting, recreational, cultural, council and community facilities to the levels defined in the Recreation Asset Management Plan

3.3.3.a: Maintain pools to safe operational standards.

11. Related Documents

Cabonne Council Code of Conduct

Cabonne Council Code of Meeting Practice

Cabonne Council Community Strategic Plan

Cabonne Council Delivery Program/Operational Plan

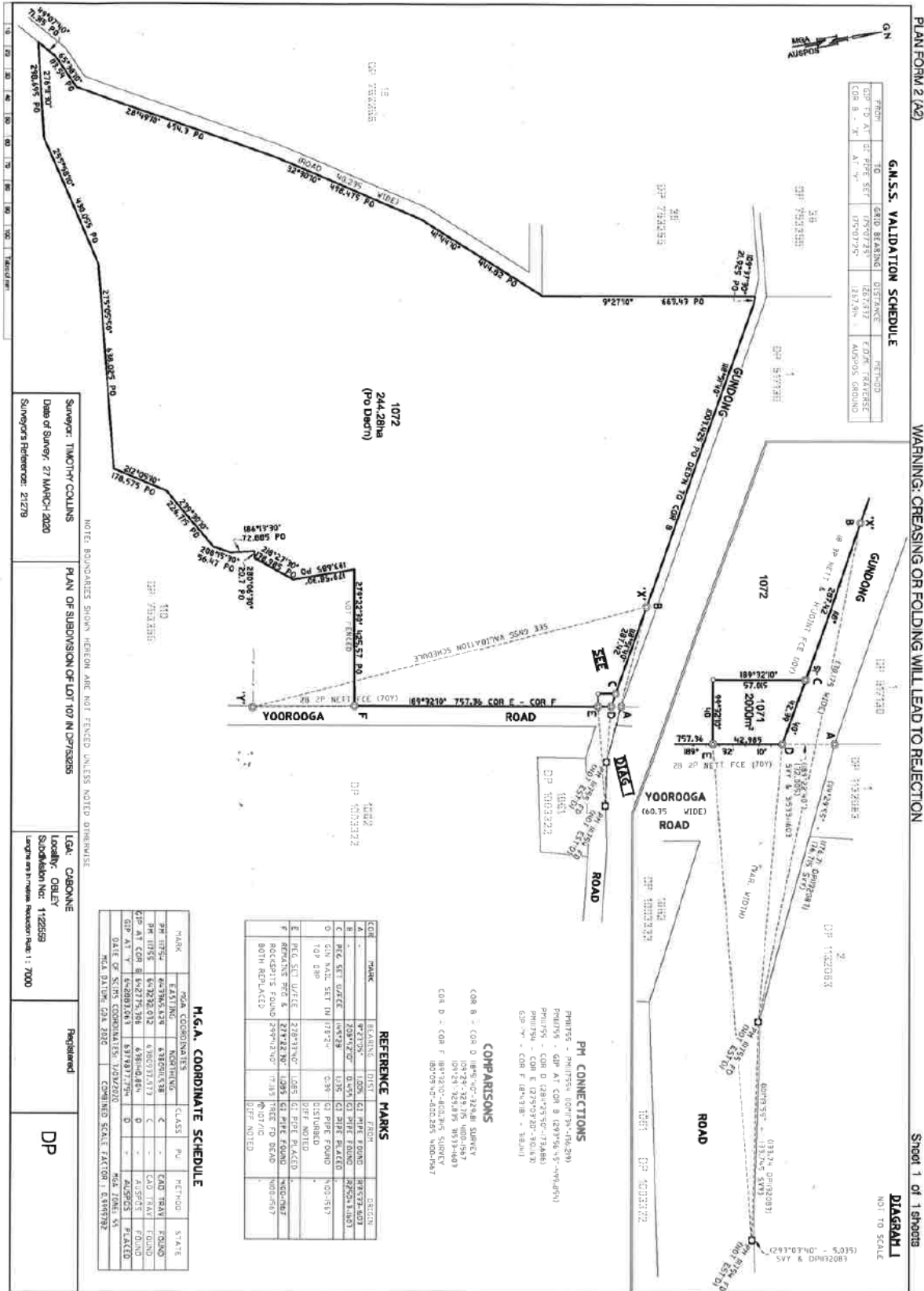
Recreation Asset Management Plan

12. Document Control

These Terms of Reference are reviewed at least at the commencement of each term of Council.

Apart from any inconsequential editing, substantial amendments to the Terms of Reference are approved by Council.

Date	Description of Changes
22 June 2021	Adopted by Council (Minute 21/06/15)



Created on 20/09/2021 11:12 AM



- Property
- Lot
- Transport Road
- Latest Imagery
- Canowindra - 2019 (7.5cm)



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The Imagery and Basemap are sourced from Spatial Services, Department Finance, Services & Innovation 2018



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Projection: WGS 84 / Pseudo-Mercator

Date: 20/09/2021

Created By: Rachel Bailey

Recreation Precinct Whole

Created on 22/09/2021 8:04 AM



- Property
- Lot
- Transport
- Road
- Latest Imagery
- Canowindra - 2019 (7.5cm)
- Molong - 2019 (7.5cm)



The Imagery and Basemap are sourced from Spatial Services, Department Finance, Services & Innovation 2018



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Projection: WGS 84 / Pseudo-Mercator

Date: 22/09/2021

Created By: Rachel Bailey

**Sport facilities within
 Lot 62 DP 750147**



Bush Fire Prone Land Map

Independent Review of Draft Mapping

Prepared for:
Cabonne Shire Council

July 2021



Report Details	
Project Number	21024
Project Name	Independent Review of Draft Cabonne Shire Council Bush Fire Prone Lands Map
Project Address	Cabonne LGA
Client	Cabonne Shire Council
Prepared by	Erika Dawson (BPAD36371 Level 3 NSW & WA)
Revision	B
Date	6 July 2021

Document Control		
Revision	Date	Purpose
A	1/7/2021	Draft for client review
B	6/7/2021	Final



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Disclaimer

This report is prepared solely for Cabonne Shire Council (the 'client') and any future landowners (or their delegated representatives) of the subject lot(s) and is not for the benefit of any other person and may not be relied upon by any other person.

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1 Introduction

1.1 Purpose

Integrated Consulting has been commissioned by Cabonne Shire Council to provide an independent review of the draft Cabonne Shire Council Bushfire Prone Lands Map (**draft map**). The purpose of this review is to determine any clear inconsistencies between the draft map and the Rural Fire Service's (**RFS**) *Guide for Bush Fire Prone Land Mapping (Version 5b)* (NSW Rural Fire Service 2015).

This report:

- outlines the methodology for the review of the mapping;
- presents the result of the review; and
- provides recommendations from the review.

1.2 Requirement for the Map

Section 10.3 of the *Environmental Planning and Assessment Act 1979 (EP&A Act)* requires a Council, where a Bush Fire Risk Management Plan applies, to have a map that records bush fire prone land. This map is to be prepared in consultation with the Commissioner of the NSW RFS and will ultimately be certified by the Commissioner of the NSW RFS as the Bush Fire Prone Land (**BFPL**) map for the relevant Council area.

The RFS's *Guide for Bush Fire Prone Land Mapping* provides direction on preparation and review of the map. The map is required to be reviewed at a minimum of every five (5) years.

1.3 Purpose of the Map

The certified BFPL Map for the Council are becomes a legislative trigger for the consideration of bushfire impacts on new developments. The purpose is to ensure that new developments are appropriately designed to the level of bushfire risk they are exposed to. This will apply to:

- Development Applications,
- Complying Development Certificates, and
- Construction Certificates.

There are different assessment pathways depending on the type of development, however, all developments essentially are required to comply with *Planning for Bush Fire Protection 2019* (NSW Rural Fire Service 2019).

1.4 Methodology

This review the draft map has been undertaken in the following manner:

- Desktop review of the draft map against most recently available aerial imagery and State Vegetation Type Mapping.
- Identification of any inconsistencies between the draft mapping and Vegetation Categories identified in the *Guide for Bush Fire Prone Land Mapping*.

2 Mapping Requirements

2.1 The Guideline

The RFS has prepared the *Guide for Bush Fire Prone Land Mapping (Version 5b)* (**Mapping Guideline**) to provide details for the mapping of bush fire prone land as required under Section 10.3 of the EP&A Act. The Mapping Guideline groups vegetation types into categories based on the level of bushfire risk. The current version of the Mapping Guideline has introduced a new Category 3 Vegetation, with the Mapping Guideline requiring Councils to update their BFPL Map within three (3) years of the publication of the most recent version of the Mapping Guideline.

The Mapping Guideline requires all vegetation within a Local Government Area (LGA) to be classified into vegetation types according to Keith (Keith 2006) using *Planning for Bush Fire Protection*. The following table outlines each of the vegetation categories, including:

- Level of risk
- Mapping colour
- Vegetation types included
- Fire behaviour characteristics
- Buffer size

The mapping guideline also excludes certain vegetation from being bush fire prone vegetation for the purposes of the mapping:

- Single areas of vegetation less than 1 hectare in area and greater than 100 metres separation from other areas of Category 1, 2 or 3 vegetation
- Multiple areas of vegetation less than 0.25 hectares in area and not within 30 metres of each other;
- Strips of vegetation less than 20 metres in width, regardless of length and not within 20 metres of other areas of Category 1, 2 or 3 vegetation;
- Areas of “managed grassland” including grassland on, but not limited to, recreational areas, commercial/industrial land, residential land, airports/airstrips, maintained public reserves and parklands, commercial nurseries and the like;
- Areas of managed gardens and lawns within curtilage of buildings;
- Non-vegetated areas, including waterways, roads, footpaths, buildings and rocky outcrops.
- Managed botanical gardens;
- Agricultural lands used for annual and/or perennial cropping, orchard, market gardens, nurseries and the likes are excluded;
- Saline wetlands including mangroves.
- Other areas that, due to their size, shape and overall risk are not considered Category 1, 2 or 3 vegetation.

In considering the exclusions from the bush fire prone vegetation, it is important to ensure that any vegetation to be excluded as a result of being “managed” needs to have certainty that it will be maintained in the managed state at all times. If there is any chance that it could become unmanaged, it should not be considered as an exclusion.

Table 1: Vegetation Category & Characteristics

Category	Level of Risk	Mapping Colour	Vegetation Types	Fire Behaviour Characteristics	Buffer Size
1	Highest	Red	<ul style="list-style-type: none"> • forest • woodlands • heaths (tall and short) • forested wetlands • timber plantations. 	<ul style="list-style-type: none"> • highest combustibility • highest likelihood of forming fully developed fires • heavy ember production 	100 metres
2	Lowest	Light Orange	<ul style="list-style-type: none"> • Rainforests. • Lower risk vegetation parcels. These vegetation parcels represent a lower bush fire risk to surrounding development and consist of: <ul style="list-style-type: none"> • Remnant vegetation; • Land with ongoing land management practices that actively reduces bush fire risk. These areas must be subject to a plan of management or similar that demonstrates that the risk of bush fire is offset by strategies that reduce bush fire risk; AND include: <ul style="list-style-type: none"> • Discrete urban reserve/s; • Parcels that are isolated from larger uninterrupted tracts of vegetation and known fire paths; • Shapes and topographies which do not permit significant upslope fire runs towards development; • Suitable access and adequate infrastructure to support suppression by firefighters; • Vegetation that represents a lower likelihood of ignitions because the vegetation is surrounded by development in such a way that an ignition in any part of the vegetation has a higher likelihood of detection. 	<ul style="list-style-type: none"> • lower combustibility • limited potential fire size due to the vegetation area shape and size, land geography and management practices. 	30 metres
3	Medium	Dark Orange	<ul style="list-style-type: none"> • Grasslands • freshwater wetlands • semi-arid woodlands • alpine complex • arid shrublands. 	-	30 metres

3 Findings

3.1 Introduction

The following provides a summary of the findings of the review.

It should be noted that the draft mapping does not include the buffer at this stage. The purpose of the draft mapping is to identify the bush fire prone vegetation. The buffer will be added after this mapping is finalised. The buffer will add either 30m or 100m to the “edge” of the mapping.

3.2 Extent of Mapping

3.2.1 General

Generally, all vegetation that could be considered as bush fire prone vegetation has been mapped as such (i.e. there does not appear to be any unmapped areas that should be mapped).

3.2.2 Urban Areas

The areas of the towns of Canowindra, Cargo, Cudal, Cumnock, Eugowra, Manildra, Molong, and Yeoval have varying degrees excluded from the mapping (see **Figure 1** to **Figure 8**). These areas should be ground truthed to determine the extent of the urban area that is considered to contain perpetually managed vegetation. From the aerial imagery the following areas are considered to require investigation:

1. Canowindra
 - (a) The cemetery to the north of town.
 - (b) Any dwellings/developments located on the periphery of the urban area.
2. Cargo
 - (a) The park area/open space area north of Belmore Street and to the east of Molong Street.
 - (b) Any dwellings/development located on the periphery of the urban area.
3. Cudal
 - (a) Any dwellings/development located on the periphery of the urban area.
4. Cumnock
 - (a) Any dwellings/development located on the periphery of the urban area.
5. Eugowra
 - (a) Any dwellings/development located on the periphery of the urban area.
 - (b) The open space areas around Mandagery Creek & Byrnes Park in the centre of town.
 - (c) The land south of Broad Street opposite the intersection with Bowler Street.
6. Manildra
 - (a) Any dwellings/development located on the periphery of the urban area.
 - (b) The land to the east of Derowie Street.
 - (c) The land to the south of the railway line directly south of the flour mill.
7. Molong
 - (a) Any dwellings/development located on the periphery of the urban area.
 - (b) The quarry to the west of town.
 - (c) The development that appears to be a poultry farm to the east of Molong north of the golf course.

8. Yeoval
 - (a) Any dwellings/development located on the periphery of the urban area.
 - (b) Golf course, caravan park and race track off Munro Road.



Figure n Canowindra

Review of Bush Fire Prone Land Map
Cabonne Shire LGA

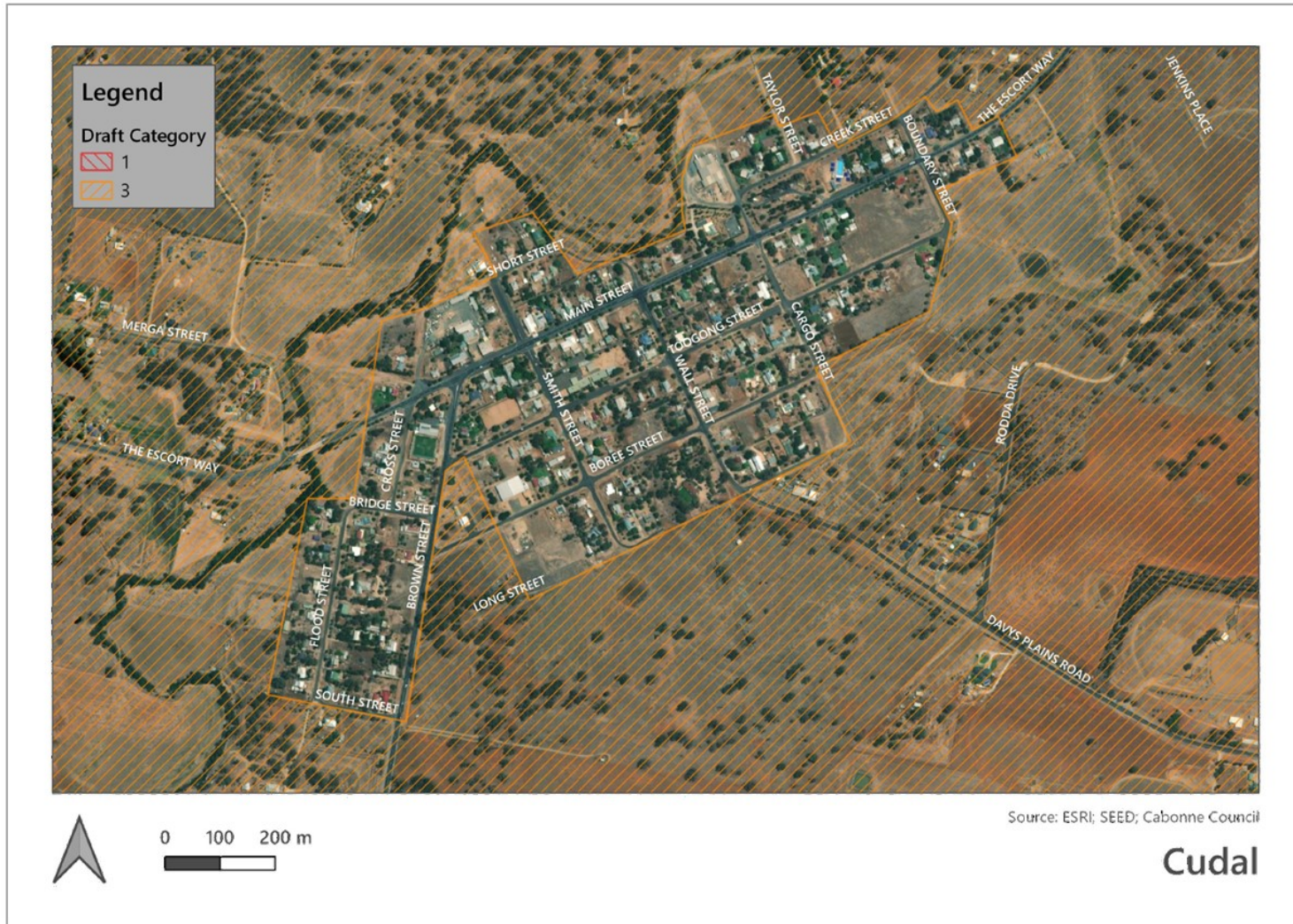


Figure 2: Cudal





Figure 3: Cargo



Figure 4: Cumnock



Figure 5: Eugowra



Figure 6: Manildra

Review of Bush Fire Prone Land Map
Cabonne Shire LGA

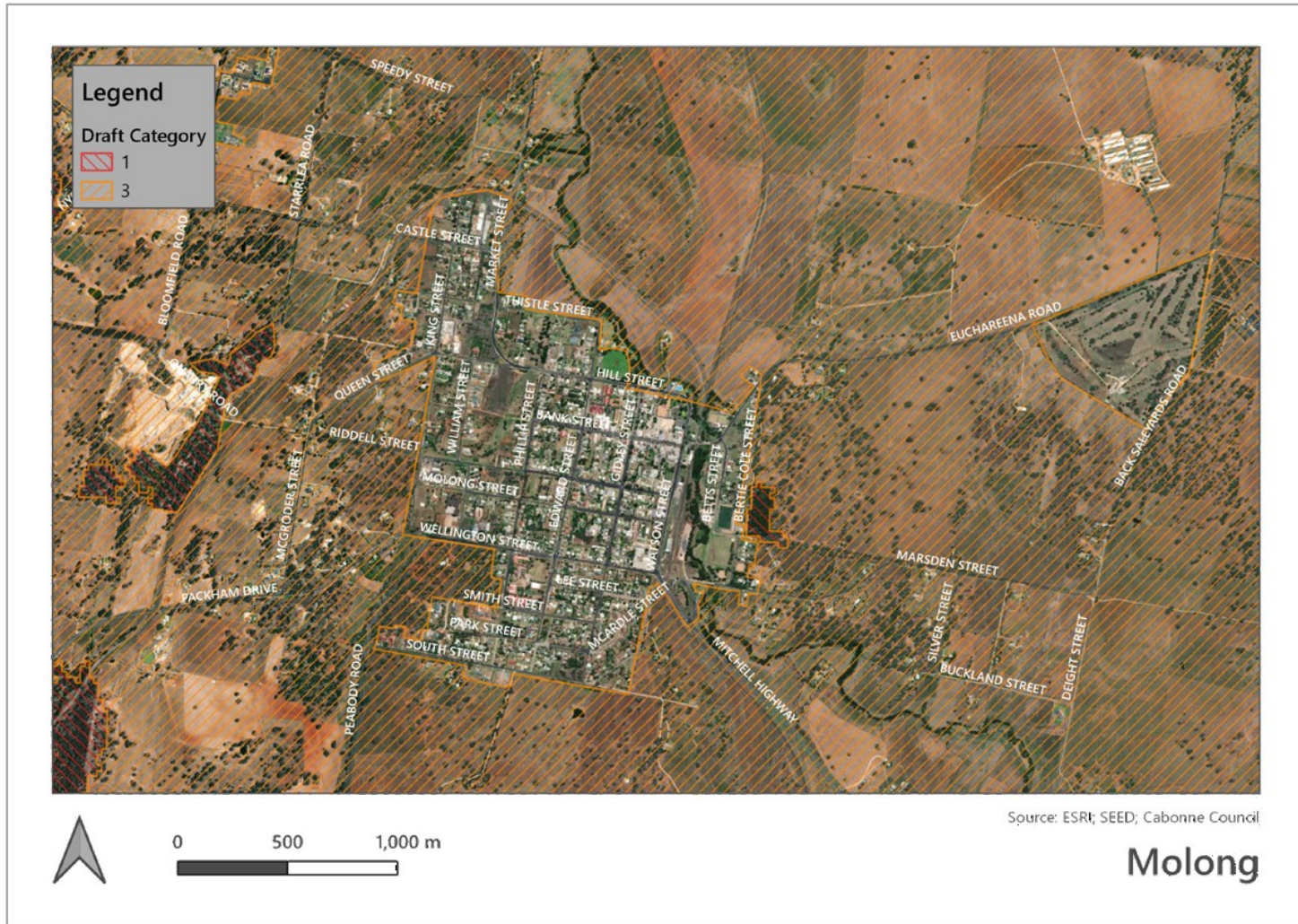


Figure 71: Molong



Figure 8: Yeoval

3.2.3 Other Areas

A number of dams or other waterbodies have been excluded from the mapping, often with the areas adjacent to the waterbody also being excluded from the mapping, which may comprise grassland type vegetation (see **Figure 9**). Whilst much of the unmapped grassland area is likely to be covered by the buffer to be subsequently applied, there may be areas of bushfire prone vegetation that could be excluded.

Consultation should be undertaken with the RFS to determine the rationale for the mapping boundaries in relation to the waterbodies.

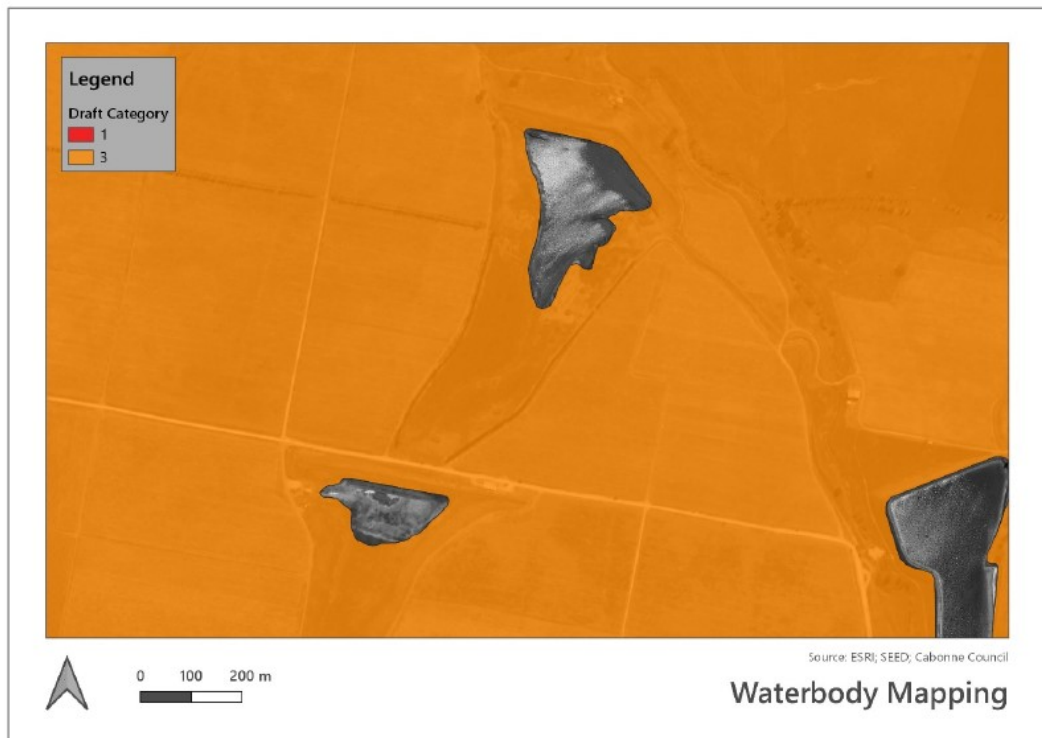


Figure 9: Waterbody Mapping

A lot of the area to the west of Orange has been excluded from mapping. These areas appear to be orchards and vineyards (Refer **Figure 10**). There are some areas intermingled within the unmapped areas that would appear to constitute vegetation that should be classified.

Careful consideration needs to be given to not mapping vegetation through application of the exclusions. This is because vegetation management changes over time with either ownership or circumstances. Therefore, to be excluded one needs to be satisfied that it is likely to be in a managed state into the future.

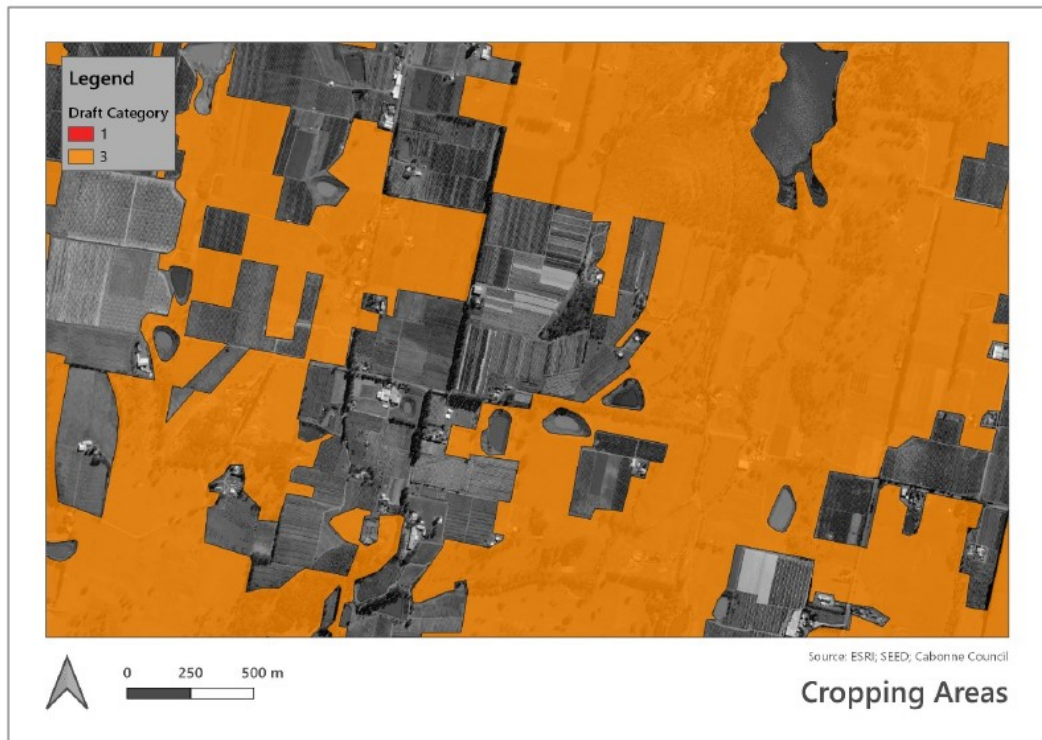


Figure 10: Cropping Areas

3.3 Categorisation of Vegetation

3.3.1 Comparison with State Vegetation Mapping

There are some inconsistencies with categorisation of vegetation, including:

- Grassy Woodlands being mapped as Category 3 vegetation instead of Category 1.
- Semi-arid Woodlands being mapped as a mixture of Category 1 and Category 3 vegetation.
- Some grasslands being mapped as Category 1 vegetation.

Consultation should be undertaken with the RFS to determine the rationale for these categorisation anomalies.

3.3.2 Comparison with Aerial Imagery

From a review of the aerial imagery and draft mapping, there are inconsistencies between what is mapped as Category 1 and 3 in relation to what appears as an open type of woodland vegetation versus a denser type of woodland. As an example, **Figure 11** shows that the areas of Category 1 vegetation have a more open nature than the stands located to the north in the steeper land. On face value anything that is considered a woodland should be mapped as Category 1 according to the Guidelines.

In contrast there are some areas that are mapped as Category 1 that appear to be far more representative of grassland vegetation (refer **Figure 12**).

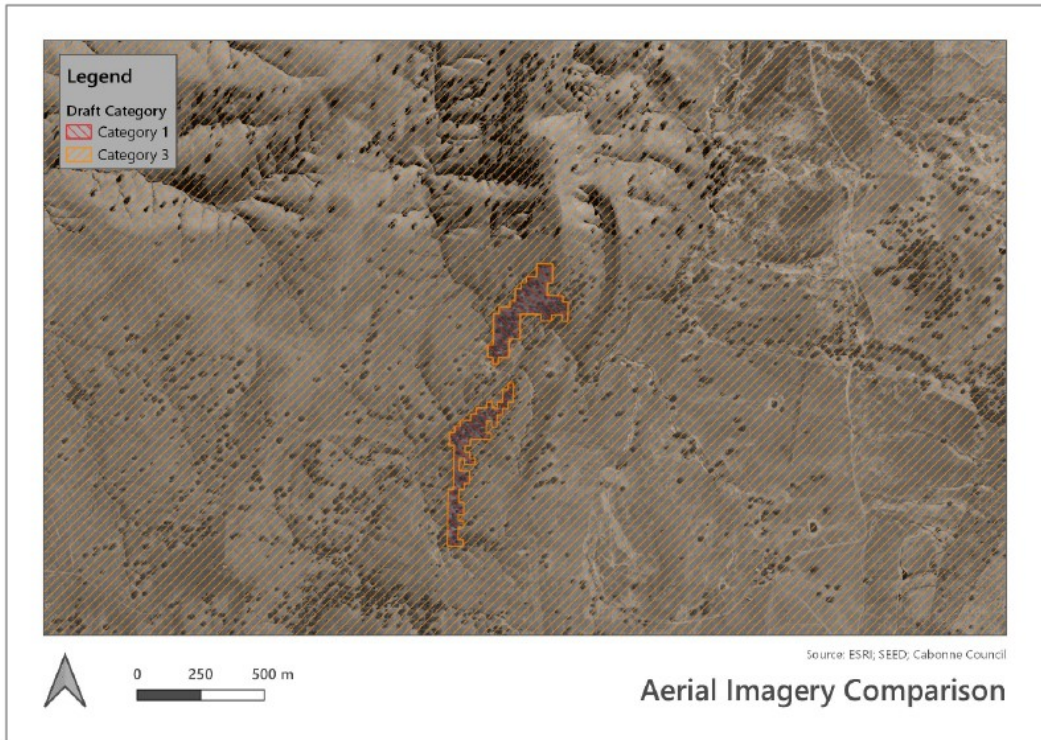


Figure 11: Aerial Imagery Comparison

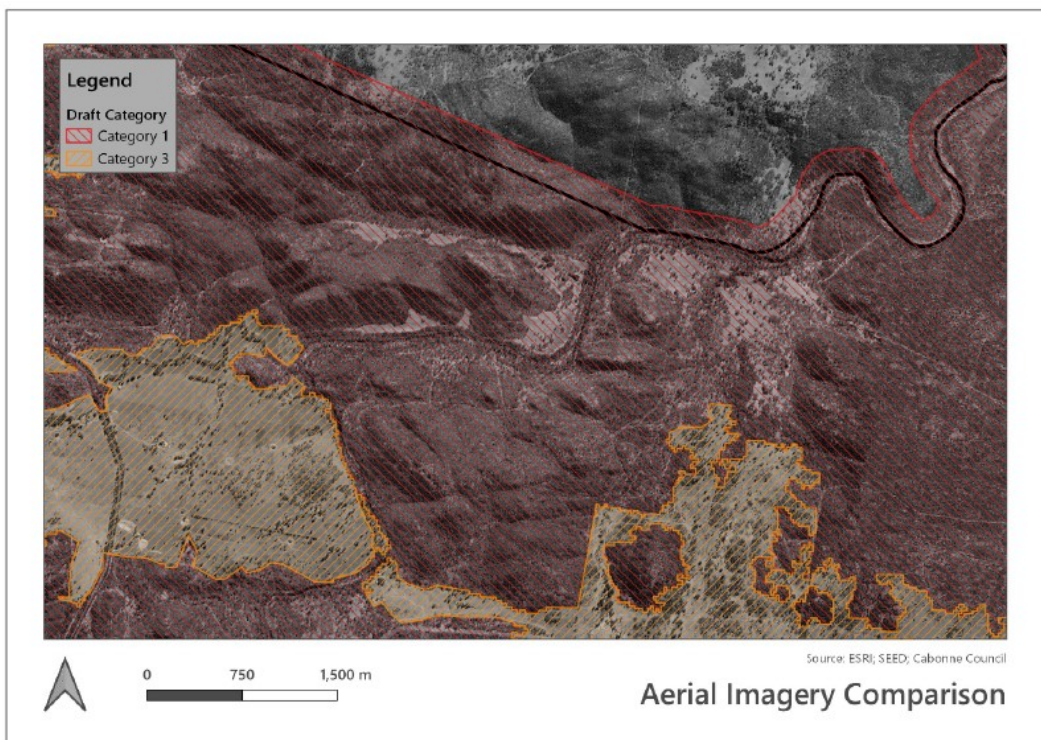


Figure 12: Aerial Imagery Comparison

Consultation should be undertaken with the RFS to determine the rationale for these categorisation anomalies.

3.3.3 Impacts

In terms of the impacts resulting from the variance in categorisation, it will only impact those areas where it is on the “edge” of the mapping. This is because the buffer size for Category 1 and 3 vegetation is different (i.e. 100m as opposed to 30m respectively).

4 Recommendations

It is recommended that the following additional tasks be undertaken prior to adopting the draft mapping:

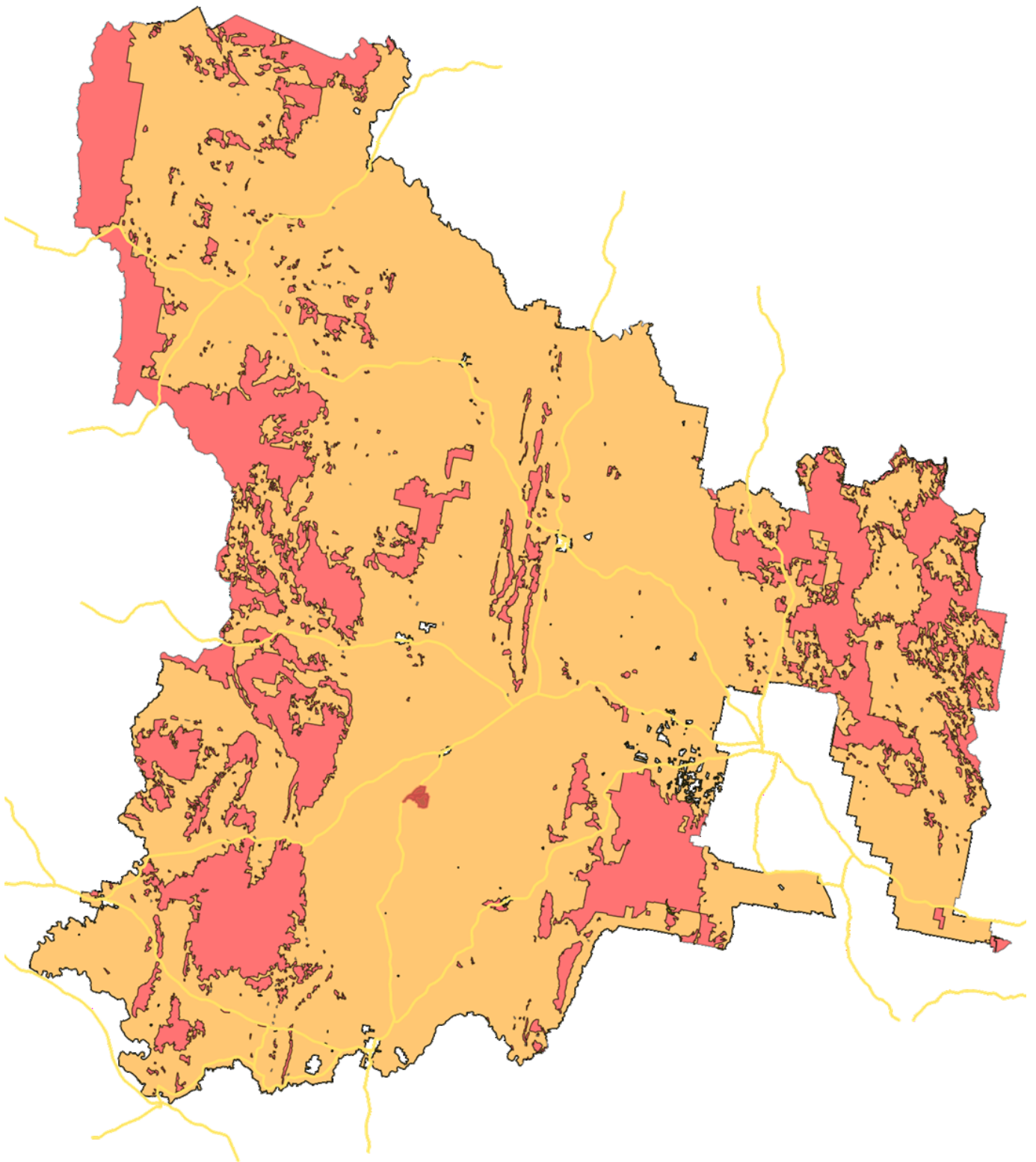
1. Review the urban areas identified in **Section 3.2.2** and shown in **Figure 1** to **Figure 8**.
2. Consult with RFS to determine the anomalies between the Vegetation Classification and Draft Map Categories as outlined in **Section 3.3**.
3. Update the map to reflect the classification as per the Mapping Guidelines if determined appropriate in consultation with RFS.

5 References

Keith, David. 2006. *Ocean Shores to Desert Dunes: the native vegetation of New South Wales and the ACT*. Hurstville: Department of Environment and Conservation (NSW).

NSW Rural Fire Service. 2015. *Guide for Bush Fire Prone Land Mapping*. Granville: NSW RFS.

—. 2019. *Planning for Bush Fire Protection: A guide for councils, planners, fire authorities and developers*. Granville: NSW RFS.



0 2 4 6 8 km

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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 - 1307986

GENERAL MANAGER'S 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 deputy general manager's as per the mayor's request.

ITEM 2 - 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	Nil
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 - 1307335

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.

There were NIL allocation of funds in the past month.

ITEM 3 - 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 ↓
File Number	\\OFFICIAL RECORDS LIBRARY\FINANCIAL MANAGEMENT\FINANCIAL REPORTING\FINANCIAL REPORTS TO COUNCIL - 1308126

DEPARTMENT LEADER - FINANCE'S REPORT

The Rate Collection Summary to 31 August 2021 is attached for council's information. The percentage collected is 45.9% which is considerably higher to previous years.

The increase in council's rates collections is due to timing of the first instalment for 2020 being pushed forward to September 2020 (being a state government covid response measure).

Council's first instalment for 2021 was 31 August in line with previous years instalment dates, with no adjustment made this year for covid reasons.

ITEM 4 - 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 August 2021 ↓
File Number	\\OFFICIAL RECORDS LIBRARY\FINANCIAL MANAGEMENT\FINANCIAL REPORTING\FINANCIAL REPORTS TO COUNCIL - 1308243

DEPARTMENT LEADER - FINANCE'S REPORT

Council's investments as 30 August 2021 stand at a total of \$42,840,894.

Council's average interest rate for the month of August 2021 was 0.33%. 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 0.1% 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 0.010%.

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 2021 are attached for Council's information.

ITEM 5 - 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 Central NSW Councils JO, LGNSW, Country Mayors Association and other forums
Annexures	1. 210812_Mayoral report August 2021_JO Board_Draft ↓
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNMENT RELATIONS\LOCAL AND REGIONAL LIAISON\CENTRAL NSW JOINT ORGANISATION (CENTROC) - 1307470

GENERAL MANAGER'S REPORT

The Mayor and General Manager attended a Central NSW Joint Organisation Board meeting held online on 12 August 2021.

The Mayoral report and minutes of the meetings are attached for councillors' information.

ITEM 6 - INTEGRATED PLANNING AND REPORTING GUIDELINES AND HANDBOOK

REPORT IN BRIEF

Reason For Report	To advise councillors of the revised Integrated Planning and Reporting Guidelines
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\CORPORATE MANAGEMENT\PLANNING\INTEGRATED PLANNING AND REPORTING 2021-2022 - 1306865

DEPARTMENT LEADER - GOVERNANCE & CORPORATE PERFORMANCE'S REPORT

The Office of Local Government (OLG) has revised the Integrated Planning and Reporting Guidelines. To support councils to implement these changes in their future integrated planning and reporting practice, the Integrated Planning and Reporting Manual has been updated and renamed the Integrated Planning and Reporting Handbook.

What does this mean for Council

1. Amendments to Sections 402, 403, 404, 405, and 406 of the Local Government Act 1993 (the Act) streamline integrated planning and reporting requirements.
2. Section 402A of the Act requires councils to establish and implement a strategy (called its community engagement strategy) for engagement with the local community when developing its plan, policies and programs and for the purpose of determining its activities.
3. The council must prepare and implement a community engagement strategy based on social justice principles in the engagement with the local community in developing and reviewing the Community Strategic Plan following the ordinary local government election.
4. A council is not required to establish and implement a community engagement strategy in accordance with section 402A of the Act, as inserted by the amending Act, until 12 months after the next ordinary election of councillors following the amendment.

5. State of environment reporting is no longer required from the commencements of the new cycle of integrated planning and reporting following the ordinary local government election.
6. The new section 428A of the Act requires councils to appoint an Audit, Risk and Improvement Committee which is to keep under review aspects of the council's operations including implementation of the strategic plan, delivery program and strategies, service reviews and the collection of performance management data by council.

The Integrated Planning and Reporting Guidelines and Handbook are available on the [OLG Website](#).

ITEM 7 - RISK MANAGEMENT AND INTERNAL AUDIT FRAMEWORK

REPORT IN BRIEF

Reason For Report	To advise councillors of the amendments to the Local Government Act 1993 regarding risk management and internal audit
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.5.c - Continue to manage and monitor internal audit requirements
Annexures	1. Summary of changes to original model ↓
File Number	\\OFFICIAL RECORDS LIBRARY\FINANCIAL MANAGEMENT\AUDIT\AUDIT RISK IMPROVEMENT COMMITTEE (ARIC) - 1306561

DEPARTMENT LEADER - GOVERNANCE & CORPORATE PERFORMANCE'S REPORT

In 2016, the Local Government Act 1993 was amended to require councils to appoint an audit, risk and improvement committee (ARIC).

The Office of Local Government (OLG) has since been working with councils and other key stakeholders and industry experts to develop the framework that will support the operation of ARICs and the establishment of a risk management and internal audit function in each council.

A discussion paper, A New Risk Management and Internal Audit Framework for Local Councils in NSW, was released in late 2019 on the proposed model. OLG received over 150 submissions from the local government sector and risk management and internal audit practitioners in response to the discussion paper.

OLG has refined the proposed model in response to this feedback. A summary of the changes made to the original model proposed in the discussion paper is annexed.

The new framework will be governed by regulations and guidelines for risk management and internal audit for local councils in NSW. These will prescribe the minimum standards for each council's audit, risk and improvement committee, risk management framework and internal audit function.

OLG is seeking the views and feedback of councils and other stakeholders on the draft guidelines for risk management and internal audit for local councils in NSW prior to finalising them. The draft guidelines are available on the [OLG Website](#)

Submissions close 26 November 2021.

ITEM 8 - REVIEW OF TENDERING PROVISIONS OF THE LOCAL GOVERNMENT (GENERAL) REGULATION 2005

REPORT IN BRIEF

Reason For Report	To advise councillors of the review of tendering provisions
Policy Implications	Possible changes to the Procurements Policy and Guidelines
Budget Implications	Nil
IPR Linkage	4.5.5.j - Effectively manage Council's procurement processes and stores operations
Annexures	1. Discussion Paper Tendering Provisions ↓
File Number	\\OFFICIAL RECORDS LIBRARY\CORPORATE MANAGEMENT\TENDERING\LOCAL GOVERNMENT PROCUREMENT - 1306828

DEPARTMENT LEADER - GOVERNANCE & CORPORATE PERFORMANCE'S REPORT

In response to recommendations by the Audit Office following its performance audit on Procurement Management in Local Government, the Office of Local Government (OLG) has undertaken a review of the tendering provisions of the *Local Government (General) Regulation* (the Regulation) to identify possible amendments that would support councils to make better use of technology when tendering and achieve greater efficiencies.

While the OLG's review is limited to the tendering provisions of the Regulation, councils are also invited to make submissions on possible future reform opportunities in relation to council procurement.

The OLG has issued a discussion paper (annexed) to consult with councils and other stakeholders on the proposed amendments.

Submissions close Friday 15 October 2021.

ITEM 9 - NSW LOCAL DROUGHT STIMULUS PROGRAM

REPORT IN BRIEF

Reason For Report	End of project report
Policy Implications	Nil
Budget Implications	Grant Funded
IPR Linkage	3.3.3.e - Maintain the council's properties to safe operational standards
Annexures	1. Project Documentary Evidence of Completion↓
File Number	\\OFFICIAL RECORDS LIBRARY\GRANTS AND SUBSIDIES\PROGRAMS\DROUGHT STIMULUS PACKAGE 2020 - NSW GOVERNMENT - 1290942

DEPARTMENT LEADER - URBAN INFRASTRUCTURE'S REPORT

The NSW Local Drought Stimulus grant fund program commenced in 2020. The primary focus of the Cabonne works program was the repair, maintenance and upgrade of the shire's halls. The fund program also enabled the upgrade of the irrigation, ground surface and tankage at Cargo oval.

The halls are a primary public facility within our Cabonne communities and providing a central meeting point. The work brief for the funding was the repair, maintenance and upgrade of the Cabonne community halls at Cargo, Cudal, Cumnock, Manildra, Moorbel, Mullion Creek, Nashdale and Yeoval.

The grant funded project has provided positive outcomes to the local economy, employment of regional trades, stimulation of businesses, services and facilities.

The benefit of the community project work is evident in enhanced community facilities throughout Cabonne.

Project expenditure to date is as follows:

Community Halls funding spread across eight halls - Total Budget: \$710,112

Community Hall	Expenditure to Date	Orders Committed
Cargo Hall	\$98,673	\$11,876
Cudal Hall	\$88,058	\$12,963
Cumnock Hall	\$10,851	
Manildra Hall	\$108,793	\$14,932
Mullion Creek	\$37,273	\$6,178
Nashdale Hall	\$9,125	\$8,902
Moorbel Hall	\$53,429	\$23,702
Yeoval Hall	\$167,314	
Project Management	\$49,528	

Summary of works undertaken at Cabonne Community Halls

- a. **Cargo Hall**
Engineered retaining wall, fencing, concreting, additional furniture, bbq area enclosure
- b. **Cudal Hall**
Air-conditioning, solar, painting, minor building work, appliances, additional furniture
- c. **Cumnock Hall**
Air-conditioning
- d. **Manildra Hall**
Air-conditioning, solar, electrical work, minor building work, appliances, additional furniture
- e. **Mullion Creek Hall**
Recladding supper club, air-conditioning, windows, minor building work, appliances, additional furniture
- f. **Nashdale Hall**
Solar, air-conditioning
- g. **Moorbel Hall**
Solar, air-conditioning, painting, floor sanding and polishing, minor building work, additional furniture
- h. **Yeoval Hall**
Solar, air-conditioning, install acoustic panels, install audio-visual system, appliances

Upgrade of sporting field at Cargo Oval – auto irrigation, earthworks, tankage – Total Budget \$120,000

Cargo Oval – Irrigation	Expenditure to Date	Orders Committed
Auto Irrigation, earthworks, tankage	\$103,016	\$14,000

Summary of Works undertaken at Cargo Oval

Auto irrigation system, tankage, leveling in areas across oval, bore connection, leveling around club facilities, shade sail erection and additional seating undertaken.

Whilst most of the major work was completed during the funding period, some of the orders are being finalised & invoiced. This has been due to a very tight availability of trades within the Central West.

Photographs of completed projects are attached.

ITEM 10 - CABONNE INFRASTRUCTURE REPORT

REPORT IN BRIEF

Reason For Report	To update council on the status of works being undertaken by the Infrastructure 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. Council Engineering Report September 2021↓
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\REPORTING\ENGINEERING AND TECHNICAL SERVICES REPORTING - 1307484

DEPUTY GENERAL MANAGER - CABONNE INFRASTRUCTURE'S REPORT

Please find annexed the updated information on the 2021/22 works in progress for the Cabonne Infrastructure Department.

ITEM 11 - DEVELOPMENT APPLICATIONS APPROVED DURING AUGUST 2021

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 - 1299012

DEPARTMENT LEADER - DEVELOPMENT SERVICES' REPORT

Development Applications have been approved during the period 1 August 2021 to 31 August 2021 as detailed below.

SUMMARY OF DEVELOPMENT APPLICATIONS APPROVED

<u>APPLICATION NUMBER</u>	<u>TYPE</u>	<u>ESTIMATED VALUE</u>
2021/0251	Dwelling Applicant: R & M Wood Owner: R & M Wood Zone: RU1 Address: Lot 93 DP 750151, 111 Woods Rd, Garra	\$450,000
2021/0289	Shed Applicant: R & S Cross Owner: R & S Cross	\$19,000

	Zone: RU5 Address: Lot 10 DP 16181, 54 Oberon St, Eugowra	
2022/0007	Dwelling Applicant: GJ Gardner Homes Orange Owner: T & K Squires Zone: R5 Address: Lot 5 DP 1273335, 199 Shreeves Rd, Molong	\$458,261
2021/0287	Manufactured Dwelling Applicant: B Richards Owner: B Richards Zone: RU5 Address: Lot 3 DP 249192, South St, Cudal	\$200,635
2021/0259	Boundary Adjustment Applicant: Planning Potential Owner: Yleci Pty Ltd Zone: RU1 Address: 3 4 5 & 6 DP 264438, 1682 Icely Rd, Lewis Ponds	\$---
2018/0090/1	Extension to existing Dwelling Applicant: I Hayward Owner: I Hayward Zone: RU1 Address: Lot 1 DP 1115415 & Lot 8 DP 259166, 597 Bocobra Rd, Bocobra	\$---
2020/0168/1	Subdivision Applicant: G Knight Owner: G & V Knight Zone: RU5 Address: Lot 88 89 & 90 DP 750159, 31 Noble St, Eugowra	\$---
2022/0014	Addition to Dwelling Applicant: M Taylor Owner: M Taylor & K Maffeo Zone: RU1 Address: Lot 1 DP 1070250, 149 Four Mile Creek Rd, Springside	\$20,000
2022/0016	Fence Applicant: Canowindra Preschool Owner: Cabonne Council Zone: R1 Address: Lot 200 DP 1253168, Ryall St, Canowindra	\$27,695
2022/0008	Dual Occupancy Applicant: T Bassmann Owner: A & H Napier Zone: RU1	\$749,000

GENERAL MANAGER'S REPORT ON MATTERS FOR NOTATION SUBMITTED TO THE ORDINARY COUNCIL MEETING TO BE HELD ON TUESDAY 28 SEPTEMBER, 2021

Page 11

	Address: Lot 44 DP 1112402, 91 Heifer Station Lane, Borenore	
2021/0286	Shed Applicant: S Menzies Owner: S Menzies & C Smith Zone: R1 Address: Lot 12 DP 1245870, 67 Park St, Molong	\$13,100
2022/0010	Dwelling, Shed & Water Tank Applicant: T Patteson Owner: T & D Patteson Zone: RUI Address: Lot 203 DP 1251265, 29 White Hill Lane, Clifton Grove	\$650,000
2022/0011	Swimming Pool Applicant: P & T Townsend Owner: P & T Townsend Zone: R1 Address: Lot 2 DP 758693, 30 Smith St, Molong	\$30,000
2022/0005	Dwelling & Shed Applicant: A & R Stewart Owner: W & F Towns Zone: RU5 Address: Lot 6 DP 255573, 17 Dalton St, Cargo	\$240,000
2021/0250	Alterations & Additions to Dwelling Applicant: McKinnon Design Owner: S & J Petersen Zone: RU2 Address: Lot 5 DP 229687, 37 Woods Lane, Nashdale	\$665,000
2007/138/2	Seven (7) Lot Rural Subdivision Applicant: Peter Basha Planning & Development Owner: P Jackson Zone: RU1 Address: Lot 245 DP 756890 & Lot 1 DP 591097, (now known as Lot 5 and 6 DP1247991), Kangarooie Road, March	\$---
2021/0263	Alterations & Additions to Dwelling Applicant: T & K Casey Owner: T & K Casey Zone: RU2 Address: Lot 512 DP 560739, 1643 Cargo Road, Lidster	\$400,000
TOTAL: 17		\$3,922,691

SUMMARY OF COMPLYING DEVELOPMENT APPLICATIONS APPROVED

<u>APPLICATION NUMBER</u>	<u>TYPE</u>	<u>ESTIMATED VALUE</u>
2022/1001	Addition to Dwelling Applicant: C Gill Owner: C Gill Zone: R5 Address: Lot 305 DP 1068911, 30 James Dalton Lane, Windera	\$25,620
2022/1004	Dwelling Applicant: GJ Gardner Homes Owner: B Evans-Turner Zone: R1 Address: Lot 3 DP 1113621, 57 Longs Corner Rd, Canowindra	\$324,930
2022/1005	Dwelling Applicant: GJ Gardner Homes Owner: S Woods & M Andersen Zone: R1 Address: Lot 3 DP 1214785, 7 Longs Corner Rd, Canowindra	\$308,114
2022/1006	Swimming Pool Applicant: BBAC Certifiers Owner: M & R Kelly Zone: R5 Address: Lot 309 DP 1068911, 4 John Carroll Lane, Windera	\$54,139
TOTAL: 4		\$712,803

GRAND TOTAL: 21	\$4,635,494
Previous Month: 34	\$6,098,864

ITEM 12 - DEVELOPMENT APPLICATIONS RECEIVED DURING AUGUST 2021

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 - 1299119
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DEPARTMENT LEADER - DEVELOPMENT SERVICES' REPORT

Development Applications have been received during the period 1 August 2021 to 31 August 2021, as detailed below.

SUMMARY OF DEVELOPMENT APPLICATIONS RECEIVED

<u>APPLICATION NUMBER</u>	<u>DETAILS</u>	<u>ESTIMATED VALUE</u>
2022/0013	Garage Applicant: L Walsh Owner: L & K Walsh Zone: RU5 Address: Lot 7 DP 758311, Boree St, Cudal	\$19,890
2022/0012	Dwelling Applicant: C French Owner: C French Zone: R1 Address: Lot 4 DP 248091, 24 Winton St, Canowindra	\$160,000
2019/0001/1	Proposed Limestone Mine Extracting up to 150000 Tonnes per Year Applicant: Geolyse Pty Ltd Owner: J Bunting Zone: RU1 Address: Lot 1 DP 1110691 and lot 9 & 16 DP 750133, 4001 Mitchell Hwy, Molong	\$---
2022/0014	Addition to Dwelling Applicant: M Taylor Owner: M Taylor & K Maffeo Zone: RU1 Address: Lot 1 DP 1070250, 149 Four Mile Creek Rd, Springside	\$20,000
2022/0015	Garage Applicant: D Oresic Owner: M & D Oresic Zone: R1 Address: Lot 13 DP 758221, 18 Belmore St, Canowindra	\$10,000
2022/0017	Shed Applicant: S Bone Owner: S Bone Zone: R1	\$15,000

GENERAL MANAGER'S REPORT ON MATTERS FOR NOTATION SUBMITTED TO THE ORDINARY COUNCIL MEETING TO BE HELD ON TUESDAY 28 SEPTEMBER, 2021

Page 14

	Address: Lot 52 DP 1251288, 36 Phillip St, Molong	
2022/0016	Fence Applicant: Canowindra Preschool Owner: Cabonne Council Zone: R1 Address: Lot 200 DP 1253168, Ryall St, Canowindra	\$27,695
1985/82/1	Temporary Events Applicant: J Prior Owner: P Culverson Zone: RU1 Address: Lot 8 & 9 DP 1186873, Lot 204 DP 756890 & Lot 1 DP 866377, 281 Mulyan Rd, Clergate	\$---
2002/6/1	Subdivision Applicant: Peter Basha Planning & Development Owner: Amaroo (Borenore) Pty Ltd Zone: RU1 Address: Lot 144 DP 750170, 253 Prattens Rd, Molong	\$---
2020/0168/1	Subdivision Applicant: G Knight Owner: G & V Knight Zone: RU5 Address: Lot 88 89 & 90 DP 750159, 31 Noble St, Eugowra	\$---
2022/0019	Alterations & Additions to Dwelling Applicant: I O'Ryan Owner: M & A Ward Zone: R1 Address: Lot 2 DP 151640, 2 Short St, Canowindra	\$343,500
2022/0018	Cellar Door & Restaurant Applicant: Source Architects Owner: N Samodol Zone: RU2 Address: Lot 1 DP 1227811, 19 Lake Canobolas Rd, Nashdale	\$2,230,800
2022/0021	Subdivision Applicant: G Knight Owner: G & V Knight Zone: RU5 Address: Lot 90 DP 750159, 31 Noble St, Eugowra	\$---
2022/0022	Dwelling Applicant: R Clarke Owner: R Clarke	\$190,000

	Zone: RU1 Address: Lot 12 DP 1261400, 1186 Banjo Paterson Way, Molong	
2022/0020	Shed Applicant: M Barker Owner: M & L Barker Zone: R5 Address: Lot 10 DP 996955, 4348 Belubula Way, Canowindra	\$42,000
2022/0024	Industrial Units & Neighbourhood Shop Applicant: A Scott Owner: A, E, J & D Scott Zone: IN2 Address: Lot 2 DP 758693, 5 George St, Molong	\$473,000
2017/0005/1	Dwelling Applicant: Designs At M Owner: S & K Harvey Zone: RU1 Address: Lot 21 DP 629405, 149 Kjollers Rd, Clergate	\$---
2022/0023	Dual Occupancy Applicant: D Wilcox Owner: K & L Szeniak Zone: RU1 Address: Lot 101 DP 1106384, 174 Post Office Lane, Lewis Ponds	\$819,000
2022/0025	Home Business – Rego Inspections Applicant: N Traves Owner: M Townsend Zone: RU1 Address: Lot 101 DP 1002477, Lot 1 DP 569202 and Lot 1 & 2 DP 247065, 241 Back Mogong Rd, Canowindra	\$---
2022/0026	Dwelling, Shed & Subdivision Applicant: Kensington Homes Pty Ltd Owner: A Jones & L Roberts Zone: R5 Address: Lot 13 DP 1131133, 82 Spring Hill Rd, Spring Hill	\$600,000
2022/0027	Dwelling Applicant: S Wythes Owner: A, A & S Wythes Zone: R1 Address: Lot 6 DP 758221, Canowindra St, Canowindra	\$250,000
2022/0028	Garage Applicant: K & P Kelly Owner: K & P Kelly	\$8,500

	Zone: R1 Address: Lot 1 & 2 DP 197078, 5 Old Dairy Lane, Molong	
2021/0231/1	Dwelling & Swimming Pool Applicant: M Eades Owner: M Eades Zone: RU1 Address: Lot 3 DP 1257537, 89 Bruce Rd, Orange	\$---
TOTAL: 23		\$5,218,385

SUMMARY OF COMPLYING DEVELOPMENT APPLICATIONS RECEIVED

<u>APPLICATION NUMBER</u>	<u>DETAILS</u>	<u>ESTIMATED VALUE</u>
2022/1006	Swimming Pool Applicant: BBAC Certifiers Owner: M & R Kelly Zone: R5 Address: Lot 309 DP 1068911, 4 John Carroll Lane, Windera	\$54,139
TOTAL: 1		\$54,139

GRAND TOTAL: 24	\$5,272,524
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ITEM 13 - MEDIAN PROCESSING TIMES 2021

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 - 1302123

DEPARTMENT LEADER - DEVELOPMENT 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>
2016	45
2017	31
2018	17
2019	16
2020	23

Summary of median Application Processing Times for 2021:

<u>MONTH</u>	<u>MEDIAN ACTUAL DAYS</u>
January	35
February	21
March	28
April	21
May	21
June	23
July	25
August	31
September	
October	
November	
December	

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
Action Sheets Report			Printed: Thursday, 16 September 2021 2:37:31 PM

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 30 October 2018	Matthew Christensen Matthew Christensen	For Determination	COUNCIL TO AQUIRE EASEMENTS OVER LAND IN EUGOWRA FOR THE PUZZLE FLAT CREEK FLOOD LEVEE
<u>MOTION</u> (Durkin/Newsom)			
THAT:			
1. Pursuant to Sections 186 and 187 of the <i>Local Government Act 1993 (NSW)</i> Council compulsorily acquire easements over the land described as:			
<ul style="list-style-type: none"> 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 <i>Land Acquisition (Just Terms Compensation) Act 1991</i> .			
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:			
<ul style="list-style-type: none"> a) Lot 1 in DP 432838 Eugowra; b) Lot 3943 in DP 1200868 Eugowra; 			

<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: Thursday, 16 September 2021 2:37:31 PM</p>
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- 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.

16 Sep 2021 - 11:53 AM - Matthew Christensen

Finalisation of easements has been completed for private land and crown land parcels. No further action. COMPLETE

12 Aug 2021 - 9:07 AM - Matthew Christensen

Crown Reserve Registration has been completed, awaiting finalisation of final portion to close action.

03 Dec 2018 - 4:21 PM - Emma Tadros

Action completed by: Emma Tadros

27/11/2018

16 Nov 2018 - 3:40 PM - Kate Blackwood

Copy of resolutions provided to Tom Messenger re. reporting to OLG

COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 30 October 2018	Heidi Thornberry Heather Nicholls	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.

16 Sep 2021 - 12:41 PM - Heidi Thornberry

Awaiting document to affix seal

<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: Thursday, 16 September 2021 2:37:31 PM</p>
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<p>05 Aug 2021 - 3:20 PM - Heidi Thornberry Awaiting document to affix seal</p> <p>13 Jul 2021 - 2:28 PM - Heidi Thornberry Awaiting document to affix seal</p> <p>08 Jun 2021 - 9:40 AM - Heidi Thornberry Awaiting document to affix seal</p> <p>17 May 2021 - 8:44 AM - Heidi Thornberry Awaiting document to affix seal</p> <p>15 Apr 2021 - 10:58 AM - Heidi Thornberry Awaiting document to affix seal</p> <p>15 Mar 2021 - 1:46 PM - Heidi Thornberry Awaiting document to affix seal</p> <p>12 Feb 2021 - 8:53 AM - Heidi Thornberry Awaiting document to affix seal</p> <p>02 Dec 2020 - 11:41 AM - Heidi Thornberry Awaiting document to affix seal</p> <p>02 Nov 2020 - 12:14 PM - Heidi Thornberry As per Surendra's comment - Council has been advised that Governor has approved to declare the lot in question for the compulsory acquisition. Council submitted notice of compulsory acquisition via Gazzetal portal - therefore still awaiting to affix the seal</p> <p>14 Oct 2020 - 8:44 AM - Heidi Thornberry Awaiting a response or a copy of the gazette notice</p> <p>09 Sep 2020 - 8:55 AM - Heidi Thornberry Awaiting a response or a copy of the gazette notice</p> <p>30 Jul 2020 - 3:34 PM - Heidi Thornberry Awaiting a response or a copy of the gazette notice</p> <p>13 Jul 2020 - 2:30 PM - Heidi Thornberry Council's solicitor forwarded a draft compulsory acquisition notice to the OLG. Awaiting a response or a copy of the gazette notice</p> <p>09 Jun 2020 - 1:39 PM - Heidi Thornberry Awaiting document to affix seal</p> <p>13 May 2020 - 11:12 AM - Heidi Thornberry Awaiting document to affix seal</p> <p>09 Apr 2020 - 10:02 AM - Heidi Thornberry Awaiting document to affix seal</p> <p>16 Mar 2020 - 10:12 AM - Heidi Thornberry Awaiting document to affix seal</p> <p>22 Jan 2020 - 9:44 AM - Heidi Thornberry Awaiting document to affix seal</p> <p>22 Jan 2020 - 9:28 AM - Heidi Thornberry Awaiting document to affix seal</p>
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<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: Thursday, 16 September 2021 2:37:31 PM</p>
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05 Dec 2019 - 4:08 PM - Heidi Thornberry
Awaiting document to affix seal

11 Nov 2019 - 3:44 PM - Heidi Thornberry
Awaiting document to affix seal

09 Oct 2019 - 4:45 PM - Heidi Thornberry
Awaiting document to affix seal

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

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 Heather Nicholls	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;

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
Action Sheets Report			Printed: Thursday, 16 September 2021 2:37:31 PM

- 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*.

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.

16 Sep 2021 - 12:47 PM - Heidi Thornberry
Awaiting documents to affix seal
05 Aug 2021 - 3:20 PM - Heidi Thornberry
Awaiting document to affix seal
13 Jul 2021 - 2:30 PM - Heidi Thornberry
Awaiting document
08 Jun 2021 - 9:40 AM - Heidi Thornberry

<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: Thursday, 16 September 2021 2:37:31 PM</p>
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Awaiting document
 29 Apr 2021 - 4:00 PM - Heidi Thornberry
 Gazetted preliminary valuation reports received in respect of compensation payable for acquisition of the easements.
 15 Apr 2021 - 12:30 PM - Heidi Thornberry
 Awaiting documents to affix seal
 15 Mar 2021 - 1:46 PM - Heidi Thornberry
 Awaiting documents to affix seal
 12 Feb 2021 - 9:03 AM - Heidi Thornberry
 Awaiting documents to affix seal
 04 Dec 2020 - 11:54 AM - Heidi Thornberry
 Awaiting documents to affix seal
 02 Nov 2020 - 12:29 PM - Heidi Thornberry
 Waiting on final approvals to come through to affix seal
 14 Oct 2020 - 8:45 AM - Heidi Thornberry
 advice from OLG, we cannot issue the Proposed Acquisition Notices until after 14 October 2020 (to avoid procedural complications with the Christmas shutdown). Once they are issued, there will be a 90 day notice period before we can obtain Governor's approval.
 22 Sep 2020 - 11:56 AM - Heidi Thornberry
 Comment from Surendra - As regards to the Crown Land, OLG authorised on 4 August 2020 to issue Proposed Acquisition Notice. The issuance of the notice is in progress with the Council's Solicitor.
 09 Sep 2020 - 8:55 AM - Heidi Thornberry
 Waiting on final approvals to come through to affix seal
 30 Jul 2020 - 3:34 PM - Heidi Thornberry
 Waiting on final approvals to come through to affix seal
 16 Jul 2020 - 4:15 PM - Heidi Thornberry
 Doc 1141164 - Waiting on final approvals to come through to affix seal
 09 Jun 2020 - 1:40 PM - Heidi Thornberry
 Awaiting documents to affix seal
 13 May 2020 - 11:12 AM - Heidi Thornberry
 Awaiting documents to affix seal
 09 Apr 2020 - 10:14 AM - Heidi Thornberry
 Awaiting documents to affix seal
 10 Mar 2020 - 12:17 PM - Heidi Thornberry
 Awaiting documents to affix seal
 10 Mar 2020 - 11:48 AM - Heidi Thornberry
 Awaiting documents to affix seal
 22 Jan 2020 - 9:44 AM - Heidi Thornberry
 Awaiting documents to affix seal
 05 Dec 2019 - 4:08 PM - Heidi Thornberry
 Awaiting documents to affix seal

<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: Thursday, 16 September 2021 2:37:31 PM</p>
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11 Nov 2019 - 4:34 PM - Heidi Thornberry
Awaiting documents to affix seal

09 Oct 2019 - 4:45 PM - Heidi Thornberry
Awaiting document to affix seal

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
Awaiting documents to affix seal

15 Nov 2018 - 10:35 AM - Heidi Thornberry
Awaiting documents to affix seal - Advised by Engineering Dept that document hasnt been sent to council yet

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 28 July 2020	Heidi Thornberry Heather Nicholls	For Determination	COMPULSORY ACQUISITION OF EASEMENTS OVER CROWN LAND FOR PIPELINE AT ORANGE

MOTION (Durkin/Nash)

THAT Council:

1. Pursuant to Sections 186 and 187 of the *Local Government Act 1993 (NSW)* compulsorily acquire easements over the land ("Land") described as:
 - a) Crown land/Crown waterway located within/adjacent to the area of Lot 7001 DP 1000813;
 - b) Crown land/Crown waterway located within/adjacent to the area of Lot 12 DP 718922

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for the purpose of an Easement for Water Supply as defined in Schedule 4A of the *Conveyancing Act 1919* in accordance with the requirements of the *Land Acquisition (Just Terms Compensation) Act 1991*.

2. Gives authority to the General Manager to negotiate the terms of the acquisition on behalf of Council.
3. Make an application to the Minister for Local Government and the Governor for the compulsory acquisition of the Land.
4. Grant authority to affix the Common Seal of Council to any acquisition documentation associated with the land.

16 Sep 2021 - 12:50 PM - Heidi Thornberry

Awaiting document

05 Aug 2021 - 3:25 PM - Heidi Thornberry

Awaiting document

13 Jul 2021 - 2:33 PM - Heidi Thornberry

Awaiting document

08 Jun 2021 - 9:40 AM - Heidi Thornberry

Awaiting document

17 May 2021 - 8:51 AM - Heidi Thornberry

Awaiting document

15 Apr 2021 - 12:30 PM - Heidi Thornberry

Awaiting document

15 Mar 2021 - 1:54 PM - Heidi Thornberry

Awaiting document

12 Feb 2021 - 8:55 AM - Heidi Thornberry

Comment by Surendra : Solicitor Messenger & Messenger is dealing with the Aboriginal Land Council and Office of Local Government for the issuance of PAN - in progress

03 Dec 2020 - 11:00 AM - Heidi Thornberry

Awaiting to affix seal

02 Nov 2020 - 12:25 PM - Heidi Thornberry

As per Surendra's comment - Council via Solicitor has lodged an application to OLG for approval to go for the compulsory acquisition. Awaiting the response from OLG. - Awaiting to affix seal

14 Oct 2020 - 8:45 AM - Heidi Thornberry

Awaiting document to affix seal

08 Sep 2020 - 4:31 PM - Heidi Thornberry

Awaiting document to affix seal

30 Jul 2020 - 3:35 PM - Heidi Thornberry

Awaiting document to affix seal

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Meeting	Officer/Director	Section	Subject
Ordinary Meeting 22 September 2020	Vikram Pathak Matthew Christensen	For Determination	PROPOSED ROAD NAMING - "UNNAMED NEW ROAD", SUMMER HILL CREEK
<u>MOTION</u> (Weaver/Davison)			
THAT Council:			
<ol style="list-style-type: none"> 1. Proceed with public consultation proposing to name the road identified in the report as "River Oak Drive"; and 2. Assuming no objections are received, Council proceeds with the naming of the road as "River Oak Drive" in accordance with Section 162 of the Roads Act, 1993. 			
<p><i>15 Jul 2021 - 12:58 PM - Heidi Thornberry</i> Action reassigned to Vikram Pathak by: Heidi Thornberry</p> <p><i>09 Jun 2021 - 10:38 AM - Roy Ansted</i> A notice of intent to name the unnamed road as 'Wongaburra Lane' has been sent to OLALC, with a 14 day response period which expired on 4th June. As no reply was received from OLALC, Council will now proceed with the proposed naming of 'Wongaburra Lane'.</p> <p><i>13 May 2021 - 11:48 AM - Roy Ansted</i> Awaiting further advice from the GNB regarding approval to use "Wongaburra".</p> <p><i>01 Apr 2021 - 1:53 PM - Roy Ansted</i> "Wongaburra Lane" given conditional approval by the GNB, subject to approval being received from the OLALC.</p> <p><i>10 Mar 2021 - 9:01 AM - Roy Ansted</i> "Wongaburra Lane" has been submitted to the GNB for pre-approval. Awaiting response from LALC regarding name approval.</p> <p><i>11 Feb 2021 - 8:28 AM - Roy Ansted</i> Four objections were received regarding the name "River Oak View", with the name "Wongaburra Lane" being the most popular alternative name. This alternative name is also supported by the developer. As advised by the GNB as part of the pre-approval process, approval is now to be sought from the Local Aboriginal Land Council for the use of the word "Wongaburra", which means "Our home",</p> <p><i>03 Dec 2020 - 1:27 PM - Roy Ansted</i> Proposed road name approved on 3rd December by GNB with road type changed from "Drive" to "View". Proposed road name "River Oak View" to be advertised on 5th December, and if no objections are received within 21 days then the name can be gazetted.</p> <p><i>02 Dec 2020 - 11:08 AM - Roy Ansted</i> Proposed road name awaiting approval from the Geographical Names Board. Once approved, the road name can then be advertised for public comment.</p> <p><i>09 Nov 2020 - 10:48 AM - Roy Ansted</i> Proposed road name submitted to the Geographical Names Board for approval. Once approved, the name will then be advertised.</p> <p><i>13 Oct 2020 - 3:58 PM - Roy Ansted</i> Proposed road name to be submitted to the Geographical Names Board for formal approval. Once approved, the road naming will be advertised and then gazetted if no objections.</p>			

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
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Meeting	Officer/Director	Section	Subject
Ordinary Meeting 28 July 2020	Matthew Christensen Matthew Christensen	For Determination	COMPULSORY ACQUISITION OF EASEMENTS OVER CROWN LAND FOR PIPELINE AT ORANGE
<u>MOTION</u> (Durkin/Nash)			
THAT Council:			
<ol style="list-style-type: none"> 1. Pursuant to Sections 186 and 187 of the <i>Local Government Act 1993 (NSW)</i> compulsorily acquire easements over the land ("Land") described as: <ol style="list-style-type: none"> a) Crown land/Crown waterway located within/adjacent to the area of Lot 7001 DP 1000813; b) Crown land/Crown waterway located within/adjacent to the area of Lot 12 DP 718922 <p>for the purpose of an Easement for Water Supply as defined in Schedule 4A of the <i>Conveyancing Act 1919</i> in accordance with the requirements of the <i>Land Acquisition (Just Terms Compensation) Act 1991</i>.</p> 2. Gives authority to the General Manager to negotiate the terms of the acquisition on behalf of Council. 3. Make an application to the Minister for Local Government and the Governor for the compulsory acquisition of the Land. 4. Grant authority to affix the Common Seal of Council to any acquisition documentation associated with the land. 			
16 Sep 2021 - 11:53 AM - Matthew Christensen Matter being consider under land claims issues. Has stalled whilst being negotiated.			
12 Aug 2021 - 9:18 AM - Matthew Christensen No new information. Council's Solicitor working through acquisition.			
19 Jul 2021 - 1:50 PM - Matthew Christensen No new information received from Council's solicitor on this matter - in progress.			
09 Jun 2021 - 11:46 AM - Robyn Little No new information received from Council's solicitor on this matter - in progress.			
13 May 2021 - 9:14 AM - Matthew Christensen In progress. Council's Solicitor working with government agencies to progress.			
15 Apr 2021 - 10:42 AM - Matthew Christensen In progress. Council's Solicitor working with government agencies to progress.			

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11 Mar 2021 - 2:27 PM - Matthew Christensen
Corresponding with Department Crown Lands to progress.

03 Mar 2021 - 9:44 AM - Heidi Thornberry
Action reassigned to Matthew Christensen by: Heidi Thornberry

09 Feb 2021 - 9:28 AM - Surendra Sapkota
Solicitor Messenger & Messenger is dealing with the Aboriginal Land Council and Office of Local Government for the issuance of PAN - in progress

08 Feb 2021 - 10:59 AM - Surendra Sapkota
Solicitor- Messenger & Messenger is dealing with Office of Local Government and Aboriginal Land Council for the issuance of the PAN - in progress.

03 Dec 2020 - 2:48 PM - Surendra Sapkota
Council Solicitor is dealing with Office of Local Government re issuance of PAN and the matter is in progress.

13 Nov 2020 - 12:19 PM - Surendra Sapkota
Awaiting response from OLG in this regard.

15 Oct 2020 - 3:51 PM - Surendra Sapkota
Council via Solicitor has lodged an application to OLG for approval to go for the compulsory acquisition. Awaiting the response from OLG.

15 Oct 2020 - 2:43 PM - Surendra Sapkota
Under progress. Coucillor Solicitor is coordinating with the relevant government agencies.

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 30 October 2018	Matthew Christensen Matthew Christensen	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.

16 Sep 2021 - 11:55 AM - Matthew Christensen

<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: Thursday, 16 September 2021 2:37:31 PM</p>
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Has been transferred with covenant to be received. COMPLETE
 12 Aug 2021 - 9:18 AM - Matthew Christensen
 No new information. Awaiting registration of plans.
 19 Jul 2021 - 1:50 PM - Matthew Christensen
 No new information. Awaiting registration of plans.
 09 Jun 2021 - 11:48 AM - Robyn Little
 Awaiting registration of plans.
 13 May 2021 - 9:15 AM - Matthew Christensen
 Awaiting registration of plans.
 15 Apr 2021 - 10:43 AM - Matthew Christensen
 Awaiting registration of plans.
 11 Mar 2021 - 2:28 PM - Matthew Christensen
 Awaiting registration of plans.
 03 Mar 2021 - 9:44 AM - Heidi Thornberry
 Action reassigned to Matthew Christensen by: Heidi Thornberry
 08 Feb 2021 - 11:05 AM - Surendra Sapkota
 Solicitor- Messenger & Messenger sent the documents for registration in Dec 2020 to Sydney - Waiting for the registration.
 03 Dec 2020 - 2:51 PM - Surendra Sapkota
 Governor approved the compulsory acquisition and it has been gazetted. Council Solicitor is working for the registration and the registration is in progress.
 13 Nov 2020 - 12:24 PM - Surendra Sapkota
 Compulsory acquisition has been Gazetted. Now it is in the process of registration.
 15 Oct 2020 - 3:36 PM - Surendra Sapkota
 Council has been advised that Governor has approved to declare the lot in question for the compulsory acquisition.
 Council submitted notice of compulsory acquisition via Gazzetal portal.

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 October 2020	Matthew Christensen Matthew Christensen	For Determination	PREPARATION OF DRAFT PLANS OF MANAGEMENT FOR CROWN RESERVES

MOTION (Newsom/Nash)

THAT Council:

1. Assigns the initial classification of Community Land to Reserves referred to in the table found in Attachment 1 in the report.
2. Assigns the initial categorisations for Community Land to the Crown Reserves found in Attachment 1 in the report.
3. Assigns the classification of Operational Land to the Reserves referred to in the table found in Attachment 2 in the report.

<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: Thursday, 16 September 2021 2:37:31 PM</p>
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4. Provides the appropriate notification to the Minister.
5. Authorises the General Manager to seek Ministerial consent to classify Crown Reserves identified in Attachment 2 in the report as Operational land.
6. In the event that Ministerial consent to classify the Reserves identified in Attachment 2 in the report as Operational is denied – that the reserves be assigned a classification of Community Land and a category of General Community Use.

15 Sep 2021 - 1:23 PM - Matthew Christensen

Still awaiting advice of agreement on categorisation of Crown Lands from Department of Primary Industries and Environment.

12 Aug 2021 - 9:05 AM - Matthew Christensen

Still awaiting advice of agreement on categorisation of Crown Lands from Department of Primary Industries and Environment.

19 Jul 2021 - 1:51 PM - Matthew Christensen

Still awaiting advice of agreement on categorisation of Crown Lands from Department of Primary Industries and Environment.

09 Jun 2021 - 11:48 AM - Robyn Little

Still awaiting advice of agreement on categorisation of Crown Lands from Department of Primary Industries and Environment.

10 May 2021 - 12:39 PM - Matthew Christensen

Still awaiting advice of agreement on categorisation of Crown Lands from Department of Primary Industries and Environment.

15 Apr 2021 - 11:35 AM - Matthew Christensen

Advice from State Government is the categorisation review is in progress and has been delayed. Await advice.

11 Mar 2021 - 2:29 PM - Matthew Christensen

Advice from State Government is the categorisation review is in progress and has been delayed. Await advice.

03 Mar 2021 - 9:44 AM - Heidi Thornberry

Action reassigned to Matthew Christensen by: Heidi Thornberry

10 Feb 2021 - 9:30 AM - Surendra Sapkota

The list Cown lands for the classification and categorisaiton has been sent to State Crown Land authority for the approval in accordance with the Council resolution.

Awaiting for thier approval/response.

Preparation of draft plan of management for cown reserves is progress with external the consultant.

03 Dec 2020 - 2:53 PM - Surendra Sapkota

Crown Land Authority has been notified for classification and categorisation as per the Council decision.

Awaiting the approval/response from Crown Land re Classification and Categorisation of Crown Land.

13 Nov 2020 - 2:24 PM - Surendra Sapkota

Preparation of the plans is in progress.

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 November 2020	Heather Nicholls Heather Nicholls	Confidential Items	MOLONG LIMESTONE QUARRY

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<p>RECOMMENDATION (Batten/Nash)</p> <p>THAT Council authorise the General Manager to:</p> <ol style="list-style-type: none"> 1. Proceed with the settlement offer, as detailed in the report; 2. Commence the investigation of options for the future management of the Molong Limestone Quarry. <p><i>12 Jul 2021 - 10:27 AM - Heather Nicholls</i> Marsdens provided finalisation letter to EPH <i>08 Jun 2021 - 5:16 PM - Heather Nicholls</i> Independant valuation report provided. Council's legal advisor has drafted revised correspondence for ELT review and to enable lease termination matter to be progressed <i>08 Feb 2021 - 1:47 PM - Heather Nicholls</i> negotiation process continuing <i>08 Feb 2021 - 11:38 AM - Jolene Pearson</i> Action reassigned to Heather Nicholls by: Jolene Pearson <i>01 Dec 2020 - 9:58 AM - Robyn Little</i> Action reassigned to Jolene Pearson by: Robyn Little</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 23 March 2021	Rachel Bailey Matthew Christensen	For Determination	ROAD RESUMPTION CHARLOTTE STREET, CANOWINDRA
<p>MOTION (Durkin/Weaver)</p> <p>THAT Council:</p> <ol style="list-style-type: none"> 1. Approve the resumption of the identified land on Charlotte Street, Canowindra by the Department of Education. 2. Authorise the General Manager to execute all associated documentation to facilitate the road closure and dedication, and 3. Authorise the application of Council Seal to necessary documentation. <p>MOTION (Oldham/Weaver)</p> <p>THAT Council receive a report in relation to the following matters:</p> <ol style="list-style-type: none"> 1. Council's A+ rating investment options, and the possibility of other banks coming to Molong. 			

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2. Approach the Orange Mountain Bike Club to seek their views/opinions on the Mt Canobolas bike track and how they intend to use the facility.

11 Aug 2021 - 10:35 AM - Rachel Bailey

In Progress. Road gazettal information confirmed. Letter advice to utilities and newspaper notification drafted as per process.

15 Jul 2021 - 12:52 PM - Rachel Bailey

Process is ongoing. Section 138 licence for the fence erection within the road corridor, is signed and approved. Following the road closure steps as per process.

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 23 March 2021	Heidi Thornberry Heather Nicholls	For Determination	ROAD RESUMPTION CHARLOTTE STREET, CANOWINDRA

MOTION (Durkin/Weaver)

THAT Council:

1. Approve the resumption of the identified land on Charlotte Street, Canowindra by the Department of Education.
2. Authorise the General Manager to execute all associated documentation to facilitate the road closure and dedication, and
3. Authorise the application of Council Seal to necessary documentation.

MOTION (Oldham/Weaver)

THAT Council receive a report in relation to the following matters:

1. Council's A+ rating investment options, and the possibility of other banks coming to Molong.
2. Approach the Orange Mountain Bike Club to seek their views/opinions on the Mt Canobolas bike track and how they intend to use the facility.

16 Sep 2021 - 12:51 PM - Heidi Thornberry

Awaiting document to affix seal

05 Aug 2021 - 3:20 PM - Heidi Thornberry

Awaiting document to affix seal

13 Jul 2021 - 2:33 PM - Heidi Thornberry

Awaiting document to affix seal

08 Jun 2021 - 9:39 AM - Heidi Thornberry

Awaiting document to affix seal

17 May 2021 - 9:21 AM - Heidi Thornberry

Awaiting document to affix seal

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<i>15 Apr 2021 - 12:01 PM - Heidi Thornberry</i> Awaiting document to affix seal			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 23 March 2021	Matthew Christensen Matthew Christensen	For Determination	QUESTIONS FOR NEXT MEETING
MOTION (Durkin/Weaver)			
THAT Council:			
<ol style="list-style-type: none"> 1. Approve the resumption of the identified land on Charlotte Street, Canowindra by the Department of Education. 2. Authorise the General Manager to execute all associated documentation to facilitate the road closure and dedication, and 3. Authorise the application of Council Seal to necessary documentation. 			
MOTION (Oldham/Weaver)			
THAT Council receive a report in relation to the following matters:			
<ol style="list-style-type: none"> 1. Council's A+ rating investment options, and the possibility of other banks coming to Molong. 2. Approach the Orange Mountain Bike Club to seek their views/opinions on the Mt Canobolas bike track and how they intend to use the facility. 			
<i>15 Sep 2021 - 1:35 PM - Matthew Christensen</i> On public exhibition until end of September 2021.			
<i>12 Aug 2021 - 9:09 AM - Matthew Christensen</i> Stakeholder engagement proceeding.			
<i>09 Jun 2021 - 11:56 AM - Robyn Little</i> Approval from Dpt of Education received. Community Consultation process will now commence.			
<i>13 May 2021 - 9:17 AM - Matthew Christensen</i> Documentation with Department of Education for signing.			
<i>15 Apr 2021 - 12:54 PM - Matthew Christensen</i> Progressing through paperwork. Have provided information to Department of Education.			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 April 2021	Matthew Lewis Matthew Christensen	For Determination	LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PHASE 2 - APPROVED PROGRAM
MOTION (Jones/Treavors)			

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THAT Council accepts the funding of \$1,220,908 under the Local Roads and Community Infrastructure Program Phase 2, and endorses the program of works for bridge and culvert maintenance and replacements.

16 Sep 2021 - 8:38 AM - Matthew Lewis

Culvert replacement works underway, planned for December 2021 completion. Culvert and bridge repairs delayed due to wet weather, planned for March 2022 completion.

10 Sep 2021 - 3:54 PM - Heidi Thornberry

Action reassigned to Matthew Lewis by: Heidi Thornberry

11 Aug 2021 - 4:30 PM - Heidi Thornberry

Action reassigned to Jeeva San by: Heidi Thornberry

15 Jul 2021 - 12:24 PM - Heidi Thornberry

Action reassigned to Charlie Harris by: Heidi Thornberry

08 Jun 2021 - 10:31 AM - Anantha Maddirala

Informed to Vikram.

03 May 2021 - 11:24 AM - Anantha Maddirala

Noted.

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 25 May 2021	Heather Nicholls Heather Nicholls	For Determination	YOUNG PEOPLE TO ADDRESS COUNCIL MEETING

MOTION (Durkin/Oldham)

THAT Council consider the matters raised by young people at this meeting.

16 Sep 2021 - 12:19 PM - Heidi Thornberry

Action reassigned to Heather Nicholls by: Heidi Thornberry

11 Aug 2021 - 1:22 PM - Sarah Smith

Department Leader to finalise letter with DGM

15 Jul 2021 - 1:00 PM - Sarah Smith

Department Leader to finalise letters with DGM

08 Jun 2021 - 4:45 PM - Sarah Smith

Letters to schools thanking students for attending and their contributions.

Meeting	Officer/Director	Section	Subject
Extraordinary Meeting 08 June 2021	Laura Lewis- Minogue Bradley Byrnes	For Determination	2021 AUSTRALIAN NATIONAL FIELD DAY EVENT SPONSORSHIP

MOTION (Jones/Treavors)

THAT Council approves the Sponsorship Program funding of an additional \$5,000 for the Australian National Field Days.

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<p>16 Sep 2021 - 9:20 AM - Laura Lewis-Minogue Event cancelled due to COVID. Funding not sent.</p> <p>12 Aug 2021 - 11:30 AM - Laura Lewis-Minogue Waiting on decision of ANFD before payment is processed.</p> <p>15 Jul 2021 - 10:18 AM - Laura Lewis-Minogue awaiting documentation</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 22 June 2021	Jolene Pearson Heather Nicholls	For Determination	SECTION 355 COMMITTEES
<p>MOTION (Batten/Weaver)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. Council agrees to dissolve the following s355 committees: <ol style="list-style-type: none"> i) Cudal Memorial Pool Committee; ii) Cumnock Pool Committee; iii) Eugowra War Memorial Pool Committee; iv) Manildra Memorial Pool Committee; v) Yeoval Pool Committee; 2. Dissolution of the following s355 committees be subject to a further report to Council: <ol style="list-style-type: none"> vi) Cargo Community Centre Committee; vii) Yeoval Memorial Hall Committee; and viii) Manildra Sports Council. 3. Council approves and adopts the Cabonne Council Pools Advisory Committee Terms of Reference. <p>14 Sep 2021 - 9:56 AM - Jolene Pearson Further report to August Council meeting - COMPLETE</p> <p>09 Aug 2021 - 12:51 PM - Jolene Pearson A further report will be prepared for the August Council meeting.</p> <p>15 Jul 2021 - 9:54 AM - Jolene Pearson A further report will be prepared for the August Council meeting.</p>			
Meeting	Officer/Director	Section	Subject

Outstanding Actions	Division: Committee: Ordinary Meeting Officer:	Date From: Date To:
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Ordinary Meeting 22 June 2021	Chris Jackson Matthew Christensen	For Determination	CABONNE SWIMMING POOLS MASTERPLAN
MOTION (Durkin/Treavors)			
THAT Council:			
<ol style="list-style-type: none"> Note the report and infrastructure recommendations, Place the report on public exhibition for 28 days; and Note that a report will be provided to council following the public exhibition phase. 			
<p>16 Sep 2021 - 11:21 AM - Nyssa Smith Report to Council August meeting on feedback from public exhibition. COMPLETE</p> <p>12 Aug 2021 - 11:55 AM - Chris Jackson Council note report on Cabonne Pools Masterplan Feedback</p> <p>15 Jul 2021 - 1:02 PM - Chris Jackson Report on immediate infrastructure recommendations complete</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 22 June 2021	Rachel Bailey Matthew Christensen	For Determination	BORENORE DAM WATER SUPPLY FACILITY - UNAUTHORISED DWELLING
MOTION (Treavors/Oldham)			
THAT Council take necessary actions to require the relocation of an unauthorised building from the foreshore of the Borenore Dam Water Supply Facility.			
<p>11 Aug 2021 - 10:41 AM - Rachel Bailey In progress. Investigations will continue from the Infrastructure department.</p> <p>02 Aug 2021 - 12:49 PM - Heidi Thornberry Action reassigned to Rachel Bailey by: Heidi Thornberry</p> <p>12 Jul 2021 - 10:30 AM - Heather Nicholls noted. NFA from services on asset matter. COMPLETE</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 22 June 2021	Laura Lewis-Minogue Bradley Bymes	For Determination	EVENTS ASSISTANCE PROGRAM
MOTION (Weaver/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: Thursday, 16 September 2021 2:37:31 PM</p>
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<p>THAT Council approve under its 2020/21 Event Assistance Program:</p> <ol style="list-style-type: none"> 1. \$550 for the GrowMolong event 'Save Molong- Wine Tasting'; 2. \$500 for the Spring Molong Arts Festival 2021; and 3. The carryover of funding of \$500 for the Canowindra Golf Club Centenary Celebrations. <p>16 Sep 2021 - 9:22 AM - Laura Lewis-Minogue both events postponed.</p> <p>12 Aug 2021 - 11:31 AM - Laura Lewis-Minogue Awaiting acquittal.</p> <p>15 Jul 2021 - 10:18 AM - Laura Lewis-Minogue Payments being processed</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 22 June 2021	Vikram Pathak Matthew Christensen	For Determination	PROPOSED ROAD NAMING - "UNNAMED NEW ROAD", SUMMER HILL CREEK
<p>MOTION (Weaver/Oldham)</p> <p>THAT Council proceed with the naming of the road detailed in the associated report as "Wongaburra Lane" in accordance with Section 162 of the Roads Act, 1993.</p> <p>12 Aug 2021 - 11:41 AM - Vikram Pathak Carried out site inspection on the work progresses of following activities</p> <ol style="list-style-type: none"> 1. Earthworks for road pavement 2. Revised road geometric alignment. <p style="padding-left: 40px;">Shared detail specification for excavation in rock area for pipe culverts base slab.</p> <p>15 Jul 2021 - 12:58 PM - Heidi Thornberry Action reassigned to Vikram Pathak by: Heidi Thornberry</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 22 June 2021	Matthew Christensen Matthew Christensen	For Determination	QUESTIONS FOR NEXT MEETING
<p>MOTION (Treavors/Nash)</p> <p>THAT Council receive a report in relation to the condition of Nangar Road and Fish Fossil Drive Canowindra.</p>			

<p>Outstanding Actions</p> <p>Action Sheets Report</p>	<p>Division: Committee: Ordinary Meeting Officer:</p>	<p>Date From: Date To:</p> <p>Printed: Thursday, 16 September 2021 2:37:31 PM</p>
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<p>08 Sep 2021 - 1:25 PM - Matthew Christensen Information report provided to Councils 17 August 2021 Ordinary Meeting. COMPLETE</p> <p>12 Aug 2021 - 9:10 AM - Matthew Christensen Report presented to August 2021 Ordinary Meeting.</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 22 June 2021	Matthew Christensen Matthew Christensen	Confidential Items	CONTRACT FOR THE SUPPLY AND DELIVERY OF BITUMEN EMULSION
<p>RECOMMENDATION (Nash/Newsom)</p> <p>THAT Council:</p> <ol style="list-style-type: none"> 1. Resolve to accept the tender of Bitupave Pty Ltd for the supply and deliver of bitumen emulsion; 2. Authorise the General Manager to enter into a contract with Bitupave Pty Ltd for the supply and deliver of bitumen emulsion; and 3. Advise the Central NSW Joint Organisation of its decision. 			
<p>15 Sep 2021 - 1:46 PM - Matthew Christensen COVID has delayed the contractor returning documents.</p> <p>12 Aug 2021 - 9:12 AM - Matthew Christensen Contracts have been signed and sent to supplier. Awaiting return.</p> <p>19 Jul 2021 - 2:00 PM - Matthew Christensen Advice has been forwarded to the CNSWJO with Council Resolution.</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 22 June 2021	Heidi Thornberry Heather Nicholls	Confidential Items	CONTRACT FOR THE SUPPLY AND DELIVERY OF BITUMEN EMULSION
<p>RECOMMENDATION (Nash/Newsom)</p> <p>THAT Council:</p> <ol style="list-style-type: none"> 1. Resolve to accept the tender of Bitupave Pty Ltd for the supply and deliver of bitumen emulsion; 2. Authorise the General Manager to enter into a contract with Bitupave Pty Ltd for the supply and deliver of bitumen emulsion; and 3. Advise the Central NSW Joint Organisation of its decision. 			
<p>18 Aug 2021 - 11:09 AM - Heidi Thornberry</p>			

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<p>Contracts Register updated - COMPLETE 05 Aug 2021 - 3:22 PM - Heidi Thornberry Sent contract register template to Dept Leader Plant & Depots 13 Jul 2021 - 2:41 PM - Heidi Thornberry Awaiting Document</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 22 June 2021	Debra Hamilton Heather Nicholls	For Determination	MANILDRA LIBRARY LEASE
<p>RECOMMENDATION (Nash/Mullins)</p> <p>THAT this matter be deferred until Council considers lease opportunities for suitable sites at Manildra.</p> <p>16 Sep 2021 - 11:08 AM - Heidi Thornberry Action reassigned to Debra Hamilton by: Heidi Thornberry 04 Sep 2021 - 9:48 AM - Heather Nicholls reassigned to initial report author, Deb Hamilton, for completeion of task to renew lease option. COMPLETE 12 Jul 2021 - 10:31 AM - Heather Nicholls additional information being sought</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 July 2021	Chris Jackson Matthew Christensen	Confidential Items	MORRIS PARK TOILET REFURBISHMENT GRANT
<p>MOTION (Jones/Durkin)</p> <p>THAT Council:</p> <ol style="list-style-type: none"> 1. Accepts the funding offer of \$108,950 under the Driver Reviver Site Upgrade Program for refurbishment of the Morris Park Toilets, Canowindra, 2. Allocates \$83,550 from the Infrastructure Replacement Reserve to fund the balance of the council contribution towards the project; and 3. Makes the full report public on council's website. <p>16 Sep 2021 - 11:23 AM - Nyssa Smith Project to go ahead and build option presented at Council workshop 12 Aug 2021 - 11:52 AM - Chris Jackson Noted Council motion of additional funding from Infrastructure Reserve Replacement</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: Thursday, 16 September 2021 2:37:31 PM</p>
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Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 July 2021	Robyn Little Bradley Bymes	For Determination	DRAFT VILLAGE ENHANCEMENT FUND POLICY
<p>MOTION (Newsom/Weaver)</p> <p>THAT Council endorse the draft Village Enhancement Fund Policy and place the draft policy on public exhibition.</p> <p><i>01 Sep 2021 - 2:18 PM - Robyn Little</i> Policy will be promoted to Community Organisations by GM either face to face at meetings when COVID restrictions are eased or through a virtual meeting platform. COMPLETE</p> <p><i>03 Aug 2021 - 10:11 AM - Robyn Little</i> Draft policy placed on public exhibition.</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 July 2021	Robyn Little Bradley Bymes	For Determination	NSW RURAL DOCTORS NETWORK BUSH BURSARY & CWA SCHOLARSHIP PROGRAM
<p>MOTION (Davison/Nash)</p> <p>THAT Council support the funding of the Bush Bursary and CWA Scholarship Scheme through the Community Facilitation Fund.</p> <p><i>09 Sep 2021 - 10:26 AM - Robyn Little</i> Tax invoice processed for sponsorship payment. No further advice received to date.</p> <p><i>03 Aug 2021 - 9:38 AM - Robyn Little</i> NSWRD Network advised on Council's sponsorship. Awaiting further information.</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 July 2021	Heather Nicholls Heather Nicholls	For Determination	EUGOWRA MASTERPLAN
<p>MOTION (Newsom/Weaver)</p> <p>THAT the draft Eugowra Masterplan be placed upon 28 days public exhibition, with a further report to be presented to council following the exhibition phase.</p> <p><i>04 Sep 2021 - 9:49 AM - Heather Nicholls</i> task reassigned to Rebecca Johnson and team. Plan currently on pubic exhibition.</p> <p><i>09 Aug 2021 - 1:44 PM - Sarah Stewart</i> Plan currently on exhibition till 3 September 2021.</p> <p><i>03 Aug 2021 - 4:23 PM - Heather Nicholls</i> Plan to be exhibited.</p>			
Meeting	Officer/Director	Section	Subject

Outstanding Actions	Division: Committee: Officer:	Ordinary Meeting	Date From: Date To:
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Ordinary Meeting 27 July 2021	Laura Lewis-Minogue Bradley Bymes	For Determination	EVENTS ASSISTANCE PROGRAM
MOTION (Newsom/Davison)			
THAT Council approve under its 2021/22 Event Assistance Program:			
<ol style="list-style-type: none"> \$3,000 for Baroquefest, Canowindra; and The carryover of funding of \$1,500 for the 12-hour Dance Event and Downton Abbey Ball. 			
16 Sep 2021 - 9:24 AM - Laura Lewis-Minogue payment being processed.			
12 Aug 2021 - 11:31 AM - Laura Lewis-Minogue Documents being collated.			

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 July 2021	Bradley Bymes Bradley Bymes	For Determination	QUESTIONS FOR NEXT MEETING
MOTION (Davison/Durkin)			
THAT Council receive a report in relation to the estimated cost to develop a carbon neutral action plan for Cabonne Council to be carbon neutral by 2030.			
01 Sep 2021 - 2:16 PM - Robyn Little Report to August council. COMPLETE.			
10 Aug 2021 - 11:52 AM - Robyn Little Report being prepared by Dpt Leader Innovation & Technology.			

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 July 2021	Jeeva San Matthew Christensen	Confidential Items	CONTRACT NO 1258053 - REPAIRS AND REPLACEMENT OF CULVERTS AND BRIDGES ON LOCAL AND REGIONAL ROADS
RECOMMENDATION (Jones/Nash)			
That Council:			
<ol style="list-style-type: none"> Resolve to accept the tender of PA & CL McKenzie Builders for Separable Portion 1 (SP1) and Separable Portion 2 (SP2) for \$861,320.00 (exl GST) for the repairs and replacement of culverts and bridges on local and regional roads. 			

<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: Thursday, 16 September 2021 2:37:31 PM</p>
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2. Authorise the General Manager to enter into a contract with PA & CL McKenzie Builders for Separable Portion 1 (SP1) and Separable Portion 2 (SP2) for \$861,320.00 (exl GST) for the repairs and replacement of culverts and bridges on local and regional roads.
3. Resolve to accept the tender of MCS Civil NSW Pty Ltd for Separable Portion 3 (SP3) for \$833,182.65 (exl GST) for the repairs and replacement of culverts and bridges on local and regional roads.
4. Authorise the General Manager to enter into a contract with MCS Civil NSW Pty Ltd for Separable Portion 3 (SP3) for \$833,182.65 (exl GST) for the repairs and replacement of culverts and bridges on local and regional roads.
5. Authorise any variation to the contract for the project provided the variations are contained within the overall approved budget.
6. Authorise the General Manager to notify unsuccessful tenderers in writing.

14 Sep 2021 - 9:09 AM - Jeeva San

Replacement of Culvert LR138-CUL10 has been completed. Replacement of Culvert LR268-CUL2 and Culvert LR273-CUL4 are in progress.

11 Aug 2021 - 10:31 AM - Jeeva San

Contractors have been engaged for Separable Portions 1, 2 and 3.

11 Aug 2021 - 9:35 AM - Heidi Thornberry

Action reassigned to Jeeva San by: Heidi Thornberry

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 July 2021	Chris Jackson Matthew Christensen	Confidential Items	TENDER RECOMMENDATION RFT 10039031-MOLONG SHOWGROUND AMENITIES BUILDING

RECOMMENDATION (Durkin/Jones)

THAT Council:

1. Note the tender assessment RFT10039031 for Molong Showgrounds Amenities Building, prepared by NSW Public Works Authority.
2. Resolve to accept the tender of Adaptive Interiors for \$301,818.00 (excl GST) for the construction of the Molong Showgrounds Amenities Building.
3. Authorise the General Manager to enter into a contract with Adaptive Interiors for \$301,818.00 (excl GST) for the construction of the Molong Showgrounds Amenities Building.
4. Authorise any variation to the contract for the project provided the variations are contained within the overall approved budget.
5. Authorise the General Manager to notify unsuccessful tenderers in writing.

16 Sep 2021 - 11:25 AM - Nyssa Smith

Currently at design finalisation

12 Aug 2021 - 11:58 AM - Chris Jackson

<p>Outstanding Actions</p> <p>Action Sheets Report</p>	<p>Division: Committee: Ordinary Meeting Officer:</p>	<p>Date From: Date To:</p> <p>Printed: Thursday, 16 September 2021 2:37:31 PM</p>
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<p>Letter of Award Issued - RFT10039031 - Adaptive Interiors Public Works contract issue in progress</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 July 2021	Chris Jackson Matthew Christensen	Confidential Items	TENDER RECOMMENDATION RFT 10039041 -MOLONG & CANOWINDRA LIGHTING UPGRADE
<p><u>RECOMMENDATION</u> (Newsom/Durkin)</p> <p>THAT Council:</p> <ol style="list-style-type: none"> 1. Note the tender assessment RFT10039041 for Molong and Canowindra Sports Lighting Upgrade. 2. Resolve to accept the tender of Central West Electrical Contractors P/L for \$788,529.10 (exl GST) for the Molong and Canowindra Sports Lighting Upgrade. 3. Authorise the General Manager to enter into a contract with Central West Electrical Contractors P/L for \$788,529.10 (exl GST) for the Molong and Canowindra Sports Lighting Upgrade. 4. Authorise any variation to the contract for the project provided the variations are contained within the overall approved budget. 5. Authorise the General Manager to notify unsuccessful tenderers in writing. <p>16 Sep 2021 - 11:26 AM - Nyssa Smith Works commenced on site at Molong Rec 12 Aug 2021 - 12:20 PM - Chris Jackson Letter of Award Issued - RFT10039041 - Central West Electrical Contractors Public Works contract issue in progress</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 July 2021	Heidi Thornberry Heather Nicholls	Confidential Items	CONTRACT NO 1258053 - REPAIRS AND REPLACEMENT OF CULVERTS AND BRIDGES ON LOCAL AND REGIONAL ROADS
<p><u>RECOMMENDATION</u> (Jones/Nash)</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Resolve to accept the tender of PA & CL McKenzie Builders for Separable Portion 1 (SP1) and Separable Portion 2 (SP2) for \$861,320.00 (exl GST) for the repairs and replacement of culverts and bridges on local and regional roads. 			

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2. Authorise the General Manager to enter into a contract with PA & CL McKenzie Builders for Separable Portion 1 (SP1) and Separable Portion 2 (SP2) for \$861,320.00 (exl GST) for the repairs and replacement of culverts and bridges on local and regional roads.
3. Resolve to accept the tender of MCS Civil NSW Pty Ltd for Separable Portion 3 (SP3) for \$833,182.65 (exl GST) for the repairs and replacement of culverts and bridges on local and regional roads.
4. Authorise the General Manager to enter into a contract with MCS Civil NSW Pty Ltd for Separable Portion 3 (SP3) for \$833,182.65 (exl GST) for the repairs and replacement of culverts and bridges on local and regional roads.
5. Authorise any variation to the contract for the project provided the variations are contained within the overall approved budget.
6. Authorise the General Manager to notify unsuccessful tenderers in writing.

18 Aug 2021 - 11:09 AM - Heidi Thornberry

Contacts Register Updated - COMPLETE

05 Aug 2021 - 3:24 PM - Heidi Thornberry

Contracts register template sent to Dept Leader of Transport Infrastructure. Awaiting information to add to contracts register

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 July 2021	Heidi Thornberry Heather Nicholls	Confidential Items	TENDER RECOMMENDATION RFT 10039031-MOLONG SHOWGROUND AMENITIES BUILDING

RECOMMENDATION (Durkin/Jones)

THAT Council:

1. Note the tender assessment RFT10039031 for Molong Showgrounds Amenities Building, prepared by NSW Public Works Authority.
2. Resolve to accept the tender of Adaptive Interiors for \$301,818.00 (excl GST) for the construction of the Molong Showgrounds Amenities Building.
3. Authorise the General Manager to enter into a contract with Adaptive Interiors for \$301,818.00 (excl GST) for the construction of the Molong Showgrounds Amenities Building.
4. Authorise any variation to the contract for the project provided the variations are contained within the overall approved budget.
5. Authorise the General Manager to notify unsuccessful tenderers in writing.

16 Sep 2021 - 12:53 PM - Heidi Thornberry

Awaiting information

05 Aug 2021 - 3:24 PM - Heidi Thornberry

Contracts Register template sent to Urban Services Coordinator, awaiting information

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 July 2021	Heidi Thornberry	Confidential Items	TENDER RECOMMENDATION RFT 10039041 -MOLONG & CANOWINDRA LIGHTING UPGRADE

Outstanding Actions	Division: Committee: Ordinary Meeting Officer:	Date From: Date To:
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<p>Heather Nicholls RECOMMENDATION (Newsom/Durkin)</p> <p>THAT Council:</p> <ol style="list-style-type: none"> Note the tender assessment RFT10039041 for Molong and Canowindra Sports Lighting Upgrade. Resolve to accept the tender of Central West Electrical Contractors P/L for \$788,529.10 (exl GST) for the Molong and Canowindra Sports Lighting Upgrade. Authorise the General Manager to enter into a contract with Central West Electrical Contractors P/L for \$788,529.10 (exl GST) for the Molong and Canowindra Sports Lighting Upgrade. Authorise any variation to the contract for the project provided the variations are contained within the overall approved budget. Authorise the General Manager to notify unsuccessful tenderers in writing. <p>16 Sep 2021 - 12:57 PM - Heidi Thornberry Awaiting information 05 Aug 2021 - 3:25 PM - Heidi Thornberry Contracts Register template sent to Urban Services Coordinator, awaiting information</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Heidi Thornberry Heather Nicholls	For Determination	AUSTRALIA DAY 2022
MOTION (Treavors/Jones)			
<p>THAT Council note the schedule for Australia Day 2022.</p> <p>16 Sep 2021 - 12:57 PM - Heidi Thornberry Nominations have been opened</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Debra Hamilton Heather Nicholls	For Determination	MANILDRA LIBRARY - PROPERTY LEASE
MOTION (Newsom/Treavors)			
<p>THAT Council advises the lessor that Cabonne Council wishes to exercise the option to renew the lease for a further 5 years for Part Lot 6, Section 35, DP 758643, being the premises known as the Manildra Library, located at 7 Derowie Street, Manildra.</p>			

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<p>16 Sep 2021 - 11:17 AM - Heidi Thornberry Action reassigned to Debra Hamilton by: Heidi Thornberry 04 Sep 2021 - 9:51 AM - Heather Nicholls task reassigned to initial report author, Deb Hamilton, to renew lease optio. COMPLETE</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Heather Nicholls Heather Nicholls	For Determination	CABONNE FAMILY DAY CARE COMMUNITY CHILD CARE FUNDING
<p>MOTION (Jones/Treavors)</p> <p>THAT Council:</p> <ol style="list-style-type: none"> Supports the proposed changes to Cabonne Family Day Care's Fees and Charges, and Gives 28 days public notice of the proposed changes to the community services fees and charges as outlined in the report on this matter. <p>16 Sep 2021 - 12:30 PM - Heidi Thornberry Action reassigned to Heather Nicholls by: Heidi Thornberry</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Heather Nicholls Heather Nicholls	For Determination	REQUESTS FOR DONATIONS
<p>MOTION (Oldham/Davison)</p> <p>THAT Council donates:</p> <ol style="list-style-type: none"> \$182.98 to Cudal & Districts Soccer Club to replace a soccer net, and \$200 to Cumnock & District Progress Association Inc as sponsorship for the Cumnock Markets Family Fun Day to be held on 16 October 2021. <p>16 Sep 2021 - 12:31 PM - Heidi Thornberry Action reassigned to Heather Nicholls by: Heidi Thornberry</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Laura Lewis- Minogue Bradley Bymes	For Determination	EVENTS ASSISTANCE PROGRAM
<p>MOTION (Newsom/Durkin)</p>			

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<p>THAT Council approves \$500 for the Eugowra Masters of the Mandagery. event under its 2021/22 Event Assistance Program.</p> <p>16 Sep 2021 - 9:32 AM - Laura Lewis-Minogue Collating documents.</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Laura Lewis-Minogue Bradley Bymes	For Determination	ARTS OUTWEST MEMBERSHIP
<p>MOTION (Oldham/Davison)</p> <p>THAT Council:</p> <ol style="list-style-type: none"> 1) maintains its membership and authorises the signing of the Memorandum of Understanding from 1 July 2021 – 31 December 2024. 2) authorises payment of the annual membership fee of \$10,230.40. <p>16 Sep 2021 - 9:25 AM - Laura Lewis-Minogue Payment being processed</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Matthew Christensen Matthew Christensen	For Determination	SECTION 355 COMMITTEES
<p>MOTION (Oldham/Newsom)</p> <p>THAT Council agrees to dissolve the following s355 committees:</p> <ol style="list-style-type: none"> i) Cargo Community Centre Committee; and ii) Manildra Sports Council. <p>16 Sep 2021 - 11:51 AM - Matthew Christensen Letters of thanks have been circulated. Operational actions put in place to maintain facilities. COMPLETE</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Charlie Harris Matthew Christensen	For Determination	SWIMMING POOL PRESEASON WORKS
<p>MOTION (Oldham/Jones)</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: Thursday, 16 September 2021 2:37:31 PM</p>
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<p>THAT Council approve funding preseason works at the Manildra and Eugowra Pools from the Infrastructure Replacement Reserves.</p> <p>14 Sep 2021 - 11:00 AM - Charlie Harris Complete 14 Sep 2021 - 11:00 AM - Charlie Harris Noted, works have now commenced</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Chris Jackson Matthew Christensen	For Determination	CABONNE SWIMMING POOLS MASTERPLAN FEEDBACK
<p>MOTION (Davison/Newsom)</p> <p>THAT Council approves the Cabonne Swimming Pool Masterplan and include following amendments:</p> <ol style="list-style-type: none"> 1. Consideration of surveillance at the Molong Pool Amenities; and 2. Consideration of replacement of pool perimeter fencing at all pools. <p>16 Sep 2021 - 11:27 AM - Nyssa Smith Working with Otium to include in final report</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Christopher Eldred Heather Nicholls	For Determination	MODIFICATION OF DEVELOPMENT APPLICATION 2007/0138/2 FOR A SEVEN LOT SUBDIVISION OF LOT 245 DP 756890 AND LOT 1 DP 591097
<p>MOTION (Nash/Batten)</p> <p>THAT Modification of Condition 29 of the consent for Development Application 2007/138/2, being a seven (7) lot subdivision of Lot 245 DP 756890 and Lot 1 DP 591097, be approved subject to the attached conditions.</p> <p>13 Sep 2021 - 1:21 PM - Christopher Eldred DA determined. COMPLETED</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Robyn Little Bradley Byrnes	For Notation	2021 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE
<p>MOTION (Davison/Jones)</p> <p>THAT the information be noted.</p> <p>01 Sep 2021 - 2:17 PM - Robyn Little</p>			

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NFA required. COMPLETE			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Nathan Stubberfield Heather Nicholls	For Notation	CARBON NEUTRAL STRATEGY DEVELOPMENT
MOTION (Davison/Jones)			
THAT the information be noted.			
16 Sep 2021 - 12:36 PM - Nathan Stubberfield no further action. COMPLETE.			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Matthew Christensen Matthew Christensen	For Notation	NANGAR ROAD AND FISH FOSSIL DRIVE, CANOWINDRA
MOTION (Davison/Jones)			
THAT the information be noted.			
15 Sep 2021 - 1:21 PM - Matthew Christensen Road Safety Audit has been undertaken and report received. COMPLETE			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Heather Nicholls Heather Nicholls	Confidential Items	EVALUATION OF SUBMISSIONS TENDER: "NETWASTE TENDER FOR COLLECTION AND RECYCLING SCRAP METAL F2959"
RECOMMENDATION (Nash/Treavors)			
THAT Council:			
<ol style="list-style-type: none"> 1. accepts the NetWaste tender submitted by Sims Metal for Collection and Recycling of Scrap Metal for the initial two (2) year term and sign the required contract documentation; and 2. authorises affixing of council's Common Seal to the contract documents. 			
04 Sep 2021 - 9:52 AM - Heather Nicholls COMPLETE			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Heather Nicholls	Confidential Items	REQUEST FOR CONSIDERATION OF INTEREST CHARGES ON ACCOUNT 936100007

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<p>Heather Nicholls RECOMMENDATION (Oldham/Davison)</p> <p>THAT interest charges of \$218.84 for the previous 12 months be written off and if payments are maintained, that a further 12 months interest be written off from water/sewer account 936100007.</p> <p>04 Sep 2021 - 9:53 AM - Heather Nicholls Snr Rates Officer advised of council resolution and requested to finalise task. COMPLETE</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Heather Nicholls Heather Nicholls	Additional Item	FINANCIAL ASSISTANCE GRANTS
<p>* FINANCIAL ASSISTANCE GRANTS</p> <p>RECOMMENDATION (Jones/Batten)</p> <p>THAT Council note the correspondence received by the NSW Local Government Grants Commission in the tabled report.</p> <p>5. Carried</p> <p>04 Sep 2021 - 9:54 AM - Heather Nicholls Noted. COMPLETE</p>			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Veronica Windus Heather Nicholls	For Determination	REQUESTS FOR DONATIONS
<p>MOTION (Oldham/Davison)</p> <p>THAT Council donates:</p> <ol style="list-style-type: none"> 1. \$182.98 to Cudal & Districts Soccer Club to replace a soccer net, and 2. \$200 to Cumnock & District Progress Association Inc as sponsorship for the Cumnock Markets Family Fun Day to be held on 16 October 2021. <p>30 Aug 2021 - 1:02 PM - Veronica Windus COMPLETED 30 Aug 2021 - 1:02 PM - Veronica Windus Noted.</p>			

<p>Outstanding Actions</p> <p>Action Sheets Report</p>	<p>Division: Committee: Ordinary Meeting Officer:</p>	<p>Date From: Date To:</p> <p>Printed: Thursday, 16 September 2021 2:37:31 PM</p>
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Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Veronica Windus Heather Nicholls	For Determination	EVENTS ASSISTANCE PROGRAM
<p>MOTION (Newsom/Durkin)</p> <p>THAT Council approves \$500 for the Eugowra Masters of the Mandagery. event under its 2021/22 Event Assistance Program.</p> <p>30 Aug 2021 - 1:03 PM - Veronica Windus COMPLETED 30 Aug 2021 - 1:03 PM - Veronica Windus Noted</p>			

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Veronica Windus Heather Nicholls	For Determination	ARTS OUTWEST MEMBERSHIP
<p>MOTION (Oldham/Davison)</p> <p>THAT Council:</p> <ol style="list-style-type: none"> 1) maintains its membership and authorises the signing of the Memorandum of Understanding from 1 July 2021 – 31 December 2024. 2) authorises payment of the annual membership fee of \$10,230.40. <p>30 Aug 2021 - 1:05 PM - Veronica Windus COMPLETED 30 Aug 2021 - 1:05 PM - Veronica Windus Membership fee already allocated in 21/22 Budget</p>			

Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Heidi Thornberry Heather Nicholls	Confidential Items	EVALUATION OF SUBMISSIONS TENDER: "NETWASTE TENDER FOR COLLECTION AND RECYCLING SCRAP METAL F2959"
<p>RECOMMENDATION (Nash/Treavors)</p> <p>THAT Council:</p> <ol style="list-style-type: none"> 1. accepts the NetWaste tender submitted by Sims Metal for Collection and Recycling of Scrap Metal for the initial two (2) year term and sign the required contract documentation; and 2. authorises affixing of council's Common Seal to the contract documents. 			

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16 Sep 2021 - 12:58 PM - Heidi Thornberry Contracts Register template sent to environmental dept			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Bradley Bymes Bradley Bymes	Additional Item	FINANCIAL ASSISTANCE GRANTS
* <u>FINANCIAL ASSISTANCE GRANTS</u>			
<u>RECOMMENDATION</u> (Jones/Batten)			
THAT Council note the correspondence received by the NSW Local Government Grants Commission in the tabled report.			
5. Carried			
01 Sep 2021 - 2:15 PM - Robyn Little NFA required. COMPLETE			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 24 August 2021	Emma Tadros Bradley Bymes	For Determination	CABONNE FAMILY DAY CARE COMMUNITY CHILD CARE FUNDING
<u>MOTION</u> (Jones/Treavors)			
THAT Council:			
<ol style="list-style-type: none"> 1. Supports the proposed changes to Cabonne Family Day Care's Fees and Charges, and 2. Gives 28 days public notice of the proposed changes to the community services fees and charges as outlined in the report on this matter. 			
07 Sep 2021 - 4:50 PM - Emma Tadros Advertised on Council website - available for comment until 5 October. COMPLETE			
Meeting	Officer/Director	Section	Subject
Ordinary Meeting 27 July 2021	Hayley Stansbury Heather Nicholls	For Determination	DRAFT VILLAGE ENHANCEMENT FUND POLICY
<u>MOTION</u> (Newsom/Weaver)			
THAT Council endorse the draft Village Enhancement Fund Policy and place the draft policy on public exhibition.			
14 Sep 2021 - 11:04 AM - Hayley Stansbury Waiting for draft policy to be adopted by council before finalising it into the policy register			

Outstanding Actions	Division:		Date From:
Action Sheets Report	Committee:	Ordinary Meeting	Date To:
	Officer:		Printed: Thursday, 16 September 2021 2:37:31 PM

Incomplete Resolutions - Summary

Risk	Totals	Month 1	Month 2	Month 3	Month 3+
Low	51	30	9	2	10
Medium	2		0	0	2
High	0				0

As at: 16 September 2021

Key:

Low Risk

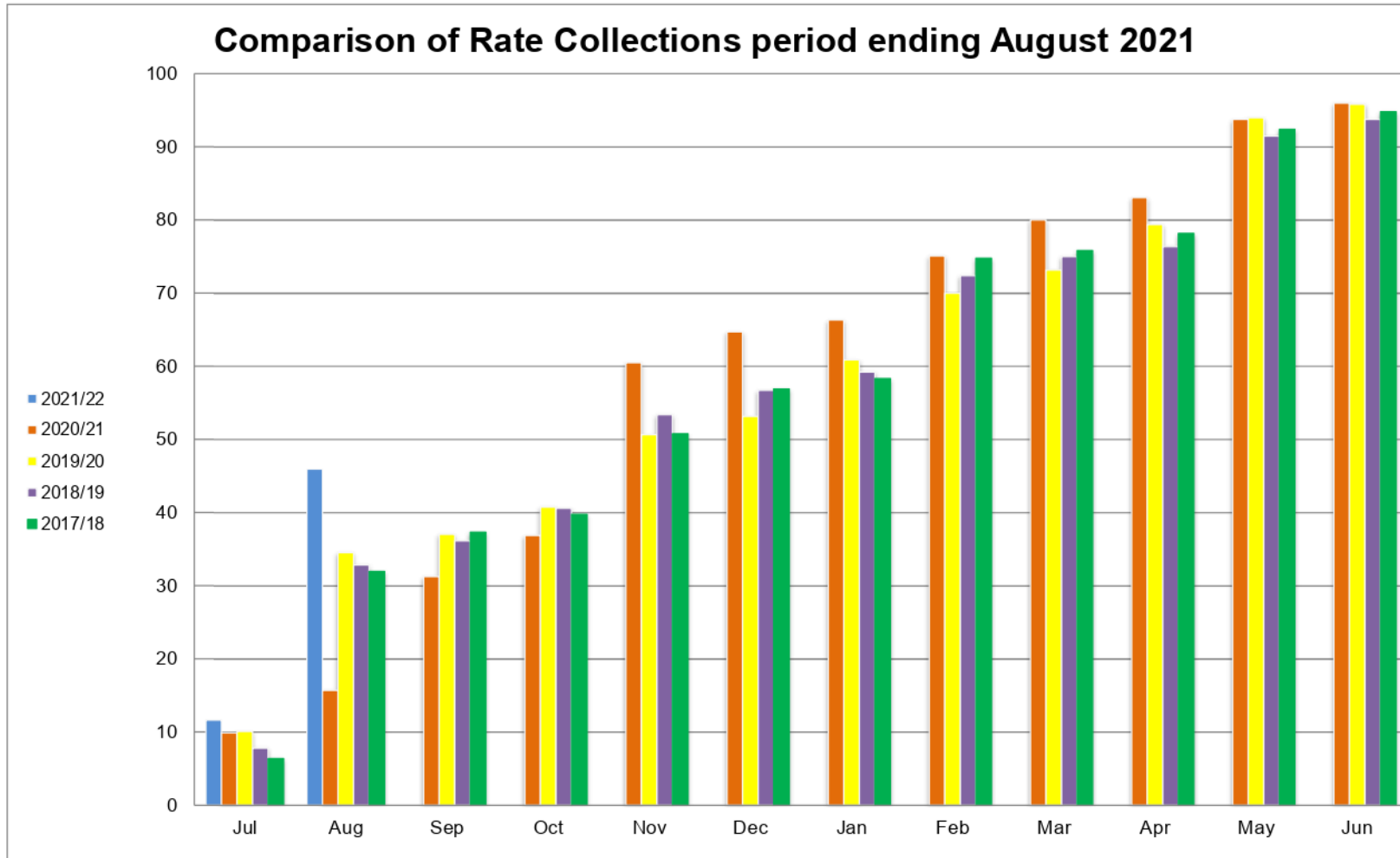
Includes resolutions marked "Complete" pending the next Council meeting to be finalised; resolutions up to 2 months old with an initial comment; and resolutions not "Complete" (regardless of age), with initial and progress comments which are incomplete due to a legitimate reason.

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 31/08/2021

Annexure - Item 2

GENERAL FUND

Investing Institution	Credit Rating	Amount Invested	Interest Rate	Terms (Days)	Maturity Date	
ANZ Bank	A1+	1,000,000	0.23%	274	12/07/2021	12/04/2022
ANZ Bank	A1+	5,000,000	0.10%	92	28/06/2021	28/09/2021
ANZ Bank	A1+	1,000,000	0.25%	273	9/06/2021	9/03/2022
Bank of Qld	A2	500,000	0.40%	365	14/07/2021	14/07/2022
Bank of Qld	A2	2,000,000	0.45%	365	20/07/2021	20/07/2022
Commonwealth Bank	A1+	2,000,000	0.45%	273	14/12/2020	13/09/2021
Commonwealth Bank	A1+	3,000,000	0.37%	270	17/05/2021	11/02/2022
Commonwealth Bank	A1+	2,000,000	0.42%	364	12/03/2021	11/03/2022
Commonwealth Bank	A1+	147,894	0.01%	24 Hour at call account		
Commonwealth Bank	A1+	4,535,000	0.10%	Business Online Saver		
Illawarra Mutual Build Society	A2	250,000	0.24%	273	8/07/2021	7/04/2022
Illawarra Mutual Build Society	A2	500,000	0.24%	273	8/07/2021	7/04/2022
Me Bank	A2	1,500,000	0.45%	272	9/03/2021	6/12/2021
National Australia Bank	A1+	1,000,000	0.32%	270	8/07/2021	4/04/2022
National Australia Bank	A1+	2,000,000	0.30%	122	28/05/2021	27/09/2021
National Australia Bank	A1+	3,000,000	0.34%	270	1/03/2021	26/11/2021
National Australia Bank	A1+	2,000,000	0.32%	271	10/03/2021	6/12/2021
National Australia Bank	A1+	1,000,000	0.30%	240	30/06/2021	25/02/2022
National Australia Bank	A1+	1,500,000	0.30%	240	30/06/2021	25/02/2022
Reliance Credit Union	Unrated	500,000	0.85%	365	21/09/2020	21/09/2021
Reliance Credit Union	Unrated	250,000	0.85%	365	30/10/2020	30/10/2021
Suncorp-Metway	A1	1,000,000	0.33%	301	26/07/2021	23/05/2022
Suncorp-Metway	A1	2,000,000	0.30%	240	22/03/2021	17/11/2021
Westpac Bank	A1+	1,000,000	0.24%	214	1/03/2021	1/10/2021
Westpac Bank	A1+	1,000,000	0.24%	214	7/06/2021	7/01/2022
Westpac Bank	A1+	3,000,000	0.27%	306	17/03/2021	17/01/2022

GENERAL FUND INVESTMENTS

\$ 42,682,894

TRUST FUND

Investing Institution	Credit Rating	Amount Invested	Interest Rate	Terms (Days)
Commonwealth Bank	A1+	158,000	0.10%	BOS 24 Hour at call account

TRUST FUND INVESTMENTS

\$ 158,000

TOTAL INVESTMENTS

\$ 42,840,894

INVESTMENT POLICY

Council's Investment policy states the aggregate of investments should not exceed the following percentages:

Council's Current Exposure of Total Investments

Standard & Poors Credit Term Rating	Short	Maximum Percentage Total Investments		
A1+		100%	80%	\$ 34,340,894
A1 & A1-		50%	7%	\$ 3,000,000
A2		10%	11%	\$ 4,750,000
Unrated		2%	2%	\$ 750,000
			Total Investments	\$ 42,840,894

**Excess due to large fluctuations in the cash flow reducing the balance remaining in the CBA Business Online Saver Acc

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	Council's Current Exposure per Institution	
Commonwealth Bank	A1+	30%	28%	\$ 11,840,894
National Australia Bank	A1+	30%	25%	\$ 10,500,000
Westpac Bank	A1+	30%	12%	\$ 5,000,000
ANZ	A1+	30%	16%	\$ 7,000,000
Suncorp-Metway	A1	20%	7%	\$ 3,000,000
Bank of Qld	A2	10%	6%	\$ 2,500,000
Illawarra Mutual Building Society	A2	10%	2%	\$ 750,000
Me Bank	A2	10%	4%	\$ 1,500,000
Reliance Credit Union	Unrated	2%	2%	\$ 750,000
			Total Investments	\$ 42,840,894

INVESTMENT MOVEMENTS

Council's Overall Total Investments have remained stable due to no variations in the Cashflow during the month of August.

	This Month	Last Month	July 2021
Total Investments	\$ 42,840,894	\$ 42,840,894	\$ 42,840,894
% Change	0.00%		0.00%

INTEREST RATE PERFORMANCE

Council's Average Interest rate for the month was 0.33%. The average rate movement is decreasing 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 0.1% in August. However, Council's average is still higher than Council's Performance Benchmark, the 30 Day Bank Bill Swap Rate of 0.01%.

Performance Benchmark 30 Day Bank Bill Swap Rate	Av Interest Rate This Month	This	Av Interest Rate Last Month	Av Interest Rate July 2021
0.0100%	0.33%		0.33%	0.33%

Heather Nicholls

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
Central NSW Joint Organisation
12 August online**

Recommendation/s

That Council note the report from the recent CNSWJO Board meeting and write to the Minister for Regional Roads, the Hon Paul Toole, in support of the upgrades of the Great Western Highway between Lithgow and Katoomba.

I attended the Central NSW Joint Organisation Board meeting on Thursday 12 August 2021 online via zoom.

Originally the JO had scheduled to meet at Parliament House in Sydney. Through support of the Local Member for Cootamundra Steph Cooke, however with the ongoing Covid crisis in Sydney, the decision was made to meet online rather than in region.

It was very pleasing to be addressed by the following ministers and local members;

The Hon John Barilaro, MP
Deputy Premier, and Minister for Regional New South Wales, Industry and Trade and Member for Monaro

The Hon Paul Toole MP
Minister for Regional Transport and Roads Deputy Leader of The Nationals and Member for Bathurst

The Hon Dr Geoff Lee MP
Minister for Skills and Tertiary Education.

The Hon Melinda Pavey MP
Minister for Water, Property and Housing

The Hon Matthew Kean MP
Minister for Energy and Environment

Steph Cooke
Parliamentary Secretary for Regional Health and Member for Cootamundra



Highlights from the meeting were the support passionate support from the Deputy Premier and Minister for Water on the raising of the Wyangala Dam, election commitment. Since the meeting a jointly approved media release from their Offices from our Chair has been distributed.

Follow up has been undertaken with Minister Kean around two issues;

1. the change to amendments the Local Government Act regarding councils engaging in Contracts for Differences seeking his support in lobbying for these changes and
2. the impact of the Biodiversity Offset Scheme on the Wyangala Dam Wall Raising Project in relation to the increase in expected costs of the project and its impact on the business case.

Support has been given to Steph Cooke as the Local Member for Cootamundra for the Tresillian services at the Cowra Hospital as part of the Regional Family Care Centre in Cowra, as a Central location in this region.

Support has been extended to Minister Toole for the progress connecting Western Sydney to the Central West and this report seeks support from Council in this regard.

Please find following a summary of the highlights from ordinary meeting of the Board with Minutes attached. The business paper is available at https://www.centraljo.nsw.gov.au/content/uploads/210812_CNSWJO-Board-Agenda_Final_Web.pdf

OLG Capability Building Stage 2 Funding

Through the OLG Capability Building Stage 2 Funding for Joint Organisations of \$150,000 the Board resolved to undertake the following projects;

- a. a \$35K investment in a Public Relations campaign to support the visitor economy responding to Covid to be developed with members;
- b. a \$25K Workforce Development Plan for Water and Wastewater;
- c. regional strategic support for IP and R to both support members and inform the next Statement of Strategic Regional Priority where CNSWJO contributes \$20K; and
- d. support for projects in energy and waste to support collaboration with key agencies and stakeholders for \$70K.

The Chair will write to the Local Government Minister, The Hon Shelley Hancock, for her ongoing funding support.

Energy Project

Under this portfolio updates were provided on regional energy-related activities, including:

- Electricity procurement,
- Dept Planning, Industry and the Environment in its Sustainable Councils and Community Program for energy reduction projects;
- The Southern Lights Project, and
- Electric Vehicles

Advice on a regional approach for solar panels and batteries with further scoping work to be undertaken with the General Manager's Advisory Committee on options in due course.

Support was given for a Reliable, Affordable, Clean Energy (RACE) for 2030 application on understanding and alleviating network constraints in the context of an orderly transition to a renewable energy future.

Members are asked to communicate to the EV industry that Central NSW is EV-supportive and should be highly considered in their applications under the NSW Government's funding for ultra-fast EV charging and for fast charging under the upcoming ARENA funding round.

Interested members will be able to participate in a regional grant application for destination chargers for electric vehicles.

NSW Government's Pumped Hydro Recoverable Grants Program

The Board lent its support the proposal from CTW for the NSW Government's Pumped Hydro Recoverable Grants Program, and approved, key member Councils and identified stakeholders including WaterNSW and Water Infrastructure NSW on potential co-funding for a grant application.

The State Government announced a \$50 million Pumped Hydro Recoverable Grants Program with applications due on 20 August. DPIE has provided CNSWJO with funding for consulting work to investigate a range of projects for member Councils including a potential application under this Program.

Tourism PR and Visitor Economy Strategy

The Board has sought advice on priority for activity in tourism. Leveraging funds of \$35K from the OLG the focus will be again on another round of Covid response building on the We Want You Back Campaign.

This approach recognises the substantive PR value being realised in the region which for the last financial year sits at \$2.44m - an increase of nearly \$1m on the year before

Skills, Workforce and Housing Report

All members are reporting challenges with skills shortages and housing. This matter has been raised last two Board meeting. There is a great deal of activity going on in addressing both the skills/workforce and housing shortages.

While Skills is not the business of Local Government it is the role of State and Federal Government, consideration for what the Board could do in the context of its role. As such the Board approved the nomination of the Executive Officer to the Jobs and Skills Taskforce led by the Department of Employment Skills and Education. The Board has also resolved to receive advice about potential "grow our own" strategies to inform the incoming Board after the elections 4 December 2021.

Water update

The State Government is undertaking a huge amount of work in consultation with Local Government in the strategic regional and town water management areas in response to the challenges faced by communities through the recent drought and in an uncertain future of climatic extremes.

Through the Town Water Risk Reduction Program and development of place-based Regional Water Strategies, DPIE Water are seeking to work with Local Government to identify long term solutions to water and sewerage service challenges and water security risks in regional towns.

There is ongoing work by the CNSWJO and its members in this strategic space to ensure the needs of the region and its communities are met.

State-wide Water Efficiency Framework

At the Town Water Risk Reduction Program SAP on 28 July a new program being developed by DPIE Water around water efficiency projects and procurement was discussed. This initiative comes from the Draft NSW Water Strategy (action 6.5), see below

Action 6.5 A new state-wide Water Efficiency Framework and Program

The Government will implement a state-wide Water Efficiency Framework and Program in mid-2021 following consultation with key stakeholders, including water utilities in early 2021. The framework and program will:

- involve collaboration between all levels of government, water utilities, the private sector and the wider community
- focus on building water efficiency capacity, gaining a greater understanding of water use, improving the evaluation of water efficiency initiatives and increasing private sector involvement
- consider the total water cycle (from water supply through to wastewater treatment and reuse or discharge to oceans and waterways)
- embrace adaptive management and continual improvement and provide clear governance
- provide a clear statement of NSW Government policy and messaging of the need to support and invest in water efficiency across all sectors
- consider the effectiveness of BASIX (the Building Sustainability Index) in driving and sustaining water efficiency.

The opportunity for DPIE to contribute to the development of training materials building on the Water Loss Management Toolkit developed by the Water Utilities Alliance with funding from the Federal Government and NSW Water Directorate in 2016 has also been floated with the Town Water Risk Reduction team overseeing the training focus area of the program.

DPIE has agreed to coordinate a workshop with JOs on the program. Further advice will be provided.

Wyangala Dam Wall Project

The new WaterNSW CEO, Andrew George and former WaterNSW Wyangala Project Director, David Hogan have requested an opportunity to present to an upcoming meeting of the Board meeting on the project, changes to personnel through the formation of Water Infrastructure NSW, and new approaches being taken by WaterNSW in doing business.

Community Strategic Plan Project opportunity with RLE

An opportunity for members is available working with both Gerry Collins of the Regional Leadership Executive. An email was sent to members accordingly 5 July 2021.

All councils in NSW including CNSWJO members are bringing their current suite of Integrated Planning & Reporting documents to a close and getting ready to develop the next suite of documents (in line with the local government election cycle).

At a regional level, many councils will share similar needs for information, evidence, data and stakeholder engagement, particularly in relation to reporting on the effectiveness of the current Community Strategic Plan in achieving its objectives (the 'end of term' report), and in developing the next Community Strategic Plan for the local government area.

The Board has agreed to progress a collaborative approach to regional support for members in developing their Community Strategic Plans (CSPs) including:

- a. twelve month support for a regional support group of Council staff undertaking IPandR;
- b. advice to the next round of the CNSWO Statement of Strategic Regional Priority; and

- c. leveraging the Regional Leadership Executive to provide better State support to the CSP development.

Regional Submissions

Members have forwarded requests for the JO to lodge submissions, where all advice provided is within existing policy. All are available on the CNSWJO website at <https://www.centraljo.nsw.gov.au/submissions/>

The Board endorsed the following submissions to the Joint Standing Committee on road safety, response to the inquiry into mobile speed camera enforcement programs in NSW.

The has directed submissions be prepared in line with existing policy and informed by members for the;

- a. Transport for NSW on the Review of Environmental Factors and Concept Design for the proposed Medlow Bath Upgrade;
- b. DPIE on the Regional Housing Taskforce; and
- c. Committee on Community Services inquiry into and report on options to improve access to existing and alternate accommodation in order to help address the social housing shortage in NSW.

The Inland Rail Interface Improvement Program – Productivity Enhancement Program

This project is being fully funded by the Federal Government, a draft project plan has been developed. The funding is for Ernst Young and sub consultants to develop a business case that identifies options that support Small to Medium Enterprises accessing Inland Rail.

Joint Organisation Review

The Joint Organisation Review being undertaken by the Office of Local Government has not been made public at this time. Follow-up is being undertaken by the Board. In the meantime the Board is undertaking its own review of the Joint Organisation Model informed by a survey of members.

Value to members

Please find following advice on value to members trending over three years.

Next meeting

Our next Board meeting is scheduled for the 25th of November. Depending on the Covid situation, the Board will seek to either meet with Federal Ministers at Parliament House Canberra or via Zoom, seeking support from Michael McCormack the Local member for the Riverina.

I commend this report to Council and thank you all for your support.

Attachment/s:

1. Central NSW Joint Organisation Minutes 12 August 2021

Value to members

A snapshot of the value to members of the various activities undertaken by the JO for their members in the context of the CNSWJO Strategic Plan follows.

VALUE FOR MEMBERS 2020/2021	FY 2019/2020	FY 2020/2021	FYTD 2021/2022
SUBMISSIONS	20	23	1
PLANS, STRATEGIES AND COLLATERAL	26	12	2
GRANTS SEEKING	3	3	0
GRANT FUNDING RECEIVED	\$215k	\$736k	0
COMPLIANCE	13	9	4
DATA	6	3	0
MEDIA INCLUDING SOCIAL MEDIA	13	18	1
COST SAVINGS	\$1.87m	\$2.2m	*Not yet calculated
REPRESENTATION	147	159	14
OPPORTUNITIES COUNCILS HAVE BEEN AFFORDED	35	102	7

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	\$40,913	\$1,048	\$0	\$25,384	\$0	\$413,466	\$1,046	\$0	\$9,606	\$2,000	\$27,000	\$520,462
Blayney	\$0	\$7,316	\$0	\$0	\$26,039	\$0	\$51,824	\$0	\$0	\$0	\$2,000	\$22,000	\$109,179
Cabonne	\$0	\$12,826	\$20	\$0	\$39,711	\$0	\$56,917	\$644	\$0	\$6,726	\$2,000	\$31,000	\$149,844
Central Tablelands Water	\$0	\$103	\$0	\$0	\$0	\$0	\$13,700	\$973	\$0	\$0	\$0	\$10,000	\$24,775
Cowra	\$0	\$18,114	\$1,676	\$0	\$48,323	\$0	\$114,353	\$594	\$0	\$12,577	\$2,000	\$26,000	\$223,636
Forbes	\$0	\$15,901	\$0	\$0	\$42,214	\$0	\$98,198	\$808	\$0	\$1,821	\$2,000	\$19,000	\$179,942
Lachlan	\$0	\$26,846	\$0	\$0	\$44,962	\$0	\$88,963	\$989	\$0	\$3,977	\$2,000	\$26,000	\$193,737
Oberon	\$0	\$17,227	\$0	\$0	\$12,587	\$0	\$34,172	\$1,346	\$0	\$0	\$2,000	\$30,000	\$97,332
Orange	\$0	\$68,877	\$3,537	\$0	\$33,878	\$0	\$491,769	\$1,012	\$0	\$23	\$2,000	\$15,000	\$616,095
Parkes	\$0	\$1,402	\$0	\$0	\$43,570	\$0	\$180,478	\$478	\$0	\$4,059	\$2,000	\$18,000	\$249,987
Weddin	\$0	\$103	\$0	\$0	\$25,397	\$0	\$33,063	\$1,091	\$0	\$0	\$2,000	\$16,000	\$77,653
Sub Total	\$0	\$209,629	\$6,281	\$0	\$342,066	\$0	\$1,576,900	\$8,979	\$0	\$38,788	\$20,000	\$240,000	\$2,442,643
												Cost to members	\$245,600
												Total	\$2,197,043

This Board were provided advice on the activities against the NSW JO Strategic Plan and Statement of Regional Strategic Priority 2019/2020. Including the savings to Members of \$2.2m and grant funding of \$736k in the 2020/2021 FY.

The table above shows the savings achieved by member councils through aggregated procurement and programming. An explanation of the meaning of each column has been reported previously and is available on request. The table reflects savings in the 20/21 financial year up to 30 June 2021.

Minutes of the Central NSW Board meeting 12 August 2021 via zoom

In Attendance

Cr I North	Bathurst Regional Council	Cr J Medcalf OAM	Lachlan Shire Council
Cr S Ferguson	Blayney Shire Council	Cr K Sajowitz	Oberon Council
Cr K Beatty	Cabonne Council	Cr R Kidd	Orange City Council
Cr B West	Cowra Shire Council	Cr K Keith OAM	Parkes Shire Council
Cr P Miller	Forbes Shire Council		

Mr D Sherley	Bathurst Regional Council	Ms R Fagan	RDACW
Ms R Ryan	Blayney Shire Council	Mr L Smart	RDACW
Mr B Byrnes	Cabonne Council	Ms A Murphy	OLG
Mr P Devery	Cowra Shire Council	Ms G Collins	Regional NSW
Mr S Loane	Forbes Shire Council	Ms J Bennett	CNSWJO
Mr G Tory	Lachlan Shire Council	Ms M Macpherson	CNSWJO
Mr G Wallace	Oberon Council	Ms K Barker	CNSWJO
Mr D Waddell	Orange City Council	Ms A Thomas	CNSWJO
Mr K Boyd	Parkes Shire Council	Ms C Griffin	CNSWJO
Mr G Rhodes	Central Tablelands Water	Ms V Page	CNSWJO
Cr J Jones	Cabonne Council		

Meeting opened at 9:00am

1. **Welcome**
2. **Acknowledgement to Country and Welcome from the Chair, Cr John Medcalf OAM.**
3. **Apologies applications for a leave of absence by Joint Voting representatives**
Cr M Liebich, Cr D Somerville, Mr M Chalmers, Ms K Purser

Resolved	Cr R Kidd/Cr I North
That the apologies for the Central NSW Joint Organisation Board meeting 11 August 2021 listed above be accepted.	

4. **Speakers**

9.00am The Chair welcome Ms Steph Cooke, Parliamentary Secretary for Regional Health and Member for Cootamundra and Frances Crowley, Electorate Officer.

Follow-up

1. Ms Steph Cooke to take offline about the Maternity Services in Parkes and Forbes;
2. The region wants to see lga by lga data for vaccinations;
3. Support for Tresillian in Cowra; and
4. Seeking an update from Ms Cooke on the review of rural workforce.

9.28am Ms Steph Cooke, Parliamentary Secretary for Regional Health and Member for Cootamundra left the meeting

Ms R Fagan joined the meeting at 9.07am

Mr Greg Tory and Mr Garry Wallace joined the meeting at 9.13am

Cr R Kidd joined the meeting at 9.27am

5. Chairman's Minute – Nil

6. Minutes

Confirmation of the Minutes of the Central NSW Joint Organisation meeting 3 June 2021 held in Orange.

Resolved	Cr R Kidd/Cr K Keith
That the Central NSW Joint Organisation Board confirm the Minutes of the meeting 3 June 2021 held in Orange.	

7. Business Arising from the Minutes – Matters in Progress

Resolved	Cr I North/Cr K Sajowitz
That the Central NSW Joint Organisation Board note the Matters in Progress, making deletions as suggested	

9.38am The Chair welcomed the Hon Paul Toole, Minister for Regional Transport and Roads, and Member for Bathurst and Nicholas Chilton, his advisor

Follow-up

1. The Central West Orana Transport Plan is in final stages it will be aligning with the work done by DPIE.
2. Fixing local roads program Round 3 is coming soon and fixing country bridges, to be announced in October, the next round for timber bridges.
3. Regarding Blayney Demondrille, Minister will ask TfNSW to come back to update.
4. Minister seeking support from the JO and individual Councils for a duplication for Central West over the Mountains.

10.05am The Hon Paul Toole and Nicholas Chilton left the meeting,

10.05am The Chair welcomed the Hon Dr Geoff Lee, Minister for Skills and Tertiary Education, Member for Parramatta and Nick Karam, his advisor.

Follow-up

Regarding training water operators, the Minister will ask Training services to focus on water training.

10.33am Hon Dr Geoff Lee, Minister for Skills and Tertiary Education, Member for Parramatta and Nick Karam, his advisor left the meeting.

Cr Ken Keith left at 10.25am

10.34am The Chair welcomed The Hon. Melinda Pavey, Minister for Water, Property and Housing, Member for Oxley and his advisor Mr Angus Mackie.

Follow-up

The JO Board to follow up with the Minister's and Deputy Premier's Offices for a joint media release on the importance of the Wyangala Dam project.

11.00am The Chair welcomed the Hon John Barilaro, MP Deputy Premier, Minister for Regional New South Wales, Minister for Industry and Trade and Member for Monaro and Advisor Georgina Williams.

Actions

1. Members raised issue about Cowra on Tresillian needing to be in the Master Plan. Supports a model, will chase up with Steph Cooke's Office;
2. Vaccination figures will be made available by Iga;
3. Regarding any stimulus money, with tight timeframes - anyone experiencing pushback on extensions to let the Deputy Premier know. In this current climate extensions must apply;
4. The Deputy Premier's commitment and the election commitment to raising the wall at Wyanlgala remains- however the costs of the Biodiversity Offset Scheme makes development very difficult;
5. Takes on notice being briefed about the Joint Organisation review.

11.37am the Hon John Barilaro, MP Deputy Premier, Minister for Regional New South Wales, Minister for Industry and Trade and Member for Monaro and Advisor Georgina Williams left the meeting.

11.37am The Chair welcomed the Hon Matthew Kean, Minister for Energy and Environment and Member for Hornsby and his advisors Dimitry Palmer and Anthony Brewster.

Actions

1. Cabonne to write formally about barriers to development of their vision for solar energy production.
2. JO representatives to meet with Minister's representatives regarding procuring electricity around contracts we are seeking support to enable councils to engage in renewable energy.

12.05pm the Hon Matthew Kean, Minister for Energy and Environment and Member for Hornsby and his advisors Dimitry Palmer and Anthony Brewster left the meeting.

Kent Boyd left meeting at 12.10pm

Frances Crowley left meeting at 12.11pm

8. Reports on Statement of Regional Strategic Priority

Priority One: Inter-Council Co-operation

a. Financial Report

Resolved	Cr K Beatty /Cr B West
That the Board note the Financial Report.	

b. OLG Capability Building Stage 2 Funding Agreement

Resolved	Cr K Sajowitz/Cr B West
That the Board note the report on the OLG Capability Building Stage 2 Funding Agreement and	
1. Lodge a project plan with the following inclusions:	
a. a \$35K investment in a Public Relations campaign responding to Covid to be developed with members;	
b. a \$25K Workforce Development Plan for Water and Wastewater to be developed;	
c. regional strategic support for IP and R to both support members and inform the next Statement of Strategic Regional Priority where CNSWJO contributes \$20K; and	

- | |
|---|
| <p>d. support for projects in energy and waste to support collaboration with key agencies and stakeholders for \$70K; and</p> <p>2. Thank the Minister for her ongoing funding support.</p> |
|---|

c. Service Level Agreement Report

Resolved	Cr P Miller/Cr K Sajowitz
That the Board notes the report on the Services Level Agreement Report and adopt the Staff Employment and Hosting Policy.	

d. Best Practice in Aggregated Procurement

Resolved	Cr B West/Cr K Beatty
That the Board notes the report on Best Practice in Aggregated Procurement and	
<ol style="list-style-type: none"> 1. Adopt the heads of consideration for aggregated procurement activities, contribution to income and expenditure in budgetary and strategic considerations' reporting; and 2. Receive the suite of BPAP documents at the November Board meeting for consideration with a view to adoption. 	

e. Energy Program

Resolved	Cr K Sajowitz/Cr K Beatty
That the Board notes the report on the Energy Program and	
<ol style="list-style-type: none"> 1. Note the advice on a regional approach for solar panels and batteries with further scoping work to be undertaken with GMAC on options in due course; 2. Support the RACE for 2030 application on understanding and alleviating network constraints; 3. Communicate to the EV industry that Central NSW is EV-supportive and should be highly considered in their applications under the NSW Government's funding for ultra-fast EV charging and for fast charging under the upcoming ARENA funding round; and 4. Approve a regional grant application for destination chargers for interested member councils. 	

Priority One & Four: Energy Program & Regional Water Security

f. Report on the NSW Government's Pumped Hydro Recoverable Grants Program

Resolved	Cr B West/ Cr K Beatty
That the Board note the report on the NSW Government's Pumped Hydro Recoverable Grants Program and endorse the JO to work with CTW, key member Councils and identified stakeholders including Water NSW and Water Infrastructure NSW on potential co-funding for a grant application.	

Priority Two: Regional Prosperity

g. Tourism PR Visitor Economy Strategy

Resolved	Cr B West/ Cr K Sajowitz
That the Board note the Tourism PR and Visitor Economy Strategy report and	
<ol style="list-style-type: none"> 1. Adopt the priorities for the next twelve months as: <ol style="list-style-type: none"> a. Codeveloping and delivering with members a PR campaign responding to Covid including \$35K from the OLG Capacity Building Fund; b. Progressing options advice for members for data; c. Review the advocacy plan to be considered by the next Board; d. Scoping report on a collaborative project with DNCO on the value tourism in this region to be resourced in-house; e. A report on tourism infrastructure priority to the Board; f. Any training as requested by the Tourism Managers that can be delivered by the CNSWJO Training Service; and 	

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| <ul style="list-style-type: none"> g. High level marketing campaign codeveloped with Tourism Managers providing direction to PR, Social Media and broad direction CNSWJO services; and 2. Note the PR value from CNSWJO activities for the past twelve months was \$2.44m. |
|--|

Bathurst Regional Council left the meeting at 12.20pm

Cr Reg Kidd returned 12.22pm

h. Skills, Workforce and Housing Report

Resolved	Cr B West/ Cr K Beatty
That the Board note the Skills and Workforce Report and	
<ul style="list-style-type: none"> 1. Nominate the Executive Officer to be a member of the Local Jobs and Skills Taskforce; 2. That the Regional Leadership Executive will be seeking a member from the Joint Organisation to be part of its Central West Orana and Far West Workforce Development Sub-Committee; 3. Note the Draft Terms of Reference for the Central West Orana and Far West Workforce Development Sub-Committee 4. Support the efforts by the Regional Growth and Development Corporation in seeking a dedicated resource to coordinate skills and workforce for the Special Activation Precinct; and 5. Note the advice regarding potential "Grow Our Own" activities that could be undertaken to support Council workforce and receive a business case to inform JO prioritisation for the incoming Board after the election in December 2021. 	

Priority Four: Regional Water Security

i. Water Update

Resolved	Cr R Kidd/Cr K Sajowitz
That the Board note the Regional Water report and	
<ul style="list-style-type: none"> 1. support feedback to be provided by the JO through the Executive in consultation with members and in line with Board policy on DPIE Water's Roadmap to an improved regulatory framework; 2. seek advice from DPIE on innovative water security projects in NSW and their enablement; and 3. seek a Joint or JO media release on the iron clad support for the Wyangala Dam Project, with the Portfolio Minister and Deputy Premier. 	

8. Report to the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2019/2020

Resolved	Cr R Kidd/Cr P Miller
That the Board note the Report to the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority and	
<ul style="list-style-type: none"> 1. endorse the submissions to the <ul style="list-style-type: none"> a. Joint Standing Committee on road safety, response to the inquiry into mobile speed camera enforcement programs in NSW; 2. prepare a submission to the <ul style="list-style-type: none"> a. Transport for NSW (Transport) on the(REF) and Concept Design for the proposed Medlow Bath Upgrade; b. DPIE on the Regional Housing Taskforce; and c. Committee on Community Services inquiry into and report on options to improve access to existing and alternate accommodation in order to help address the social housing shortage in NSW 3. progress a collaborative approach to regional support for members in developing their Community Strategic Plans (CSPs) including: <ul style="list-style-type: none"> a. twelve month support for a regional support group of Council staff undertaking IPandR; b. advice to the next round of the CNSWO Statement of Strategic Regional Priority; and 	

- | |
|---|
| <ul style="list-style-type: none"> c. leveraging the Regional Leadership Executive to provide better State support to the CSP development; 4. note advice on the Central West and Orana Regional Plan Review; 5. note the advice on The Inland Rail Interface Improvement Program (II Program) – Productivity Enhancement Program (PEP); 6. note the cost savings of \$2.2m in the 2020/2021 FY; 7. note the grant funding of \$736k in the 2020/2021 FY; 8. write a support letter to Steph Cooke regarding the funding for the Tresillian and Gidget Foundation Australia to open a new Regional Family Care Centre in Cowra; 9. write to the Deputy Premier thanking him and making reference to the commitment around extensions with funding deadlines; and 10. write to Minister Toole, supporting the upgrades to the GWH. |
|---|

10. Confidential: Contract for Safety Compliance Training

Resolved	Cr B West/Cr K Sajowitz
That the Board:	
<ul style="list-style-type: none"> 1. Pursuant to section 10A(1)-(3) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) as outlined above; and 2. correspondence and reports relevant to the subject business be withheld from public access. 	

left meeting at 12.38pm, RDACW, OLG and Mr Gavin Rhodes.

Resolved	Cr B West/ Cr S Ferguson
That the Board note the confidential report for the Contract for Safety Compliance Training and	
<ul style="list-style-type: none"> 1. Accept the tenders from, and enter into contracts with the following service providers on behalf of member councils: <ul style="list-style-type: none"> • Admire Workplace Safety • Allens Training • Allied Risk Solutions • Australian Training and Consulting • Midd-West Risk Management • Play Safety Training Group • Rojo Emergency and Safety Training • Sitetrain • Strategic Services (Local Government Training Institute) • Succeed Training 2. Delegate the signing of contracts to the Executive Officer; and 3. Advise all tenderers of the decision in accordance with clause 179 of the Regulation. 	

Resolved	Cr B West/Cr K Sajowitz
That the Board resumes open session.	

- 11. **Late reports – Nil**
- 12. **Matters raised by Members -Nil**
- 13. **Notices of motions/Questions with notice - Nil**
- 14. **Speakers to next meeting**

- 15. **Next meeting**
GMAC – 28 October 2021

Board – 25 November 2021 – either in Canberra or via zoom with Federal Minister meetings.

Meeting close 12.54 pm

Page 6 is the last page of the Central NSW Joint Organisation meeting 11 August 2021

Summary of changes to the proposed new risk management and internal audit framework in response to submissions

Audit, Risk and Improvement Committees (ARIC)

- More 'principles-based' approach to reduce prescription and assist councils and ARICs to focus on desired outcomes
- New tiered ARIC model for metropolitan, regional and rural/remote councils and joint organisations and county councils with reduced prequalification requirements to better reflect the different needs of councils and their ability to attract ARIC members
 - enables a mix of prequalified, non-prequalified, independent and councillor members
 - new eligibility criteria for non-prequalified and councillor members
- More flexibility in ARICs' role:
 - ARIC provides limited assurance rather than full assurance – role and reporting terminology changed to reflect this
 - ARIC reviews all matters listed in s428A of the *Local Government Act 1993* over the council term, rather than annually, and focuses on systems/controls in place
 - more flexibility for councils to shape ARICs' role depending on council needs
- More information about ARICs' new assurance role in relation to integrated planning and reporting, service delivery and performance measurement
- Clearer links between the ARIC and the governing body to ensure the governing body receives maximum value from ARIC's expertise:
 - workplans developed by ARIC and noted by the governing body
 - new annual and four-yearly assurance meetings between the ARIC and governing body to discuss ARIC opinions, workplans, charter, terms of reference etc
 - councils can appoint a non-voting councillor member to their ARIC (optional)
- Reduced ARIC costs:
 - ARIC member fees at council's discretion
 - reduced external review requirements
- Revised term limits to make it easier to appoint ARIC members:
 - ARIC member terms coincide with council terms
 - longer maximum terms
 - possible exemption from term limits where a tier 1 council can't find new ARIC members
- New information about ARICs' role and key relationships with other stakeholders
- ARIC members can have more local government experience:
 - some independence requirements reduced
 - new ability to allow local community perspective/knowledge as a criteria for appointment to an ARIC
- Stronger ARIC member appointment and induction processes
- Enhanced leadership role for the chair over the ARIC and ARIC meetings
- More flexibility for councils regarding confidentiality of ARIC agendas and minutes
- ARIC given unrestricted access to general manager and senior staff only – access to other staff requires general manager's approval

- New 'further resources' section that provides examples/templates/information regarding implementation of ARICs

Risk management

- More 'principles-based' approach to remove prescription and assist councils to focus on desired outcomes
- Clarification on how risk management requirements apply to joint organisations and county councils, and the role of internal audit and ARICs in risk management
- New ability for shared arrangements for county councils and joint organisations to reduce costs
- More flexibility in implementation and workforce resourcing:
 - risk management refocused as a 'function' rather than a dedicated position so it can be shared with other council roles and fit into council's existing organisational structure
 - general manager can delegate risk management to any staff member
 - removed need for responsibilities to be included in senior staff contracts
- More accountability by the council to the governing body and ARIC for risk management:
 - ARIC reviews risk management framework each council term – highest risks reviewed as required
 - effectiveness of risk management framework formally discussed with the governing body and ARIC annually and each council term
- New 'further resources' section that provides examples/templates/information regarding risk management implementation

Internal audit

- More 'principles-based' approach to remove prescription and assist councils to focus on desired outcomes
- Clarification of dual reporting line to the ARIC and general manager
- More flexibility to implement the internal audit function within council's existing organisational structure and attract internal audit staff:
 - new tiered model for in-house and outsourced internal audit functions to reflect practical requirements of councils and the varied roles required of the head of internal audit function in different councils
 - specific role title for the head of the internal audit function removed
 - internal audit function can report to a staff member other than the general manager
 - detailed eligibility criteria for internal audit staff replaced with requirement that they be able to fulfil their role
 - ability to combine head of internal audit function role with any other role in council provided safeguards are met
- Shared arrangements simplified:
 - oversight by councillor committee and administrative committee removed
 - prescription of practical arrangements removed
- New ability for ARIC Chair to refuse a person's future access to internal audit information where they make unauthorised disclosures of internal audit information

- Performance review process streamlined to reduce costs:
 - removed annual review report by head of internal audit function to ARIC
 - ARIC conducts annual and four-yearly strategic assessment of internal audit function
- New 'further resources' section provides templates, examples, checklists, tools etc that can be used when performing audits and assessing the performance of the internal audit function

Attestation

- Annual attestation to key non-negotiable requirements of the Guidelines
- General manager to consult with ARIC on annual attestation before it is published (co-signing removed)
- Increased accountability and transparency:
 - Department of Planning, Industry and Environment's response to attestation exemption to be published in annual report
 - ARIC member details to be published in attestation certificate
 - Attestation certificate template clarifies what councils are attesting to

Implementation timeline

- All councils must appoint an ARIC from 4 June 2022
- All councils have until 2024 to establish their risk management framework and internal audit function – attestation commences 2024
- Councils have until 2027 to ensure ARIC membership complies with the Guidelines, allowing councils to transition into the new membership requirements as and when membership of existing ARICs expire – attestation commences 2027

Local Government Tendering Regulation Review

Discussion Paper
September 2021



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BACKGROUND

Councils are responsible for procuring a wide range of goods and services. Tendering is the formal process of seeking offers for the supply of goods or services to meet an identified need or for the disposal of property.

As part of the tendering process, a council will seek submissions from tenderers, which are then considered according to a set of pre-determined assessment criteria. If a tender is accepted, a contract is entered into for the supply of the goods or services.

Statutory requirements for tendering by NSW local and county councils and joint organisations are prescribed by section 55 the *Local Government Act 1993* (Act) and Part 7 of the *Local Government (General) Regulation 2021* (Regulation). The Act sets set out the broad legal framework that applies to local government tendering and the Regulation prescribes how tendering is to be undertaken.

OBJECTIVE

The Regulation will support efficient and effective tendering practices by councils and joint organisations that demonstrate integrity and probity, allow fair and open competition between suppliers and support councils and joint organisations to deliver services and infrastructure to their community that achieve value for money.

LEGISLATIVE CONTEXT

The tendering provisions of the Act and Regulation require councils and joint organisations to test the market before they spend public money on goods and services. The tendering provisions aim to ensure probity, accountability, impartiality, confidentiality, transparency and risk management and to ultimately support community confidence in purchasing by councils and joint organisations.

The tendering provisions of the Regulation prescribe requirements for:

- tendering methodology
- the submission and opening of tenders, and
- the determination of successful tenders.

Councils and joint organisations can adopt their own policies and procedures for procurement and tendering. However, the procurement and tendering practices of councils and joint organisations must comply with the following:

- *Local Government Act 1993*
- *Local Government (General) Regulation 2021*
- *Tendering Guidelines for NSW Local Government 2009*
- *Model Code of Conduct for Local Councils in NSW 2020*
- *Government Information (Public Access) Act 2009* (GIPA Act)
- *State Records Act 1998*

Tendering Guidelines have been issued under section 23A of the Act and help councils to understand their obligations and develop and maintain best-practice approaches to tendering.

The Model Code of Conduct sets the minimum standards of conduct for council officials in the exercise of all their functions, including tender processes. It is prescribed by regulation to assist council officials to:

- understand and comply with the standards of conduct that are expected of them, such as ethical behaviour and not misusing their position for private benefit
- fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence
- act in a way that enhances public confidence in local government

The GIPA Act requires councils to publish a contract register containing mandatory information for contracts over a prescribed amount.

Under the State Records Act, councils must establish and maintain a records management program that complies with standards and codes of best practice.

General guidance is also available in the *NSW Government Procurement Policy Framework 2019* and in Independent Commission Against Corruption (ICAC) publications.

While each council may adopt procurement policies and procedures that reflect their particular operating environment, as noted in the NSW Auditor-General's Report, *Performance Audit - Procurement Management in Local Government 2020*, the general principles of effective procurement management (such as transparency and accountability) and risk-mitigating practices (such as segregation of duties and the provision of training) are relevant to all councils.¹

In recent years, the Government has introduced several reforms to enhance

¹ NSW Auditor-General's Report, *Performance Audit - Procurement Management in Local Government 2020*

efficiencies and increase flexibility for councils in procurement and tendering.

- The tendering threshold, below which councils do not have to undertake a competitive tendering process, was increased from \$150,000 to \$250,000 in 2019.
- Councils can now delegate to staff and others the acceptance of tenders other than for contracts outsourcing services currently provided by council staff.
- Councils can now procure the services of pre-qualified disability employment organisations approved under the *Public Works and Procurement Act 1912*, without having to go to tender.
- Councils are no longer required to advertise tenders in newspapers but must instead advertise them on their websites and use such other advertising method the council considers will best bring the tender to the notice of potential contractors.
- The establishment of joint organisations provide councils with increased opportunities to collaborate with other councils in their procurement.

PRINCIPLES OF TENDERING

The principles that should inform all tendering processes are:

- value for money
- fair and open competition
- probity, integrity and transparency
- accountability
- risk management.

Tendering is not just about securing the lowest price. Value for money considers a range of financial and non-financial factors such as quality, cost, capability, capacity and risk. A 2015 report by Deloitte Access Economics² describes determining the optimal value for money as a balancing act, trading off factors in order to select the supplier that best meets the identified requirements.

Fair and open competition relies on probity and integrity. It builds trust between councils and suppliers and the community. The *NSW Government Procurement Policy Framework*³ describes how transparent, competitive processes drive fair and ethical behaviour, safeguard probity and foster healthy working relationships. In addition, competition can drive cost savings, increase quality and innovation and support market sustainability.

Ensuring the integrity of procurement through probity, accountability and transparency is also critical to minimising the potential for misuse of public funds.

The Deloitte report estimated that the total price impact of poor procurement practices is around 5.4% of the total income received by professional services firms in public infrastructure projects.

² Deloitte Access Economics for Consult Australia *Economic benefits of better procurement practices*

³ NSW Government Procurement Policy Framework

RISK MANAGEMENT

The accountability and transparency mechanisms prescribed under the Regulation are designed to support a robust risk management framework, where risks can be identified and appropriately managed.

Tendering, and procurement generally, is recognised globally as an area of high-risk for potential corruption. The Organisation for Economic Co-operation and Development, more commonly known as the OECD, notes that in addition to the volume of transactions and the financial interests at stake, corruption risks are exacerbated in government contexts by the complexity of the process, the close interaction between public officials and businesses, and the multitude of stakeholders.⁴

The Government has been working with local councils to strengthen business systems and procurement practices and to build internal audit programs. By March 2022 all councils will be required to have an Audit, Risk and Improvement Committee (ARIC). The role of ARICs in the assessment and review of risk management, control and governance processes will add another layer of risk-mitigation and will help to instil stakeholder and community confidence in councils' procurement and tendering practices.

The Audit Office reports that as of 30 June 2019, 111 NSW councils had already established an ARIC⁵, demonstrating strong support by the local government sector for robust governance and financial management.

⁴ OECD - Preventing corruption in public procurement

⁵ NSW Auditor-General's Report to Parliament Report on Local Government

REPORTS & INVESTIGATIONS

NSW Audit Office Report 2020

In December 2020 the Auditor-General for New South Wales released a report examining procurement management in local government⁶.

The audit assessed the effectiveness of procurement management practices in six councils. The audit found that all six councils had procurement management policies that were generally consistent with the legislative requirements. However, it identified six common gaps in the application of the policies that expose risks to councils' ability to demonstrate their procurements are justified, well managed, delivering to expectations, and achieving value for money.

In addition, the Auditor-General recommended that the Department of Planning, Industry and Environment:

1. update the Regulation to reflect the increasing use of electronic tender submissions rather than paper copies
2. publish comprehensive and updated guidance on effective procurement practices – including electronic tender submissions and procurements below the tender threshold.

Recommendation 1 is being addressed as part of this review of the Regulation.

Recommendation 2 will be addressed as part of the comprehensive review of the current Guidelines, which will be undertaken following the Regulation review.

⁶ NSW Auditor-General's Report, *Performance Audit - Procurement Management in Local Government 2020*

Independent Commission Against Corruption (ICAC)

Procurement and contract management in the public sector at both state and local government levels, are areas regularly investigated by ICAC.

Since 2012, ICAC has published over ten investigations relating to corruption risks arising from procurement activities.

ICAC advises that procurement functions carry high risks for corruption given they involve discretionary decision-making combined with the transfer of large amounts of public funds into private hands. It also notes that corruption is not limited to high dollar amounts, and that because low-value items are routinely purchased, discrepancies may be easily overlooked⁷.

A survey conducted by the ICAC found that both suppliers and public authorities are particularly concerned with direct negotiations and non-tendered quotations.⁸

⁷ ICAC Corruption prevention advice – Procurement

REVIEW PROCESS

Scope

The focus of this review is the current tendering provisions of the Regulation. There are currently no plans to fundamentally change the broader statutory framework governing local government procurement. However, feedback on the broader statutory framework will be considered to identify any need or opportunities for future reform.

The Government is committed to limiting the regulatory burden on councils. All recommendations and their potential outcomes will be reviewed in this light.

How to read this paper

Part 1 – Identifies proposed amendments to the Regulation in two areas: technology, and the acceptance of tenders.

Part 2 – An open discussion section which allows for comment on any aspect of tendering in the Regulation. Suggestions should consider the principles of tendering and the financial and corruption risks as outlined above.

Part 3 – This section has information on how to make a submission, a link to an online submission form and one that can be emailed or posted.

Considerations

In preparing this discussion paper, recommendations of various reviews and inquiries conducted by the NSW Audit Office (NSWAO) and ICAC and the procurement frameworks of other jurisdictions have been considered.

In addition, Local Government Procurement NSW and its reference group, comprising of

⁸ ICAC Corruption in NSW Government Procurement: Suppliers perceptions of corruption

council procurement practitioners have provided valuable advice on the application of the Regulation and areas that may warrant amendment.

Next steps

Following the review and assessment of responses to the discussion paper, the Minister's approval will be sought for amendments to the Regulation. Once Regulation amendments have been made, OLG will notify councils by Circular of the new requirements.

A comprehensive review of the Guidelines will be undertaken following the approval of any amendments to the Regulation. This will be a significant project and further consultation will be undertaken with the sector as part of the review process.

PART 1: REVIEW OF IDENTIFIED AREAS

1. Technology

The tendering provisions in the Regulation currently refer to outdated technologies, processes and applications that do not reflect current tendering practices. With technology constantly evolving and offering new opportunities for efficiency in council tendering, the prescription of tendering needs to be sufficiently flexible and technology-neutral to accommodate these and future developments.

The NSWAO 2020 report recommended that the Regulation be updated to remove references to outdated technology. This recommendation is supported and is addressed by the amendments to the Regulation proposed below. The proposed amendments aim to accommodate evolving technologies.

It is proposed to remove references to outdated technologies and to allow councils the flexibility to provide and receive information associated with tender processes by electronic means. The term "electronic means" is currently defined in the Regulation as including electronic communication within the meaning of the *Electronic Transactions Act 2000*. Under the Electronic Transactions Act, electronic communication means:

- (a) a communication of information in the form of data, text or images by means of guided or unguided electromagnetic energy, or both, or
- (b) a communication of information in the form of sound by means of guided or unguided electromagnetic energy, or both, where the sound is processed at its destination by an automated voice recognition system.

QUESTION 1: Do you support the following amendments to remove barriers to the use of electronic technology in tendering and to improve efficiency?	
Q1.1	Definitions
Proposed amendment	Include definition of "document" in clause 164 that includes information provided by electronic means.
Effect of amendment	Clarifies that tender documents can be provided and submitted in an electronic form as well as a physical form.
Q1.2	Definitions
Proposed amendment	Amend definition of "formal tender document" to make it clear that formal tender documents may be provided and submitted in an electronic form.
Effect of amendment	Clarifies that formal tender documents can be provided and submitted in an electronic form as well as a physical form.
Q1.3	Removal of references to redundant technology
Proposed amendment	Remove references to "facsimile transmissions" from clauses 173, 174 and 177
Effect of amendments	Allows tenders to be submitted in either physical or electronic form, without being prescriptive of the technology used.

Q1.4	cl. 167 – 169 Advertising of tenders
Proposed amendment	Provide that advertisements must specify the method by which applications (in the case of selective tendering) and tenders are to be submitted (ie by electronic or physical means or both).
Effect of amendment	Allows councils the flexibility to determine how tenders are to be submitted (ie by electronic or physical means or both).
Q1.5	cl. 168 – 169 Selective tendering
Proposed amendment	Provide that when inviting tenders using selective tendering, the invitation must specify the method by which tenders are to be submitted (ie by electronic or physical means or both).
Effect of amendment	Allows councils the flexibility to determine how tenders are to be submitted (ie by electronic or physical means or both).
Q1.6	cl 170 Tender documents
Proposed amendment	Provide that tender documents must specify the method by which tenders are to be submitted (ie by electronic or physical means or both).
Effect of amendment	Allows councils the flexibility to determine how tenders are to be submitted (ie by electronic or physical means or both).
Q.1.7	cl.173 Submission of tenders
Proposed amendment	Provide that tender documents must be submitted using the method specified in the advertisement (or invitation in the case of selective tendering) and tender documents (ie by electronic or physical means or both).
Effect of amendments	Allows councils the flexibility to determine how tenders are to be submitted (ie by electronic or physical means or both).
Q.1.8	cl.173(2) Submission of tenders
Proposed amendment	Delete subclause (2)(a) which limits the submission of tenders by electronic means to circumstances authorised by guidelines issued under section 23A. It is proposed to retain subclause (2)(b) which requires submissions of tenders by electronic means to be effected by a secure mechanism (such as an encryption-based technology) that ensures they cannot subsequently be altered.
Effect of amendment	Removes impediments to tenders being submitted by electronic means while retaining the requirement for information provided in tender documents to be stored securely.
Q1.9	cl. 174(1) – (2) Custody of physical tenders after receipt
Proposed amendment	Clarify that clause 174 does not apply where a council has specified that tenders are to be submitted by electronic means only.
Effect of amendment	Requires tenders to be kept in a tender box only where a council has specified that they may be submitted in a physical form. Where tenders are

	submitted electronically, they are to be securely stored electronically (see below).
Q1.10	cl. 174(3) Custody of tenders submitted by electronic means after receipt
Proposed amendment	Make clause 174(3) a standalone provision that will apply to the custody of tenders received by electronic means.
Effect of amendment	This is consequential to the amendment proposed under Q1.9. It will allow councils not to use a tender box in circumstances where they have specified that tenders are to be submitted by electronic means only.
Q1.11	cl.175(1) – (2) Opening of tenders
Proposed amendment	Clarify that clause 175(1) – (2) does not apply where a council has specified that tenders are to be submitted by electronic means only.
Effect of amendment	<p>This will mean that councils are not required to formally open tenders in the presence of the public where they specify that tenders are to be received by electronic means only.</p> <p>The requirement for tenders to be opened in the presence of the public operates as an important probity safeguard for tenders that have been posted in or physically deposited in the tender box. Where tenders are submitted in an electronic form, they are more readily auditable, and the requirement to physically open tenders in the presence of the public serves no real purpose.</p>
Q1.12	cl.175(1) Opening of tenders
Proposed amendment	Allow persons to attend the opening of tenders in person or online via audio-visual link.
Effect of amendment	Enhances transparency and accessibility by allowing interested person to attend the opening of tenders in person or online via audio-visual link.
Q1.13	cl.175(3) – (4) Opening of tenders
Proposed amendment	Make subclauses (3) and (4) of clause 175 a separate clause and amend subclause (4) to require the tender list to be published on the council's website.
Effect of amendment	This is consequential to the amendment proposed under Q1.12. It will ensure that the requirement to prepare a tender list will apply to all tenders regardless of how they are received. It will also enhance transparency and accessibility of information published in the tender list by requiring it to be published on the council's website.

Q1.14	cl. 177 Consideration of tenders
Proposed amendment	Amend clause 177(2) to provide that a council must not consider a tender that is not submitted to the council using the method specified in the advertisement (or invitation in the case of selective tendering) and tender documents (ie by electronic or physical means or both) by the deadline for the closing of tenders. This will be subject to subclauses (3) – (5).
Effect of amendment	This is consequential to other proposed amendments and will allow councils enforce the use of the method of submitting tenders specified in advertisements, invitations, and tender documents. Subclause (3) – (5) will continue to apply.
Q1.15	cl. 179 Notification of acceptance of successful tender
Proposed amendment	Amend clause 179 to require councils to publish a notice specifying the name of the tenderer whose tender was accepted and the amount of the successful tender or a notice that none of the tenders was accepted on the council's website.
Effect of amendment	Ensure greater transparency and accountability for decisions in relation to tendering by requiring information about the acceptance of tenders to be published on the council's website.

2. Acceptance of tenders

The Act was amended in 2016 to remove the restriction on councils' ability to delegate the acceptance of tenders. Subject to their having the relevant delegations, council staff and others may now accept tenders on behalf of a council other than where they involve the outsourcing of services currently performed by council staff. Decisions to accept tenders for services currently performed by council staff must continue to be accepted by a resolution of the governing body of the council.

The Regulation continues to restrict the ability of councils to delegate decisions not to accept tenders. Under clause 178(3), decisions not to accept tenders and to do any of the following must be made by a resolution of the governing body of the council:

- postpone or cancel the proposal for the contract,
- invite fresh tenders based on the same or different details,
- invite, fresh applications from persons interested in tendering for the proposed contract using the selective tendering method by which invitations to tender for the proposed contract are made following public advertisement asking for expressions of interest,
- invite fresh applications from persons interested in tendering for contracts of the same kind as the proposed contract, using the selective tendering method by which recognised contractors listed by the council are invited to tender for the proposed contract,
- enter into negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contract in relation to the subject matter of the tender, and
- carry out the requirements of the proposed contract itself.

If a council resolves to enter into negotiations, its resolution must state:

- the council's reasons for declining to invite fresh tenders or applications, and
- the council's reasons for determining to enter into negotiations.

There is no compelling policy reason to continue to restrict councils from delegating most of the decisions referred to in clause 178(3). However, safeguards need to be preserved where councils decide to enter into negotiations to ensure there is appropriate oversight, transparency and accountability for such decisions. For this reason, it is proposed to retain the requirement for decisions not to accept tenders and to enter into negotiations to be made by a resolution of the council. Such resolutions will continue to be required to state the council's reasons for declining to invite fresh tenders or applications and the council's reasons for determining to enter into negotiations.

QUESTION 2: Do you support amendments to allow councils to delegate decisions not to accept tenders other than in the circumstances contemplated under clause 178(3)(e)?	
Q2.1	cl. 178 Acceptance of tenders
Proposed amendment	Amend clause 178(3) to remove the requirement for decisions referred to in that clause to be made by resolution. Decisions not to accept tenders and to enter into negotiations will continue to be required to be made by a resolution of the council that also states the council's reasons for declining to invite fresh tenders or applications and the council's reasons for determining to enter into negotiations.
Effect of amendment	Decisions referred to under clause 178(3) other than to reject all tenders and to enter into negotiations may be made under delegation where a council makes such delegations.

PART 2: DISCUSSION

Open comment

The tendering provisions of the Act and Regulation are designed to ensure councils utilise a procurement methodology that:

- achieves best value for money
- appropriately tests the market
- promotes competitive processes that are fair, equitable and accessible, and
- ensures appropriate standards of probity and transparency.

You are invited to suggest other amendments that will support these outcomes or that may improve the efficiency of tendering processes that is consistent with these outcomes.

PART 3: SUBMISSIONS

Have your say

Responses can be made using the online webform or by submitting your comments by email or post. A submission form template is available on the OLG website to assist you in making written comments.

Online: An online webform is available at www.olg.nsw.gov.au

By email: Email submission template, available at www.olg.nsw.gov.au, to olg@olg.nsw.gov.au Attention: Governance Team – Review of Tendering Regulation

By post: Submission template is available at www.olg.nsw.gov.au
Office of Local Government
Department of Planning, Industry and Environment
Office of Local Government
Locked Bag 3015
NOWRA NSW 2541

Closing date

15 October 2021

Privacy Notice

When you give us your feedback, OLG will be collecting some personal information about you, in particular:

- your name
- your email address
- the name of your organisation (if provided)
- any personal information you decide to put in the additional comments fields.

All feedback received through this consultation process may be made **publicly available**. Please do not include any personal information in your feedback that you do not want published.

As part of the consultation process, we may need to share your information with people outside OLG, including other public authorities and government agencies. We may also use your email contact details to send you notifications about further feedback opportunities or the outcome of the consultation.

You should also be aware there may be circumstances when OLG is required by law to release information (for example, in accordance with the requirements of the *Government Information (Public Access) Act 2009*). There is also a privacy policy located on OLG's website that explains how some data is automatically collected (such as your internet protocol (IP) address) whenever you visit OLG's website. The link to that policy is <http://www.olg.nsw.gov.au/privacy>

RESOURCES

Deloitte Access Economics for Consult Australia

Economic benefits of better procurement practices

<https://www2.deloitte.com/content/dam/Deloitte/au/Documents/Economics/deloitte-au-the-procurement-balancing-act-170215.pdf> (with permission of Consult Australia)

ICAC

Corruption prevention advice – Procurement

<https://www.icac.nsw.gov.au/prevention/corruption-prevention-advice-topics/procurementICAC>

Corruption in NSW Government Procurement: Suppliers perceptions of corruption

<https://www.icac.nsw.gov.au/CustomSearchPage.aspx?ModuleID=734&keywords=corruption%20risks%20&multiSite=False>

Corruption prevention in procurement workshops

www.icac.nsw.gov.au/education-and-events/workshops/corruption-prevention-in-procurement

Guidelines for managing risks in direct negotiations, May 2006,

[*Guidelines for managing risks in direct negotiations*](#),

Information communication technology systems

<https://www.icac.nsw.gov.au/prevention/corruption-prevention-advice-topics/information-communication-technology-systems>

NSW Auditor-General

Performance Audit-Procurement Management in Local Government 2020

<https://www.audit.nsw.gov.au/our-work/reports/procurement-management-in-local-government>

Report on Local Government 2019

<https://www.audit.nsw.gov.au/sites/default/files/documents/FINAL%20WEB%20-%20Report%20on%20Local%20Government%202019.pdf>

Report on Local Government 2018

<https://www.audit.nsw.gov.au/sites/default/files/pdf-downloads/Report%20on%20Local%20Government%202018%20-%20Final%20Report.pdf>

NSW Procurement

Buyer guidance

<https://buy.nsw.gov.au/buyer-guidance/source/notify-and-brief-the-market/run-tender-process>

Office of Local Government

Tendering Guidelines

<https://www.olg.nsw.gov.au/wp-content/uploads/Tendering-Guidelines-for-NSW-Local-Government.pdf>

Model Code of Conduct for Local Councils in NSW. November 2015

<http://www.olg.nsw.gov.au/strengthening-local-government/conduct-and-governance/model-code-of-conduct>

Organisation for Economic Co-operation and Development (OECD)

Preventing corruption in public procurement

<http://www.oecd.org/gov/ethics/Corruption-Public-Procurement-Brochure.pdf>

Legislation

Local Government Act 1993

<https://www.legislation.nsw.gov.au/#/view/act/1993/30>

Local Government (General) Regulation 2021

<https://legislation.nsw.gov.au/view/html/inforce/current/sl-2021-0460#pt.7>

Electronic Transactions Act 2000

<https://www.legislation.nsw.gov.au/view/whole/html/inforce/current/act-2000-008>

Government Information (Public Access) Act 2009 (GIPA Act)

<https://www.legislation.nsw.gov.au/view/html/inforce/current/act-2009-052#pt.3-div.5>

State Records Act 1998

<https://www.legislation.nsw.gov.au/view/html/inforce/current/act-1998-017#sec.12>



Project Documentary Evidence of Completion

Cargo Hall



Cargo Oval



Cudal Hall



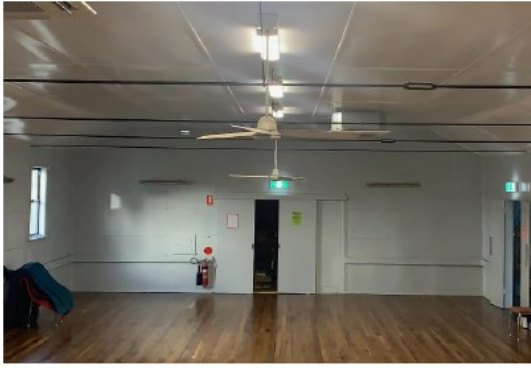
Cumnock Hall



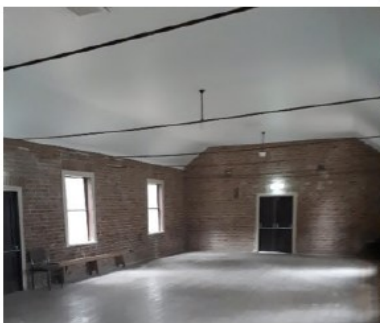
Manildra Hall



Moorbel Hall



Mullion Creek Hall



Nashdale Hall



Yeoval Hall



CABONNE INFRASTRUCTURE REPORT – SEPTEMBER 2021

TRANSPORT INFRASTRUCTURE

REGIONAL ROADS

Project:	Objectives:	Budget:	Actual:	Start Date:	Length	Status:
Warraderry Way Rehabilitation	Widen the road and full pavement rehabilitation	\$800,000		Q3 21/22	2km	In development
Lake Canobolas/ Cargo Road Intersection	Lower crest on Cargo Road at the intersection with Lake Canobolas Road	\$755,000		TBA	350meters	Application for more funding has been approved
Block Grant	Routine maintenance of Regional Roads including bitumen patching	\$1,016,000		01/07/21		Ongoing

TRANSPORT NSW (FORMERLY RMS)

Project:	Objectives:	Budget:	Actual:	Start Date:	Length	Status:
Routine Maintenance SH7, MR61, MR310, MR3598, MR377	Routine Maintenance of State Highways by Council	\$700,000		01/07/21		Ongoing
Heavy Patching	MR310, MR377	\$178,700		Q2 21/22		Potential for significant increase in allocation
MR61 Henry Parkes Way Safety Upgrade	Widen sections of MR61 including tree work. Guard rail and wire rope extension	\$3,364,570		24/05/21	10.7km	Tree work completed. Shoulder widening underway.



LOCAL ROADS - MAINTENANCE

Project:	Objectives:	Budget:	Actual:	Start Date:	Length	Status:
Rural Roads Maintenance – Unsealed	Roads graded in the month of August – Whiteleys Rd Boomey Ln Burrawong Rd Mandagery Rd Fish Fossil Dr South Bowan Park Rd Scenic Dr Cashens Ln Lower Lewis Ponds Rd Lookout Rd Gordon Rd Byng Rd Bookannon Ln	\$1,411,086		01/07/21		Ongoing
Rural and Urban Roads Maintenance – Sealed	Bitumen patching undertaken on the below local roads in the month of August (regional and state roads not listed) – Obley Rd Peabody Rd Molong Town Sts Packham Dr Belubula Way Mousehole Ln Canowindra Town Sts Cadia Rd Vittoria Rd Icely Rd Waldergrave Rd Spring Hill Rd Spring Terrace Rd Orchard Rd Forest Reefs Rd Borenore Rd Nancarrow Ln Mt Lofty Rd Woods Ln Kangarooie Rd	\$1,134,092		01/07/21		Ongoing

	Bowan Park Rd				
Table Drain Maintenance	For table drains on local road to improve drainage	\$497,000		Aug 2021	Works commenced, photo below
Tree clearing maintenance	Additional tree trimming and removal to improve road safety and heavy vehicle access	\$230,000		Jul 2021	Works commenced

DRAINAGE WORKS ON YELLOWBOX ROAD



LOCAL ROADS – CAPITAL WORKS

Project:	Objectives:	Budget:	Actual:	Start Date:	Length	Status:
Cadia Road Rehabilitation	Heavy Patching and bitumen reseal	\$1,615,290		Q2 21/22	5km	In development
Casuarina Road Rehabilitation	Heavy Patching and bitumen reseal	\$1,827,657		Q2 21/22	7km	In development
Borenore Road Rehabilitation	Road widening and full rehabilitation of existing pavement	\$1,411,937		Q3 21/22	3km	In development
Kangarooie Road improvements	Selective road widening and causeway sealing	\$492,499		Q3 21/22		In development
Peak Hill Road Initial Seal	Project development for delivery in future years	\$230,000		Q2 21/22	16km	
LRCI Culvert Works	Repairs and replacement of various culverts and bridges	\$1,220,908		Aug 2021		Replacement works underway
Gravel Resheeting	Reinstating gravel pavement on unsealed roads	\$574,980		Aug 2021		

BRIDGES

Project:	Objectives:	Budget:	Actual:	Start Date:	Status:
Construction of Washpen Bridge	Construction of dual lane concrete bridge	\$1,546,560		TBC	Redesign of alignment underway due to issues with property acquisition
Gowan Bridge Upgrade	Improve flood immunity	\$276,000		TBC	Quotations for structural design close September 2021.

ASSETS AND TECHNICAL SUPPORT

Project:	Objectives/Scope of Works:	Budget:	Actual	Timeframe	Project Status
Construction of Saint Germain's Bridge	Construction of dual lane concrete bridge	\$1,289,000.00	\$756,568.48	29 October 2021	<ul style="list-style-type: none"> • Construction of bridge has been completed. • Approach road works in progress.

Project:	Objectives/Scope of Works:	Budget:	Actual	Timeframe	Project Status
Construction of Bangaroo Bridge	Construction of dual lane concrete bridge	\$1,511,895.00	\$893,629.44	03 December 2021	<ul style="list-style-type: none"> • Construction of bridge has been completed. • Survey and design for the approach roads has been completed. • Contractor has been engaged to relocate the power pole. • Property boundary survey has been completed • Draft Design has been submitted to Essential Energy.

WATER AND WASTEWATER

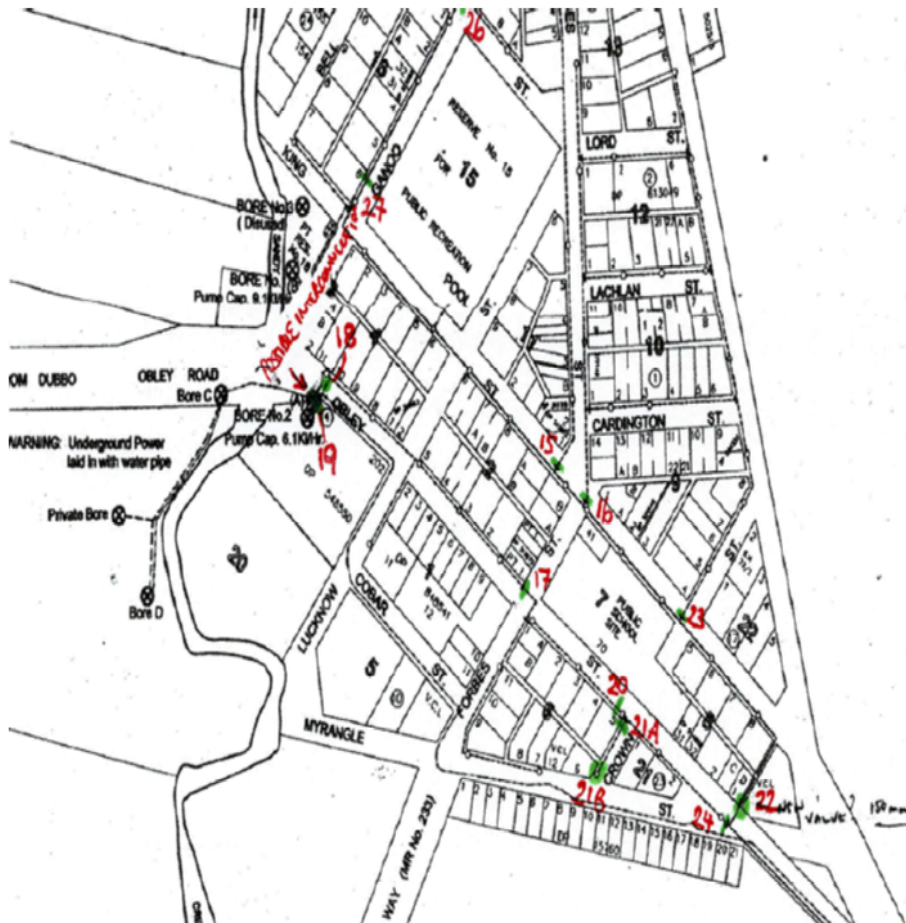
Project:	Objectives/Scope of Works:	Estimated	Timeframe
Water mains repairs	To keep supply to customers and make repairs in an emergency	Ongoing	Ongoing

Whilst plans are being made to upgrade our existing system, our Water and Sewer Teams are working hard at keeping the existing system running until that time. Recently we have been doing urgent repairs in multiple areas in Molong.



Project:	Objectives/Scope of Works:	Estimated	Timeframe
Disinfection of Cumnock and Yeoval Pipework	Investigate and repair/replace stop valves to be able to isolate pipework for disinfection and repairs to system	Ongoing	Ongoing

To remain compliant with Government Regulation and keep our utility services in optimum condition the works to repair, replace and upgrade our existing system is ongoing. These works will allow better control of the system for cleaning, speed up our disinfection process and emergency repairs and help reduce the effect or service interruptions on our customers.



WH&S Improvements	Compliance with changes to life vest standards	\$708.00	COMPLETE
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Following the new changes to life vest standards, all of Council's life vests in Urban Infrastructure were inspected and had to be replaced, this also led to a review with staff to help identify individual needs of staff members and discuss concerns with safety, as a result new mini pf's were purchased for twelve (12) members in Urban Infrastructure to increase safety in tasks they perform on a daily basis.



URBAN SERVICES

Project:	Objectives:	Project Budget	Actual	Timeframe
Molong Rec Lighting Upgrade	Upgrade of the Molong Rec lighting to allow for evening sporting matches, training and functions	Co-funded budget BBRF \$432K		Completion early December

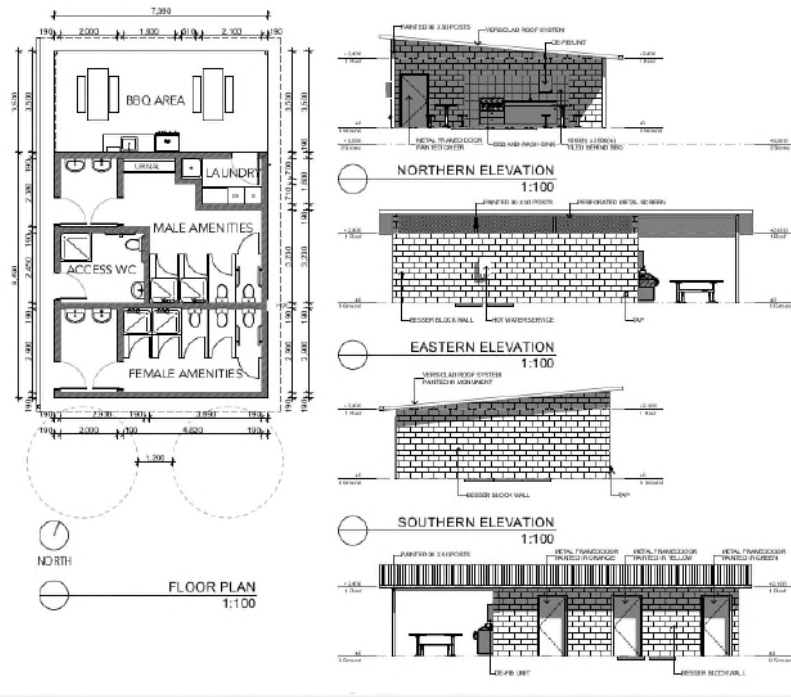


Service Trenching work – commenced at Molong Rec Ground



Schematic of Lighting Pole

Project:	Objectives:	Project Budget	Actual	Timeframe
Molong – Showground Amenities Block	Provision of an amenities block for the Showground events	Co-funded budget BBRF ~\$301K		Early first quarter 2022



Molong Showground Amenities Block

Project:	Objectives:	Project Budget	Actual	Timeframe
Cabonne Pools – Infrastructure Renewal	Renewal of Pool Infrastructure – Manildra and Eugowra Pools	Infrastructure Renewal budget ~\$90K		Works completed by early October



Core drilling, subsurface piping locating – Eugowra Pool



Internal pool interconnections completed – Manildra Pool