

TABLE OF CONTENTS

ITEM 1	ELECTION OF COMMITTEE CHAIRPERSON & DEPUTY CHAIRPERSON.....	2
ITEM 2	APPLICATIONS FOR LEAVE OF ABSENCE	3
ITEM 3	DECLARATIONS OF INTEREST	3
ITEM 4	DECLARATIONS FOR POLITICAL DONATIONS.....	4
ITEM 5	CABONNE COUNCIL ECONOMY, TOURISM AND CULTURE ADVISORY COMMITTEE.....	4

ANNEXURE ITEMS

ANNEXURE 5.1	ECONOMY, TOURISM AND CULTURE COMMITTEE - TERMS OF REFERENCE	7
---------------------	--	----------

ITEM 1 - ELECTION OF COMMITTEE CHAIRPERSON & DEPUTY CHAIRPERSON

REPORT IN BRIEF

Reason For Report	Annual election of Chairperson & Deputy Chairperson for the Community, Economy and Culture Committee.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.f - Adhere to Council's Code of Conduct and Code of Meeting Practice
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\COUNCIL - COMMITTEE MEETINGS - 1394701

RECOMMENDATION

THAT the Committee elect a Chairperson and Deputy Chairperson for the ensuing year.

DEPUTY GENERAL MANAGER - CABONNE SERVICES' REPORT

As this is the first meeting of the Community, Economy and Culture Committee, the Committee will need to elect a Chairperson and Deputy Chairperson for the ensuing year.

Council's Code of Meeting Practice provides as follows;

The chairperson of each committee of the council must be:

- (a) the mayor, or
- (b) if the mayor does not wish to be the chairperson of a committee, a member of the committee elected by the council, or
- (c) if the council does not elect such a member, a member of the committee elected by the committee.

The council may elect a member of a committee of the council as deputy chairperson of the committee. If the council does not elect a deputy chairperson of such a committee, the committee may elect a deputy chairperson.

It has been Council's practice in the past for Committees to elect their Chairperson and Deputy Chairperson. The Mayor has indicated that he does not wish to automatically be considered as Chairperson of any committees other than the Infrastructure (Transport) Committee.

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 - 1394702

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 DECLARATION OF INTEREST - 2021 - 1394704

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 - 1394705

RECOMMENDATION

THAT any political donations be noted.

GENERAL MANAGER'S REPORT

A call for declarations of any political donations.

ITEM 5 - CABONNE COUNCIL ECONOMY, TOURISM AND CULTURE ADVISORY COMMITTEE

REPORT IN BRIEF

Reason For Report	Endorsement of the proposed terms of reference for the Economy, Tourism and Culture Advisory Committee.
Policy Implications	Creation of a new advisory committee of Council
Budget Implications	Nil
IPR Linkage	2.2.1.a - Promote strategies listed in the Tourism Plan
Annexures	1. Economy, Tourism and Culture Committee - Terms of Reference ↓
File Number	\OFFICIAL RECORDS LIBRARY\ECONOMIC DEVELOPMENT\REPORTING\COUNCIL REPORTS - 1397724

RECOMMENDATION

THAT:

1. The Community, Economy, and Culture Committee note that nil submissions were received during the public exhibition phase of the endorsed draft Terms of Reference for the Cabonne Council Economy, Tourism and Culture Advisory Committee.
2. The Community, Economy, and Culture Committee endorse the advertisement of Expressions of Interest for the Cabonne Council Economy, Tourism and Culture Advisory Committee.

LEADER - COMMUNITY AND ECONOMY REPORT

Council, at its Ordinary Meeting on 26 April 2022, endorsed draft Terms of Reference for the Cabonne Council Economy, Tourism and Culture Advisory Committee, to be placed on public display.

No submissions have been received.

It is proposed that the Economy, Tourism, and Culture Advisory Committee will act as a conduit between the Community, Economy and Culture Committee, and the community. It is proposed that this Advisory Committee would replace the Cabonne Country Tourism Advisory Committee.

Specifically, the advisory committee will:

- Advise the Community, Economy, and Culture Committee, and make recommendations in relation to Cabonne's economic development, community services, cultural response, obligations and performance as defined by Council's Community Strategic Plan, Delivery Program, and Operational Plan.
- Advise the Community, Economy, and Culture Committee, and make recommendations in relation to the implementation of Council's Economic Development & Tourism Strategy.
- To review and make recommendations on specific community, social, economic, and cultural initiatives, and projects.
- To consider any other matters referred to it by the Cabonne Community.

The advisory committee's proposed membership is comprised of:

- Elected Councillor Members – 2 representatives (from the Community, Economy, and Culture Committee)
- Community Members – up to 7 representatives (one representative to be elected as Chair at the first meeting)
- Council Staff – up to 2, as delegated by the General Manager (secretariat and non-voting)

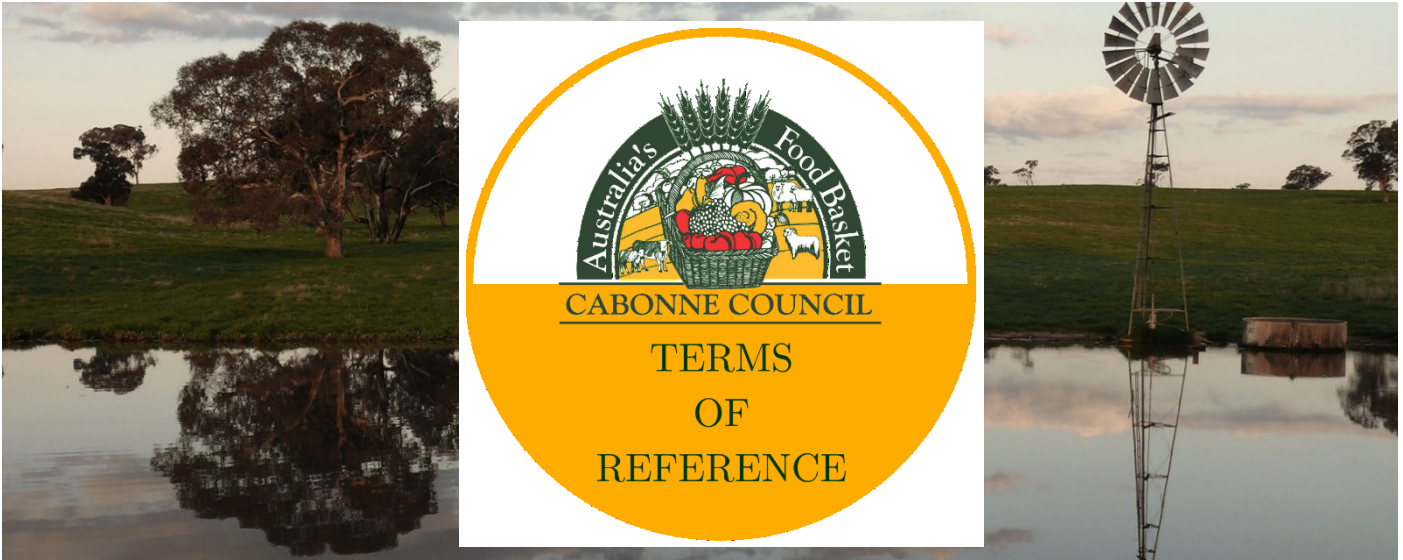
It is envisaged that the advisory committee will meet bi-annually, on alternate months to the Community, Economy, and Culture Committee. This will enable the Community, Economy, and Culture Committee to consider advice provided from the Economy, Tourism and Culture Advisory Committee at their bi-monthly

Next Steps

Council will write to each member of the Cabonne Country Tourism Advisory Committee, thanking them for their service, advising them of the new Economy, Tourism and Culture Advisory Committee, and seeking Expressions of Interest.

Council will also advertise for Expressions of Interest through its webpage, social media accounts, in local papers, and through the progress associations.

It is proposed that the Expressions of Interest will be presented to the Community, Economy, and Culture Committee in August for endorsement and recommendation, prior to the appointment at the August Council meeting.



ECONOMY, TOURISM AND CULTURE ADVISORY COMMITTEE

1. Document Information

Version Date	
Author	Department Leader – Community & Economy
Owner <i>(Relevant GM/DGM)</i>	Office of the General Manager
Next Review Date	Within 12 months of new term of Council
Document ID	1375347

2. Introduction

The purpose of the Economy, Tourism, and Culture Advisory Committee (the Committee) is to provide advice and make recommendations on all matters pertaining to the Cabonne economy, tourism, and culture in accordance with all applicable plans, policies and strategies.

Specifically, the committee:

- a) Provides a forum for the discussion of economic, tourism, and cultural issues or ideas that impact the Cabonne community.
- b) To advise Council's Community, Economy, and Culture Committee and make recommendations in relation to Cabonne's economic development, community services, cultural response, obligations and performance as defined by Council's Community Strategic Plan, Delivery Program, and Operational Plan.

3. Term

Elected members continue as members of the committee until:

- The next ordinary election of the Mayor; and/or
- The next general election of Council; and/or

- 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 Council 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 committee considers key issues including the following:

- To advise the Community, Economy and Culture Committee, and make recommendations in relation to Cabonne's economic development, community services, cultural response, obligations and performance as defined by Council's Community Strategic Plan, Delivery Program, and Operational Plan.
- To advise the Community, Economy and Culture Committee, and make recommendations in relation to the implementation of Council's Economic Development & Tourism Strategy.
- To review and make recommendations on specific community, social, economic and cultural initiatives and projects.
- To consider any other matters referred to it by the Cabonne Community.

6. Responsibilities

The Committee may make recommendations to the Community, Economy and Culture Committee on all matters before it. These recommendations are submitted via the minutes of each meeting 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.

7. Membership

Membership of the Committee shall comprise the following voting members:

- Elected Councillor Members – 2 representatives (from the Community, Economy and Culture Committee)
- Community Members – up to 7 representatives (one representative to be elected as Chair at the first meeting)
- Council Staff – up to 2, as delegated by the General Manager (secretariat and non-voting)

Other Attendance at Meetings

Attendance of other elected Council 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 specialists 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-monthly. 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 half plus 1 member. 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. 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

TABLE OF CONTENTS

ITEM 1	2022-23 NSW CROWN RESERVES IMPROVEMENT FUND PROGRAM APPLICATIONS FOR FUNDING	1
ITEM 2	COMMUNITY & ECONOMY UPDATE	1
ITEM 3	COMMUNITY SERVICES ACTIVITIES UPDATE.....	4

ITEM 1 - 2022-23 NSW CROWN RESERVES IMPROVEMENT FUND PROGRAM APPLICATIONS FOR FUNDING

REPORT IN BRIEF

Reason For Report	Report for Councillor information.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.4.1.c - Provide assistance to community groups
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\ECONOMIC DEVELOPMENT\REPORTING\COUNCIL REPORTS - 1397836

LEADER- COMMUNITY AND ECONOMY REPORT

The Crown Reserves Improvement Fund Program (CRIF) provides financial support for the maintenance, improvement, or development of Crown reserves.

Councils Grants Team has provided assistance to three community groups, by submitting applications for funding under the Crown Reserves Improvement Fund Program.

- **Manildra and District Improvement Association (MADIA)**
Toilet block for Montana Park
\$145,288 (including a \$5,000 co-contribution from MADIA)
- **Molong Show Society**
Gravel resealing of the existing roadway, installation of new culvert, and cleaning of existing headwalls
\$63,323
- **Cumnock Golf Club**
Zero-turn lawn mower for the golf club
\$30,299 (including a \$2,000 co-contribution from Cumnock Golf Club)

The funding applications were submitted on Friday, 3 June 2022. Announcement of successful projects is due in November 2022.

ITEM 2 - COMMUNITY & ECONOMY UPDATE

REPORT IN BRIEF

Reason For Report	Report for Councillor information.
Policy Implications	Nil
Budget Implications	Nil

IPR Linkage	4.4.1.c - Provide assistance to community groups
Annexures	Nil
File Number	\OFFICIAL RECORDS LIBRARY\ECONOMIC DEVELOPMENT\REPORTING\COUNCIL REPORTS - 1397917

LEADER- COMMUNITY AND ECONOMY REPORT

Age of Fishes Museum Management

The Leader - Community and Economy will provide a verbal update and presentation at the Community, Economy, and Culture Committee meeting.

It is proposed to provide a formal update to Council regarding the management of the Age of Fishes Museum in August 2022.

Launch of the Cabonne Collective – Cabonne’s virtual business hub

The Community and Economy Team identified the need to provide better assistance to the Cabonne business community, particularly as a result of the impacts of COVID-19 on businesses.

The Cabonne Collective is a free online portal for small, medium, and large-scale businesses across Cabonne. The Cabonne Collective will serve as a one-stop shop for Cabonne businesses to access information regarding grant opportunities, community consultation meetings, sponsorship opportunities, networking events, and more.

Council will be launching The Cabonne Collective website at a networking function to be held at the Cudal Community Centre on Thursday, 23 June 2022. The launch will feature an address by Pip Brett, owner of Jumbled. Canapes and drinks will also be provided.

The launch event and the business hub will be free for all Cabonne businesses to access.

It is envisaged that The Cabonne Collective will provide for better linkages between the business community and Council, as well as eventually being a resource/attraction for new businesses wanting to establish themselves in Cabonne.

All Councillors are welcome to attend the launch of The Cabonne Collective on Thursday, 23 June 2022 from 6-8pm, at the Cudal Community Centre.

TOURISM, CULTURE, AND EVENTS UPDATE

The Tourism, Culture & Events Coordinator has provided the following report.

Urban Enterprise was engaged by Orange City Council, with support from Blayney Shire Council and Cabonne Council, to prepare a Destination Management Plan for the Orange region.

The plan was informed by independent research and analysis, as well as consultation with industry representatives, community groups, businesses, Council and Government stakeholders.

The Orange Region Destination Management Plan will provide a strategic and unified direction for the evolution of the visitor economy from 2022 - 2026, with a focus on awareness, product development, and enabling infrastructure. This will be achieved by empowering and supporting the local tourism industry.

Currently the document is in its final stages of edits before the draft document will be presented to all Councils at their June 2022 Council meetings.

The documents will then be placed on 28-day public exhibition, before being endorsed by the three Councils in August 2022.

Reconnecting Regional NSW Grant

The NSW Government recently unveiled a \$200 million Regional Recovery Package that will create new jobs and support community events, shows and festivals to boost tourism across the state.

A dedicated allocation of \$239,651 is available to Cabonne Council to apply for funding towards these events. They encourage Council to engage with the local community and employ local external event coordinators and businesses to support local recovery. The Community and Economy department will be applying for the full amount.

Meetings have/are being arranged with each Progress Association to work with all Cabonne towns and villages to create partnered events. Towns and villages which will have events are Cargo, Cudal, Canowindra, Eugowra, Manildra, Molong, Cumnock, Yeoval, Mullion Creek, Lewis Ponds, Borenore, and Nashdale.

A full report with all event details will be provided at the next Community, Economy, and Culture Committee.

The Cabonne Acquisitive Art Prize

The Cabonne Acquisitive Art Prize has closed for submissions.

The Acquisitive Presentation Evening is Thursday, 21 July 2022. All Councillors are invited to attend this evening.

Key Dates

Applications open	Monday, 6 September 2021
Applications close	Friday, 27 May 2022
Works to be submitted	Monday 30 May - Friday 3 June 2022
Selection notification	Thursday, 23 June 2022
Exhibition opens	Tuesday, 12 July 2022
Exhibition closes	Thursday, 21 July 2022
Presentation evening	Thursday, 21 July 2022
Works collected by	Monday, 25 July 2022

ITEM 3 - COMMUNITY SERVICES ACTIVITIES UPDATE

REPORT IN BRIEF

Reason For Report	To provide the committee with an overview of community services activities.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	3.1.2.f - Youth services are promoted across Cabonne
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\COMMUNITY SERVICES\REPORTING\COMMUNITY SERVICES REPORTS - 1399399

DEPARTMENT LEADER - COMMUNITY SERVICES' REPORT

Councils Children's Services renewed their 2021-2024 Grant Agreements with the Commonwealth represented by the Department of Education, Skills, and Employment in August 2021.

Recruitment to Children Services across NSW is competitive, impacting on the ability to suitably recruit.

Cabonne Family Day Care (CFDC) currently has 16 Educators across Orange, Canowindra, Forbes, Eugowra, Molong, Blayney and Parkes; the ideal Educator ratio would be 20. Educators are self-employed, having the flexibility to choose how they run their small business. CFDC supports and monitors

Educators with regulatory compliances, referrals for bookings, fees and training.

The new acting Coordinator commenced in May, filling the maternity leave vacancy.

Over the past three months, the average number of children accessing services per month is 188 (89%). Engagement of new Educators is ongoing.

Cabonne After School Care operates at Mullion Creek, Millthorpe, Blayney, Manildra and Molong, with Clergate to become operational in the later half of 2022. Our services offer before school, after school and vacation care.

Rolling recruitment for the After School Care program is occurring, the aim being to develop a casual pool to support service delivery. The service is currently progressing through a workforce profile review.

Service data for April measures the percentage of licenced places filled per location.

Millthorpe after school care	70.59%
Manildra after school care	12.59%
Mullion Creek after school care	50.16%
Blayney before school care	24%
Blayney after school care	61.84%
Molong before school care	2.77%
Molong after school care	3.66%
Millthorpe Vacation Care April holidays	42.98%
Molong Vacation Care April holidays	15.72%

Cabonne Community Transport offers transport options to clients who are older persons; Cabonne residents requiring transport for health-related matters, those who are socially isolated or transport disadvantaged. Services include individual transport which is provided by volunteers, bus services from smaller communities to a major center and social outings. COVID continues to impact non-essential related transport, with client numbers slow to increase. Recruitment of suitable volunteers is ongoing.

Service data for May

Commonwealth Home Support Program funding	107 trips
Health Related Transport funding	60 trips
Community Transport Program	39 trips

Cabonne Home Support through the Commonwealth Home Support Program funding offers minor home maintenance, individual and group social support including assistance with shopping or organised group outings, men's specific activities, craft, and social activities. Meal delivery services are available across

our communities offering hot and frozen meal options depending on a client's location.

Community Visitor Scheme funding provides individual interaction for those living alone in their own home or in residential aged care.

Cabonne Home Support Coordinator role, also due to maternity leave has been unsuccessful after several attempts, due to this the Department Leader to take on a number of the services operational responsibilities.

Staff vacancies may impact on closure of the Canowindra Office at times.

Service data for March

Garden maintenance	5 clients	11.25 hours
Meals	35 clients	480 units
Social Support - activity	6 clients	18 hours
Social Support – community restaurant	35	118.25 hours
Social Support - postal	255 clients	127.5
Visiting	1 client	6.5 hours

Youth Services provided currently include the Youth of the Month award a Student Leaders presentation with Council and an annual Youth Week event with funding from Department Communities and Justice.

The Community Services and Community and Economy departments are working collectively to plan and consult with Molong and Yeoval Centrals Schools student representatives to plan and assist in hosting an event in these communities for the July school holidays. This consultation will seek their views on how Council can better collaborate and work with young people across the LGA.

Central West Libraries provided services in the communities of Molong, Manildra and Canowindra. A service level agreement outlines Councils responsibilities regarding the libraries operations; this agreement expires in 2023. Preliminary discussions are being planned to review the new agreement.

Molong Library staff are planning for the relocation to the new community centre later in the year.

Data provided by Central West Libraries for the 2020/2021 financial year for Cabonne detailed:

- 2055 current members
- 10437 in-person visits
- 13183 items borrowed
- 1799 item reservations
- 16498 item collections