

### (also trading as SEROC)

### Statement of Income and Expenditure - Period Ending 30 June 2017

	Notes	2017	2016
INCOME		\$	\$
Member Council Fees		227,569	223,116
Interest		24,623	17,760
Procurement Rebates	2	70,882	41,720
Other			1,818
Total General Income	_	323,074	284,414
Grant & Contribution Income		24-44-0	12222
Tablelands Contrib.		43,876	36,634
Litter Program		42,000	20,000
Household Chemical Collection		150,000	247,500
Regional Waste Action Plan		390,542	340,542
Home & Leisure Show Contrib.		11,900	
Total Grant & Contrib. Income	-	638,318	644,676
Total Income	-	961,392	929,090
EXPENDITURE Administration Costs			
Salaries & Wages		30,791	48,890
Contract Consultancy	3	195,446	169,077
Travelling	4	31,229	1,589
Training			
Other Employee Costs		1,386	2,615
Advertising			
Donations		500	
Contrib. to Website	5	19,760	3,527
Legal			10,330
Workshops		925	
Member Expenses			
Telephone & Communications		953	3,217
Printing		558	704
Rent		6,500	
Management Fee - QPRC		22,757	
Catering/Meetings		27,197	26,787
Procurement	6	81,358	25,172
Other	7a	6,846	23,989
Total Administration Expenses	_	426,206	315,897
Expenditure relaing to Grant & Contrib. Funding			
Tablelands		31,144	13,318
Litter Program		46,634	18,869
Household Chemical Collection		204,059	130,460
Regional Waste Action Plan	7b	207,643	163,813
Home & Leisure Show Contrib.		10,364	
Total Expenditure relating to Grants & Contrib.	-	499,844	326,460
Total Expenditure	_	926,050	642,357
Result from Operations Surplus/(Deficit)	=	35,342	286,733



### (also trading as SEROC)

### Statement of Financial Position - Period Ending 30 June 2017

4	Notes	2017 \$	2016 \$
Assets		2	*
Cash and Investments			
General Contributions		624,046	724,857
Household Chemical Collection		3,748	135,467
Regional Waste Action Plan		90,864	(92,035)
Litter Program		(3,504)	1,130
Commercial Recycling Program		50,000	50,000
Tableland Tourism Contribution		68,364	23,316
Procurement		(10,476)	
Total Cash and Investments	8	823,042	842,735
Receivables			
EPA Household Collection		150,000	
Total Receivables		150,000	0
Total and the			——————————————————————————————————————
Total assets		973,042	842,735
Liabilities			
Payables			
Cusack Connections		7,254	16,945
Household Chemical Collection Payables		72,340	
Revenue Received in Advance (Tablelands)		32,316	
Grants in Advance		50,000	50,000
Total Payables		161,910	66,945
Total Liabilities		161,910	66,945
New Assesser			
Net Assets		811,132	775,790
Retained Earnings			
Opening Balance		775,790	489,057
Current Period Result		35,342	286,733
Total Retained Earnings		811,132	775,790



(also trading as SEROC)

# Segment Reporting - Period Ending 30 June 2017

	Income	Expenses	Surplus/Deficit	Opening Cash	Non C
CBRJO Administration	264,092	355,212	(91,120)	724,857	A REV
Resource Recovery			0	50,000	
Household Chemical Collection	150,000	204,059	(54,059)	135,467	~ï
Regional Waste Action Plan	390,542	207,643	182,899	(92,035)	
Litter Program	42,000	46,634	(4,634)	1,130	9
<b>Tableland Tourism Contribution</b>	43,876	31,144	12,732	23,316	et el
Procurement	70,882	81,358	(10,476)	0	
1	961,391	926,050	35,342	842,735	

### Notes to the accounts:

NOTE	DESCRIPTION
1	Statement of significant accounting policies  These financial statements are Special Purpose Financial Statements (SPFS) prepared for use by member Councils. The financial statements have been prepared in accordance with the requirements of the Local Government Act (1993) and the reporting requirements of the member Councils.
	The following specific accounting policies, which are generally consistent with the previous period unless otherwise stated, have been adopted in the preparation of this report.
-	(a) Basis of preparation of the financial report The financial report has been prepared under the historical convention.
	(b) Going Concern The financial report has been prepared on a going concern basis.
-	(c) Revenue All revenue is stated net of the amount of goods and services tax (GST.)
	(d) Grants Government grants are recognised at fair value when there is reasonable certainty that the grant will be received and all grant conditions met. Grants are recognised as revenue in the period when funds are receivable.
	(e) Comparatives Comparatives shown in this report are based on the financial reports for 2015/2016.
	INCOME
2	Procurement Rebate: CBRJO was advised subsequent to year end that it was entitled to interim rebates of \$94,755.00. These rebates will be accounted for the 2017/18 FY.
	EXPENDITURE
3	Contract Consultancy: the bulk of this was for Cusack Connections, being \$172.500.00. With the CBRJO having no staff for a period of six months, extra hours were required to complete the work.
	Other contract consultancies included:
-	*\$6,500 for UTS – GMAC Workshop in November and December 2016.
4	*\$1,500 for premlinary work on the Canberra Region Economic Development Strategy (CREDS)
7	Travel: the majority of this cost (\$29,085) was paid to Cusack Connections. In the 2015/16 FY, travel expenditure was incorporated in the consultancy fee, which has been separated for the 2016/17 FY.
5	<b>Website</b> : the major cost was the CBRJO contribution to the Canberra Region Website of \$15,000, \$4,760 was for the CBRJO website and registration.
6	<b>Procurement:</b> This relates to the activities of the Procurement Coordinator and associated expenses. Wages and salaries including on-costs was \$70,988.00, Motor Vehicle, \$4,040.00. A fee of \$1,725 was the CBRJO contribution to the joint JO/ROC network consultancy for the Southern Lights Project.
7	Audit Fees: (7a) \$1,000 allocated to Expenditure Admin (Other) and (7b) \$2,700 allocated to Regional Waste
	Action Plan expenditure.

**Note:** GMAC was advised that Mr Graham Bradley of Auswild & Co will be retiring. Consideration be given to approach the NSW Audit Office to include CBRIO audit as part of their program.

Statement of Income and Expenditure by Program		<del></del>					
Period Ending 30 June 2017							
	Admin	Tablelands	RWAP	Litter	HHCC	Procurement	Total
Income	1 1000						
CRRICAL	4						
CBRIO Membership Fees	227,568						
Procurement						70,882	
Interest received	24,624	The second second second					
Total General Income	252,192					70,882	323,074
Grant Income & Contributions							
Grant income & Contributions	-	-					
CBR Home and Leisure Income	11,900	-		-	-		
Tablelands Tourism Contributions (1)	11,900	11.500					la constant
Tablelands Tourism Contributions (2)		11,560			-		
Regional Waste Action Plan		32,316					
Regional Waste Action Plan	-		340,542		-		-
Litter Program	-		50,000	45.000			-
Household Chemical Collection	-		-	42,000	****		-
Total Grant Income	11,900	43,876	390,542	45 000	150,000		
- Sur Marine	11,500	43,876	390,542	42,000	150,000	-	638,318
Total Income	200.000						
Total income	264,092	43,876	390,542	42,000	150,000	70,882	961,392
Expenditure							
Employee Costs	-						
Salaries & Wages	30,791	-	33,332	7,958		44,962	11704
Travelling	31,229		2,540	7,550		44,302	117,045
Training	1	-	1,632			840	33,769
Other Employee Costs	1,386		11,755		-	26,026	and the second second second
Total Employee Costs	63,406		49,260	7,958		The second secon	39,168 192,452
						72,023	174,454
Other Expenses	-						
Advertising		<del>                                     </del>		20,359		323	-
Donations and Contributions	20,260	<del> </del>	1	20,000		343	the first own to have been been been been been been been be
Workshops	925	1	1	-	-	-	20,260
Telephone & Communications	953	-	191	_		F30	925
Catering, Meals and Accommodation	27,197	379	5,550		-	572	The second second second
Printing	558	8,153	3,330			619	The second second
Rent	6,500	6,233	-		-		8,71
Management Fee	22,757	-		-	-		6,500
Other	5,289	1					22,757
CBR H&L Show	10,364					2,250	A CONTRACTOR OF THE PARTY OF TH
Reimbursement - Member Expenses HHCC	10,004			-			10,364
Total Other Expenses	94,803	4.533		10.255	204,059		204,051
Total Other expenses	54,803	8,532	5,741	20,359	204,059	3,764	337,259
Materials and Contracts							
Vehicle and Subscriptions	1,557		8,362	1 407	-		-
Contract Consultancy			The second second second	1,697	-	4,040	
Constitution of the Consti	195,446	22,612	144,280	16,620	-	1,725	380,683
Total Material and Contracts	197,003	22,612	152,642	18,317		5,765	396,33
						3,763	390,33
Total Expenditure	355,212	31,144	207,643	46,634	204,059	81,358	926,05
							320,03
Result from Operations Surplus / (Deficit)	(91,120	12,732	182,899	(4,634	(54,055	(10,476	35,34
			1	-	10000	100971	33,34



# Auswild & Co

ABN: 29 725 771 792

10th November, 2017

Ms Gabrielle Cusack
Executive Officer
CBRJO
c/- Queanbeyan Palerang Regional Council
PO Box 90
QUEANBEYAN. NSW 2620

Dear Ms Cusack,

I advise that we have completed the audit of the Canberra Region Joint Organisation of Councils for the year ended 30<sup>th</sup> June, 2017 and now enclose our Audit Report.

Yours faithfully, AUSWILD & CO

Graham Bradley Principal

4 Dugan Street DEAKIN ACT 2600

PO Box 9045 DEAKIN ACT 2600 P: 02 6281 3360

F: 02 6281 2590

E: mail@auswildca.com.au

Liability limited by a scheme approved under Professional Standards Legislation



## Independent auditor's report to the Members of the Canberra Region Joint Organisation of Councils

We have audited the accompanying financial report, being a special purpose financial report, of the Canberra Region Joint Organisation of Councils, which comprises the statement of financial position as at 30<sup>th</sup> June, 2017, and the income statement for the year then ended, a summary of significant accounting policies and other explanatory notes.

### Responsibility of those charged with governance

The members' are responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements which form part of the financial report are appropriate to meet the financial reporting needs of those members.

The members' responsibility also includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that it is free from material misstatement, whether due to fraud or error, selecting and applying appropriate accounting policies, and making accounting estimates that are reasonable in the circumstances.

### Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of the members. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by those charged with governance, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Independence

In conducting our audit we followed applicable independence requirements of Australian professional ethical pronouncements.

4 Dugan Street DEAKIN ACT 2600 PO Box 9045 DEAKIN ACT 2600

P: 02 6281 3360

F: 02 6281 2590

F: mail@airswildea.com air

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### **Auditor's Opinion**

In our opinion, the special purpose financial report presents fairly, in all material respects the financial position of Canberra Region Joint Organisation of Councils as at 30 June, 2017 and its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements.

AUSWILD & CO.

Principal Registered Auditor No: 1249

CANBERRA 10th November, 2017

### **General Manager - 21 December 2017**

ITEM 12.3 Joint Organisations - CBRJO

FILE REFERENCE 117/691

AUTHOR General Manager

### **ISSUE**

Providing details regarding Upper Lachlan Shire Council's formal participation in the Canberra Region Joint Organisation.

### **RECOMMENDATION** That –

In accordance with Part 7 of Chapter 12 of the Local Government Act 1993 (Act), the Upper Lachlan Shire Council resolves:

- That the Upper Lachlan Shire Council inform the Minister for Local Government (Minister) of the Council's endorsement of the Minister recommending to the Governor the establishment of a Joint Organisation (Joint Organisation) in accordance with this resolution.
- 2. To approve the inclusion of the Upper Lachlan Shire Council's area in the Canberra Region Joint Organisation's area.
- 3. That the Canberra Region Joint Organisation be established to cover the Upper Lachlan Shire Council's area and all of the following Council areas:
  - Hilltops Council, Yass Valley Council, Goulburn Mulwaree Council, Queanbeyan Palerang Regional Council, Snowy Monaro Council, Eurobodalla Shire Council and Bega Valley Shire Council.
- 4. That before 28 February 2018, the General Manager provide the Minister with a copy of this resolution including the date on which Upper Lachlan Shire Council made this resolution.
- 5. That, on the expiry of a period of 28 days from the making of this resolution, the General Manager inform the Minister that this resolution has not been rescinded.

### **BACKGROUND**

The NSW State Government is currently in the process of formalising the creation of Joint Organisations.

It will be voluntary to join such an organisation and Council needs to formally consider as to whether it wishes to be part of the Canberra Region Joint Organisation.

### **REPORT**

Joint Organisations are a key component of the local government reform process and have the ability to transform the way in which the NSW State Government and Local Government collaborate and set regional priorities to support local communities.

# General Manager JOINT ORGANISATIONS - CBRJO cont'd

The Canberra Region Joint Organisation (CBRJO) has been one of the strongest advocates to the NSW State Government for formally creating Joint Organisations. CBRJO is a joint organisation by name only and not supported by legislation, currently operating as an unincorporated association.

The State Government is in the process of passing legislation for the formal creation of Joint Organisations under the Local Government Amendment (Regional Joint Organisations) Bill 2017. This will to allow councils in regional NSW to voluntarily create Joint Organisations.

Joint Organisations can be formed with a minimum of 3 councils and those councils must lie within a State Planning Region as shown on figure 1 below:

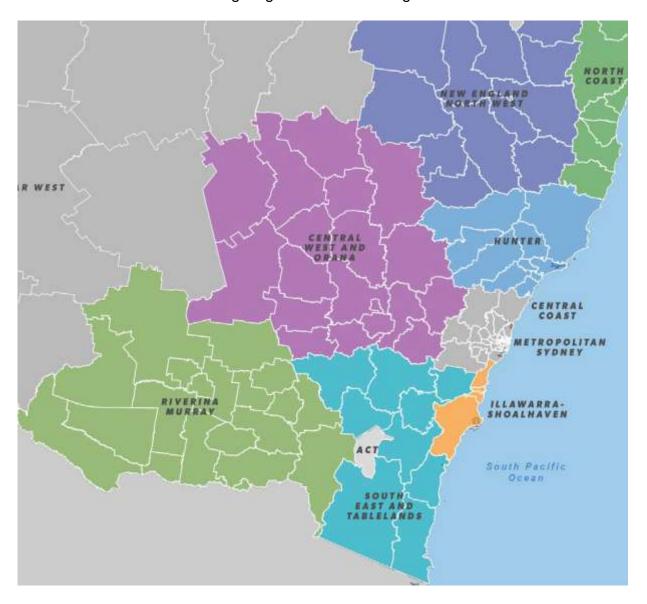


Figure 1 – State Planning Regions

Upper Lachlan Shire Council is one of the 8 membership Councils of the CBRJO; the other Councils being Bega Valley, Eurobodalla, Queanbeyan Palerang, Snowy Monaro, Yass Valley, Goulburn Mulwaree and Hilltops.

# General Manager JOINT ORGANISATIONS - CBRJO cont'd

To be part of a proclaimed Joint Organisation each Council must resolve that its area be included within the area of the proposed Joint Organisation area.

Council now needs to formally consider as to whether it wishes to be part of the Canberra Region Joint Organisation.

### **Legislation Overview**

Councils have freedom to choose, there is no compulsion to join a joint organisation. The proposed start date of the legislation is 1 July 2018.

Joint organisations will only be established where the relevant councils agree to join a joint organisation.

Where the Minister for Local Government wishes to recommend the proclamation of a Joint Organisation, the Minister must certify that the relevant Council has passed a resolution approving inclusion of the council's area in the joint organisation's area.

Principal functions of a joint organisation are to focus on effective strategic planning and project delivery across regions including identifying the region's strategic priorities are developing a plan on how to deliver them.

Joint organisation's strategic regional priorities need to be set in the context of the relevant strategic plans of member councils and the NSW State Government. It does not mean that there has to be consistency between the three areas of strategic planning, but it ensures that the plans will not exist in total isolation from each other.

Joint organisations will have the ability, with the agreement of member councils, to engage in service delivery to or on behalf of councils, including capacity building for councils themselves.

This gives joint organisations the option of providing councils with more efficient mechanisms for shared services where councils choose to assign those services to the joint organisation eg services such as: information technology, human resources management, waste services management, library services and community strategic planning.

A council can delegate a function to the joint organisation but only with the approval of the board of the JO.

Voting members of the Board will be the Mayors of each Council.

Provisions are provided within the legislation for Councils to make financial contributions to the operation of the JO.

### Participation in a Joint Organisation

The past 12 months has seen Council's current organisation, the CBRJO mature to the point where there is now very strong collaboration between all the member Councils and the region has a very respectful ear of the NSW State Government in regards to regional issues.

# General Manager JOINT ORGANISATIONS - CBRJO cont'd

The advantages of a JO in regards to advocacy, collaboration, efficiency and alignment of priorities will well and truly outweigh the financial impact and commitment required by Council staff and the Mayor.

It is recommended that Upper Lachlan Shire Council formally resolve to be part of the CBRJO.

### **POLICY IMPACT**

Nil

### **OPTIONS**

Nil

### FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

### **RECOMMENDATION** That –

In accordance with Part 7 of Chapter 12 of the Local Government Act 1993 (Act), the Upper Lachlan Shire Council resolves:

- 1. That the Upper Lachlan Shire Council inform the Minister for Local Government (Minister) of the Council's endorsement of the Minister recommending to the Governor the establishment of a Joint Organisation (Joint Organisation) in accordance with this resolution.
- 2. To approve the inclusion of the Upper Lachlan Shire Council's area in the Canberra Region Joint Organisation's area.
- 3. That the Canberra Region Joint Organisation be established to cover the Upper Lachlan Shire Council's area and all of the following Council areas:
  - Hilltops Council, Yass Valley Council, Goulburn Mulwaree Council, Queanbeyan Palerang Regional Council, Snowy Monaro Council, Eurobodalla Shire Council and Bega Valley Shire Council.
- 4. That before 28 February 2018, the General Manager provide the Minister with a copy of this resolution including the date on which Upper Lachlan Shire Council made this resolution.
- 5. That, on the expiry of a period of 28 days from the making of this resolution, the General Manager inform the Minister that this resolution has not been rescinded.

### **ATTACHMENTS**

Nil

### **General Manager - 21 December 2017**

ITEM 12.4 Consultative Committee Meeting Minutes

FILE REFERENCE 117/727

AUTHOR General Manager

### **ISSUE**

Minutes from the December meeting of the Consultative Committee.

### **RECOMMENDATION** That -

- Council receives and notes the Consultative Committee Meeting Minutes as information and adopts the following recommendation contained within the Consultative Committee Meeting Minutes:
  - > The reviewed Consultative Committee Constitution be adopted by Council.

### **BACKGROUND**

The minutes from the Consultative Committee meeting that was held on 4 December 2017 are attached including any recommendations that have been put forward by the Committee, to Council, for adoption.

### **REPORT**

Attached for Councillors information are the Minutes from the Consultative Committee meeting that was held on 4 December 2017.

### **POLICY IMPACT**

Nil

### **OPTIONS**

Nil

### FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

### **RECOMMENDATION** That -

- Council receives and notes the Consultative Committee Meeting Minutes as information and adopts the following recommendation contained within the Consultative Committee Meeting Minutes:
  - The reviewed Consultative Committee Constitution be adopted by Council.

# General Manager CONSULTATIVE COMMITTEE MEETING MINUTES cont'd

### **ATTACHMENTS**

1. <u>↓</u>	Consultative Committee - 2017-12-04 - Minutes -	Attachment
	Attachments	
2. <u>↓</u>	Consultative Committee Constitution Review - December	Attachment
	2017	

### PRESENT:

Mr D Scott, Mrs T Dodson (Director of Environment & Planning), Mr K Kara, Mr R Stephenson, Mr B Smithers, Mr C Wray, Mr M Shah (Director of Works and Operations), Mrs H Peterson (Executive Assistant) and Clr J Searl (Observer status only).

Also present: Clr R Cummins

### THE CHAIRMAN DECLARED THE MEETING OPEN AT 10.38AM

### SECTION 1: APOLOGIES & LEAVE OF ABSENCE

Apologies were received from Mr J Bell, Ms S Pearman, Mr M Wilson and Mr B Johnston.

**RESOLVED** by Mr Stephenson and Mrs Dodson

That the apologies be received and leave of absence granted.

- CARRIED

### SECTION 2: DECLARATIONS OF INTEREST

Nil

### **SECTION 3: CONFIRMATION OF MINUTES**

### ITEM 3.1 <u>RESOLVED</u> by Mrs Dodson and Mr Wray

That the minutes of the Consultative Committee Meeting held on 7 August 2017 be adopted.

- CARRIED

### SECTION 4: REPORTS

### ITEM 4.1 HUMAN RESOURCE COORDINATORS REPORT

**RESOLVED** by Mr Kara and Mr Stephenson

- 1. The Human Resource activity report information is received and noted; and
- 2. That the reviewed Consultative Committee Constitution be forwarded to Council for adoption.

- CARRIED

### **SECTION 5: ITEMS FOR DISCUSSION**

A questions was raised asking if Working with Children Checks were included in Position Descriptions for appropriate staff.

The Human Resources Coordinator advised that they were mandatory and were undertaken.

Chainsaw training – currently being investigated by the Human Resources Coordinator.

### THE MEETING CLOSED AT 11.05am

Minutes confirmed	
Chairman	



# CONSULTATIVE COMMITTEE CONSTITUTION

Item:	Attachment 2.: Consultative Committee Constitution Review - December 2017	1
12.4		

### TABLE OF AMENDMENTS AND UPDATES INCLUDED IN CONSTITUTION

Resolution	Reason of Amendment	Source of Amendment or Detail
288/05	Adoption of Constitution	Council Meeting Report on 22 September 2005
139/06	Review of Constitution	Council Meeting Report on 25 May 2006
203/06	Review of Constitution	Council Meeting Report on 27 June 2006
243/10	Review of constitution	Council Meeting Report on 17 June 2010
230/11	Review of constitution	Council Meeting Report on 16 June 2011
102/13	Review of constitution	Council Meeting Report on 18 April 2013
***/ <mark>17</mark>	Review of constitution	Council Meeting Report on 21 December 2017

### **Upper Lachlan Shire Council Consultative Committee Constitution**

### 1. Aim

In accordance with Award provisions, Upper Lachlan Shire Council shall establish a Consultative Committee to provide a forum for consultation between Council and its employees to positively cooperate in the implementation of award restructuring and ensuring workplace reform to enhance the efficiency and productivity of the Council and to provide employees with access to career opportunities and more fulfilling, varied and better paid work.

### 2. Scope

Then functions of the Consultative Committee shall include, but not be limited to:-

- Award implementation, training, consultation with regard to organisation restructure, job redesign, salary systems, communication and education mechanisms, performance management systems, hours of work;
- Position Descriptions involving creation of vacancies both internally and externally of Council be brought before the Consultative Committee prior to advertisement of such as per the Award.

### 3. Decision Making

The Consultative Committee will make recommendation (to Council) based upon consensus. Where there is no consensus on a particular item, the recommendation to Council should note the dissenting views.

There shall be neither influence nor restriction on employees or Council raising issues with their respective unions or associations.

Potential problems should be identified and resolved at the local level. Failing this, the matter should in the first instance be referred to the Consultative Committee, and if necessary, resolved in accordance with Clause 31, Grievance and Dispute Procedures set out in the Local Government (State) Award 2017.

Item: Attachment 2.: Consultative Committee Constitution Review - December 2017 12.4

### 4. Membership

(i) The size and composition of the Consultative Committee shall be representative of Council's workforce and agreed to by Council and the local representatives from the following unions:-

United Services Union (Outdoor)
United Services Union (indoor)
Development and Environmental Professionals Association
Local Government Engineers Association

(ii) Representatives on the Consultative Committee will be as follows:-

### (a) **Employee Representatives**

- 1. United Services Union (Outdoor) 1 representative;
- 2. United Services Union (Indoor) 1 representatives
- 3. Development and Environmental Professionals Association 1 representative
- 4. Local Government Engineers Association 1 representative
- 5. Independent representative (Indoor staff 1 representative
- 6. Independent representative (Outdoor staff) 1 representative

### (b) Management Representatives

- 1. Corporate & Governance (General Manager) 1 representative
- 2. Works & Operations Department 1 representative
- 3. Environment & Planning Department 1 representative
- 4. Finance & Administration Department 1 representative
- 5. Human Resource Section 1 representative

### (c) Councillor Representative

- Shall include a delegate of the Councillors as an observer.
- (iii) Employee representative will be elected for a term of 2 or 4 years with alternate elections of employees. Only half the Committee to be elected at any one time.

Note: Should only one (1) valid nomination be received for each vacant position, that person shall be automatically elected. In the event that no nominations are received for a vacant position, the vacancy is to be readvertised within one (1) year. The term of office for a person so elected will terminate on the common term date.

If there are insufficient nominations from the areas listed above ((a) Employee Representatives) to fill the position the vacancy can be filled by any staff member willing to be a member of the Committee.

Election of representative will be by an Ordinary ballot voting system.

On any position becoming vacant, an extra ordinary election shall be called to elect a representative to fill the vacancy for the rest of the term of that committee member.

Item:	Attachment 2.: Consultative Committee Constitution Review - December 2017
12.4	

### 5. Resignation of Member

A Consultative Committee member may tender a resignation from Consultative Committee at any time and the Consultative Committee shall automatically accept that resignation.

Any member whose association with Council either by way of employment or some other official capacity has terminated for any reason shall be deemed to have automatically resigned from the Consultative Committee.

### 6. Support Services

Council will make available support services to the Committee (including meeting place/facilities, secretary, stationary, etc)

The allocation of resources for same will be made by the General Manager.

Officers of the Unions representative shall be allowed attendance and input to any meeting of the Consultative Committee

### 7. Chairperson

The Chairperson shall be an employee representative voted by all representatives and elected at least annually. A Deputy Chairperson will also be elected to fill the position in the absence of the Chairperson.

The duties of the Chair are:

- Chair each meeting while in attendance at that meeting;
- Conduct meetings in accordance with the rules of the Consultative Committee as they might be derived from time to time;
- Assume responsibility to ensure that all Consultative Committee officials carry out their duties in accordance with the directions given by the Consultative Committee.

### 8. Secretary

A Minute Secretary can be appointed from outside the members of the Consultative Committee and shall be responsible to:

- Record Minutes of all meetings of the Consultative Committee, keep then in a suitably bound book, and make them available for inspection at all meetings;
- Attend to all correspondence of the Consultative Committee
- Distribute Minutes after each Meeting;
- Keep a record of attendance at all meetings
- Assist the Chairperson in producing Agendas for Meetings.

### 9. Meetings

Meetings will be held in the 1<sup>st</sup> Monday bimonthly at 10.30am. The Committee and/or Chairperson can determine that a scheduled meeting not be held if there are insufficient agenda items. Notification of meetings will be given by the Chairperson at least one (1) week in advance together with a copy of the proposed agenda.

The Chairperson has the power to convene a meeting of the Committee irrespective as to whether or not the Committee is scheduled to hold a meeting.

Item:	Attachment 2.: Consultative Committee Constitution Review - December 2017
12.4	

A quorum for a meeting will be six (6) members with at least four (4) being employee representatives. Provided that at no time shall management/council representatives out number employee representatives.

Where an employee representative fails to attend three (3) consecutive meetings and does not furnish an explanation that is satisfactory to the Chairperson, that member will be asked to and required to resign. The vacancy to be filled by extraordinary election.

### 10. Agenda

Agenda items should be provided (in writing) to the Chairperson at least nine (9) days prior to the scheduled meeting date. Items must be submitted in sufficient detail so as to enable all members to understand the issues raised.

Each agenda will allow for "Business Without Notice". It will be at the discretion of the Chairperson to determine whether items raised are of a sufficiently urgent nature to warrant determination at the meeting.

### 11. Minutes

Minutes of Committee meetings are to be kept by Council. Following each meeting, arrangements will be made for a copy of the minutes to be distributed to each Committee Member and also for sufficient copies to be available for distribution to Council and Council notice boards. The Minutes are the duty of the Secretary.

### 12. Information and Advice for Committee

Council shall provide reports, requested by the Committee, coming within the scope of the Committee and which will assist in decision making.

The Committee may rule that certain information arising from the Committee meeting especially relating to salary adjustments arising from performance and appraisals/competency assessments is confidential.

The performance appraisals themselves are confidential between the employee and his/her supervisor and/or review appraiser.

The Chairperson may rule that certain reports prepared by the Consultative Committee are of a confidential nature and that the disclosure of information contained in the report may prejudice an employee. In such a case the report shall be headed 'confidential' prior to distribution and to be treated as such by all Committee members.

All Committee members shall have access to the records of Council coming within the scope of the Committee constitution and provided that approval of the appropriate employee and department head is obtained.

### 13. Attendance of Non-members at Committee Meetings

Persons other than Committee Members will be allowed to attend meetings at the discretion of the Chairperson.

Such persons may have special knowledge, advice or information to benefit members or come as an observer.

Item:	Attachment 2.: Consultative Committee Constitution Review - December 2017
12.4	

### 14. Employees Representatives Communication with Constituents

Employee representatives will be allowed time and transport, if required, to discuss Consultative Committee issues with employees and also for the purpose of carrying out other delegates tasks or functions, as determined by the Committee.

The allocated time and transport shall be such as agreed to by the Department Head/General Manager.

### 15. Training

All members of the Consultative Committee will be required to undergo appropriate training and education to enable their effective participation in the Committee.

### 16. Amendment to Constitution

This constitution may only be amended by 60% of Committee members present at a meeting agreeing to the proposed amendment(s). This provision requires that notice of the proposed amendment(s) shall be given to all committee members in writing at least seven (7) days prior to the date of the meeting and placed on notice boards at the same time at which it is to be discussed.

### **General Manager - 21 December 2017**

ITEM 12.5 CENTROC Annual Report 2017

FILE REFERENCE 117/729

AUTHOR General Manager

### **ISSUE**

Providing details regarding the presentation of the Central NSW Councils (CENTROC) Annual Report for 2017.

### **RECOMMENDATION** That -

1. That Council receive and note the report as information.

### BACKGROUND

The presentation of the CENTROC Annual Report for 2017 at the Annual General Meeting in Young.

### **REPORT**

At the CENTROC Annual General Meeting on Thursday, 23 November 2017 held in Young, the Annual Report for 2017 was presented to all member Councils.

- Cr John Medcalf (Mayor, Lachlan Shire Council) as Chair;
- Cr Scott Ferguson (Mayor, Blayney Shire Council) as Deputy Chair;
- Cr Bill West (Mayor, Cowra Shire Council) as Immediate Past Chair;
- Cr Graeme Miller (Mayor, Forbes Shire Council) as Centroc Executive Treasurer:
- Cr Graeme Hanger (Mayor, Bathurst Regional Council) as a Centroc Executive Member:
- Cr Reg Kidd (Mayor, Orange City Council) as a Centroc Executive Member;
- Cr Stephen Lesslie (Mayor, Lithgow City Council) as a Centroc Executive Member:
- Cr Ken Keith (Mayor, Parkes Shire Council) as a Centroc Executive Member;
- Mr David Sherley (General Manager, Bathurst Regional Council) as Secretary and GMAC Chair;
- Mr Steve Loane (General Manager, Forbes Shire Council) as a GMAC Treasurer;
- Mrs Rebecca Ryan (General Manager, Blayney Shire Council) as a GMAC Executive Member:
- Mr Kent Boyd (General Manager, Parkes Shire Council) as a GMAC Executive Member;
- Mr Paul Devery (General Manager, Cowra Shire Council) as a GMAC Executive Member:
- Mr Graeme Faulkner (General Manager, Lithgow City Council) as a GMAC Executive Member:

# General Manager CENTROC ANNUAL REPORT 2017 cont'd

- Mr Garry Styles (General Manager, Orange City Council) as a GMAC Executive Member; and
- Mr Robert Hunt (General Manager, Lachlan Shire Council) as a GMAC Executive Member;

Included in the Annual Report are reports from the Chairman, the Organisation and Structure, Executive Committee, Secretary's Report, as well as regional initiatives of interest such as Transport Infrastructure Report, Water Infrastructure Report, Health Report, Planning Report, Regional Development Report, Tourism Report, Screen Central Report, Energy Report, Regional Procurement and Contracts Report, Regional Training Service and Human Resources Group Report, WHS/Risk Management Group Report, as well as the Auditors Report.

A copy of the 2017 CENTROC Annual Report is attached as an annexure for Councillors information.

### **POLICY IMPACT**

Nil

### **OPTIONS**

Nil

### FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

### **RECOMMENDATION** That -

1. That Council receive and note the report as information.

### **ATTACHMENTS**

1. <u>↓</u>	23 November 2017 CENTROC AGM Meeting and Annual	Attachment
	Report	



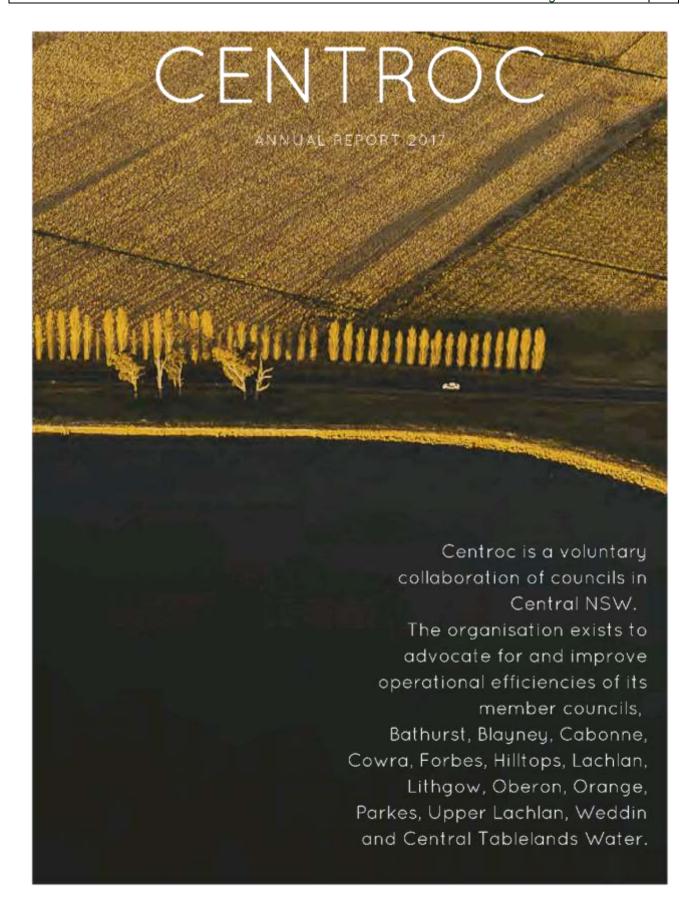
Centroc

PO Box 333 Forbes NSW 2871 Phone: 0428 690 935 Email: jennifer.bennett@centroc.com.au

Chairman: Cr John Medcalf, Lachlan Shire Council

# Attachments to the Centroc AGM Meeting 23 November 2017

1 Annual Report 2016-2017





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# CHAIRMAN'S REPORT



In May 2017 I was officially elected as the Chair of Centroc after acting in the role since January. It is a great privilege to represent the region.

Centroc prides itself on working with our representatives in State Parliament, and through the year various meetings have been held to discuss a range of topics with State agencies, fellow Joint Organisations, Regional Organisation of Councils and other peak organisations such as Regional Development Australia Central West. We thank them for their collaboration, as we strive to improve outcomes for our members and communities.

Throughout the year the region has had the opportunity to meet with the Infrastructure Coordination team, to discuss the Priority Infrastructure Plans for Transport and Water. Many of these projects have now been funded. There has been a focus on the Community, Energy and Telecommunication projects in collaboration with Regional Development Australia Central West.

The region has welcomed the funding from the leasing of poles and wires though the challenges of the funding framework are ongoing. Centroc's policy position is for the State to codesign the funding framework in the interest of our communities and we continually advocate accordingly.

Every year Centroc is extremely fortunate to have the support from our local State and Federal members who host a quarterly meeting at both State and Federal Parliament. This year we thank the Member for Bathurst, the Hon Paul Toole, along with his staff for hosting the May 2017 Board meeting at Macquarie Street. At the Federal level we thank the Member for Calare, Andrew Gee and his staff for a great meeting in November 2016. Both meetings had an extensive line up of Ministers. It is an invaluable opportunity for local Government to speak with Ministers as a group. Feedback from Ministers is they too are very supportive of this opportunity.

Twenty two submissions responding to the State on various calls for advice and feedback have been lodged throughout the year.

Following is the Executive Secretary's report which outlines how Centroc provides support to Councils. The balance of the Annual Report explains how Centroc works and provides advice regarding the efforts for the year including our annual statements.

In 2016/2017 our fourteen members have continued to advocate for the real challenges confronting our region, Transport, Water, Planning, Health, and Regional Development including NBN and Tourism. Centroc continues to take concerns to both the State and Federal levels, identifying solutions for our region in consultation with our communities.

Millions of dollars worth of savings has been recorded for members over the years, these calculations are from various member operational support projects. I encourage this good work to continue.

I would like to take this opportunity to thank all of our members, along with their staff for the ongoing commitment to the region's programming. The General Managers' Advisory Committee and Executive members for their support for the operational projects of Centroc and the sound support and advice provided to the Board for the year, your wiliness to participate makes Centroc the success it is.

I commend this years Annual Report to you all.

Cr John Medcalf

Central NSW Councils

# CENTROC SPEAKS FOR A POPULATION OF 206,594

# THIS YEAR 22 SUBMISSIONS WERE MADE ON BEHALF OF **CENTRAL NSW**

CENTROC LOBBIES STATE AND FEDERAL GOVERNMENTS TO PRESENT A MORE COMPELLING CASE FOR REGIONAL PRIORITIES.

These priorities are:

- Transport Infrastructure;
  - Water Infrastructure;
     Regional Development;
     Health and
  - - - · Planning

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# ORGANISATION STRUCTURE

### EXECUTIVE

The Executive consists of office bearers elected at the Annual General Meeting.

It comprises a Chairperson, Immediate Past Chairperson, Deputy Chairperson, Secretary, Treasurer and elected members of Constituent Councils.

The General Manager or his/her nominee of the Council that the Chair represents is automatically appointed as Secretary.

The General Managers of all Executive Councils are elected automatically from the remainder of the Executive.

### **GMAC**

To assist the organisation in the conduct of its activities a General Managers' Advisory Committee GMAC was established in April 2002.

GMAC meets four times per year and at the direction of the Board advises on administrative, planning, policy and resourcing matters of Centroc.

The Chair of GMAC is the Secretary of Centroc.

### PROJECT TEAMS

Project teams are an important component of Centroc's operation and vital to its success. Project teams are formed to allow cross collaboration and the sharing of knowledge, expertise and resources.

Teams are established on the recommendation of the Centroc Board with a predetermined objective, participation is voluntary and reports are submitted quarterly to the Board and GMAC.

Team leaders are often appointed to project teams to assist the Executive Officer in the management of the team, to set agendas and to advise GMAC on the activities of the team.

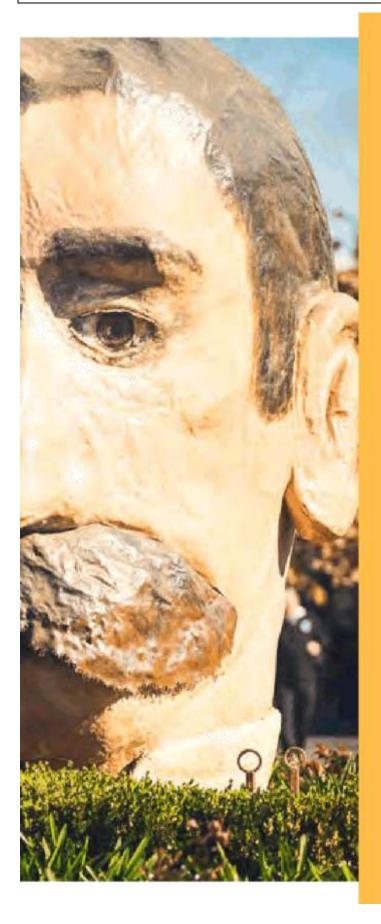
### STAFF

Centroc has evolved as a small de-centralised organisation.

In 2016/2017, seven employees were spread throughout the region at various councils.

This structure allows all councils the opportunity to employ Centroc staff and be involved in the various projects, effectively spreading the benefit across the region.

Centroc Staff include: Executive Officer,
Centroc Water Utilities Alliance Program Manager,
Finance Officer, Best Practice in Procurement
Program Manager, Energy, Contracts and Training
Program Manager, Training and Program Support
Officer, and Chair Council Support Officer and
Administration Assistant.



### Vision

Central NSW is recognised as vital to the sustainable future of New South Wales and Australia

### Mission

Centroc is recognised as the lead organisation advocating on agreed regional positions and priorities for Central NSW whilst providing a forum for facilitating regional cooperation and sharing of knowledge, expertise and resources; effectively nurturing sustainable investment and infrastructure development.

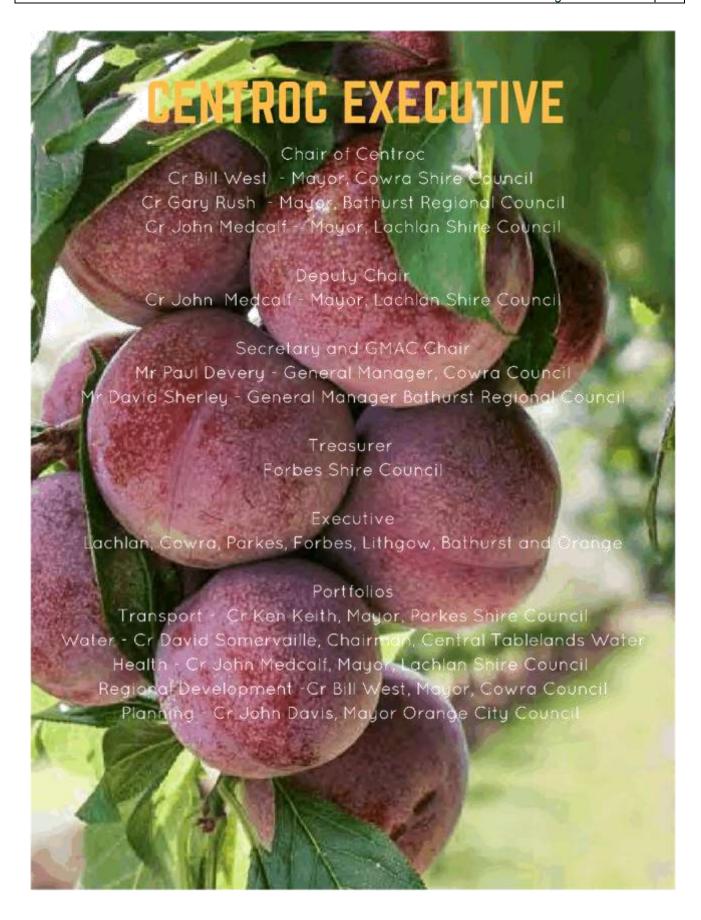
Lobbying Priorities
Transport Infrastructure
Water Infrastructure
Health
Regional Development
Planning

Supported Regional Initiatives
Bells Line Expressway Group - Netwaste
Central NSW Tourism - Central West NSW
Academy of Sport

Objective - Regional Sustainability:
Encourage and nurture suitable investment and infrastructure development throughout the region and support members in their action to seek from Governments including financial assistance, legislative and/or policy changes and additional resources required by the Region. This objective will be principally actioned by the Board with the support of General Manager's Advisory

Objective - Regional Cooperation and Resource Sharing:

Contribute to measurable improvement in the operational efficiency and effectiveness of Member Councils through facilitation of the sharing of knowledge, expertise and resources and, where appropriate, the aggregation of demand and buying power. This objective will be principally facilitated by GMAC with the guidance of the Board.



# SECRETARY'S REPORT

Over the past twelve months through the end of the Local Government reform period General Managers and Board members have continued to work well for this region.

Sponsoring General Managers for projects across the region have continued to support a focus on delivering value to member Councils. Also noteworthy is the inter regional collaboration on projects like street lights with smart controls, the Local Government Cost Index and best practice in aggregated procurement.

Notable has been an increase of resource this year to providing support to members in energy. The Centroc Energy Group have been working on ways to reduce energy costs, with the uncertain energy market. This includes improving Councils and community sustainability through a regional approach to distributed energy planning and implementation through grant funded programs, street lighting, E21 electricity program and a regional solar panel program.

Centroc lodged the following regional submissions over the last twelve months, all of which are available from the Centroc website.

- Discussion Paper for the Inquiry into National Freight and Supply Chain Priorities
- Inquiry into Regional Development and a global Sydney
- Inquiry into the augmentation of water supply for rural and regional New South Wales Post Hearing Response - Questions on Notice
- Inquiry into the augmentation of water supply for rural and regional New South Wales Post Hearing Response- Supplementary
- Productivity Commission National Water Reform Inquiry
- Independent Pricing and Regulatory Tribunal WaterNSW operating licences review
- The operation, effectiveness, and consequences of the Public Governance, Performance and Accountability (Location of Corporate Commonwealth Entities) Order 2016
- Environmental Planning & Assessment Act 1979 Planning Legislation updates
- NSW Review of Regional Infrastructure
- Assessment of the Distribution of Medical Places and Training
- Lachlan Water Resource Plan

- · Macquarie-Castlereagh Water Resource Plan
- Draft Climate Change Strategic Plan and A Draft Plan to Save NSW Energy and Money
- Australian Drinking Water Guidelines: Draft framework on microbial health based targets
- Bells Line of Road/Chifley Road proposed upgrade
- RDA Independent Review
- Joint Organisations Getting the boundaries right
- Review of the Local Government Rating System Local Government — Draft Report
- Response to the Draft Central West and Orana Regional Plan
- Inquiry into the augmentation of water supply for rural and regional NSW
- Crown Lands Inquiry
- Feedback to the Joint Organisation reform process (Background Paper)

Please find enclosed the audited accounts for the year. Please also find detailed advice regarding our projects including advice on cost savings and other benefits to members for the twelve month period.

Our regional projects rely substantially on our Centroc staff, who work directly with Council staff, partners and consultants. On behalf of the Board and General Managers I would like to take this opportunity to pay a special thanks to the Centroc team. led by our Executive Officer. Jenny Bennett this small team have once again assisted member Councils in their collaborative delivery of a broad range of programs. Thanks to Meredith Macpherson, Water Utilities Alliance Program Manager, Kate Barker, Energy, Contracts and Training Program Manager, Ann Thomas, Finance and Administration Carolyn Griffin, Training and Program Support Officer and Verity Page, Executive Assistant. The Centroc staff are employed through some of our member Councils, and generously hosted across the region at Orange City Council, Bathurst Regional Council and Forbes Shire Council.

This region continues to demonstrate that Local Government working collaboratively has a lot to offer.

Mr David Sherley, <sup>®</sup> General Manager

Bathurst Regional Council



# **TRANSPORT**

### By Jennifer Bennett

Portfolio Mayor, Cr Ken Keith, Parkes Shire Council. Sponsoring General Manager Mr Kent Boyd, Parkes Shire Council

In the 2016/2017 The Strategic Transport Group and Centroc Transport Technical Committee have strengthened working relationships with Regional Development Australia Central West (RDACW), Department of Premier and Cabinet (DPC), Department of Industry (DPI), Roads and Maritime Services (RMS), Institute of public works Engineering Australasia (IPWEA), National Heavy Vehicle Regulator (NHVR) and Transport for NSW (TfNSW) through various discussions.

These discussion have included;

- · REPAIR Grants;
- the review of the freight corridors for the region;
- a one stop shop for all road closures under RMS Live;
- Road Rail Interface Agreements; and
- ongoing updates to the Regional Freight Movement Map supported by the NHVR.

Significant funding announced that will have a tremendous effect on this region includes;

- May, an additional \$8.4 billion was announced by the Turnbull/ Joyce Government to build the Melbourne to Brisbane Inland Rail. The biggest rail project in 100 years;
- August, the Hon Duncan Gay announced \$5M as part of the EOI for Fixing Country Rail to re-open Stage 1 of the Blayney-Demondrille line. The 56 kilometre section of rail will be the first re-opening of a rail line in 20 years; and
- October, flood affected communities in the state's Central West received \$13 million from the NSW Government to provide immediate funding relief for councils to fix local roads.

The Centroc Infrastructure Matrix in the 2016/2017 shows steady funding for prioritised projects across the region. The Review of Regional Infrastructure led by the Lt General Ken Gillespie has expressed interest and support for the Infrastructure Matrix approach. We thank the State Government for creating the Regional Infrastructure. co-ordination team.

The need to enable a high productivity link into Sydney across the Blue Mountains from Central NSW particularly for freight between the M7 and Kurrajong has been the focus of this year's efforts. Of particular concern is the Bells Line Corridor link including reference to the escalating costs over time as North West Sydney continues to grow. This included various meetings with State and Federal Ministers. This project will continue to be a key focus for the Board in the coming year.

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# WATER

### By Meredith Macpherson

Portfolio Chairman, Cr David Somervaille, Central Table Lands Water, Sponsoring General Manager, Mr Kent Boyd Parkes Shire Council Report by Meredith Macpherson, Water Utilities Alliance Program Manager

In the context of the Management Plan, water infrastructure activities reflected the Board's objectives to deliver priorities through advocacy, intergovernmental relationship building and strategic planning.

Activities were informed by the extensive knowledge gained from on-going operational support for members by the Centroc Water Utilities Alliance (CWUA) facilitated through the sharing of knowledge, expertise and resources and, where appropriate, the aggregation of demand and buying

Activities for the period were as follows:

### Advocacy

Guided by the Board's Advocacy Plan for Water and commitment by the State Government to investigate water security for the Lachlan catchment, advocacy focussed on:

- Alignment of the region's water security infrastructure priorities with State and Federal Government priorities including a potential new storage and various pipeline projects.
- Ensuring urban water supply needs are considered by WaterNSW in the Lachlan Valley Water Security Investigations (Phase 2) including a potential new storage for the Lachlan Catchment.
- State Government funding and support for a review of the Centroc Water Security Study – leveraging work done by WaterNSW through the Lachlan Valley Water Security Investigations.
- Promotion of the water infrastructure priorities identified in the Regional Priority Water

In May 2017. Centroc provided evidence to a Public Hearing of the General Purpose Standing Committee No. 5 Inquiring into the augmentation of water storages in rural and regional NSW held in Orange. Centroc also hosted a tour by Committee members of a potential new storage site, flood affected farms on the Belubula River and Orange's innovative stormwater harvesting schemes.

On-going review of the urban water sector by both the State and Federal Governments, including analysis of institutional arrangements for delivering water and sewerage services to regional communities, prompted the CWUA to develop a paper titled Water in Public Hands – Councils Collaborating to Deliver Local Water for the annual OzWater'17 Conference. This was selected as one of 140 out of 400 papers submitted.

## Inter-Governmental Relations and Strategic Planning

Work continued to develop collaborative partnerships with key State agencies in the area of water security and Local Water Utility (LWU) management including NSW Health, DPI Water and WaterNSW. Activities aimed to ensure constructive solutions and innovative ideas are introduced and implemented to meet the needs of the region are on-going and included:

- Efforts to develop a Memorandum of Understanding with NSW Health to enable collaboration on agreed priorities for the delivery of drinking water management systems.
- Negotiation with NSW Health to scope a
  workshop applying a risk based approach to
  develop a shared understanding and alignment of
  communication in the compliance framework
  particularly in relation to boil water alerts where
  community confidence can be impacted.
- Discussion with DPI Water seeking engagement with the CWUA on the long anticipated review of the regulatory framework for Local Water Utilities in NSW.

- Ensuring Engagement by DPI Water with Local Government in the development of water resource plans for the Lachlan and Macquarie catchments including representation on Stakeholder Advisory Panels.
- On-going negotiation with WaterNSW to ensure the Centroc Board's priorities for reliable and secure water to address town, industrial, mining and agricultural needs are met through the Lachlan Valley Water Security Investigations.
- Representation by Centroc on the Central Tablelands Regional Water Security Advisory Committee for the Restart funded Orange, Blayney to Carcoar pipeline and the Orange to Molong pipeline projects.
- Re-affirmed communique with Lachlan Valley Water and the Belubula Landholders Association for regional water planning and a unified community based position on water security (November 2016)
- Worked with consultants MWH (January 2017) to review the Multi-Criteria Analysis Tool to enable the update of projects for the Regional Prioritisation of Infrastructure Projects with a workshop held with the CWUA to update the regional water infrastructure plan (April 2017).





#### Operational Support

Under the strategic leadership of Chair, Mr Andrew Francis (Director, Infrastructure Parkes Shire Council) and a committed Executive team, the CWUA continued to provide significant operational support to members with a strong focus on drinking water quality management and performance monitoring. Operational support to member Councils for this period included:

Implementation of the 5 Year regional Procurement Plan including the following asset management contracts:

- Dam surveillance
- Pipe relining
- CCTV Condition assessment of gravity sewer mains
- Smoke testing
- Asset valuation for complex water and sewer assets (completed for 12 Councils).

#### Best Practice Compliance:

- Contract for Developer Services Plans
- Regional methodology developed for Asset Valuation for Water and Sewer approved by the NSW Audit Office
- Independent Audit of Performance Monitoring Data for Water Supply and Sewerage for 11 Councils (Sept 2016 to June 2017) - part of a broader strategy to ensure the availability and integrity of data to monitor and benchmark performance and drive improvement.

#### Drinking Water Quality Management

- Regional monitoring of compliance of members in meeting the requirements of Drinking Water Management Systems (DWMS).
- Analysis and benchmarking of regional drinking water quality across the region's water treatment plants.
- Regional workshop to review findings of data analysis, discuss improvements and tools for water treatment plant optimisation and agree tasks for each participating Council to pursue- (November 2016)
- NSW Health Workshop for Operators,
   Supervisors, Engineers on case studies of water quality incidents, discussion of critical control points in the DWMS.

 Good Practice Microbial Improvement Program for Drinking Water Quality conducted across 9 Councils.

#### Training & Workforce Development

- Strategic focus on ensuring Water Treatment
   Operators are trained in compliance based service delivery.
- Mapping of Water Operator's training needs for certification under the National Framework.
- Water Operations training delivered in the region through North Coast TAFE
- Proposal developed on request from the NSW Water Directorate to provide a range of support in training for Water Operators from Councils across NSW.

#### Centroc Operators Group

- Met 3 times.
- Received a presentation by NSW Health on Drinking Water Management and what to do when Critical Control Points are exceeded (July 2016)

#### Presentations

- -CWUA presentation to LGNSW Water Management Conference in Broken Hill (August 2016) on Centroc's strategic approach to regional water infrastructure prioritisation and skills development.
- -CWUA Presentation to the IPWEA NSW Conference (October 2016) on the Water Loss Management Toolkit.
- -Regional Priority Water Infrastructure projects presentation to the Regional Infrastructure Coordinator, Lieutenant General, Ken Gillespie and Executive Officer, Mr Don Murray- Parkes (March 2017).
- -CWUA presentation to the AWA OzWater 17 Conference (May 2017) titled- Water in Public Hands -Council Collaborating to Deliver Local Water.

#### Submissions

A total of six submissions were developed to various inquiries throughout the year.



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# **HEALTH**

By Jennifer Bennett

Portfolio Chair, Cr John Medcalf, Lachlan Shire Council, Sponsoring General Manager, Mr Glenn Carroll, Weddin Shire Council

The 2016/2017 financial year is the third year of the Beyond the Range Program. Centroc has successfully attracted a strong base of followers through the Beyond the range Facebook page. A few great stories throughout the year had a few of our posts reaching bigger numbers of followers again. The "Did You Know" posts continue to work well increasing our engagement, reach & impressions. Members were provided with reports reviewing the program and feedback will inform the project's direction.

In 2015 the Board resolved to be a Friend of the Murray Darling Basin Medical School and continues to support all Medical School outreach currently being undertaken in the region.

In February a submission on the Assessment of the Distribution of Medical Places and Training was lodged advocating the need for a rural medical school

During the year advice from Universities on Rural Clinical Schools was sought. An emerging theme in the responses from the Universities was the need for more clinical training places.

Through discussions with Ms Sarah Mitchell, in her role as the Parliamentary Secretary for Western NSW the Rural Doctors Network (RDN) and Centroc began scoping to progress a methodology on the economic and social impacts when a Doctor leaves town.

In line with the advocacy Plan for Health the Board met with various State and Federal representatives seeking support for the Murray Darling Medical School, the Weddin Health Hub, and Health Infrastructure.

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# **PLANNING**

#### By Jennifer Bennett

Portfolio Mayor, Cr John Davis, Orange City Council Sponsoring General Managers, Mr Garry Styles, Mr Paul Devery and Mr David Sherley.

#### Planners' Group

The focus of the Planners' Group was to continue collaborating through the development of the Central West and Orana Regional Plan, ensuring the best outcomes for the Region.

The Group prepared feedback on the Planning Legislation updates. Zonal Taxation progressed a Heritage Near Me Project and continued advocating the need for a regional State Environmental Planning Policy (SEPP)..

#### Central West and Orana Regional Plan

After a lengthy gestation, the Central West and

14 June 2017 by the Minister for Planning, the Hon Anthony Roberts at the Logistics site in Parkes located on the Inland Rail Corridor.

Importantly, the Plan reflects the effort put in by this region with a significant amount of actions that should continue to focus State attention on Central NSW priorities.

Centroc thanks the work done by the Western region Department of Planning and Environment, in collaboration with representatives from member Councils.

#### Joint Organisations

Advocacy was undertaken to the Minister for Local Government regarding the Joint Organisations, Getting the Boundaries right released September 2016. The region supports having the boundaries for a future Central NSW JO nest within the planning boundary and the membership to be consistent with RDA Central West while allowing for associate membership for operational support purposes. This year ROCs and JOs to the south of the State have commenced collaborating on a suite of projects including streelighting and the Local



# REGIONAL DEVELOPMENT

#### By Jennifer Bennett

Portfolio Mayor, Cr Bill West, Cowra Shire Council. Sponsoring General Manager, Mr Garry Styles, Orange City Council

The greatest areas of effort for this year have been:

- engagement with various State processes leveraging the Centroc Infrastructure Matrix to secure more funding for member Councils;
- a review of the Matrix with a refresh of projects;
- supporting the transition on Central NSW Tourism; and
- collaborative activities with RDA Central West particularly in agriculture the Economic Development Officer Forum, data and NBN.

It is noteworthy that a significant amount of the outcomes in the Dept of Planning's Regional Plan have an economic development focus.

Various meetings with the State occurred through the year.

Centroc was seeking;

 Feedback on "Making it Happen in the Regions" and the way forward;

- an update on the Regional governance review and how both the Minister for Regional Development and Parliamentary Secretary see the role of JOs in regional development in the future;
- Jobs NSW and its fit with regional development;
   and
- · Economic Development projects in the region

Centroc was invited to attend a consultation with LEK, a project run by the NSW Department of Industry that was to investigate regional economic opportunities and their associated infrastructure priorities.

The region welcomes the work of the NSW Regional Infrastructure Coordinator, Lt General Ken Gillespie and EO. Don Murray. The Group was delighted to meet them both in the region and discuss first hand the barriers for Regional Infrastructure. Centroc has 3 active Matrix documents Water, Transport and Community Infrastructure Prioritisation, which have been well received by various State agencies and consultancies, they are continuously updated as projects are funded.

National Stronger Regions Fund (NSRF) announced in October 2016. 4 of the 18 NSW projects in Central NSW with an investment of around \$5m in a NSW pool of around \$40m. Notably Central NSW achieved funding for 4 of In May 2017 the MOU between RDACW and Centroc the only one of its kind in Australia, was reviewed and signed in the presence of the Deputy Premier, The Hon John Barilaro.

Centroc advocated for ongoing funding for the RDA network in New South Wales and that the Joint Organisations and RDA committees can, in combination and by working together, provide superior results for regional development outcomes in NSW.

#### RDA Central West provides the following advice

This year the RDA Central West and Centroc Memorandum of Understanding (MoU) was reviewed and the two organisations have continued to work together in a multitude of areas, with regional infrastructure improvements being a particular focus.

RDA Central West's Value Adding to Agriculture report was published in September 2016, to improve the competitiveness of agriculture in the region and has also since acted as an investment prospectus for the region.

The NSW Central West Agriculture. Innovation Skills and Capability Analysis examined the current and future skills gaps in the region's agricultural sector, identifying product marketing, export know-how, energy management and succession planning as areas for development.

The 2016 Agribusiness Today Forum: NextGen Livestock was held in Blayney and attracted 160 attendees, bringing together researchers at CSU and other Universities across Australia. Local Land Services and extension providers, agricultural supply chain professionals and local agribusinesses over the two day Forum and Field Day.

Both organisations have been working together to explore ways to grow a more productive Agricultural sector in the region and leverage opportunities under Australia's negotiated North Asia Free Trade Agreements.

RDA Central West, with the support of Centroc, has led a coordinated whole-of-region approach to improving telecommunications across Central West NSW, including launching a user-friendly support guide to help Local Government, businesses and community groups understand how to make good use of the NBN and Mobile Black Spot Program, prioritising Mobile Black Spots which were gifted back to Councils to assist in determining focus areas for infrastructure improvement, as well as a number of submissions to inquiries and ongoing advocacy.

The Regional Economic Analysis on the Potential Impact of the Proposed Inland Rail was launched in May 2017 concluding that overall, the Inland Rail is expected to have a positive economic impact in the region and identifying potential business and supply chain opportunities.

RDA Central West has continued to provide support to Councils, not-for-profit community organisations and businesses under the Building Better Regions Fund and other contestable grant-funding programmes, convened the quarterly Economic Development Officer (EDO) Forums across the region, collaborated with Centroc on Data issues, and worked with stakeholders in new areas such as STEM (schools and Industry), start-up, incubator and business acceleration initiatives, climate adaptation and Central West Flood Recovery.

A number of submissions were made to Government Inquiries, with the support of Centroc, on issues including Telecommunications, Decentralisation, Regional Development and Transitioning Regional Economies. 19

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# **TOURISM**

#### By Lisa Ditchfield

Centroc would like to acknowledge the skilled, dedicated and volunteer board of the region's previous Regional Tourism Organisation (RTO) Central NSW Tourism, Norm Mann (Chair), Garry Styles (Treasurer), Ian Davison, Christine Le Fevre, Ray Walsh and Brad Cam.

Since the State Government announced a restructure of the RTO's in July 2016 this group have guided our region towards a new collaborative structure to continue the successful work of Central NSW Tourism.

Central NSW Tourism focused on building on the success that the previous RTO generated through the integrated marketing campaign, UnEarth Central NSW. The most recent campaign finished in May 2017 and top line results include:

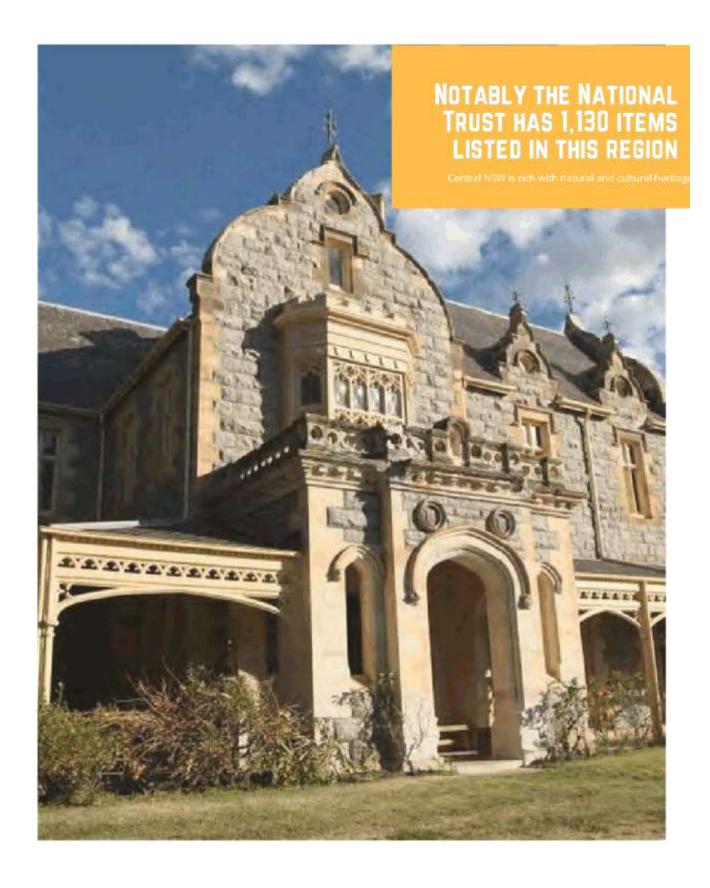
Achieved and additional 1344 room nights (during 4)

- Increased visitation to the Central NSW website by over 10% with a total of 53.326 visits during the campaign period.
- The program achieved equivalent advertising value of over \$1.1million.
- Returned to the region an additional \$448,896 in overnight visitor expenditure (during 4 week Expedia adv campaign)
- The Facebook program has delivered more than 3.5 million impressions during the 2016 – 2017 campaign.
- Generated 5,734 unique visits to the landing pages across the Expedia products
- The program has generated more than \$3.5 million dollars in public relations value
- Facebook fans have more than doubled in 2016
- Instagram fans have tripled during the campaign period

The ROI of these campaigns are measured on two levels,

(1) the tourism spend created and(2) the equivalent advertising value created – the campaign delivered solid return on both of these





The value of Tourism to our region has been a long term focus of Centroc and the engagement of our member councils has increased further in the last 12 months with Lachlan and Oberon Shire Council joining Bathurst, Blayney, Cabonne, Cowra, Forbes, Parkes, Orange and Weddin as members of Central NSW Tourism (and now the CRTG).

The latest figures released by Tourism Research Australia demonstrates the role tourism plays in regional NSW for the 2015-2016 year, in Central NSW it contributed over \$1.6billion to our economy. The direct contribution in the last 10 years has grown by 57%, this represents an annual growth rate of over 5%.

These statistics strengthen Centroc's resolve to promote and continually develop this industry, and through collaboration and we look forward to further growing our visitor economy.

The continued focus for the region is to increase spend per visitor across all key markets. A slight drop off in the spend of the domestic o-night segment was off-set by an increase in the day trip segment, though ultimately the increase in visitors across both these groups delivered a net positive outcome in expenditure.

The region is focussed on shifting consumer behaviour to spend more and stay longer, even incremental improvements in these measures coupled with the significant increase we are experiencing in visitor traffic will deliver great economic outcomes to the region.

Our strategy to achieve this will be to facilitate the linking of Destinations and increase awareness of niche (key to the region) product offerings including; Heritage, Double Q (Quirky, Quintessential) Country, Agri & Culinary Tourism, Regional Artscapes, Pure Country and Indigenous Experiences.

Educating local residents on the region's tourism offering will be at the centre of this program as the Visiting Friends Relatives market continues to grow its share in the 'purpose of visit' measure, accounting for 36% in domestic o-night, 35% international and 21% domestic daytrip visitors respectively.

#### Income and Expenditure

With a volunteer board of directors, one staff member and considerable in-kind support, Central NSW Tourism continued to demonstrate efficient financial management & fiscal responsibility through to the organisation's wind up on June 30

Total Income 16-17 - \$529,519 Total Expenses 16-17 - \$479,972

1 in 23 jobs in central NSW were directly related to tourism, the industry employs nearly 6,000 people in our region.



# TOTAL TOURISM EXPENDITURE IN THE REGION INCREASED BY 7% AND EXCEEDED \$1.3 BILLION.

TOTAL VISITATION TO THE REGION INCREASED BY 14%

The region has experienced positive results across the majority of visitation and expenditure measures through to the year ending June 30 2017. Total tourism expenditure in the region increased by 7% and exceeded \$1.3 billion. Total visitation to the region increased by 14%, this positive result was driven by domestic overnight and day trip visitors, particularly 15-29 and 40-49 year olds, traveling alone or adult couples.



# Screen Central

BY CAROLYN GRIFFIN

Sponsoring General Manager, Mr Garry Styles, Orange City Council.

Screen Central NSW offers a quality film friendly service to grow the capacity of councils in compliance with state legislation and providing support to the screen industry.

The Screen Central NSW website is functional as a location image database and lists skills, services and facilities available to assist film and television production in each Local Government Area. Contact names for each council can be found on the website and Centroc continue to update the website with new images from the region.

Screen Central NSW has a Facebook presence which is slowly increasing with regular updates on what may be happening in the region at the time together with new images that have been

provided from members. This Facebook page aims to promote one region in Central NSW per week with photos of the region and directs any interested parties to contact the Screen Central Officer for additional information or assistance..

Member funding is used to maintain the Screen Central NSW website at a minimal level and field any enquiries that come through to Centroc via Screen Central NSW.

23 tv/film personnel visited the region, 3 x productions filmed over 14 days in the Central NSW regions and 238 Facebook likes.

# Energy

BY KATE BARKER

Sponsoring General Manager. Mr Kent Boyd, Parkes Shire Council

The Regional Energy Program was established in 2014, and continues to be supported by a Centroc staff member in a dedicated part-time capacity.

#### Centroc Energy Group

The Centroc Energy Group meets on a bimonthly basis and is attended by Council staff who are involved with energy or electricity within their Council. Very few member councils have a person who has energy or electricity forming a specific part of their job description so there is a broad range of staff who attend the meetings ranging from General Managers and Directors to Engineers and Purchasing Officers.

#### **Regional Electricity Contracts**

Centroc member councils underwent a new procurement process for the supply of electricity for small tariff sites which was a different process to that of previous years. An energy consultancy was engaged to conduct the procurement of electricity, with the process for small tariff sites resulting in savings of around \$360k in the first year of the contract across the 13 participating councils, compared to the prices on the previous contract.

For the supply of electricity to large sites and streetlighting, the process commenced in early 2017 however due to extreme electricity market volatility the process was delayed until later in the year when prices were more favourable.

The significant price increases in 2017 occurred for a variety of reasons including the closure of the Hazetwood electricity generator and the storm event in South Australia. These events resulted in 200-300% increases in electricity pricing.

#### **Energy Management**

Eleven member councils have licences with the e21 energy management software, which enables councils to undertake electricity bill verification and consumption tracking. Through the e21 program, councils are able to identify:

- Missing accounts
- · Gaps in accounts
- Variances
- · Sites with poor power factor
- · Low use tariff sites
- Tariff sites with potential to change to TOU/flat rate/contract
- · Contract sites with potential to change to tariff

A further three member councils use the Planet Footprint software to monitor and analyse their energy and environmental performance data.

Centroc staff have access to the electricity data for each member council, which is imperative in assisting with grant funded energy projects.

#### Streetlighting

Centroc and its member councils continue to maintain a watching brief on the developments with LED streetlighting technology. Working alongside Essential Energy, members continue to investigate options for a regional roll-out of LED streetlights with smart controls. This work is done in conjunction with surrounding Regional Organisations of Councils (ROCs) such as REROC, RAMROC and Canberra Regional JO.

The participating ROCs have engaged Next Energy to assist with the preparation of a preliminary business case for the Southern Lights Project which encompasses over 70,000 streetlights in Southern NSW. Work in this space is ongoing. LED streetlights are now available through Essential Energy and may replace existing lighting when a luminaire is deemed faulty.

Currently no lights have been converted to LEDs in the region as negotiations are still underway with Essential Energy regarding the Street Light Use of System (SLUOS) charges.

As Essential Energy is in the middle of an Australian Energy Regulator (AER) regulatory period, there is currently no price set for SLUOS for LEDs and as such negotiations between Essential Energy and member councils (through Centroc) have been undertaken for an agreed price which will be in effect until the new regulatory period commences in July 2019. The negotiations have been ongoing for over 12 months and have not yet been finalised.

Centroc staff regularly participate in Essential Energy's Streetlighting Consultative Committee (SCC) which meets on a quarterly basis, with updates from the meetings being provided back to members.

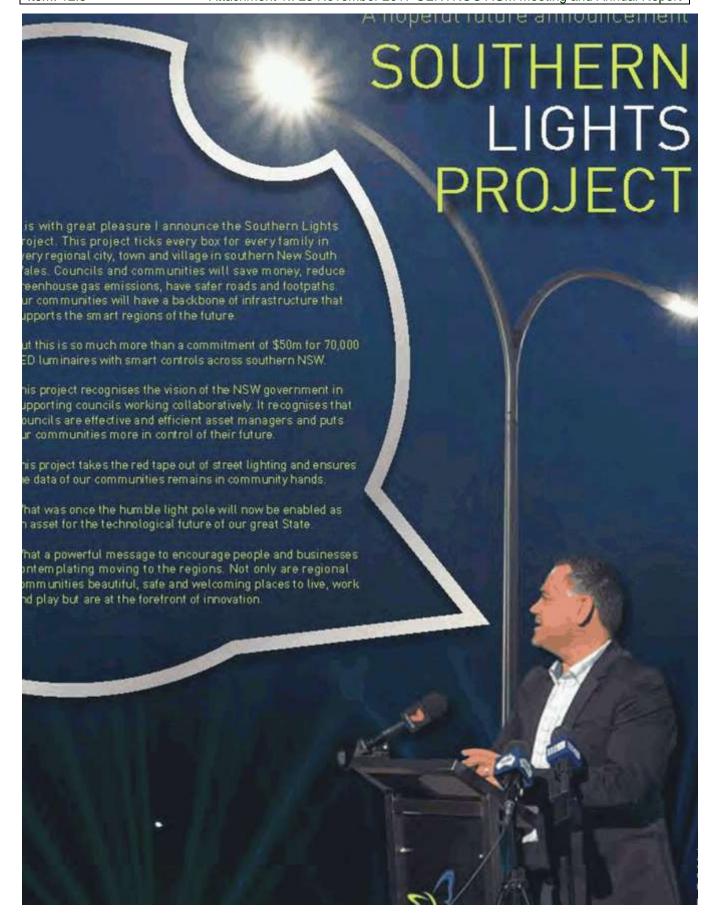
#### Renewable Energy and Local Electricity Trading

In early 2017 Bathurst Regional and Forbes Shire Councils participated in a project with the Institute of Sustainable Futures (ISF) which looked at options for councils to reduce or off-set their energy use and costs. Six scenarios were investigated:

- 1. Feed-in Tariff Only
- 2. Local Electricity Trading
- Local Network Credits and Local Electricity Trading
- 4. Private Wire
- 5. Behind the Meter, and
- Power Purchase Agreements (PPAs)

Member councils have been working on identifying renewable energy projects on the back of the work undertaken in 2015-2016 with the Regional Renewable Energy Innovation Project.

The outcome of this work will be used to inform future energy projects across the entire region



# TOTAL CALCULATED SAVINGS FOR CENTROC MEMBERS \$4,676,232

## Regional Procurement and Contracts Report

#### BY MATE BARBER

Through regional procurement initiatives. Centroc continues to deliver significant cost savings and efficiencies across the region.

#### Regional Contracts

The following contracts were in place during 2016/2017:

#### Supply

- Bitumen Emulsion
- · Fuel
- Road Signs
- Linemarking Services

#### Human Resources

- Employee Assistance Program
- Pre-Employment Screening
- Online Training
- · F-Recruitment

#### WHS/Risk Management

- Compliance Training
- Restocking of First Aid Kits
- Asbestos Consultants (panel arrangement)

Centroc Water Utilities Alliance

- Dam Surveillance
- CCTV of Sewer and Stormwater Mains
- Smoke Testing of Sewer Service Lines
- Asset Valuation Services for Water and Sewer
- Auditing of Performance Reporting for Water Supply and Sewerage
- Benchmarking and Analysis of Drinking Water Quality Data
- Developer Servicing Plans

Regional Directors of Corporate Services

- Internal Audit
- Code of Conduct (panel arrangement)
- Printing and Mailing of Rates Notices (contract commences 1 July 2017)

#### Energy

- Electricity small tariff sites
- Electricity large contract sites and streetlighting
- Energy Consultants (panel arrangement)
- Local Electricity Trading
- Accredited Service Provider for Energy Savings Certificates

Member councils have identified 11 new regional contracts that will be undertaken in 2017/2018.

# Regional Training Service & Human Resources Group

#### BY CAROLYN GRIFFIN

Sponsoring General Manager, David Sherley, Bathurst Regional Council

Chair – Michael McGrath, Lithgow City Council (January 2015 – December 2016) Michael Ridge, Orange City Council (December 2016 – present) Secretary – Carolyn Griffin, Centroc

The Centroc Training Service is in its 14th year of operation and continues to address the needs of Centroc councils and other local councils surrounding the Centroc region upon request. The Training Service works to:

- Research & source relevant and quality training for members
- Coordinate training for members to improve access to quality trainers and courses
- Achieve cost savings for members through group purchasing and negotiating discounts with training providers.

The service allows other government agencies, private organisations and individuals within the region the opportunity to access training being held in the region.

The Centroc Human Resources Managers' Group meets on a quarterly & rotating basis between Bathurst & Orange. The Group continues to strive to provide member councils with strategic human resources direction and support to move forward with a sustainable workforce by expanding their knowledge, experience & resources through continual learning, regional cooperation and collaboration.

Throughout 2016/2017 the Group saw presentations from Department of Health, various departments within Local Government NSW, Sureway Employment & Training + NSW

#### Pre-Employment Screening Contract

The Centroc HR Managers Group continued to use and monitor the regional contract for Pre-Employment Screening. The Recovre Group currently hold the 3 year contract, which commenced in July 2013 and was extended for another 12 months and were also successful in the new Pre-Employment Screening contract which will commence on 1 July 2017 for a period of 3 years.

#### Employee Assistance Program (EAP) Contract

The Centroc HR Managers Group undertook a procurement process for EAP services with a contract commencing with Converge International from 1 July 2015 for 3 years.

There are 10 councils participating in this contract and statistics are not reported due to the sensitive nature of the contract.

#### SCOUT e-Recruitment Contract

There are currently 8 councils participating in this e-recruitment contract which commenced on 1 March 2017 for a period of 2 years. These 8 participating councils will save \$31,800 per year on the Centroc discount rate (compared with the SCOUT retail price).

#### **Online Training**

There are currently 11 councils utilising the online training contract with Cubic Consulting which commenced in 2012 and has entered into an extension and will expire on 31 August 2017.

The contract delivers a tailored portal to each of the councils, with access to 7 courses including:

- Equal Employment Opportunity
- Bullying & Harassment
- Privacy
- Code of Conduct
- Workplace Health & Safety
- Drug & Alcohol Awareness
- Aboriginal Cultural Awareness

The Learning Management System (LMS) contract commenced on 1 June 2017 and expires on 31 May 2020. Work will commence on the implementation phase of the contract over the next coming weeks/months and with the assistance of Centroc staff the LMS will "go live" on 1 September 2017. The 11 participating councils will save approx. \$336,000 over the 3 year contract and councils will have access to the 270 modules that are available on the platform.

A total of 7,225 courses have been completed since the commencement of the online training

contract.



Members saved \$116,234, by training 1,517 staff in 219 courses as a region.



# TO DATE, ACROSS THE CENTRAL NSW REGION OVER 4,395 CONTRACTORS HAVE BEEN INDUCTED UNDER THE CENTROC PROGRAM.

# WHS/Risk Management Report

#### BY CAROLYN GRIFFIN

Sponsoring General Manager – Paul Devery, Cowra Council

Chair - Charmaine Bennett, Orange City Council Secretary - Amy Whalan, Orange City Council

The Centroc WHS/Risk Management Group continues to cooperate on Work Health and Safety matters to ensure Centroc's compliance with relevant legislation.

The Group meets on a quarterly basis on a rotating basis between Bathurst and Orange. During this quarterly meeting each council has an opportunity to instigate discussions and present issues to the Group on where they are experiencing difficulty and with the help of the WHS/Risk Management network develop solutions for their council.

The 2016/2017 meetings saw presentations from DMS\_SafeWork NSW\_StateCover & StateWide

#### SafeWork NSW and the Centroc WHS/Risk Management Group Alliance

The Group and SafeWork NSW have signed a second Statement of Alliance for the period 2017-2019 to achieve safer workplaces by improving WHS management performance. Both parties are committed to significantly improve work heal and safety, injury management and return to work performance to the benefit of stakeholders engaged in advities where there may be mutual interests or jurisdictional overlap to both parties 205

All Centroc member Councils are participating in this Alliance

#### Centrac WHS Induction

The Centroc Work Health & Safety (WHS) Induction Program delivered face-to-face and was designed to enable contract working within the Centroc region to undertake a WHS induction once and then be in a position to work at any participating Council without the need to re-do the induction. Since 3: December 2016 all contractors working for Centroc member councils hold a Centroc WHS Induction card.

The Centroc WHS Induction Program was developed in 2003 and during 2015 it underwent an extensive overhaut. To date, across the Central NSW Region over 4,395 contractors have been inducted under the Centroc program and this number is growing as the members are continually inducting contractor from across the region.

#### Compliance Training Contract

The Group has engaged 4 training providers under the Compliance Training Contract and between these 4 providers approx, 30 compliance courses are on offer. This contract has been in place since April 2016.



CENTRAL NSW COUNCILS (CENTROC)

Special Purpose Financial Statements
Including Audit Report

For the year ended 30 June 2017



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#### CENTRAL NSW COUNCILS (CENTROC)

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#### CENTRAL NSW COUNCILS (CENTROC)

#### Statement of Financial Position For the Year Ended 30 June 2017

Current Assets	Note	2017	2016
Cash & cash equivalents	5	606,659	738,904
Trade and other receivables	6	347,095	201,324
Total Current Assets		953,754	940,227
Non-Current Assets			
Property, plant & equipment	7	45,456	61,886
Total Non-Current Assets		45,456	61,886
Total Assets		999,210	1,002,113
Current Liabilities			
Creditors and accruals	8	294,118	203,287
Short-term provisions	9	107,244	113,214
Total Current Liabilities		401,361	316,501
Total Liabilities		401,361	316,501
Net Assets		597,849	685,612
Equity			
Retained earnings at beginning of the year		685,612	690,843
Surplus/(Deficit) for the year		(87,765)	(5,231)
Total Member Funds		597,849	685,612

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

#### CENTRAL NSW COUNCILS (CENTROC)

#### Statement of Comprehensive Income For the Year Ended 30 June 2017

December 6 and Conference & Marketine	NOTE	2017	2016
Revenue from Ordinary Activities			\$
Operating Income		864,914	922,947
Interest Income		6.639	12,177
Membership Fees		258,713	226,652
Grants	3	- 10	188,346
CEEP Council Reimbursements		360	
Regional Training Service		437,517	483,479
Screen Central NSW		15,000	16,000
Supply Management		137,927	185,138
Total Operating Revenue	-	1,720,710	2,034,739
	NOTE	2017	2016
Expenses from Ordinary Activities			\$
Executive Officer		188,194	118,655
Executive Assistant		1,087	2,111
CWUA Project Officer		194,860	137,756
Energy & Training Program Manager		81,972	105,879
Procurement Program		7,994	4,205
Program Support Officer		55,628	54,053
Training Service Costs		345,927	380,260
Finance & Admin Officer		53,475	43,003
Supply Management Administration		3,394	4,939
CENTROC Projects	4	665,085	779,283
Screen Central NSW		*	55
Best Practice in Procurement Manager		52,638	106,758
Beyond the Range		19,961	48,395
Advocacy Support		10,516	9,040
Joint Organisation		(80)	157,913
Energy Workshops		788	18,068
Other Expenses		91,656	69,597
Local Electricity Trading		25,175	*
Roads Transport Committee	-	10,124	
Total Operating Expenditure		1,808,475	2,039,970
Surplus/ (Deficit) for the year	_	(87,765)	(5,231)
Other Comprehensive Income		-	-
Total Commedianchia Income	9	(07.755)	
Total Comprehensive Income		(87,765)	(5,231)

The above income Statement should be read in conjunction with the accompanying notes.

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#### CENTRAL NSW COUNCILS (CENTROC)

#### Statement of Changes in Equity For the Year Ended 30 June 2017

	Retained Surplus \$
Balance at 1 July 2016	685,612
Surplus (Deficit) for the Year	(87,765)
Balance at 30 June 2017	597,847
Balance at 1 July 2015	<b>\$</b> 690,843
Surplus (Deficit) for the Year	(5,231)
Balance at 30 June 2016	685,612

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#### CENTRAL NSW COUNCILS (CENTROC)

#### Notes to the Financial Statements For the Year Ended 30 June 2017

#### 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The delegates have prepared the financial statements on the basis that CENTROC is not a reporting entity as there are no users who are dependent on its general purpose financial statements. These financial statements are therefore special purpose financial statements that have been prepared in order to meet the requirements of the delegates.

The financial statements have been prepared in accordance with the significant accounting policies disclosed below, which the delegates have determined to be appropriate to meet the needs of members. Such accounting policies are consistent with the previous period unless stated otherwise.

The financial statements have been prepared on an accruals basis and are based on historical costs unless otherwise stated in the notes. The accounting policies that have been adopted in the preparation of the statements are as follows:

#### Accounting Policies

#### a. Revenue

Grant revenue is recognised in the statement of comprehensive income when CENTROC obtains control of the grant, and it is probable that the economic benefits gained from the grant will flow to CENTROC and the amount of the grant can be measured reliably.

If conditions are attached to the grant which must be satisfied before CENTROC is eligible to receive the contribution, the recognition of the grant as revenue will be deferred until those conditions are satisfied.

When grant revenue is received and CENTROC incurs an obligation to deliver economic value directly back to the contributor, this is considered a reciprocal transaction and the grant revenue is recognised in the statement of financial position as a liability until the service has been delivered to the contributor, otherwise the grant is recognised as income on receipt.

Revenue from the rendering of a service is recognised upon the delivery of the service.

#### b. Property, Plant and Equipment

Each class of property, plant and equipment is carried at cost or fair value as indicated, less, where applicable, accumulated depreciation and impairment losses.

Plant and Equipment

Items of plant and equipment are measured on the cost basis less depreciation and impairment losses.

The carrying amount of plant and equipment is reviewed annually by the delegates to ensure it does not exceed the recoverable amount is assessed on the basis of the expected net cash flows that will be received from the asset's employment and subsequent disposal. The expected net cash flows have been discounted to their present values in determining recoverable amounts.

Items of plant and equipment that have been contributed at no cost, or for nominal cost, are valued and recognised at the fair value of the asset at the date it is acquired.

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#### CENTRAL NSW COUNCILS (CENTROC)

#### Notes to the Financial Statements For the Year Ended 30 June 2017

#### 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### Depreciation

The depreciable amount of all fixed assets including buildings and capitalised lease assets, but excluding freehold land, is depreciated on a straight-line basis over the asset's useful life to CENTROC commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

The depreciation rates used for each class of depreciable assets are:

Class of Fixed Asset	Depreciation Rate
Computers	33%
Motor Vehicles	22.50%
Furniture and fittings	20%

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains or losses are included in the statement of comprehensive income. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained earnings.

#### c. Financial Instruments

Initial recognition and measurement

Financial assets and financial liabilities are recognised when CENTROC becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that CENTROC commits itself to either purchase or sell the asset (i.e. trade date accounting is adopted). Financial instruments are initially measured at fair value plus transactions costs except where the instrument is classified 'at fair value through profit or loss in which case transaction costs are expensed to profit or loss immediately.

Classification and subsequent measurement

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method or cost. Fair value represents the amount for which an asset could be exchanged or a kability settled, between knowledgeable, willing parties. Where available, quoted prices in an active market are used to determine fair value, in other circumstances, valuation techniques are adopted.

Amortised cost is calculated as:

The amount at which the financial asset or financial liability is measured at initial recognition;

- i. less principal repayments
- plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest method; and
- iii. less any reduction for impairment.

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#### CENTRAL NSW COUNCILS (CENTROC)

#### Notes to the Financial Statements For the Year Ended 30 June 2017

#### 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

Financial Assets at Fair Value Through Profit or Loss

Financial assets are classified at Tair value through profit or loss' when they are held for trading for the purpose of short-term profit taking, or where they are derivatives not held for hedging purposes, or when they are designated as such to avoid an accounting mismatch or to enable performance evaluation where a group of financial assets is managed by key management personnel on a fair value basis in accordance with a documented risk management or investment strategy. Such assets are subsequently measured at fair value with changes in carrying value being included in profit or loss.

#### Loans and Receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost.

Loans and receivables are included in current assets, except for those which are not expected to mature within 12 months after the end of the reporting period. (All other loans and receivables are classified as non-current assets.)

#### Held-To-Maturity Investments

Heid-to-maturity investments are non-derivative financial assets that have fixed maturities and fixed or determinable payments, and it is CENTROC's intention to hold these investments to maturity. They are subsequently measured at amorfised cost.

Held-to-maturity investments are included in non-current assets, except for those which are expected to mature within 12 months after reporting date. (All other investments are classified as current assets.)

If during the period CENTROC sold or reclassified more than an insignificant amount of the held-to-maturity investments before maturity, the entire held-to-maturity investments category would be tainted and reclassified as available-for-sale.

#### Available-For-Sale Financial Assets

Available-for-sale financial assets are non-derivative financial assets that are either not capable of being classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments. Available-for-sale financial assets are included in non-current assets, except for those which are expected to be disposed of within 12 months after the end of the reporting period. (All other financial assets will be classified as current assets.)

### CENTRAL NSW COUNCILS (CENTROC) Notes to the Financial Statements

For the Year Ended 30 June 2017

#### 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### Financial Liabilities

Non-derivative financial liabilities (excluding financial quarantees) are subsequently measured at amortised cost.

#### Fair Valu

Fair value is determined based on current bid prices for all quoted investments. Valuation techniques are applied to determine the fair value for all unlisted securities, including recent arm's length transactions, reference to similar instruments and option pricing models.

#### Immairman

At the end of each reporting period, CENTROC assesses whether there is objective evidence that a financial instrument has been impaired, in the case of available-for-sale financial instruments, a prolonged decline in the value of the instrument is considered to determine whether an impairment has arisen. Impairment losses are recognised in the statement of comprehensive income.

#### Derecognition

Financial assets are derecognised where the contractual rights to receipt of cash flows expire or the asset is transferred to another party whereby CENTROC no longer has any significant continuing involvement in the risks and benefits associated with the asset. Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying value of the financial liability, which is extinguished or transferred to another party, and the fair value of consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

#### d. Impairment of Assets

At the end of each reporting period, CENTROC reviews the carrying values of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the statement of comprehensive income.

Where the future economic benefits of the asset are not primarily dependent upon on the asset's ability to generate net cash inflows and when CENTROC would, if deprived of the asset, replace its remaining future economic benefits, value in use is determined as the depreciated replacement cost of an asset.

Where it is not possible to estimate the recoverable amount of a class of asset, CENTROC estimates the recoverable amount of the cash-generating unit to which the asset belongs.

Where an impairment loss on a revalued asset is identified, this is debited against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

#### e. Employee Benefits

Provision is made for CENTROC's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be settled within one year have been

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#### CENTRAL NSW COUNCILS (CENTROC)

#### Notes to the Financial Statements For the Year Ended 30 June 2017

#### 1 STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

measured at the amounts expected to be paid when the liability is settled. Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may not satisfy vesting requirements. Those cash outflows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of cash flows.

#### f. Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the statement of financial position.

#### g. Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of GST, except where the amount of GST incurred is not recoverable from the Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of expense. Receivables and payables in the statement of financial position are shown inclusive of GST.

#### h. Income Tax

No provision for income tax has been raised, as CENTROC is exempt from income tax under Div 50 of the Income Tax Assessment Act 1997.

#### i. Provisions

Provisions are recognised when CENTROC has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions recognised represent the best estimate of the amounts required to settle the obligation at the end of the reporting period.

#### Comparative Figures

Where required by Accounting Standards, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When an entity applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements, a statement of financial position as at the beginning of the earliest comparative period must be disclosed.

#### k. Trade and Other Payables

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by CENTROC during the reporting period which remain unpaid.

#### I. Critical Accounting Estimates and Judgments

The delegates evaluate estimates and judgments incorporated into the financial statements based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within CENTROC.

#### CENTRAL NSW COUNCILS (CENTROC)

Notes to the Financial Statements For the Year Ended 30 June 2017

#### STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED);

Impairment

CENTROC assesses impairment at the end of each reporting period by evaluating conditions and events specific to CENTROC that may be indicative of impairment triggers.

#### 2. NEW ACCOUNTING STANDARDS FOR APPLICATION IN FUTURE PERIODS

The AASB has issued new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods. Centroc has decided not to early adopt these Standards. The following table summarises those future requirements, and their impact on Centroc where the standard is relevant.

Pronouncement

AASB 15 Revenue from contracts with customers.

Nature of the Change in Accounting Policy

AASB 15 introduces a five-step process for revenue recognition AASI 13 introduces a rive-sep process for revenue recognisor with the core principle of the new Standard being for entities to recognise revenue to depict the transfer of goods or services to customers in amounts that reflect the consideration (that is, payment) to which the entity expects to be entitled in exchange for those goods or services.

Accounting policy changes will arise in timing of revenue recognition, treatment of contracts costs and contracts which contain a financing element.

AASB 15 will also result in enhanced disclosures about revenue, provide guidance for transactions that were not previously addressed comprehensively (for example, service revenue and contract modifications) and improve guidance for

multiple-element arrangements. NFP entities - Annual reporting periods beginning on or after 1

January 2019.

Statements

Effective Date

Expected Impact on the Financial The changes in revenue recognition requirements is AASB 15 is likely to cause changes to the timing and amount of revenue recorded in the financial statements for those contracts that currently do not have an obligation to repay grant funding, but have a sufficiently specific and enforceable performance obligation. For those grants that have conditions attached to them that could be autified before them that must be satisfied before the Company is eligible to receive the contributions it is likely that there will be no material

change to the timing and recognition of revenue

AASB 1058 Income of NFP Entities

Nature of the Change in Accounting Policy

AASB 1058 supersedes all the income recognition requirements relating to private sector NFP entities, and the majority of income recognition requirements relating to public sector NFP entities, previously in AASB 1004 Contribution. The timing of income recognition depends on whether such a transaction gives rise to a liability or other performance obligation (a promise to transfer a good or service), or a contribution by owners, related to an asset (such as cash or another asset) received by an entity. AASB 1058 applies when

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#### CENTRAL NSW COUNCILS (CENTROC)

#### Notes to the Financial Statements For the Year Ended 30 June 2017

a NFP entity receives volunteer services or enters into other transactions where the consideration to acquire an asset is significantly less than the fair value of the asset principally to enable the entity to further its objectives. In the latter case, the entity recognises and measures the asset at fair value in accordance with the applicable Australian Accounting Standard (eg AAS8 116 Property, Plant and Equipment).

Upon Initial recognition of the asset, this Standard requires the entity to consider whether any other financial statement elements (called 'related amounts') should be recognised in accordance with the applicable Accounting Standard, such as:

(a) contributions by owners; (b) revenue, or a contract liability arising from a contract with a

customer; (c) a lease liability;

(d) a financial instrument, or

(e) a provision.

If the transaction is a transfer of a financial asset to enable an If the transaction is a transfer or a financial asset to enable an entity to acquire or construct a recognisable nonfinancial asset to be controlled by the entity (ie an in-substance acquisition of a nonfinancial asset), the entity recognises a liability for the excess of the fair value of the transfer over any related amounts. excess of the fair value of the statistic over any floating and a fine transport of the entity recognises income as it satisfies its obligations under the transfer similarly to income recognition in relation to performance obligations under AASB 15. If the transaction does not enable an entity to acquire or construct a recognisable non-financial asset to be controlled by the entity, cognisable non-financial asset to be controlled by the entity. then any excess of the initial carrying amount of the recognised asset over the related amounts is recognised as income.

Annual reporting periods beginning on or after 1 January 2019.

Effective Date

Statements

Expected impact on the Financial Each revenue stream, including grant agree being reviewed to determine the impact of AASB 1058. The Company anticipates that some grant agreements which were previously recognised immediately on receipt may be able to be deferred as the performance obligation is satisfied.

Pronouncement

Nature of the Change in Accounting Policy

AASB 16 will cause the majority of leases of an entity to be brought onto the statement of financial position. There are limited exceptions relating to short-term leases and low value assets which may remain off-balance sheet.

The calculation of the lease liability will take into account appropriate discount rates, assumptions about lease term and

appropriate decount takes assessed with the recognised which will be amortised over the term of the lease.

Rent expense will no longer be shown, the profit and loss

impact of the leases will be through amortisation and interest

Effective Date

charges.

Annual reporting period beginning on or after 1 January 2019.

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# CENTRAL NSW COUNCILS (CENTROC) Notes to the Financial Statements For the Year Ended 30 June 2017

Expected impact on the Financial Whilst the impact of AASB 16 has not yet been quantified, the Statements entity currently has no operating lease which we anticipate will be brought onto the statement of financial position.

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#### CENTRAL NSW COUNCILS (CENTROC)

*	2017	2016 \$
3 REVENUE FROM GRANTS	•	•
Office Env. & Energy OLG - JO Pilot CWUA - Water Directorate Total Grant revenue	: #0 : #0	6,000 150,000 32,346 188,346
4 EXPENDITURE ON CENTROC PROJECT	s	
Council Expenses Reimbursed Consultant Exp. Reimbursed CWUA-Performance Reporting CWUA-Asset Valuation Online Training Trial CWUA-Pipe Relining (non-CEEP) CWUA-Dam Surveillance CWUA-Developer Services Plan E-Recruitment IT- Unified Communications IT- Strategic Plans CWUA - Water Directorate Total CENTROC Projects Expenses  5 CASH AND INVESTMENTS  Cash - General bank account	13,892 5,175 47,100 131,190 192,692 143,229 57,784 36,096 30,800 7,127	6,678 2,847 97,655 460,653 80,250 74,659 24,800 17,640 1,900 12,001 779,283
Cash - General bank account At call investments - Maxi Direct bank account	541,913 606,659	698,282 738,904
Externally restricted cash assets	606,659	738,904
Community Energy Efficiency Program 1 Community Energy Efficiency Program 2 Office of Environment & Heritage - Energy Efficiency Workshops	155,438 6,000 161,438	180,613 6,000 186,613
Unrestricted cash assets Cash Assets not subject to External Restriction	2017 \$ 445.221 445.221	2016 \$ 552,291 552,291

#### CENTRAL NSW COUNCILS (CENTROC)

6 RECEIVABLES	2017 S	2016 \$	
Trade Debtors Other Debtors GST Receivable	149,600 149,676 47,819 347,095	46,935 105,386 49,002 201,324	
7 FIXED ASSETS	2017 \$	2016 \$	
Computers At Cost Accumulated Depreciation Total Computers	14,160 (13,975) 185	14,160 (13,615) 545	
Motor Vehicles At Cost Accumulated Depreciation Total Motor Vehicles	64,775 (19,505) 45,271	98,731 (37,390) 61,341	
Furniture and Fittings At Cost Accumulated Depreciation Total Furniture and Fittings	1,062 (1,062)	1,062	
Total Plant and Equipment	45,456	61,886	
(a) Movements in Carrying Amounts			
Carrying amount 1 July 2016 Additions Disposals Depreciation Expense Carrying amount 30 June 2017	Computers 545 - (360) 185	Motor Vehicles 61,341 30,815 (25,587) (21,298) 45,271	Total 61,886 30,815 (25,587) (21,658) 45,456
Carrying amount 1 July 2015 Additions Disposals Depreciation Expense Carrying amount 30 June 2016	904 - (359) 545	Motor Vehicles 83,556 (22,215) 61,341	Total 84,460 (22,574) 61,886
8 TRADE PAYABLES AND ACCRUALS  Current Trade Payables Income in Advance	2017 \$ 294,118 	2016 \$ 199,422 3,865 203,287	

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#### CENTRAL NSW COUNCILS (CENTROC)

9 SHORT TERM PROVISIONS	2017	2016 S
Opening balance as at 1 July	113,214	75,094
Executive Assistant	13,482	
Finance Officer Leave Provisions	2,473	2,134
Orange City Council Staff Leave Provisions	(21,925)	35,987
Closing balance as at 30 June	107,244	113,214

Item: 12.5

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## CENTRAL NSW COUNCILS (CENTROC) DECLARATION BY THE DELEGATES

The committee has determined that CENTROC is not a reporting entity and that these special purpose financial reports should be prepared in accordance with the accounting policies outlined in Note 1 of the financial statements.

In the opinion of the committee the financial statements as set out on pages 1 to 14:

Present a true and fair view of the financial position of CENTROC as at 30 June 2017 and its performance for the year ended on that date.

At the date of this statement, there are reasonable grounds to believe that CENTROC will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the delegates.

Chairperson

Executive Officer

Dated

21/12/12



# CENTRAL NSW COUNCILS

BATHURST REGIONAL COUNCIL PMB 17 BATHURST NSW 2795 PH 6333 6111 FAX 6331 7211 COUNCIL@BATHURST.NSW.GOV.AU WWW.BATHURST.NSW.GOV.AU

BLAYNEY SHIRE COUNCIL BOX 62 BLAYNEY NSW 2799 PH 6368 2104 FAX 6368 3290 COUNCIL@BLAYNEY.NSW.GOV.AU WWW.BLAYNEY.NSW.GOV.AU

CABONNE COUNCIL PO BOX 17 MOLONG 2866 PH 6392 3200 FAX 6392 3260 COUNCIL@CABONNE.NSW.GOV.AU WWW.CABONNE.NSW.GOV.AU

COWRA SHIRE COUNCIL PO BOX 342 COWRA NSW 2794 PH 6340 2000 FAX 6340 2011 COUNCIL@COWRA.NSW.GOV.AU WWW.COWRACOUNCIL.COM.AU

HILLTOPS COUNCIL LOCKED BAG 5 YOUNG NSW 2594 P (02) 6380 2000 F (02) 6380 1299 MAIL@HILLTOPS.NSW.GOV.AU HTTP://HILLTOPS.NSW.GOV.AU/

FORBES SHIRE COUNCIL PO BOX 333 FORBES NSW 2871 PH 6850 2300 FAX 6850 2399 FORBES@FORBES.NSW.GOV.AU WWW.FORBES.NSW.GOV.AU

LACHLAN SHIRE COUNCIL PO BOX 216 CONDOBOLIN NSW 2877 PH 6895 1900 FAX 6895 3478 COUNCIL@LACHLAN.NSW.GOV.AU WWW.LACHLAN.NSW.GOV.AU LITHGOW CITY COUNCIL PO BOX 19 LITHGOW NSW 2790 PH 6354 9999 FAX 6351 4259 COUNCIL@LITHGOW.NSW.GOV.AU WWW.LITHGOW.COM

OBERON COUNCIL
PO BOX 84 OBERON NSW 2787
PH 6329 8100 FAX 6329 8142
COUNCIL@OBERON NSW GOV.AU
WWW.OBERON.NSW.GOV.AU

ORANGE CITY COUNCIL PO BOX 35 ORANGE NSW 2800 PH 6393 8000 FAX 6393 8199 COUNCIL@ORANGE.NSW.GOV.AU WWW.ORANGE.NSW.GOV.AU

PARKES SHIRE COUNCIL PO BOX 337 PARKES NSW 2870 PH 6861 2333FAX 6862 3946 COUNCIL@PARKES.NSW.GOV.AU WWW.PARKES.NSW.GOV.AU

UPPER LACHLAN SHIRE COUNCIL PO BOX 10 CROOKWELL NSW 2583 PH 4830 1000 FAX 4832 2066 COUNCIL@UPPERLACHLAN.NSW.GOV.AU HTTP://UPPERLACHLAN.LOCAL-E.NSW.GOV.AU

> WEDDIN SHIRE COUNCIL PO BOX 125 GRENFELL NSW 2810 PH 63431212 FAX 63431203 MAIL@WEDDIN.NSW.GOV.AU WWW.WEDDIN.NSW.GOV.AU

CENTRAL TABLELANDS WATER PO BOX 61 BLAYNEY NSW 2799 PH 6391 7200 FAX 6368 2451 WATER@CTW.NSW.GOV.AU WWW.CTW.NSW.GOV.AU

CENTRAL NSW COUNCILS
POSTAL ADDRESS PO BOX 333 FORBES 2871
BATHURST OFFICE PMB 17 BATHURST 2795
ORANGE OFFICE PO 35 ORANGE 2800
PH 6331 9246 FAX 6331 7352
FACEBOOK:

HTTPS://WWW.FACEBOOK.COM/CENTRALNSWCOUNCILS
TWITTER: HTTPS://TWITTER.COM/CENTROCNSW
CONTACT CENTROC'S EXECUTIVE OFFICER
JENNY BENNETT
PH 0428 690 935
JENNY.BENNETT@CENTROC.COM.AU

#### **General Manager - 21 December 2017**

ITEM 12.6 Grants Report

FILE REFERENCE 117/738

AUTHOR General Manager

#### **ISSUE**

Advising Council of grants currently available and grants currently being applied for by Council's Grants Officer.

#### **RECOMMENDATION** That -

1. Council receive and note the report as information.

#### **BACKGROUND**

Nil

#### **REPORT**

For all grants currently available please refer to Council Webpage – Community – Grants, where all available grants are listed and updated regularly. The below mentioned grant application as are current as at the time of wring the report.

Date Application Submitted	Project	Council Contrib.	Amount Requested	Total	Outcome & Progress		
GROWING LOCAL ECONOMIES FUND - EOI							
November / December 2017	<ul> <li>Grabine Road Upgrade</li> </ul>	\$200,000	\$3,300,000	\$3,500,000	Advised by RDA to submit applications		
	<ul> <li>Wombeyan         Caves Road         Upgrade     </li> </ul>	\$100,000	\$3,395,700	\$3,495,700	for \$3,500,000 for each project.		
<b>BUILDING BETTE</b>	R REGIONS FUND						
14 December 2017	<ul> <li>Grabine Road Upgrade</li> </ul>		\$3,500,000	\$3,500,000	Offset against \$3,300,000 GLEF application		
	<ul> <li>Pathways in ULSC (PAMP)</li> </ul>	\$46,820	\$834,870	\$1,669,741	Offset against \$788,051 SCC application		
LOCAL SPORT GI	RANT PROGRAMM						
17 October 2017	Clifton Park Toilet Block	\$0	\$20,000	\$65,000	\$10,000 Crookwell Lions Club application to Gullen Range CEF plus \$15,000 grant from Australian Lions Foundation and \$20,000 Stronger Communities Program		

#### General Manager GRANTS REPORT cont'd

OTDONOED COUNT	OTPONOTE CONSTRUCTOR				
	TRY COMMUNITIES				
12 September	• PAMP (1)	\$0	\$344,487	\$344,487	Lodged five
2017	<ul> <li>Pumpkin Festival Walkway (2)</li> </ul>	\$0	\$220,000	\$220,000	applications – the first three amount to
	<ul> <li>Kiamma Reserve Walkway (3)</li> </ul>	\$0	\$223,564	\$223,564	\$788,051 Awaiting word about
	Clifton Park (4)     Walkway/BBQ	\$0	\$112,189	\$112,189	successful projects
	• AP & H	\$0	\$275,141	\$275,141	
FIVING COUNTRY	improvement (5)				
FIXING COUNTRY					
31 August 2017	MR 241 Dalton/Rye Park Rd	\$500,000	\$7,393,940 \$8,595,193 Rye Park Wind Farm	\$16,489,133	Lodged application
<b>COMMUNITY BUIL</b>	DING PARTNERSHIP I	FUND			
8 August 2017	Revitalisation of Goodhew Park	\$160,000	\$80,747	\$240,747	Project extended to include toilet block, drainage, BBQ, shelters, playground equipment - awaiting word on success
STRONGER COMM	MUNITIES PROGRAME	(ROUND 3) E	OI FULLL APPLI	CATION	
5 July 2017	Clifton Park Toilet Block	\$40,000	\$20,000	\$70,000	\$10,000 from Lions Successful –
14 September 2017		\$40,000	\$20,000	\$70,000	received \$20,000 funding

**POLICY IMPACT** 

Nil

**OPTIONS** 

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

**RECOMMENDATION** That -

1. Council receive and note the report as information.

**ATTACHMENTS** 

Nil

#### **General Manager - 21 December 2017**

ITEM 12.7 Action Summary - Council Decisions

FILE REFERENCE 117/712

AUTHOR General Manager

#### **ISSUE**

Details are provided of action taken with respect to Council decisions.

#### **RECOMMENDATION** That -

1. Council receive and note the report as information.

#### **BACKGROUND**

Details are provided of action taken with respect to Council decisions.

#### **REPORT**

Summary sheet from the:-

Council Meeting: 18 May 2017

153/17	Council offers for sale, at the current market valuation, approximately 0.8 of a hectare of the available land that abuts the Crookwell Airstrip (being part Lot 421 DP 257517) to Icarus Air International Pty Ltd.	GM	Email correspondence forwarded on 13 October 2017.
	international r ty Eta.		

#### **Council Meeting: 17 August 2017**

264/17	Council engages the services of a	DEP	Awaiting the release by
	consultant who can prepare a		the NSW Government,
	business and economic		of the Regional
	development strategic plan		Economic
	specifically for the Upper Lachlan		Development Strategy
	LGA and has the necessary		(REDS), for the
	contacts in both State and Federal		Functional Economic
	Governments to be able to lobby		Region (FER), which
	on Councils behalf with a budget of		includes the Goulburn-
	approximately \$50,000.		Mulwaree, Yass Valley
			and Upper Lachlan
			LGA's.

#### **Council Meeting: 21 September 2017**

312/17	The Mayor and Deputy Mayor	Mayor &	Reports to be
	present separate reports to Council	Deputy	presented to 15
	on their experiences and	Mayor	February 2018 Council
	involvement at the Annual		Meeting.
	Conference of LGNSW.		-

#### **Council Meeting: 19 October 2017**

359/17	Streetscape Project - Council	DOW	Brief to be prepared
	engages an external consultant to		and distributed to all
	develop concept designs based on		Councillors by 8
	the existing landscape works.		December 2017.

#### **Council Meeting: 16 November 2017**

365/17	Upper Lachlan Shire Council endorse the SEATS petition calling for the Federal Government to recognise the Princes Highway as a national highway.	GM	Petition placed in Council Offices and Libraries on 22 November 2017.
368/17	Council endorse the proposed road name as nominated by the letter of 10 October 2017 from LandTeam Australia, namely, "Greenridge Road".	DEP	Correspondence forwarded on 1 December 2017.
375/17	Council forms a Council Technical Sub-Committee consisting of two Councillors, two staff members and two community members with terms of reference to include the investigation of a hydrotherapy pool, a heated pool and performance and adequacy of existing pools within the Local Government Area and report back recommendations to Council within 6 months.	DOW	Expressions of Interest sought from community members to sit on the Council Technical Sub-Committee in an advertisement placed in local newspapers and on Council's website commencing 30 November 2017.
376/17	Council provide \$500.00 donation to the Christmas in the Park Committee towards the fees for the pool access.	DOW	Correspondence forwarded on 23 November 2017.
377/17	Council request relevant authorities provide improved telecommunication services along the entire State Road (MR54).	DOW	Correspondence forwarded on 1 December 2017.

384/17	Council resolves to adopt the Upper Lachlan Shire Council Annual Report for 2016/2017 in accordance with Section 428, of the Local Government Act 1993, Part 9, Division 7, of the Local Government (General) Regulation 2005, and other applicable legislation.	DFA	Forwarded to the Office of Local Government on 17 November 2017.
387/17	The Memorandum of Understanding between the Upper Lachlan Shire Council and Southern Tablelands Arts be amended to commence 1 July 2018 and that the General Manager sign and execute on behalf of the Council.	DFA	MOU signed and forwarded on 8 December 2017.
389/17	Council engages Local Government NSW to facilitate the 'Working Together to Deliver' (2 day) Program, in-house on consecutive Thursdays.	GM	Training Program scheduled over two days, on Thursday, 15 February 2018 and Thursday, 22 February 2018.
391/17	The General Manager/Mayor make a further press release regarding the Council purchase of the Bank House.	GM	Press release issued on 22 November 2017 to media outlets.
392/17	Council adopt the Performance Management Policy – General Manager.	EA	Placed in Policy Register and on the Website on 8 December 2017.
394/17	Council makes two applications to the NSW Growing Local Economies Fund: for the reconstruction and sealing of an additional 3.532km of Main Road 258 Wombeyan Caves Road (\$3.5M project); and for the reconstruction and sealing of 10km of the unsealed sections of the first 17km of Grabine Road (\$3.5M project).	GO	Expression of Interest applications to be sent by Monday, 11 December 2017.
396/17	Council endorse the lodgement of an application under Building Better Regions to fund completion of sealing of the unsealed section of Grabine Road from Bigga Road to Wyangala Dam.	GO	Applications to be forwarded on 14 December 2017.

396/17	Council endorse the lodgement of funding application under Building Better Regions for the PAMP program.	GO	Applications to be forwarded on 14 December 2017.
399/17	Council reviews its current requirement for residents to be charged up to 50% of the construction cost for the provision of in-fill kerb and gutter across the frontage of their property. A report to be submitted to Councils next Ordinary Meeting in December 2017, detailing the reasons why Council is imposing this fee and the implications if Council changes the requirements for imposing this fee.	DOW	A report to be submitted to Councils next Ordinary Meeting on 21 December 2017.
400/17	Council commences investigations as to what information would be required to submit an application to any future Growing Local Economies Fund or similar grant for the construction of a natural gas mains and pipeline infrastructure to service the townships of Crookwell and Gunning.	DOW	A report to be submitted to Councils next Ordinary Meeting on 21 December 2017.
401/17	Council investigate an overall strategy looking at landfill facilities for the Upper Lachlan Shire and report back to the Council on the way forward.	MOO	Report placed before Council at the Council Meeting held on 15 February 2018.
405/17	Council obtain a further legal opinion to clarify the legal correlation between note 1.5 of the Council's LEP 2010 and the notes to definition as required to be considered by the Department of Planning LEP Practice Note PN 11-03.	DEP	Correspondence forwarded on 22 November 2017.
406/17	Council adjust Mr Fahey's charges by CPI for the previous seven years for his existing rubbish collection agreement with Council and Council offer compensation for Mr Fahey for the next two years at the adjusted level and further, Council offer compensation for Mr Kadwell for the next two years at the same adjusted level as Mr Fahey.	DOW	Correspondence forwarded on 1 December 2017.

**POLICY IMPACT** 

Nil

**OPTIONS** 

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

**RECOMMENDATION** That -

1. Council receive and note the report as information.

**ATTACHMENTS** 

Nil

# 14 REPORTS FROM OTHER COMMITTEES, SECTION 355 COMMITTEES AND DELEGATES

The following item is submitted for consideration -

14.1 Reports for the month of December 2017

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# Reports from Other Committees, Section 355 Committees and Delegates - 21 December 2017

#### **ITEM 14.1**

#### Reports for the month of December 2017

#### **RECOMMENDATION:**

That Item 14.1 - [Minutes of Committee/Information] listed below be received:

- Audit, Risk and Improvement Committee Minutes from meeting held 22 November 2017.
- Crookwell Potato Festival Committee Minutes from meeting held 5 October 2017.
- Crookwell Potato Festival Committee Minutes from meeting held 2 November 2017.
- 4. Building Review Committee Minutes from meeting held 27 November 2017.
- 5. SEATS Report from conference held 9 October 2017.
- 6. CENTROC Minutes from meeting held 23 November 2017.
- 7. Goulburn Crookwell Rail Trail Minutes from meeting held 21 November 2017.
- 8. Taralga Wind Farm Community Fund s355 Committee Minutes from meeting held 22 November 2017.
- Community Technology Committee Minutes from meeting held 30 November 2017.
- 10. Taralga Historical Society Newsletter No 4 November 2017.
- 11. Pye Cottage Committee Minutes from meeting held 8 November 2017.
- 12. Mayor Clr Brian McCormack report from the Mayors Weekend Seminar held 4-5 November 2017
- 13. Clr Pam Kensit report from the Mayors Weekend Seminar held 4-5 November 2017
- 14. Upper Lachlan Tourist Association Minutes from meeting held 5 December 2017.
- 15. Upper Lachlan Access Committee Minutes from meeting held 29 November 2017.

#### **ATTACHMENTS**

1. <u>↓</u>	Audit, Risk and Improvement Committee -	Attachment
	2017-11-15 - Minutes - Attachments	
2.₫	Crookwell Potato Festival - Meeting Minutes	Attachment
	- October 2017	
3.₫	Crookwell Potato Festival - Meeting Minutes	Attachment
	- November 2017	
4. <u>U</u>	Building Review Committee - 2017-11-27 -	Attachment
	Minutes - Attachments	
5. <u>↓</u>	SEATS - Report from conference held 9	Attachment
	October 2017	
6. <u>↓</u>	CENTROC - Minutes from meeting held 23	Attachment
	November 2017	
7. <u>↓</u>	Goulburn - Crookwell Rail Trail - Minutes	Attachment
	from meeting held 21 November 2017	

# Reports from Other Committees, Section 355 Committees and Delegates REPORTS FOR THE MONTH OF DECEMBER 2017 cont'd

8. <u>↓</u>	Taralga Wind Farm Community Fund S355 Committee - Minutes from meeting held 22 November 2017	Attachment
9. <u>0</u>	Community Technology Centre Committee - Minutes from meeting held 30 November 2017	Attachment
10. <u>↓</u>	Taralga Historical Society - Newsletter No 4 - 29 November 2017	Attachment
11. <u>↓</u>	Pye Cottage Committee - Meeting Minutes - 8 November 2017	Attachment
12. <u>↓</u>	Mayors Weekend Seminar report - 4-5 November 2017	Attachment
13. <u>U</u>	Clr Kensit - report mayoral seminar 4th	Attachment
14. <u>J</u>	Tourist Association - Minutes from meeting	Attachment
	held 5 December 2017	
15. <u>↓</u>	Access Committee - 2017-11-29 - Minutes - Attachments	Attachment

Item:	Attachment 1.: Audit, Risk and Improvement Committee - 2017-11-15 - Minutes -
14.1	Attachments

PRESENT: Mr M Barlow (Chairperson), Clr P Culhane, Clr R Cummins, Clr J

Wheelwright, Mr D Marshall (Community Representative), Mr W

Martin (Community Representative).

STAFF:

(Non Voting) Mr J Bell (General Manager), Mr A Croke (Director of Finance and Administration), Mr B Johnston (Manager of Finance and Administration), Ms Susanne Pearman (Administration Officer).

# THE CHAIRPERSON DECLARED THE MEETING OPEN AT 8.30AM

Teleconference dial in with Leanne Smith (Intentus Chartered Accountants)

SECTION 1: APOLOGIES & LEAVE OF ABSENCE

Nil

**SECTION 2: DECLARATIONS OF INTEREST** 

Nil

**SECTION 3: CONFIRMATION OF MINUTES** 

ITEM 4.1 <u>RESOLVED</u> by Mr Marshall and Clr Culhane

That the minutes of the Audit, Risk and Improvement Committee

Meeting held on 20 September 2017 be adopted.

- CARRIED

SECTION 4: REPORTS

ITEM 4.1 CORRESPONDENCE FOR THE MONTH OF NOVEMBER 2017

**RESOLVED** by Clr Wheelwright and Clr Culhane

That Correspondence/Information listed below be received and information noted

Item:	Attachment 1.: Audit, Risk and Improvement Committee - 2017-11-15 - Minutes -
14.1	Attachments

- 1. Office of Local Government Circular 17-29 Investment Policy Guidelines Interim TCorp Waiver.
- 2. Office of Local Government Financial Statements for 2016/2017.
- 3. M Barlow Audit Chairperson Audit Risk and Improvement Committee Presentation of Financial Statements.

- CARRIED

# ITEM 4.2 COUNCIL INVESTMENTS PORTFOLIO TO 31 OCTOBER 2017 RESOLVED by Mr Martin and Mr Marshall

1. The report on Council's investment portfolio is received and information noted.

- CARRIED

# ITEM 4.3 PRESENTATION OF THE 2016/2017 ANNUAL REPORT RESOLVED by Clr Wheelwright and Mr Martin

1. The Committee recommend to Council the adoption of the 2016/2017 Annual Report.

- CARRIED

#### **RESOLVED** by Mr M Martin and Clr Culhane

1. The Committee congratulates the General Manager and staff on the achievements for the year as detailed in the Annual Report.

- CARRIED

Item:	Attachment 1.: Audit, Risk and Improvement Committee - 2017-11-15 - Minutes -
14.1	Attachments

#### ITEM 4.4 2016/2017 NSW AUDIT OFFICE CLIENT SERVICE REPORT

**RESOLVED** by CIr Culhane and Mr Marshall

1. The NSW Audit Office Client Service Report on the Financial Statements for the year ended 30 June 2017 be received and noted.

CARRIED

# ITEM 4.5 GRANT THORNTON AUSTRALIA - INTERNAL AUDIT PROGRAM UPDATE

**RESOLVED** by Clr Culhane and Mr Martin

1. The internal audit update report be received and information noted.

- CARRIED

#### LATE REPORT

# ITEM 4.6 2016/2017 NSW AUDIT OFFICE FINAL AUDIT MANAGEMENT LETTER

**RESOLVED** by Mr Martin and Mr Marshall

 The NSW Audit Office Final Management Letter on the conduct of the external audit for the year ended 30 June 2017 be received and the management response addressing the audit issue is endorsed.

- CARRIED

14.1	Attachment 1.: Audit, Risk and Improvement Committee - 2017-11-15 - Minutes - Attachments
SECTION 5:	ITEMS FOR DISCUSSION
	Nil
THE MEETING	G CLOSED AT 9.25 am
	Minutes confirmed

Chairperson

#### Minutes of 2018 Crookwell Potato Festival Committee

Date & time	5 October 2017 – 3pm	
Venue	Visitors Information Centre, Crookwell	
Attended	Joyce Edwards (Chair)     Marg Anderson (Secretary)     Andrew Warren     Jan Pont     Beverly Houterman (Treasurer)     Marcus Kollakides	

#### 1. APOLOGIES:

- Sandy Martin, Pam Kensit, Ric Opie, Marguerite Walsh, Darian Cameron
- 2. ACCEPTANCE OF PREVIOUS MINUTES proposed JP, seconded BH, passed.

#### 3. BUSINESS ARISING (shaded items complete)

Meeting	Action items	Who	Outcome
25.07.17	Follow up with insurance company re promised sponsorship	RO	Beverley to check whether it has been paid
25.07.17	Investigate graphic designer	AW	Has engaged someone
25.07.17	Send letter to Showground Committee re improved lighting in basketball stadium	AW	Verbal response – on their development schedule
25.07.17	Ask Young and Boorowa about number and profile of visitors to their festivals	AW	Woolfest (Boorowa) – 6,000 visitors, usually 10k. Young – about 12k, possibly different market with more overnighters, greater population
25.07.17	Investigate whether the foodies can book their stalls online as well as general market stalls	AW	OK. Beverley asked for names to be associated with payments
25.07.17	Liaise with Garry re early planning for farm program	RO	Garry unable to have eco-tour in 2018. Heavy horses can be on Ric Opie's property (off East St) and possibly a field of potatoes can be planted.
25.07.17	Letter to golf club re use of golf buggies	JE	Will send a draft to Marg
25.07.17	Letters of thanks to 2017 volunteers and sponsors	MA & JE	Will draft something for Marg
25.07.17	Letter of thanks to Bev Hatch	JE	Will send a draft to Marg
15.08.17	Write to Crookwell sports clubs to request they have a 'by' on Saturday 12 May (so we can use parking and free up kids and parents)	JE	Will send a draft to Marg
15.08.17	Book raffle ticket sale dates	JE	Only able to get 2 Sat mornings 18 Nov and 16 December, no Fridays available. Will book some Thursdays.
15.08.17	Send letter of support to AP&H for grant application	MA	Done
15.08.17	Invite reps from Library, quilt show, art show etc to come to next meeting	JE	Met with Art, Quilt, alpacas, and spoke to Railway and Tea House people – all happy with idea of joint ticket and to sell them online, at showground gates and VIC. Has asked them to attend a meeting.

Minutes Crookwell Potato Festival Committee meeting 5.10.17

Meeting	Action items	Who	Outcome
5.10.17	Check if Acmea have paid their 2017 sponsorship and Kadwell paid potato auction money	ВН	
5.10.17	Send Costa photos, stats, ideas, request photo	MA, AW, MK	
5.10.17	Ask Darian about her EOI	MA	
5.10.17	Check criteria for Australia Day awards for events	JP	
5.10.17	Find some additional raffle prizes (e.g. Meal vouchers from Criterion Hotel and/or Top Pub)	JE	

#### 4. CORRESPONDENCE

- Received Ric and Pam are the council delegates, Paul Culhane is the back-up delegate
  if they cannot attend a meeting
- Received letter from Garry Kadwell re inability to participate next year
- Sent minutes to council including Sandy's EOI

#### TREASURER'S REPORT:

Working with council re audit reports. We need to improve our records and paperwork.

#### GENERAL BUSINESS

#### Ticket coordinator

 With the new ticketing system, we think we need a ticket coordinator to work with the various groups. Discuss at next meeting.

#### Marketing & promotions

 Andrew participating in Canberra Leisure Show 27-29 Oct, will organise something with graphic designer to promote CPF there.

#### Sponsorship

 Andrew updating prospectus, Joyce will approach local businesses, Ric to approach bigger companies for large sponsorship \$.

#### Support for a local charity

- Discussed Upper Lachlan Foundation (ULF) or Crookwell Community Trust (CCT).
   Amount donated to be decided at a later date.
  - MOTION: A donation is made to Upper Lachlan Foundation (ULF) General Fund. Proposed – MK, Second – BH, passed.

#### Market:

- Agreed to a small increase of stall prices
  - Inside: \$75
  - Outside: \$65 unpowered, \$75 powered
  - Not-for-profit: \$45 unpowered, \$55 powered
  - Foodies: \$105 unpowered, \$130 powered
- Online booking will be set up this year for food stalls as well as general market stalls.

#### Costa

- Need to write to him send photos, stats from last year, ask him what he would like to do (e.g. sit in front of an audience for a few hours and answer questions). Need hi res photo for promotion.
- o Marcus to accompany Costa for the day.

#### 7. Next meeting

Thursday 2nd November at 3pm at VIC

Meeting closed 4.00 pm.		
Signed as a true and accurate record:	Date:	स्वतंत्रकार
Minutes Crookwell Potato Festival Committee meeting 5.10.17		

#### Minutes of 2018 Crookwell Potato Festival Committee

Date & time	2 November 2017 – 3pm	
Venue	Visitors Information Centre, Crookwell	
Attended	Joyce Edwards (Chair)     Marg Anderson (Secretary)     Andrew Warren     Jan Pont     Sandy Martin     Marcus Kollakides     Darian Cameron     Marguerite Walsh	

#### 1. APOLOGIES:

- Pam Kensit, Ric Opie, Michael Walsh, Beverly Houterman (Treasurer)
- 2. ACCEPTANCE OF PREVIOUS MINUTES proposed MK, seconded JP, passed
- 3. BUSINESS ARISING (shaded items complete)

Meeting	Action items	Who	Outcome
25.07.17	Letter to golf club re use of golf buggies	JE	Marg writing them now
25.07.17	Letters of thanks to 2017 sponsors	MA & JE	Letters drafted. Joyce will give Marg a list of sponsors
25.07.17	Letter of thanks to Bev Hatch	JE	Marg writing them now
15.08,17	Write to Crookwell sports clubs to request they have a 'by' on Saturday 12 May (so we can use parking and free up kids and parents)	JE	In progress
15.08.17	Book raffle ticket sale dates	JE	Sat Nov 18 – 8.30 Joyce, 10.30 Marcus & Sandy, Thurs 23 Nov – 8.30 Joyce & Sandy, 10.30 Marg & Jan, 12.30-2pm Marcus & Darian Thu 30 Nov – 8.30 Joyce & Sandy, 10.30 Darian & Marguerite, 12.30 Marg & Jan Thu 7 Dec – 8.30 Joyce & Darian, 10.30 Marcus & Sandy Sat 16 Dec – 8.30 Joyce & Marcus, 10.30 Jan & Marg Joyce will supply table & chairs & float, to be delivered back to her house afterwards by last ticket sellers.
5.10.17	Check if Acmea have paid their 2017 sponsorship and Kadwell paid potato auction money	ВН	Joyce will check with Beverly re Acmea, pretty sure Kadwell has paid
5.10.17	Send Costa photos, stats, ideas, request photo	MA, AW, MK	Email sent. Marcus to ask for photo.
5.10.17	Ask Darian about her EOI	MA	Done
5.10.17	Check criteria for Australia Day awards for events	JP	Closing date passed
5.10.17	Find some additional raffle prizes (e.g. Meal vouchers from Criterion Hotel and/or Top Pub)	JE	Will follow up this week

Minutes Crookwell Potato Festival Committee meeting 2.11.17

Meeting	Action items	Who	Outcome
2.11.17	Approach local businesses for sponsorship with new prospectus	JE	
2.11.17	Get a quote on temporary internal fencing for parking area	AW	
2.11,17	Approach Wayne and Fiona Landford about being involved in 2018 festival	Marguerite	
2.11.17	Investigate giant kid's games	Marguerite	
2.11.17	Check out if bands and marching girls available next year	Marguerite	
2.11.17	Apply for RAAF hot air balloon again.	MA	
2.11.17	Write article for Crookwell Gazette re our desire to promote local produce and encourage participation	MK	
2.11.17	Follow up with Costa and request publicity photo	MK	

#### 4. CORRESPONDENCE

- Sent letter to Costa (email) by MA.
- Received EOI from Darian Cameron
- Received 2017/2018 membership of ULS Tourist Assoc.
  - Motion: we pay another year's membership of 2017/2018 membership of ULS Tourist Association. Moved JP, seconded MW, passed.

#### 5. TREASURER'S REPORT:

 No report. If Beverley has the audited accounts back from Council, we need to have an AGM.

#### 6. GENERAL BUSINESS

#### Garry Kadwell

- Garry awarded State Grand Champion at the 2017 NSW Landcare awards recently.
- Ric can hold the heavy horse demo in his paddock. He has been trying to get onto Garry re planting potatoes in a field off East Street. If it can't be organised, could Potato Association do something for it? People loved getting their hands dirty.

#### Liaison with associated activities

- Joyce has spoken to quilt and art show and book fair reps, all happy with idea of \$20 all-activity ticket ('Potato Passport'). Will be valid all weekend. We will give each activity \$2 for each ticket we sell.
- Wrist band can be used still for those who want to only pay \$5 to enter showground.
- Buses will be free next year.

#### Ticket coordinator

- Role: sort out format of ticket, where they are sold, liaise with other groups, brief volunteers selling tickets, work with Andrew re design, etc.
- Marcus volunteered to take this on.

#### Marketing & promotions

- Andrew promoted the festival at Canberra Leisure Show 27-29 Oct A5 flyer designed by Jordan Graphic Design. Also took it to 25 different embassies and dignitaries the next day.
- Andrew focusing on promoting the festival through caravan clubs, tour companies, etc now,
- Been to a number of regional meetings. Will investigate concept of a group ticket for entry to several regional events.
- We need some high-quality video footage to use to bid for funding and for our website.
- Facebook Andrew feeding items occasionally, still getting new likes each week.

Minutes Crookwell Potato Festival Committee meeting 2.11.17

#### Sponsorship

New prospectus is ready. Joyce will start walking the streets to ask for sponsorship.

#### Parking

- Our insurer will only accept 'best practice' which means we need marshalls who will control traffic and parking. We would need a team of responsible adults to do this, probably a dozen for a session (2 sessions of 3 hours each).
- Collector Pumpkin Festival makes a donation to the local health service who then
  provide the gate people.
- East Street will be for disabled parking. Grange St would be the only entrance for cars. We could erect fencing to create parking area and an entry point for tickets. Stall holder parking to be decided.

#### Kids activities & entertainment

- o Andrew has seen some great giant games, like darts with Velcro 'darts'.
- Rock wall was very expensive and didn't seem that busy. If we can get more kids to come, would it be worth it? Need to discuss further.
- Need to keep potato theme in mind. Can Landfords organise a bigger team and more activities next year?
- Could revisit some of the ideas we had which didn't happen for this year, e.g.
   Fashion on the Field.
- Marguerite already has informal agreement to come next year Andrew Drummond, Jillian McCann, The String Family, Elaine Delaney, Bubble Man.
- We'll try for the RAAF hot air balloon again, would be great in the middle of the track. If not successful, the mini trots were popular.
- Would be good to have more tables for people to sit and eat.

#### Car display

Mike Walsh is willing to come onto the committee and manage the car display.
 He's already spoken to Bev Hatch re the role.

#### Promotion of potatoes and local produce

Need to improve and expand - organic lamb, beef, alpaca meat?

#### Volunteers

- We need to brief gate volunteers earlier next year.
- Joyce happy to coordinate volunteers again.

#### · New committee members

- Darian Cameron has submitted an expression of interest.
  - Motion: Accept Darian Cameron as a member of the CPF organising committee. Moved MA, seconded JE, passed.

#### 7. Next meeting

Meeting closed 4.40 pm.

Thursday 30th November at 3pm at VIC.

Signed as a true and accurate record:	Date:

Minutes Crookwell Potato Festival Committee meeting 2.11.17

Mr J Rowley, Mr S Proudman, Clr P Kensit, Clr R Opie, Clr R Cummins, Mr PRESENT:

J Bell (General Manager), Mr A Croke (Director of Finance and Administration), Mrs T Dodson (Director of Environment and Planning) and

Mr M Shah (Director of Works and Operations).

#### THE CHAIRPERSON DECLARED THE MEETING OPEN AT 9.00am

#### **SECTION 1: APOLOGIES & LEAVE OF ABSENCE**

Apologies were received for the absence of Clr B McCormack and P Mayoh.

RESOLVED by Clr Opie and Clr Cummins that the apologies be accepted and leave of absence granted.

- CARRIED

**SECTION 2: DECLARATIONS OF INTEREST** 

Nil

**SECTION 3: CONFIRMATION OF MINUTES** 

**ITEM 4.1 RESOLVED** by Mr Proudman and Clr Opie

> That the minutes of the Building Review Committee Meeting held on 28 August 2017 be adopted.

> > - CARRIED

#### **SECTION 4:** REPORTS

#### **ITEM 4.1** SENIOR STAFF RESPONSES TO ISSUES RAISED AT THE 28 **AUGUST 2017 BUILDING REVIEW COMMITTEE MEETING**

**RESOLVED** by Mr Rowley and Clr Kensit

- The Building Review Committee receive and note the 1. information.
- The Building Review Committee recommends to Council that 2. the General Manager be given authority to negotiate with Randall Dutaillis Architects Pty Ltd to prepare and present initial concepts to examine all options for the integration of the existing Council Office and Chambers and the former Bank House.

3. The initial concept plans be utilised to create a scoping document which will be the basis to approach up to three architectural firms to provide final plans and estimates.

- CARRIED

#### ITEM 4.2 CORRESPONDENCE

**RESOLVED** by Clr Cummins and Mr Proudman

- 1. The Building Review Committee receive and note the information.
- 2. That the Building Review Committee forward the details of email exchange of 31 October 2017 and the correspondence from Crookwell Taralga Aged Care on 4 October 2017 to the Economic Development Task Force for consideration and appropriate action.

- CARRIED

#### ITEM 4.3 LATE CORRESPONDENCE

**RESOLVED** by J Rowley and Clr Opie

1. The Building Review Committee receive and note the information and thank Peter Mayoh for his valuable input.

- CARRIED

#### SECTION 5: ITEMS FOR DISCUSSION

#### ITEM 5.1 SITE PLANS FOR DISCUSSION

**RESOLVED** by J Rowley and Clr Opie

 That congratulations be forwarded to Council Management and the team on the acquisition of the former Bank House.

- CARRIED

#### THE MEETING CLOSED AT 10.25am

Williates committee	
Chairperson	

Minutes confirmed

Item: 14.1

# SOUTH EAST AUSTRALIAN TRANSPORT STRATEGY INC.

# SEATS

SEATS provides highly co-ordinated and influential advocacy for the development of transport infrastructure in the South Eastern Australia region that supports economic development and the prosperity of its constituents.

#### **Executive Summary**

# South East Australian Transport Strategy Inc (SEATS) Conference held in Canberra hosted by Canberra Airport.

SEATS held its quarterly meeting at Canberra Airport on the 9<sup>th</sup> & 10<sup>th</sup> November 2017. Canberra Airport has long been a member of SEATS and a great supporter of the work undertaken in identifying and advocating for vital projects that will improve transport infrastructure, stimulate economic development and promote prosperity across this rapidly growing region.

The busy meeting was held over two days and Delegates Dinner was well attended by over 40 delegates/members and guests from NSW, Victoria, Queensland and the ACT.

The Theme of the Conference was "Transport Demand in the South East NSW Region to Progress Economic Development" There were a number of stimulating presentations and discussions and a "walking tour" of the Airport.

During the meeting an overview of "What's happening at Canberra Airport and the role of transport links with freight and tourism" was provided by Mr Noel McCann, Director of Planning at Canberra Airport and a presentation received from Stephen McFallen, Senior Experimental Scientist from the CSIRO on "Unlocking options for efficient logistics infrastructure in Australian agriculture". Other presentations included "Increasing the economic return from domestic and international visitation to Canberra and the South East" from Jonathan Kobas from Visit Canberra and "Driving the growth of the visitor economy in southern NSW and linkages with Canberra" presented by Mr Shane O'Leary from "Destination Southern NSW". This was followed by a panel discussion on "What are the key tourist transport connections that need to be improved to connect the South East." SEATS was also pleased to welcome Dr Mike Kelly MP, Member for Eden-Monaro, who outlined his vision to unleash the potential of the Region under four pillars of an economic strategy bringing together a number of critical projects of national significance. These presentations will all be available on the SEATS Website shortly.

During the course of the Ordinary General Meeting there was amongst other business, a presentation on the Victorian Regional Roads Strategy and the development of a new Freight Plan for Victoria, a presentation by Baw Baw Shire CEO Alison Leighton on the Gippsland Regional Roads Group priority projects (\$160m),which had been endorsed by the Gippsland Local Government Network and now have been endorsed in principle by SEATS, a report on the progress of the SEATS Petition launched in November, an update from Mr Tim Hansen from the National Heavy Vehicle Regulators Office and an interesting presentation on "Automated Vehicles in Rural Areas" from Graham McCabe from GHD.

Item:	Attachment 5.: SEATS - Report from conference held 9 October 2017
14.1	•

The guest speaker for the dinner was Brendan Smyth, Act Commissioner for International Engagement. Brendan, a well-known identity of the Canberra area was a former ACT Government MLA for over 18 years and he now works in promoting Canberra as an education, tourism and investment destination.

Another highlight of the evening was an "Inspirational Leadership Award" made to two long serving SEATS delegates, Mrs Sue Whelan OAM and Mr Harvey Dinelli. Both have made a very significant contribution to this Region through their work and leadership in SEATS. Sue in her 33 years as a dedicated Mayor, Councillor and community leader has vigorously promoted the work of SEATS and been such a strong advocate at all Government levels to deliver vital projects of major benefit across the Region. She has left a proud, life-long legacy and SEATS sincerely thanks her and wishes her and husband John good health and happiness for the future. Congratulations and sincere thanks to Harvey on his great commitment to the SEATS network and the improvement of the transport infrastructure that enhances economic opportunities and growth and makes the movement of goods and people across the region more efficient and safer.

During the course of the two day meeting reports were received from Transport for Victoria, VicRoads and RMS NSW, along with reports from the visiting delegates and members outlining developments and the progress of priority projects. These reports will appear in detail in the Minutes of the Meeting to follow shortly. A number of new delegates were warmly welcomed to the meeting and two new members have been invited to become part of the SEATS network in the future.

There are serious challenges and serious changes happening in the freight industry at this time and managing road networks is really beyond individual local government entities and must be approached from a Regional perspective. These challenges include the growth of new industries and markets, the development of freight corridors, profitability, safety, regulations and sustainability. This region is rich in resources, natural assets and huge opportunities. SEATS will continue to be proactive in making submissions to State and Federal Government on strategy planning, identifying and delivery of vital projects and providing support to Councils when funding opportunities arise.

SEATS has now confirmed the hosting arrangements for 2018 and is now looking for hosts for 2019. South Gippsland Shire and Bass Coast Shire will jointly host the 14<sup>th</sup> & 15<sup>th</sup> February 2018 meeting. The May 17<sup>th</sup> & 18<sup>th</sup> Meeting will be hosted by Shellharbour City Council and Baw Baw Shire will host the 16<sup>th</sup> & 17<sup>th</sup> August 2018 Meeting. The November 2018 Meeting will be hosted by RMS Southern in Wollongong. Thank you once again for your support.

SEATS Chair Cr Patricia White provided a report on her attendance at the National Roads Conference in Perth and she acknowledged a busy and informative meeting in Canberra, thanking Canberra Airport for hosting the event. GHD and NSW Ports were also sincerely thanked for their support of the Conference through their catering sponsorship. She wished all delegates and SEATS members a safe, happy and healthy Christmas and New Year.

Looking forward to seeing everyone at the next meeting in Victoria in February 2018.

Item:	Attachment 6.: CENTROC - Minutes from meeting held 23 November 2017
14.1	

#### Minutes of the Board Meeting 23 November 2017 held at Young

#### **Board Delegates in bold**

Cr G Hanger	Bathurst Regional Council	Cr J Medcalf	Lachlan Shire Council
Mr D Sherley	Bathurst Regional Council	Mr R Hunt	Lachlan Shire Council
Cr S Ferguson	Blayney Shire Council	Cr K Sajowitz	Oberon Council
Ms R Ryan	Blayney Shire Council	Mr G Wallace	Oberon Council
Cr K Beatty	Cabonne Council	Cr R Kidd	Orange City Council
Mr S Harding	Cabonne Council	Mr G Styles	Orange City Council
Cr D Somervaille	Central Tablelands Water	Mr K Boyd	Parkes Shire Council
Mr G Rhodes	Central Tablelands Water	Cr B McCormack	Upper Lachlan Shire
Cr B West	Cowra Council	Mr J Bell	Upper Lachlan Shire
Mr P Devery	Cowra Council	Cr M Liebich	Weddin Shire Council
Cr G Miller	Forbes Shire Council	Mr B Hayes	Weddin Shire Council
Mr S Loane	Forbes Shire Council	Ms J Bennett	Centroc
Cr B Ingram	Hilltops Council	Ms M Macpherson	Centroc
Mr A McMahon	Hilltops Council	Mr A Albury	

#### 1. Welcome

The meeting was opened at 10.05.am by Chair Cr J Medcalf

#### 2. Apologies

Cr K Keith, Cr S Lesslie, G Faulkner, Mr G Carroll, A McCormack, J Andrews. Cr A Ward

Resolved Mr D Sh	erley/Cr G Miller
That the apologies for the Centroc Board meeting 23 November 2017 listed above be acc	cepted.

#### 3. Speakers

- Bill Warne, Chair, Statewide and Leo Demer, Chief Executive of JLT
- Matthew Irvine, Chairman, and Candice Boggs Executive Officer Western Region Academy of Sport

#### Cr R Kidd left the meeting.

#### 4. Minutes

#### 4a Noting of the Minutes of the GMAC Meeting 26 October 2017

Resolved	Mr K Boyd/ Mr G Rhodes
That the Minutes of the	Centroc GMAC Meeting 26 October 2017 held in Orange be noted.

# 4b Confirmation of the Minutes of the Board Meeting 10 August 2017 Parliament House Canberra

Resolved	Cr B West/Mr K Boyd
That the Minutes of the Centroc Board Meeting 10 August 2017 held at Parliamen	nt House Canberra be
confirmed.	

#### 4c Noting of the Centroc Executive meeting 26 October 2017 at Orange

Resolved	Mr G Styles/Cr B West
That the Minutes of the Centroc Executive m	eting 26 October 2017 at Orange be noted.

Item:	Attachment 6.: CENTROC - Minutes from meeting held 23 November 2017
14.1	-

#### 5a. Business Arising from the Minutes - Matters in Progress

Resolved	Mr K Boyd/ Mr D Sherley
That the Board note the Matters in Progress, making deletions as suggested.	

#### 6 Correspondence

#### 6a Correspondence In

Resolved Mr D Sherley/Cr B West

That the Board note the incoming correspondence including the correspondence from Orange City Council and

- 1. commend to members they respond to the Code of Conduct inquiry process through the Office of Local Government; and
- 2. Write to Mr A McCormack....

#### 6b Correspondence Out

Resolved	Mr D Sherley/Cr G Miller
That the Board note the outgoing correspondence.	

#### 7 Reports

#### 7a Transport Infrastructure including Bells Line of Road

Resolved Mr K Boyd/Cr B West

That the Board note the Transport Infrastructure Report and

- 1. Encourage members to take part in the engagement on the draft Future Transport Strategy by TfNSW;
- 2. Endorse the actions of the Executive advocating regarding their disappointment with the NSW Government Future Transport 2056 suite of strategies.
- 3. Seek an urgent meeting with the Premier, Deputy Premier and appropriate Ministers during the LGNSW conference;
- 4. A subcommittee be formed to progress improvements to transport constraints in the region;
- 5. Develop a funding proposal to resource further activity; and
- 6. Advocacy to include reference to existing State commitments.

#### 7b Water Infrastructure Report

#### Resolved Cr G Styles/Cr D Somervaille

That the Board note the Water Infrastructure report and:

- 1. Endorse the submission to the Productivity Commission Draft Report on National Water Reform made under the hand of the Executive;
- 2. Support measures proposed by Lachlan Valley Water to improve reliability of water in the Lachlan system through the review of the Water Sharing Plan be addressed through the Executive with further advice to be provided to the Board; and
- 3. Support CTW in progressing feasibility of the duplication of the Regis Mines pipeline Lithgow to Carcoar and a regional approach.

#### 7c Health Report

Resolved	Mr K Boyd/Mr D Sherley
That the Board note the Health report.	

#### 7d Regional Development

74 Negional Edvelopment	
Resolved	Cr B West/ Mr D Sherley
That the Board note the Regional Development report and;	

Item: Attachment 6.: CENTROC - Minutes from meeting held 23 November 2017 14.1

- 1. Continue to advocate for the CNSW region to be treated separately from Orana in the Regional Development Subcommittee of the Regional Leadership Executive; and
- 2. Commend to the Board it endorse the submission Inquiry into Regional Development and Decentralisation and follow up advice to the submission to Inquiry into Regional Development a Global Sydney.

#### 7e Planning Report

#### Resolved Cr B West/ Mr G Styles

That the Board note the Planning Report and

- 1. Note the report on the Implementation of the Regional Plan for Central West and the Orana.
- 2. Provide a regional response informed by members to the EP&A Regulation Review and the Draft Primary Production and Rural Development State Environmental Planning Policy and planning reforms;
- 3. note the JO update and advocate for optimal process and outcomes as required;
- 4. substitute the next GMAC meeting for strategic session 1 February 2018 to inform the region's response to Joint Organisation Legislation if required;
- 5. Advice to this session, legal and otherwise, be progressed through the Executive;
- 6. write to members providing an update and seeking their support in being nimble with special Council meetings if required;
- 7. Approve the Regional Community Strategic Plan.
- 8. Support in principle Joint Organisation legislation
- 9. Seek an extension of time for Councils to opt in to allow for the development of the regulations; and
- 10. Invite the Office of Local Government to present to the region as soon as possible.

#### 7f Tourism Report

#### Resolved Cr B West/ Mr G Style

That the Board note the Tourism Report and

- 1. lodge a submission to the Visitor Economy Industry Action Plan Review;
- 2. make an application to the Building Better Regions Fund community program to augment regional marketing programming;
- 3. not progress the request for a delegate appointment to the Destination Network Outback and Country Board (ie remove Item 5 Resolution 10 August 2017);
- 4. write to DNOC advising them that Centroc has successfully accepted the transfer of assets including intellectual property and look forward to collaborating with DNOC on leveraging these;
- 5. engage in the review of the Visitor Economy Industry Action Plan.
- 6. adopt the Centroc Regional Tourism Management Plan 2017-2020 and commend it to members including the revised budget and fee structure authorised for one year only and a review be undertaken with a view to determine capacity to pay on an ROI model;
- 7. approve the cover report for tourism for member use;
- 8. commend to the Board it rebadge the Destination Management Plan as a Centroc document; and
- 9. engage in the LGNSW Tourism Conference in Parkes March 2018

#### 7g Management Plan 2018/2019, Constitution and Policy Review Report

#### Resolved Mr P Devery/Mr D Sherley

That the Board note the Management Plan, Policy Report and

- 1. update the constitution as follows:
- 2b. The Secretary who shall be the General Manager (or his/her nominee) from the Council of the Chairperson

То

Item: Attachment 6.: CENTROC - Minutes from meeting held 23 November 2017 14.1

2b. The Secretary – who shall be the General Manager (or his/her nominee) from the Council of the Chairperson; or as determined by the Board.

#### And

1. Membership

**Bathurst Regional Council** 

Blayney Shire Council

Cabonne Council

Central Tablelands County Council

Cowra Shire Council

Forbes Shire Council

Hilltops

Lithgow City Council

Lachlan Shire Council

**Oberon Council** 

**Orange City Council** 

Mid Western Regional

Parkes Shire Council

Upper Lachlan Shire Council

Weddin Shire Council

#### То

Bathurst Regional Council

Blavney Shire Council

Cabonne Council

Central Tablelands County Council

Cowra Shire Council

**Forbes Shire Council** 

Hilltops

Lithgow City Council

Lachlan Shire Council

**Oberon Council** 

**Orange City Council** 

Parkes Shire Council

Upper Lachlan Shire Council

Weddin Shire Council

- 2. Until Joint Organisation Legislation becomes clear, an incremental approach to the Management Plan continue using advice from a workshop held by General Managers October 26 2017;
- 3. The Board review the Management Plan in its meeting in February subsequent to a workshop to be held by Mayors and interested Councillors in the region on Joint Organisations; and
- 4. Adopt the revised Policy Manual.

#### 7h **Operational Report**

Resolved

#### That the Board note the Operational report and

Mr D Sherley/Cr S Ferguson

- 1. Develop policy on Electric Vehicles for Council readiness;
- 2. Commend to Councils they have business cases ready to go for carpark solar and Electric Vehicles readiness to pre-empt the funding framework;

Item:	Attachment 6.: CENTROC - Minutes from meeting held 23 November 2017
14.1	

- 3. Centroc monitor the State funding opportunity on Energy Savings Certificates and provide feedback to members as required;
- 4. Centroc ramp up advocacy on Bulk Lamp Replacement with a view to having as little undertaken as possible and having Essential Energy be more responsive and adaptive to member needs;
- 5. Note that a buildings revaluation program is being rolled out across the region should members wish to opt in; and
- 6. Note that the In-House Councillor Training Package has been purchased from REROC and is available for interested Councils upon request.

#### 7i Financial report

Resolved	Mr D Sherley/ Mr K Boyd
That the Board note the Financial Report.	

- 8. Late Reports Nil
- 9. Other Matters Nil
- 10. Speakers to the next meeting

**Board - Mr Gary Worboys, Deputy Commissioner Regional Field Operations** 

**Board - RMS** 

**GMAC – ICAC Yvonne Miles, Principal Officer, Corruption Prevention** 

**GMAC – Privacy Commissioner** 

**Alternates:** 

**GMAC – State Cover** 

**GMAC - Representative of EMS (Energy Management Services)** 

11. Next Meetings

As per the AGM

The General Meeting of the Board closed at 12.22pm

Page 5 is the last page of the Centroc Board Minutes 23 November 2017

### Goulburn - Crookwell Rail Trail Incorporated

# Minutes of the Annual General Meeting held on 21 November 2017

**Upper Lachlan Shire Council Chambers** Spring Street, Crookwell

#### **COMMITTEE MEMBERS:**

Cr Kirk (Chair)
Cr Culhane (Deputy Chair)
David Mullen
Jessica Price
Debbi Rodden
Brenda Proudman
Andrew Warren

#### Agenda and Minutes Distribution List:

Committee Members, Council General Managers and Mayors

## Minutes of the Goulburn-Crookwell Rail Trail Annual General Meeting held on 21 November 2017

Meeting opened at 10:05am

#### List of Attendees

Cr Bob Kirk, Cr Paul Culhane, David Mullen, Brenda Proudman, Debbi Rodden, Andrew Warren, Andrew Cartwright, Matt Ford.

#### Apologies

No apologies

#### 2. Chairperson's Report

All of this year's activity has centered around the political and bureaucratic aspects of our Rail Trail, and similar projects in NSW.

Cr Bob Kirk tabled a letter, which summarises our position in this regard, sent to the NSW Premier Gladys Berejiklian on 6th Nov 2017.

The letter forms the basis of his Chairperson's Report.

The letter details our concerns with regard to the constantly changing Rail Trail Policy of the NSW Government, the bureaucratic process which is slowing advancement of projects, and the lack of consultation with Rail Trail proponents.

The letter is also endorsed and signed by the Upper Lachlan Shire Council Mayor, Cr Brian McCormack.

Motion: That the report as presented be accepted.

#### Bob Kirk / Brenda Proudman

#### 3. Treasurer's Report

Cr Paul Culhane stated that the bank balance is \$550, with no income or expenditure activity apart from the annual incorporations annual fee when lodging an 'A12 - T2' form.

Motion: That the report be accepted.

#### Paul Culhane/ Debbie Rodden

#### 4. General Business

Debbi Rodden suggested adding information to the GCRT website to show our continuing activities.

Andrew Cartwright and Matt Ford applied and were accepted as new committee members.

Bob Kirk suggested an 'update' meeting with the GCHR members as part of our consultation process.

Bob also raised the possibility of the Wollondilly Walking Track using part of the disused rail corridor, requiring legislation for a change of use of the corridor.

Page 1 of 3

# Minutes of the Goulburn-Crookwell Rail Trail Annual General Meeting held on 21 November 2017

#### 5. Election of Committee of Goulburn-Crookwell Rail Trail Inc.

Debbie Rodden was appointed a returning officer. All positions were declared vacant

Chairperson – Cr Bob Kirk was nominated and appointed unopposed

#### Debbi Rodden/Brenda Proudman

Deputy Chair – Cr Paul Culhane was nominated and appointed unopposed

#### Debbi Rodden/Brenda Proudman

Secretary – David Mullen was nominated and appointed unopposed

#### Debbi Rodden/Andrew Warren

• Treasurer - Cr Paul Culhane was nominated and appointed unopposed

#### Debbi Rodden/Andrew Warren

Public Officer - Cr Paul Culhane was nominated and appointed unopposed

#### Brenda Proudman/Andrew Warren

· Returning Officer - Debbie Rodden was nominated and appointed unopposed

#### **Bob Kirk/Paul Culhane**

#### 6. Close of AGM

The Chairman closed the meeting at 11:20 am.

#### 7. Next Annual General Meeting

To be advised.

Item: Attachment 8.: Taralga Wind Farm Community Fund S355 Committee - Minutes from meeting held 22 November 2017

PRESENT: CIr Brian McCormack (Upper Lachlan Shire Council), Mr Brian Moloney

(Community Representative), Mr Craig Croker (Community Representative), Mr John Bell (Upper Lachlan Shire Council), Ms Krista

Kim (Pacific Hydro).

Also present: Mrs Tina Dodson and Mrs Helen Peterson (Minute Secretary).

#### 1. Welcome

The Mayor opened the meeting at 11.06am and welcomed those present.

#### 2. Apologies

Nil

#### 3. Minutes of the meeting held on 28 March 2017

#### Recommended:

That the minutes of the meeting be adopted.

Moved: B McCormack Seconded: B Moloney CARRIED

#### 4. Status of Projects for 2016/17

(Attachment 1)

Recommended: that the information be received and noted.

Moved: C Croker Seconded: K Kim

#### 5. Status of Projects for 2017/18

(Attachment 2)

**Recommended**: that the information be received and noted, and Further that confirmation of unspent monies from 2017/18 be advised to Pacific Hydro and Committee Members prior to the end of December 2017.

Moved: B Moloney Seconded: B McCormack

#### 6. Advertising of Completed 2016/2017 projects

**Recommended:** that Media coverage will be provided in the May 2018 edition of the Voice for 2016/17 completed projects and will include photographs.

Moved: K Kim Seconded: C Croker

#### 7. Dates for 2018/19 funding round

**Recommended:** that Funding Round advertised from 30 January 2018 with applications closing 30 March 2018.

Fund allocation meeting to be held Tuesday 8 May 2018 commencing at

11.00am

Moved: B Moloney Seconder: C Croker

Item:	Attachment 8.: Taralga Wind Farm Community Fund S355 Committee - Minutes from
14.1	meeting held 22 November 2017

#### 8. General Business

**Action**: Pacific Hydro would like conduct a tour of completed projects following a presentation of Certificates at a Community Event at Taralga. Event to be organised by Pacific Hydro for Tuesday, 6 February 2018.

Pacific Hydro will be distributing a newsletter to Taralga residents via the local Post Office.

"Local Good" booklet provided to Committee members and will be available for distribution at various points in Taralga.

Pacific Hydro has Guidelines for community investment and the guidelines will be provided to the Committee members for consideration and discussion at the May meeting.

Next meeting will be held Tuesday 8 May 2018 at 11.00am.

Meeting closed: 11.55am

### CTC Committee – Annual General Meeting Minutes

At Crookwell Council Chambers - Thursday, 30 November 2017 (4.30 pm)

Present: Anne Picker, Joanne Marshall, Lucy Marshall, Bob Cowey, Jill Cowey and Andrew Croke (ULSC Director of Finance and Administration)

Apologies: Clr Richard Opie, Emma Picker, Barbara Blankenzee and Beverley Hall Moved – J. Marshall, seconded J. Cowey. Carried

**Declaration of Pecuniary Interest** – Joanne Marshall made a declaration that she was paid by the Bigga CTC for provision of training services to the Bigga Public School.

#### 2016 AGM Minutes Confirmation: -

CTC Annual General Meeting Minutes from 10 November 2016 were confirmed and adopted with no changes.

Moved – J Marshall, seconded B. Cowey. Carried

Matters arising from the minutes: Nil.

#### Chairperson Report:-

The Chairperson Report was tabled by Bob Cowey (see attached report). The report was received and accepted as information. Moved – B. Cowey, seconded A. Picker. Carried

#### Activity Reports: -

The Tuena CTC Activities Report by Bob Cowey was tabled (see attached report) the Bigga CTC Activities Report was tabled by Joanne Marshall (see attached report) was tabled.

All reports were received and accepted as information.

Moved - A. Picker, seconded J. Cowey. Carried

#### Treasurer's Report: -

The annual Financial Statements for the financial year ended 30 June 2017 were tabled. The report outlined the CTC's bank statement balances of \$13,447, combined Income Statement and Balance Sheet was tabled, received and endorsed.

Moved - J. Marshall, seconded B. Cowey. Carried

#### Election of CTC Committee Members for 2018: -

Nominations for CTC Committee accepted - Richard Opie (Council Representative), Joanne Marshall, Lucy Marshall, Andrew Croke, Bob Cowey, Jill Cowey, Anne Picker, Emma Picker, Beverley Hall and Barbara Blankenzee.

Moved - A. Croke, seconded A. Picker, Carried

#### Election of Office Bearers: -

Chairperson – Joanne Marshall (unopposed) Minute/Secretary – Andrew Croke (unopposed) Moved – B. Cowey, seconded A. Picker. Carried

#### General Business: -

It was noted that Bigga CTC and Tuena CTC will not make a submission to Upper Lachlan Council's Operational Plan for a Section 356 contribution in 2018/2019.

#### Resolution: -

 CTC Committee resolved to make a payment of \$350 to the Bigga Public School Technology Award for 2017 towards the purchase of SPHERO 2.0.
 Moved – J. Cowey, seconded A. Croke. Carried

#### Next Meeting: -

The next CTC Annual General Meeting will be held in November 2018 at Crookwell.

There being no further business, the Chairperson closed the meeting at 5.01 pm.

## U.L.S.C. CTC Committee Chairman's Report Nov. 2017

This report will be short for the simple reason there is little to report.

Bigga and Tuena CTCs continue to offer service in their communities, as Bigga have had no cause to ask for assistance during the year is evidence their administration is obviously working well.

Tuena CTC is now closely linked with Tuena Hall and Recreation Area Committee and the Tuena Craft Shop, all three working together, pooling resources and sharing facilities. The CTC is now more important than ever, being a social meeting place and a communication link when the land-line phone system is down.

In 2018 Tuena CTC will place more effort in social support, tailoring hardware and software to community needs to overcome isolation and poor communications. We will also be talking to council to discuss the possibility of amalgamating the CTC and Tuena Hall and Recreation Area Committee.

Bob Cowey Chairman

# Tuena CTC Activities Report Nov. 2017.

Tuena CTC is situated in Tuena Hall. It can be used by members at any time via a combination lock. The centre is staffed for training and maintenance on every Wednesday from 10am-4pm. Access for tourists and visitors is made available in business hours via Parsons Store.

The hardware consists of five networked desk top computers, an A3 plan printer a Laser printer and a photo printer. One computer is located in the Craft Shop; all are connected to the internet. Main use of the system remains email, social networking and researching craft, however, purchasing and online banking are becoming more common.

An honesty payment system covers internet service provider (iiNet) costs. The new Sky Muster satellite connection is proving faster, however, there is little improvment in the reliability that was promised. Free use is offered for homework and voice over IP calls. This is now important as Tuena is suffering huge landline reliability issues and has no mobile service.

CTC members still produce the "The Chat" a news flyer, it is distributed monthly by email and Tuena Post Office.

Bob Cowey Manager

## Bigga CTC Activities Report Nov 2017

The Bigga CTC acknowledges the assistance of Bigga Golf Club for their provision of the venue for the CTC, the cleaning, payment of electricity and gas, heating charges, and the staff to oversee the CTC usage. Also the Upper Lachlan Shire Council for its support.

Bigga CTC is located in one of the largest social venues in Bigga. The CTC is utilised every fortnight by Bigga Day care, and regularly on Friday nights when the Bigga Golf Club is open.

The Bigga REC ground camping area continues to get busier. The Bigga CTC is being accessed by, and promoted to, short stay tourists to our area. This facility is important to tourists as Bigga is in a non mobile area and it enables them to contact friends and family and access their social network.

The Club continues to be an asset to our remote community. Current members are Anne Picker (Secretary), Clr Jo Marshall (Chairwoman, Treasurer), Emma Picker & Lucy Marshall members.

#### Training

This years technology training session was provided by Jo Marshall for the children at Bigga Public School. Jo has committed to 10 x 1 hour lessons on Coding. Jo has been paid \$125 for 5 sessions so far. There are currently 12 children at Bigga PS including the Kindy Start Roy. We have completed 4 lessons so far. There will be 5 for this year and another 5 in 2018. The children have been great with these lessons, which focus on problem solving and "debugging".

We will endeavour to source other interesting information sessions for our community.

#### Equipment

The Equipment at the CTC Centre continues to be popular with the children and community members.

Bigga CTC has purchased 1 new HP computer, Microsoft office software, HD Guard and a new printer. The computers needed upgrading, and were unable to be used due to incompatibility. Jo will try to just upgrade the software on one other computer. In 2016, we upgraded to the new Skymaster NBN service. Our data plan has been doubled for free as we were running out every month due to the faster speed. We will continue the maintenance and promotion of the current facility.

The Bigga CTC continues to support our local Primary School. Lucy will provide a report on the Robotics training that was the Technology Award for 2016.

This year for the Bigga Public School Technology Award 2017 we will purchase to SPHERO 2.0 robots for the children to continue their learning on robots. We would like approval from the joint committees to spend \$350 on this award.

In coordination with the Bigga Progress Assoc, we held a community meeting to hear a presentation from the internet provider WI-SKY. WI-SKY specialises in providing quality internet connections in regional areas. They offer customers internet speeds as good as, and in some cases better than the city. They provide unlimited data, and faster dedicated speeds to those on your own community network. You pay for the speed not for the data size. The internet network towers will be go up in January 2018, making many local residents much happier, as the Satellite NBN has not been a good internet solution for many people in our community.



#### Taralga Historical Society Inc 83 Orchard Street Taralga NSW 2580

President: Michael Chalker 4843 5975 Secretary: Graham Lambert 4843 8187 Treasurer: Glennis Wright 4840 2215

## <u>Aim: To preserve history of Taralga & District for future</u> <u>generations</u>

#### Newsletter No 4, 2017

#### Presidents Report:

Hello all, well another year has nearly passed, I am sure you will all agree that they are only half as long as they were when we were young!!!!

Since my last report the major event was the open day on Sunday 1<sup>st</sup> of October. It was estimated that in excess of two hundred and fifty visitors came through the gate throughout the day. A common comment was that we had no idea of the size of the complex and excellent presentation of the exhibits, saying we'll be back!!!

Additional activities during the day were the spinning and weaving ladies displaying their skills, sheep shearing demonstration, the Ukulele band played some great tunes as did Leon Fleming on his Bagpipes. There was a sausage sizzle, raffles and afternoon tea.

Ken Vaughan unveiled a plaque recognising the significance of the English oak tree commemorating the bicentennial anniversary of the planting of the original oak tree.

Ken Fleming gave a wonderful presentation of the history of Taralga, which was followed by the official opening of the Fernbank School by Goulburn Mayor Bob Kirk, (officially representing Veolia Mulwaree Trust) followed by the cutting of ribbons by ex-students Sue Weeks (nee Lang), Russell Chalker, Jim Lang, Gloria McAlister (nee Lang), Cecil Lang, Joan Morgan (nee Brown) and Margaret Keg (nee Lang).

Also in attendance were councillors and ex councillors from Upper Lachlan and Goulburn Mulwaree.

Memorabilia produced for the day and still available for sale (they would make great Christmas presents) include a book on Fernbank School (by Maureen Long), Mugs and Postcards (produced by Graham Lambert).

A very big thank you to all those members and non members for the exceptional commitment and hard work in making the day such a huge success.

The Memorial Plaque (medallion) was issued after the First World War to the next-of-kin of all British and Empire service personnel who were killed as a result of war. George Lang was killed in WW1. The Plaque is on permanent loan from St Marks Anglican Church Golspie. The Medallion was originally given to Reg Marmont, it is now in safe keeping in the Nissen Hut.

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The Society will be having a Christmas on Sunday December 10<sup>th</sup> 2pm at Councillor John Stafford's property about 2km out of town on the Bannaby Rd. (The blue historical sign will be on the road).

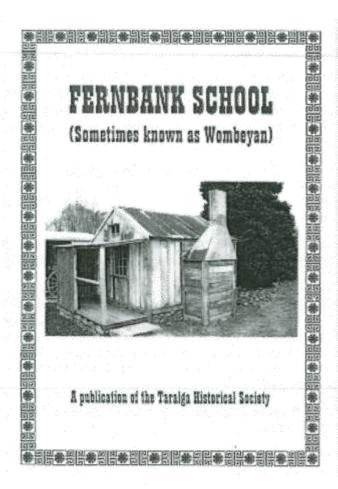
#### It will be afternoon tea, so a plate please.

In lieu of presents, a donation to a charity to be decided on the day.

The next meeting which will be the <u>AGM</u> is scheduled for Sunday 4<sup>th</sup> February 2018.

If I don't see you at the Xmas party, have a happy, holy and healthy Christmas.

#### Michael Chalker President



Our new publication
Fernbank School is available
cost of \$15



Joan (Brown) Morgan



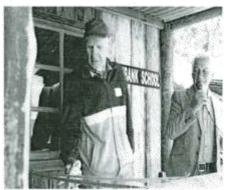
Russell Chalker



Sue (Lang) Weeks



Gloria (Lang) McAlister



Cecil Lang



Margaret (Lang) Keg



Jim Lang

STUDENTS AT OPENING OF FERNBANK SCHOOL 1.10.2017

(THE ONLY ONES WHO COULDN'T ATTEND WERE: Sheila (Cree) Kemp and Valance Lang)

### Vale

Jacqualine Canty (Lang) 28.12.17 aged 55 years Daughter of Albert & Nita Lang Jean Finlay-Gower 8.9.17 aged 87 years Daughter of Bob & Iris Craig



Maureen Gordon (Chapman) 12.9.17 aged 78 years Wife of Greg (dec) Mother of Bev & Brian Sister of Pat Blay (Chapman)

Robyn McAlister 25.9.17 aged 61 years Daughter of Dave (Digger)&Gloria McAlister Rodney Holt 25.9.17 aged 72 years Husband of Narelle (nee Bowerman)

Betty McCarthy 28.10.17 aged 85 years Wife of John (dec) Valda Druett 20.11.17 aged 92 years Wife of Ross (dec)

#### Stoneguarry Cemetery& the Stoneguarry Management Committee

Laurie Chalker (who is the Chairman of the Committee) and his workers have done an incredible job in the Anglican section of the cemetery restoring the graves, and tracing the unmarked graves. Of the 119 unmarked graves, 115 have been identified. Headstones have been placed on 106 and still 9 to be done. Lettering on many of the existing headstones has been restored.

The Anglican section is nearing completion, and works will be moving on to the Presbyterian section.

There is now a toilet at the cemetery after 156 years!! Grateful thanks for financial assistance to Upper Lachlan Shire Council and Veolia Mulwaree Trust and the hard work of many community members. Special thanks to Simon Neale for his donation of the supply of the septic tank and fittings, toilet and hand basin and his expertise and time in installation.

The cemetery is now looking the way it should look. All this started with Margaret Lang many years ago when she led working bees to clean it up and Laurie Chalker who restored the graves at St Matthews Church Bannaby.

#### Joy Bells

#### **CRAIG - CUMMINS**

Newspaper Jan 16, 1924

The marriage of Miss Grace Cummins of Laggan, with Mr Alick Craig of Yalbraith was performed at the Presbyterian Church Crookwell, on Saturday December 15th, the Rev C.H. Tippett officiating.

Both the bride and bridegroom are widely known and highly respected throughout the district. The former is the third daughter of Mr and Mrs Joseph Cummins, of "Ferndale" Laggan, and the latter the elder son of Mr and Mrs S. Craig of "Blink Bonnie" Yalbraith.

The Church which was crowded by friends and well-wishers of the bride and bridegroom, was beautifully decorated by girl friends of the bride.

The bride, who entered the church on the arm of her father, by whom she was given away, looked charmingly pretty in a handsome frock of ivory satin charmante and radium lace trimmed with pearls and orange blossum buds. Her court train, which fell from the shoulders, was lined with snell-pink georgette, and her beautifully embossed tulle veil which was held in place by a wreath of orange blossom, was loaned by a friend. Her bouquet of lilies of the valley, carnations and asparagus fern, together with a xylonite toilet set, was a gift from the bridegroom.

As the bride entered the church Miss Elsie Rowe played "The Voice that Breathed o'er Eden".

Miss Muriel Craig, sister of the bridegroom, was in attendance as bridesmaid, and wore a charming frock of pale mauve georgette with a black Lady Betty hat, and carried a bouquet of pink sweet peas and fern.

Little Miss Leila Cummins (sister of the bride) acted as train-bearer, and was daintily attired in a frock of pale pink crepe-de-chine with blue trimmings and mob cap. Her bouquet of pink sweet peas and fern, and gold Nellie Stewart bangle were the gifts of the bridegroom. The bridegroom's present to the bridesmaid was a xylonite manicure set, while the bride's present to the bridegroom was a leather suit case.

Mr Dave Cummins, brother of the bride, was best man, and Mr Murdock Craig, brother of the bridegroom, acted as groomsman.

After the signing of the register the happy couple left the church to the strains of the Wedding March played by Miss Elsie Rowe.

Later, they left by motor-car for Sydney and Jenolan Caves, where the honeymoon was spent. The bride travelled in a navy morocain frock, with hat en suite,

The presents were numerous and costly, including several cheques.

## Taralga, where time seems (almost) arrested

The Canberra Times, Sunday, February 28, 1982 Story: Ian Warden Drawings: Geoff Prior

It is a damn shame that T.S.Eliot has already used the metaphor of a patient lying anaesthetised upon a table, because I would have liked to have used it to describe the state and the appearance of Taralga on the scorching day that Geoff Prior and I visited it last week.

I do not suppose that Taralga ever effervesces like Manhattan but on this day the town seemed well-nigh closed, with almost anyone who might otherwise have ventured out of doors declining to behave like one of Noel Coward's mad dogs or Englishmen. The human beings visible on Orchard St, the long, broad main thoroughfare, were outnumbered by the town's sane dogs, sprawled and gasping in the oases of shade.

Taralga is sought and found by steaming from Canberra to Goulburn and then, at Goulburn taking a well-signposted turn off the highway and to the left (the north) through about 40 kilometers of pleasing, verdant and bosky countryside.

Taralga's origins are decidedly antique, with such worthies as Hannibal and James Macarthur and Lachlan McAlister all owning substantial lumps of land in the district by the 1820's. The village itself probably had its origins in the 1840's and it is known that one of the first two homes was a rude, stone hovel with a shingle roof which housed one Thomas Denning, the man who oversaw the Macarthur's baaing quadrupeds.

There were convicts assigned to the aforementioned squires and a little remains of what they built, although official vandals bulldozed a convict-built schoolhouse at the Public School a few years ago. The town is rich in colonial buildings, some mouldering and encompassed about with thistles as tall as Goliath, and some pristine and lived and worked in; and Taralga seems to have more than its share of slab huts of an almost sickening picturesqueness.

Unfortunately, the dominant building in a town blessed with so many charming and tasteful structures is the Catholic Church of Christ the King, a hulking, intimidating structure in shiny red brick which was opened in 1934.

It replaces a more self-effacing and more pleasant colonial church just across the road (hard by a former convent of comparable age and grace),

Within, the Church of Christ the King is roomy and lofty and is blessed with an opulent marble alter, a marble font and sundry startling windows of stained glass. There is also a regiment of those gaudy statues which are so attractive to Catholics but which perturb the austere Anglican eye.

Alas, while I do not doubt the qualities of the souls that these artefacts depict, as artefacts alone they manage to be only slightly less atrocious than garden gnomes. I don't suppose that in life St. Therese ever wore the smug smile that she has in the version of her that adorns Taralga's Catholic church, or that St Francis Xavier ever looked so piqued.

There does not appear to be an excess of sin among the Catholics of Taralga since a notice at the confessional indicted that confessions are only heard between 5.30pm and 5.50pm on Saturdays and 7.30am and 7.50am on Sundays.



(Is now a beautiful home)

Leaving the church one notes that the police station is immediately opposite, an elderly but sturdy, no-nonsense colonial building which somehow manages to be to architecture what a policeman's boot is to shoemaking. Like the best policemen it radiates a kind of stolid strength and ineffable menace.

If there is an uglier building than the Catholic church in Taralga (and I am not saying that there is), it is St Stephen's Presbyterian church in Bannaby Street, a squat, chubby building of more shiny red brick with a squat "tower" tacked to one side of it as a kind of architectural afterthought. The irreverent Prior said that, being a Presbyterian church, it would certainly be locked. He was right.

Bannaby Street's salvation is a splendid old colonial dwelling, long and very low, with a verandah roof so low that it provokes the thought that the colonial occupants mist have been gnome-proportioned. The wind hissed and swished in the great pines about the cottage and through an enormous and complex television aerial which would not have looked out of place on a Russian trawler.



(Now a renovated home this slab building is a tourist attraction)

The most handsome church in Taralga (the wealth of churches, used and especially unused, reflects the fact that Taralga had three times its present population in the more God-fearing 1890s) is the former Methodist Church on Orchard Street. Built in 1868, it somehow manages to be both handsome and pretty and is now a fitting home for the collections and exhibitions of the admirable Taralga Historical Society.

It has a proximity to the Argyle Hotel (just across the road) which must have vexed the more orthodox Methodists.

We procured the key to St Luke's Anglican Church from the cheerful, trusting principal of the Taralga Public School who had charge of it in the temporary absence of the clergyman.

The present St Luke's was opened in 1906 on the site of its predecessor, which had by the 1890s begun to threaten to fall on top of its congregations. It is a plain, brawny, towerless structure of dark stone placed on a substantial knoll that gives it a decent view of the spreadeagled town.

Within it is a subdued and soothing building of wood and brass with so little ostentation that a great vase of fresh flowers (including some stupendous Turks' cal lillies) seemed more obtrusive. The old and aesthetic ambience is leavened a little by the presence of one of those cute new Yamaha organs which, with the flick of a switch, will supply the performer with a bossa nova or perhaps a flamenco rhythm to support and to add pep to the tunes of such hymns as 'Rock of Ages' or 'There is a Green Hill Far Away'.

The hymn board revealed that on the previous Sunday the congregation had intoned the hymn 'Lord thy Word Abiding' which contains the sentiment.

Who can tell the pleasure Who recount the treasure By your word imparted To the simple hearted?

Who, indeed?

The principal had suggested that we visit the Anglican rectory too; and we did, discovering a noble and gracious structure (built in 1879) perched high above the church in a position which will have enabled generations of clergymen to hand-glide down to St Luke's on the sabbath and for weekly funerals, marriages and baptisms.

The rectory is surrounded by a wild and bountiful garden which bears an appropriate resemblance (sans serpent) to the Garden of Eden, blessed as it is with grape vines and with fig and peach trees, enormous clumps of shasta daisies and of the aforementioned lilies which had adorned the church.

It seemed incongruous that this building, the home of those who would eschew worldliness and a place with an utterly colonial ambience, should be topped with an enormous television aerial of the kind that soars above every home in Taralga so that the town can be brought the blessings uttered by WIN 4 in rebarbative Wollongong.

Repairing to the Taralga Hotel, an ancient building made distressingly contemporary within, we found the serving wench totally transfixed by Mike Walsh and then by 'Days of our Lives', the drawling, unctuous strains of which, coming to us as we sat outside, were obscenely incongruous sounds to rend the silence of an Australian country town.

As we sat out on the verandah regarding deserted Orchard St the sentiment (uttered from a Japanese television set by an American "actor" on an American program relayed from the distant, urban Wollongong; "Like sands throo the ower glairz. These are the days of ower laaves" seemed quite wrong.

On the contrary, the impression that one had on this day in Taralga was of arrested time rather than of time slipping inexorably away. By averting one's eye from the Church of Christ the King it was entirely possible to imagine that one was back in the happy days before Canberra was even conceived.

This reverie was ruined when a table top truck, propelled by the dastardly and newfangled internal combustion engine, chugged into view, two sickeningly authentic country mastiffs on the table hanging on for dear life and leaning artfully into the corners.

We drove home by an alternative route which takes one from Taralga to Laggan to Crookwell to Gunning and back to Canberra through cute Gundaroo.

This is a route which, prosecuted on some nasty unsealed roads (the Mulwaree Shire apologises for one of them with a large notice which blames the miserliness of the Wran Government), rattles the bones and loosens the occasional tooth but which provides an appropriately bucolic epilogue to any round trip to ancient Taralga.

If we had anything to say to Mr Ian Warden - perhaps it would be:

LOOK AT US NOW



The renovated Argyle Hotel being marketed as a Boutique Hotel

It now has 9 bedrooms with en-suites

Official opening is 9th December



Photo taken April 1920 at Golspie School - names of children not known

#### **GOLSPIE**

Newspaper February 1928

#### **DEPARTURES**

Miss Bennet, teacher at the local school, has been removed to Auburn near Sydney. She was given a hearty send off and presentation on Wednesday evening at the Golspie Hall.

The members of the tennis club presented Miss Bennet with a travelling rug and the parents and citizens presented an expanding wrist watch.

During her stay Miss Bennet proved herself to be a capable teacher, was idolised by the children and respected most highly by the residents generally; her departure is deeply regretted.

At the gathering a welcome was extended to her successor, Mr. S.N. Elphick and wife who were present.

#### MRS A.M.FITZGIBBON

#### Newspaper September 1922

The death occurred at St John of God Hospital on Saturday afternoon 9th inst., of Mrs Ann Mary Fitzgibbon, wife of Mr. W.M Fitzgibbon, stock and station agent, Taralga, from pneumonia, after a short illness.

The deceased became suddenly ill on the 1st inst and was subsequently admitted to the institution mentioned where she died as stated.

The late Mrs Fitzgibbon was born at Leewood, near Golspie, 48 years ago and has resided in the district ever since. She possessed a kindly disposition and was ever ready to give a helping hand, both in sickness and distress.

She is survived by a husband and a young family of six.

As a tribute of respect to the family, members of the local branch of M.U.I.O.O.F., of which Bro. W.M.Fitzgibbon is financial secretary, proceeded the cortege through the main street to St Luke's Church of England and thence to Stone Quarry cemetery. At St Luke's the Rev. P.Bramble conducted a short and impressive service, choir and congregation singing "Nearer My God to Thee', and "Rock of Ages". Mrs Charteris presided at the organ.

The funeral was a large and representative one. The burial service was read by the Rev. Bramble, who expressed on behalf of those gathered at the graveside their sincere and deepest sympathy to Mr Fitzgibbon and his young family.

#### SHOCKING ACCIDENT

Newspaper September 1924

#### DEATH OF MRS WALTER CROKER

A shocking accident occurred this morning at Kempton, resulting in the death of Mrs Walter Croker, a respected resident of the district.

It appears that Mr Walter Croker was driving a Ford motor lorry, accompanied by his wife and two other passengers. The late Mrs Croker was seated on a box when the vehicle struck a bad portion of the road jolting the unfortunate victim onto the roadway. In the fall she struck her head causing a severe fracture of the skull, with subsequent cerebral haemorrhage.

The accident happened about 10.30 this morning and Mrs Croker died at 11am, half an hour afterwards.

Dr Kerr was summoned, but on arrival found life extinct.

The deceased lady was on a visit to her daughter, Mrs Welch of McAlister, who is an inmate of Nurse Tulloch's Hospital, Crookwell.

The deepest sympathy with the bereaved husband and family is expressed.

## Program

#### December 10

Christmas Party at John Staffords Zoo Complex Bannaby Road Afternoon Tea will be served at 2pm
A Plate Please



## Museum Duty

- Dec 3 Max & Glennis Wright, Jim Dean, Jason Voorwinden
- Dec 10 MUSEUM CLOSED CHRISTMAS PARTY
- Dec 17 Maureen Long, Joan Scott, Bob Blay, Nerida Croker
- Dec 24 MUSEUM CLOSED CHRISTMAS EVE
- Dec 31 NEW YEAR'S EVE Any Volunteers please contact Mick
- Jan 7 Margaret & Peter McAlister, Peter Davies, Brian Corby
- Jan 14 Graham & Sue Lambert, Matt & Vicki Chalker
- Jan 21 Maureen Long, Joan Scott, Ernie Stephenson, Geoff Sieler
- Jan 28 Max & Glennis Wright, Brian Moloney, Brian Kelly
- Feb 4 AGM 2PM Tim Dowsley, Alan Robertson, Robert Rabjohns
- Feb 11 Jeff & Judy Chalker, Bob Blay, Laurie Halpin
- Feb 18 Maureen Long, Joan Scott, Pat Murray,
- Feb 25 Graham & Sue Lambert, Jason Voorwinden, Jim Dean
- Mar 4 Margaret & Peter McAlister, Mick & Annette Chalker
- Mar 11 Mary Chalker, Andrew Moore, Marcus Hartstein, Nicola Young

Folks, if your name hasn't been appearing on the roster, or if you would like to contribute in other ways on other days (e.g. gardening building maintenance, research, familiarisation etc) you are always welcome.

For changes and/or suggestions please call Mick on 4843 5975

Editor: Maureen Long

#### **Pye Cottage Pecinct Committee Meeting**

Held in the Meeting Room, GDHRC on Thursday, 8 November, 2017

**Opening** Deputy Chair, Graham Dyer opened the meeting at 19.09. **Present:** G Dyer, L Cooke, M de Percy, M MacPherson, R Spiller

L Bush, G Murphy, J Searl **Apologies:** 

**Minutes** of meeting 31/08/2017 had been circulated, copies were tabled. Moved R Spiller, seconded M De Percy, that the minutes be accepted.

Carried

**Business arising** from the Minutes: to be dealt with following Correspondence.

#### **Correspondence:**

#### **OUT:**

8/9/17 notice of AGM for Noticeboard, Mayor advised of date of AGM, sent apology; 9/10/17 Mins AGM, Ctee member details sent to ULSC, tabled at Oct Council meeting (p19 ULSC Minutes Oct - PCMC Minutes for July, August & Sept AGM).

IN: Tina Dodson, ULSC: ULSC revised draft Plan of Management and WHS report

Moved R Spiller, seconded M MacPherson, that the correspondence be accepted. Carried

**Business arising from the Correspondence:** revised draft Plan of Management and WHS report:

#### Agreed that:

- 1. 355 PCMC would make a Submission to the Draft Operational Plan: request for \$2,000.00 funds for a bank account (which would enable completion of "minor" items in the WHS report, AFTER 1 July, 2018): completed by M de Percy and G Dyer.
- 2. G Dyer and M MacPherson will review the Plan as returned, compared with Plan as submitted, with the expectation that the meeting preferred the version submitted. The meeting noted that some differences were apparent:
- The header reference to "Toney Foley Centre";
- S2.2 Objectives ought to retain in full our suggested 1. "Provide a facility that is responsive to the demand and needs of the community, particularly in relation to researching, collating, and displaying the history and heritage of the district;" to reflect the original motion of Council, especially point 5 ".... the entire site including the management of the two adjacent buildings .... to use as storage and administration / research / workshop area. - CARRIED" 5 (at page FIVE of the Minutes of the ORDINARY MEETING OF COUNCIL Held on 15 DECEMBER 2016 Confirmed on 16 FEBRUARY 2017 335/16);
- The position filled by G Dyer is "Deputy" Chairperson (at signature).

#### **AND**

- 3. Letter will be written to Tina Dodson, Director Environment & Planning, to
  - acknowledge receipt of both documents and return of Plan;
  - accept the WHS report (including the hand written comments) and to state we are very keen for the identified problems to be corrected;

- inform Council that we made a Submission to the Draft Operational Plan, that is, a request for \$2,000.00 funds for a bank account which would enable completion of "minor" items in the WHS report, AFTER 1 July, 2018;
- point out that we need to know Council's priorities and which of the "works" items (whether capital or minor) will be included by Council in the 2018-19 draft budget;
- state that this 355 committee can prepare an "annual program of proposed improvement works" by 15 December, (Schedule 3, 2b) but it will have no funds until at least 1 July, 2018.

#### AND

4. Members of the 355 PCMC would have a First Aid kit available when present at any of the buildings in the precinct.

Treasurer's Report: nil - no bank account

#### **General Business**

All business was covered in Business arising from Correspondence.

Close of meeting: 20.08

**Next meeting:** to be advised after receipt of correspondence from Council

Item:	Attachment 12.: Mayors Weekend Seminar report - 4-5 November 2017
14.1	

#### **Mayors Weekend Seminar**

#### 4 and 5 November 2017

I attended a two day seminar offered by Local Government NSW to Mayors, Deputy Mayors and Councillors and conducted by LG Learning Solutions

The purpose of the seminar was to inform, update and educate attendees on the importance of the demanding role of the Mayor. To gain insight and understanding of the expectations of the Mayors role within the communities and to explore some of the key challenges and issues facing today's society. The seminar offered practical, sound advice and assistance.

Short presentation were given which demonstrated real life experiences that influence the performance of the Mayor in their day to day leadership role. The areas covered were:

The Mayor as a Community Leader,

The Mayor as a Council Leader and

The Mayor and General Manager.

Changes to the Local Government Act were discussed at length. These changes have directly influenced and reshaped the responsibilities and obligations of the Mayor's role. A Mayoral Tool Kit designed to help Mayors achieve their objectives was utilised throughout the presentation and ensuing round table discussions.

Of particular interest was the ability to work collaboratively and how to encourage and guide new councillors to place a high value on the reputation of their Council and Mayor as a priority. Being respectful of everyone's contribution and understanding the value of being a reliable team member is reflected through Councillors actions and words in the public domain. This was something I reflected on and will continue to work on with my fellow councillors.

CIr B McCormack OAM

Item:	Attachment 13.: Clr Kensit - report mayoral seminar 4th
14 1	

## Mayor's Weekend Seminar 4-5 November 2017

#### **Presenters:**

Sarah Artist Jenny Dowell Graham Sanson Narayan van de Graaff Glenn Inglis

#### **Closed Door Panel:**

Tim Rogers Maire Sheehan Jenny Dowell Glenn Inglis

(facilitator: Graham Sanson)

Session Title/Concept: Presenter/s

Welcome and Introduction: Sarah Artist

**Emerging Challenges for Mayors** 

and Councillors: Sarah Artist,

Jenny Dowell Graham Sanson

Leading a Newly Merged Council: Glenn Inglis
Closed Door Discussion: The panel

The Mayor and General Manager: Glenn Inglis
The Mayor as Community Leader: Graham Sanson

Review of Key Themes and

The Mayoral Toolkit:

Lessons Learned: Sarah Artist, Jenny Dowell

"Councils are about a lot more than roads, rubbish and rates."

Thus opened the closed-door discussion held on Saturday evening prior to the dinner at the mayoral seminar. Not taking away from the importance of the three 'R's', the over riding message of this seminar is that the modern day vision of local government encompasses a greater emphasis on social issues, taking a holistic view of community.

Local government is the government of communities and places. It is a fundamental element of democracy giving expression to people's aspirations for their neighbourhoods, towns and regions. It is more than a

Item:	Attachment 13.: Clr Kensit - report mayoral seminar 4th
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service provider; it is government and part of a bigger system. It levies taxes, plans, regulates, protects represents, advocates and invests. The mayor as leader of the governing body is obliged to hold a wider perspective on all issues relating to the well being of the community. The mayor is expected to have

Local government lead by the mayor is encouraged to find 'new ways of working' through collaborating with other councils across the region.

Training and personal development programs were encouraged. PD-in-a-Box is an integrated package of practical tools to promote and support the induction and professional development of elected members.

The mayor's toolbox provides a concise set of guidelines to assist a mayor in his communication with the governing body, the staff and the wider community. The general principles within the document are wide ranging with the main aim being to provide strong, healthy, prosperous communities. It addresses the principles for sound financial and asset management, investment in infrastructure and intergenerational equity. It expands the standards for IP&R, including collaboration with others i.e ROCs, RDAs, County Councils. It encourages a more strategic approach to council's role looking beyond council to wider issues incorporating community engagement strategy with a focus on understanding community needs and aspirations.

The mayor's role as facilitator was explored with clear guidelines for the mayor in governance.

Clear parameters were presented in respect of the relationship between the mayor and GM, a relationship described as a 'window' into the council. This association is the most important one in the successful council.

Finally the role of the mayor as community leader was considered, distinguishing the difference between management and leadership. The three main styles of leadership were looked at with examples of each style of leader.

This seminar was a wonderful networking opportunity. The information was relevant and to topic.

#### Upper Lachlan Shire Council

MINUTES OF THE UPPER LACHLAN TOURIST ASSOCIATION ANNUAL GENERAL MEETING HELD ON TUESDAY, 5TH DECEMBER 2017, AT THE VISITOR INFORMATION CENTRE, CROOKWELL.

#### Meeting commenced at 1.06pm

Present:

Clr John Searl, Clr Richard Opie, Clr Pam Kensit, Lucy Lindner, Wentworth

Hill, Andrew Croke, Andrew Warren, Cristy O'Sullivan, Jan Pont

#### 1. WELCOME

Andrew Croke welcomed the attendees to the ULTA AGM.

#### 2. APOLOGIES

Apologies were received from Clr John Stafford, Judith Basile, Leslie Bush and Margaret McPherson.

Moved: J.Searl, W.Hill

#### 3. MINUTES OF PREVIOUS ANNUAL GENERAL MEETING

Meeting confirmed minutes as accurate without alteration.

Moved: J.Searl, L.Lindner

#### 4. CHAIR'S REPORT

Andrew Croke presented Clr John Stafford's Chair's report. Moved: A.Croke, P.Kensit

#### 5. TREASURER'S REPORT

The Treasurer's report was accepted without alteration Moved: W.Hill, R.Opie

#### 6. APPOINTMENT OF COMMITTEE FOR 2017/18

The 2017/18 Committee Elect are -

#### Community Representatives

Lucy Lindner Judith Basile Wentworth Hill Leslie Bush Cristy O'Sullivan Jan Pont Margaret McPherson

**RECOMMENDATION**: That the Upper Lachlan Shire Council ratify the appointment of the Community Representatives to the Sec 355 Upper Lachlan Tourist Association.

Moved: J.Searl, R.Opie

#### Council Representatives

As advised by correspondence from Upper Lachlan Shire Council the following councillors have been appointed to the Association for 2017/18-

Clr John Stafford Clr John Searl Clr Richard Opie Clr Pam Kensit

#### Staff

Andrew Croke - Director of Finance and Administration

#### Support Staff

Andrew Warren - Tourism Manager

#### 7. ELECTION OF CHAIR FOR 2017/18

Clr John Stafford was the only nomination for Chair and was elected unopposed. Moved: R.Opie, W.Hill

#### The Annual General Meeting closed at 1.35pm

#### Attachments

- 1. Chair's Report 2016/17
- 2. Audited accounts for 2016/17

#### **ULSC Chairpersons Report 2017**

This last year has been arguably one of the Tourism Office's most successful to date. There has been a great deal of activity on a number of fronts as the attached document shows.

Council's decision to increase staffing levels has paid dividends and we are seeing the results. Those positive results are not only a reflection of the staffing levels but of the quality of the staff, all of whom are doing a great job....professional, friendly and enthusiastic.

There is still a significant amount of time taken-up with necessary involvement in the likes of the Regional Destination Plan and CBRJO initiatives. It is hoped that we will see real benefit out of our investment in time and resources in these areas going forward. There are clearly benefits of being part of the wider network of Councils, particularly with the opportunity to capture more visitation out of Canberra. We also need to be an active participant if we are to be in a position to apply for State Govt. grants. However, right now, it is particularly important that we ensure that the Shire is not 'lost' in the big picture and that our attractions and opportunities are well represented in the Southern Division Management Plan.

Going forward and given we are well enough resourced to further develop Tourism in the region, it is important that the Tourism office engage closely with all our local businesses to ensure maximum awareness as to who we are, what we are doing and the broader benefits to the community at large that tourism brings. More collaboration between businesses and increased hours of operation in some areas will be clearly an advantage. Tourism is everybodys business!

It is clear to me from meetings and conferences that I have attended on Councils behalf that all our sister Councils are looking at Tourism as a key economic driver. We need to ensure that the opportunities our area offers are not overlooked and we are there to grab our 'share of the action'.

The Shire still needs attractions that provide visitors with 'something to do'. The quality and number of eating establishments is improving, similarly accommodation providers. Nonetheless, we still need to attract more businesses that provide entertainment.

The most disappointing area of concern for mine is the lack of response to Council's overtures for funding to improve the road into Wombeyan Caves. The NSW Government needs to realise and react to the enormous potential of the Caves to increase tourism for not only our Shire but the region as a whole.

As stated, the attached document lists the initiatives for this year and plans going forward.

Overall a satisfactory year and I believe that with continued support from Council and State Government, we can look forward with some optimism to a significant growth in tourism over the next few years.

- Destination South NSW creation and the Regional Destination Management Plan
- Department of Industry Review of the Visitor Economy Industry Action Plan
- DNSW Food & Wine Strategy Development
- Canberra Home & Leisure Show & Collector Pumpkin Festival
- Canberra Region Website Launch Event
- Canberra Region Tablelands new website
- RV Friendly Town status for Gunning and Bigga
- Tourism Happenings Newsletter Qtrly
- Additional F/T staff member
- Completion of product fact sheets for members
- Australian Tourism Data Warehouse up to date
- 2017/18 Membership Programme attracted new members
- New Visitor Guide released in October 2016
- Meet the Locals program
- Regional Champions Program tied into Regional Marketing Campaign with grant from State
- Hume Highway Billboard
- Hot Deals Program
- Increased Social Media activity and reach
- Instagram Photo Competition
- Supporting new Gunning Information Outlet
- Retained Accredited Visitor Information Centre status
- Growth in events including Crookwell Potato Festival
- Supported emerging events eg Crookwell Garden Festival
- Grant funding to Willowtree for Sculpture in the Village, Crookwell Garden Festival and Mary Gilmore Weekend
- Revised Tourism Strategy Plan
- Revised ULSC Cultural Plan
- Hosted new Destination Southern NSW Board
- Media Famil in April with articles in Senior Traveller and NRMA Open Road
- Expanded presence in The Voice
- Visitor Information Centre rotating display area currently partnering with Crookwell Historical Society
- Some results Crookwell VIC foot traffic up 7%, Crookwell Caravan Park Nights up 21%, Sales (excluding ticketing) up 4%
- Some regional results visitors Capital Country region up 7% 12mths to June 2017, Expenditure up 4.1%

#### Major Activities over the next 6 months

- Complete rework of Group Touring Guide (already underway)
- Preparation for 2018/19 Visitor Guide
- New Upper Lachlan website
- 2018 Crookwell Potato Festival
- Canberra Weekly Campaign
- Fridge Calendar
- Bathurst Rd Promotion
- Photo Shoot
- Media Famil

#### Tourism Operations Financial Report for the year ended 30 June 2017

	2017 Actual \$ Consolidated	2016 Actual 5 Consolidated
Operating Income		
Sundry Income	5,115	1,23
Group Tours Income	355	99
Event Income	10	744
Consignment Sales	11,281	13,729
Promotional Items Sales	37,227	33,118
Membership	7,091	5,845
ULTA Funds Transfer		32,104
Ticketing		
Interest Received		
	61,078	87,770
Operating Expense		
Salaries & Wages	140,185	133,385
Vehicle/Travel Expenses	1,621	2,025
Training	314	2,023
Labour On-Costs	61,731	60,007
Cleaning	4,203	
Maintenance - Buildings	2,230	4,322
Maintenance - Office Equipment	1,096	3,908
Water Usage	44	662
Electricity / Gas	6,288	66
Freight & Cartage	0,400	1,744
Advertising	23,231	22
Area Marketing & Promotion Campaign	4,561	14,493
Event Funding	4,000	3,542
Insurances	501	2,164
Special Events	1,265	440
Travel, Accommodation & Sustenance	23	367
Rents	15,100	90
Commission -Consignment Stock	9,606	16,261
ULTA Stock Promotional Sales/COG	22,650	11,093
Payments to other Levels of Govt	380	19,765
Subscriptions & Publications	5,466	410
Telephone & Communications	2,737	4,747
Internet Services	944	2,002
Photocopier -Cost Per Print (Konica)	9,159	1,136
Photocopier Lease	1,915	7,395
Printing & Stationery	1,191	
Postage	3,871	1,647 2,750
	324,312	294,715
Operating Result	263,233	206,945
Other Activities	***************************************	
Tourism - Crookwell Potato Festival	2225	
Tourism - Cultural Planning	7,561	5,559
GRAG	1,500	500
GRAG - Art on Range	975 1,250	
	11,286	6,059
Net Operating Surplus/Deficit		
	274,520	213,004

## Tourism Operations Financial Report for the year ended 30 June 2017

Promotional Sales	2017 Actual \$	2016 Actual \$
Sales	37,227.13	33,118.40
Less: Cost of Goods Sold		
Opening Stock	16.320.97	10 224 70
Purchases	17,944.59	18,334.72
	34,265.56	17,751.16 36,085.88
Closing Stock	11,615,31	16,320.97
Cost of Goods Sold	22,650.25	19,764.91
GROSS PROFIT FROM TRADING	14,576.88	13,353.49
	39%	40%
Consignments		
Sales	11,280.54	13,729.32
Debtors		10,720.02
Total Sales	11,280.54	13,729.32
Less: Cost of Sales		
Commissions	9,605.56	11,093.08
Creditors		
Total costs	9,605.56	11,093.08
NET INCOME ON CONSIGNMENTS	1,674.98	2,636.24
	15%	19%

Yould Klam.

Trudi Klem

Management Accountant Upper Lachlan Shire Council 28 November 2017

#### Upper Lachlan Shire Council

MINUTES OF THE UPPER LACHLAN TOURIST ASSOCIATION MEETING HELD ON TUESDAY, 5TH DECEMBER 2017, AT CROOKWELL VISITOR INFORMATION CENTRE.

#### Meeting commenced at 1.36pm

Present:

Clr John Searl, Clr Richard Opie, Clr Pam Kensit, Lucy Lindner, Cristy

O'Sullivan, Jan Pont, Wentworth Hill, Andrew Croke, Andrew Warren

1. WELCOME - Andrew Croke declared the meeting open.

#### 2. APOLOGIES

Apologies were received from Clr John Stafford, Judith Basile and Leslie Bush Moved: W.Hill, R.Opie

#### 3. DECLARATIONS OF INTEREST

Nil.

#### 4. MINUTES OF PREVIOUS MEETING

Committee confirmed minutes as accurate without correction.

Moved: J.Searl, L.Lindner

#### 5. BUSINESS ARISING

NIL

#### 6. CORRESPONDENCE

Correspondence Items (a) – (b) accepted as read. Moved: J.Searl, R.Opie

a. Crookwell AP&H - RV Friendly

RECOMMENDATION – That Council staff investigate and report to Council on the feasibility of the following sites to be used for short term, low cost overnight parking (24/48hrs) for self-contained RV vehicles:

- 1. Railway land adjacent to the Heritage Railway work shed
- 2. Council's off-leash dog park in Hay and Prell Streets

Moved: J.Searl, R.Opie

b. Crookwell Amateur Dramatic Society - thanks

#### 7. TOURISM ACTIVITY REPORT

The Upper Lachlan Tourist Association receives the report and notes the information. Moved: R.Opie, J.Searl

#### 8. MEMBERSHIP REPORT

The Upper Lachlan Tourist Association receives the report and notes the information. Moved: J.Searl, P.Kensit

#### 9. REGIONAL DESTINATION MANAGEMENT PLAN REPORT

The Upper Lachlan Tourist Association receives the report and notes the information. Moved: J.Searl, P.Kensit

#### 10. FINANCE REPORT

The Upper Lachlan Tourist Association receives the report and notes the information. Moved: J.Pont, L.Lindner

#### 11. PRESENTATION BY WENTWORTH HILL

Wentworth Hill gave a presentation proposing the branding of the Upper Lachlan as the "Southern Uplands". Clr Kensit suggested that the presentation be shown to the Crookwell Historical Society as a starting point for garnering support.

**TASK**: Clr Kensit and Wentworth Hill to approach Jenny Painter regarding making a presentation on the proposal.

#### 12. GENERAL BUSINESS

- Agreed to hold Christmas drinks for the industry on Friday Dec 15<sup>th</sup> at the Visitor Information Centre between 5pm and 7pm.
  - TASK Staff to send invitations and organise catering
- Lucy Lindner enquired as to the value of a sister city relationship.
  - TASK AW to enquire with Yass on the cost/benefit of their new Sister City arrangement

Meeting closed 2.22pm

Next meeting will be on Tuesday 6th February 2018 at 1pm at Crookwell Visitor Information Centre.

Item: 14.1

Attachment 15.: Access Committee - 2017-11-29 - Minutes - Attachments

PRESENT: Chair Karin Schaefer, Clr J Searl, Member GC Croker, Member GK Kitchen, Member EE Egan, Clr R Opie, Clr P Kensit, Clr J Wheelwright, Mursaleen Shah, Susan Ducksbury

#### THE CHAIR DECLARED THE MEETING OPEN AT 3:04pm

**SECTION 1: APOLOGIES & LEAVE OF ABSENCE** 

> Apologies have been received from Susan Banfield, Joanne Hillan and Jo Boyce

**SECTION 2: DECLARATIONS OF INTEREST** 

Nil

Request that correspondence item be added to future agenda – Correspondence item from Marlene Lannan as forwarded to members.

#### **SECTION 3: CONFIRMATION OF MINUTES**

**ITEM 4.1 RESOLVED** by Clr Searl and Clr Kensit

> That the minutes of the Access Committee Meeting held on 29 October 2017 be adopted.

> > - CARRIED

**SECTION 4:** REPORTS

PEDESTRIAN ACCESS MOBILITY PLAN (PAMP) AND BIKE PLAN **ITEM 4.1** 

**RESOLVED** by Karin Schaeffer and Elizabeth Egan

That -

1. The Access Committee receive and note the report as information.

-CARRIED

#### ITEMS FOR DISCUSSION **SECTION 5:**

#### 5.1 Meeting at Hospital regarding disabled parking

Committee members met at Crookwell Hospital on 27th November at 3pm.

<u>Disabled Parking space to be relocated</u> - Customer request that for the existing disability car parking space outside the hospital to be moved one additional space further away from the driveway of the hospital has been submitted CRM 3003/2017. Graham Croker to be advised when done for testing. Request for removal of live tree creating site distance problems and relocate to replace a dead one across the road. The tree is likely to be affected by relocation of the parking space.

<u>Repair to hospital driveway area</u> - Customer request for repair of drop off at the hospital driveway. A survey of this area be undertaken in order to facilitate an appropriate repair. Submitted CRM 3007/2017.

<u>Signage and safety crossing area</u>- To be referred to traffic committee. Considered however no decision was made.

<u>Karin Schaeffer to meet with Mona</u> - to discuss disabled parking and issues raised by Marlene's Lannan's letter and report back next meeting.

- 5.2 Issues with access to the Disabled toilet using MLAK key.
  - <u>Difficult for those with hand/dexterity issues</u> Joy Shepherd reported that her son has limited use of his hands and was not able to open the lock in time to use the toilet.
  - <u>Lock broken</u> Joy Shepherd (think it was her son) experienced difficulties opening the lock, got the key jammed in it and broke the lock removing the key. A repair by Goulburn Locksmith was needed (invoice not received yet).

Cr Pam Kensit left the meeting, the time being 03.50 PM to attend another meeting

#### **RESOLVED** by Karin Schaeffer and Elizabeth Egan

 That Council retain the current arrangement and wait for further community feedback. The chair to advise Joy Shepherd of the outcome.

-CARRIED

- 5.3 Agenda Items from Committee member Grant Kitchen.
  - Some footpath laybacks could possibly be moved forward on PAMP
  - Discussion on several shop entrances
- 5.4 Disability Parking Issues from committee member Elizabeth Egan
  - Disabled Parking outside of dentist's rooms in the CWA building. (To be completed urgently has been confused with Senior Citizens.)
  - Request for a disabled parking spot at the Roberts Street end of the shopping centre, eg about outside JD's.

Item:	Attachment 15.: Access Committee - 2017-11-29 - Minutes - Attachments
14.1	

• No record of this request. New Customer Request submitted to go to Traffic committee.

The following action items to be progressed or updated for next meeting

Date	Action	Responsible Officer	Due
27/11/2017	Disabled Parking space to be relocated	ULSC	27/1/2017
	CRM 3003/2017		
28/11/2017	Repair to hospital driveway area - CRM	ULSC	27/1/2017
	3007/2017.		
29/11/2017	Karin Schaeffer to meet with Mona - re	Karin	27/1/2017
	disabled parking, Marlene's letter		
29/11/2017	MLAK sign installed	ULSC	Done
29/11/2017	MLAK Media Release	ULSC	Done
29/11/2017	CRM's per G Kitchen	ULSC	27/1/2017
29/11/2017	Disabled Parking request CWA hall for	ULSC	27/1/2017
	completion CRM		
29/11/2017	Request for Disabled Parking Roberts end	ULSC traffic	27/1/2017
	of Goulburn Street to Traffic committee		
29/11/2017	Joy shepherd to be advised of outcome re	Karin	27/1/2017
	locking of disabled toilets		

Next Meeting is scheduled for 31 January 3pm

#### THE MEETING CLOSED AT 4:30pm

Chairperson

Minutes confirmed

## 16 NOTICES OF MOTION

The following items are submitted for consideration -

16.1	Grants Report	644
16.2	Communications Strategy	645
16.3	Keeping of Companion Animals Policy	648

#### Notices of Motion - 21 December 2017

#### ITEM 16.1 Grants Report

I, Councillor John Stafford hereby give notice that at the next Ordinary Meeting of Council I will move the following motion:-

"That the monthly business papers include a regular report on Grants currently available and those coming-up. The report to include grants already applied for and on which we are awaiting replies and successful applications. The report to include info on grants that we are working on and on what basis. ie 50% contribution council/community etc.

#### **BACKGROUND**

Nil

#### **GENERAL MANAGER'S COMMENT**

The above Notice of Motion mirrors the request that was made at the Council Meeting held on 16 November 2017.

The advice at that meeting, from the General Manager, was that the Grant Report would be commenced at the Council Meeting to be held on 21 December 2017.

Accordingly please see the General Managers report Item 12 – Grants Report and the details contained therein.

#### **ATTACHMENTS**

Nil

# Notices of Motion - 21 December 2017

## ITEM 16.2 Communications Strategy

I, Councillor John Stafford hereby give notice that at the next Ordinary Meeting of Council I will move the following motion:-

That Council review its current communication strategy to further improve our ability to keep all ratepayers, residents and businesses informed of Councils activities. The review to look at options for more widespread coverage from local media and increasing the frequency of the Voice.

#### BACKGROUND

Nil

#### **GENERAL MANAGER'S COMMENT**

Council's Community Engagement Policy and Strategy and Media Policy guides Council's external communications.

The Community Engagement Policy was adopted by Council in October 2015 and is due for review in late 2018. The Media Policy was adopted in June 2016 and is due for review in mid 2019.

A Community Engagement Strategy and Communications Plan was also adopted by Council at the 16 February 2017 Ordinary Council Meeting to guide community engagement and communications around the Tablelands Community Strategic Plan 2016-2036.

Communications strategies are developed on a needs basis to manage and/or promote specific issues or events by Council's Media Officer in consultation with senior staff and other key staff members.

To facilitate a review of Council's Community Engagement Policy and Strategy and Media Policy to expedite more widespread coverage from local media staff require clear guidelines from Councillors on the scope, intention and timeframe of the review, along with clear benchmarks to measure the intended outcomes.

A budget for future communications/media engagement activities must also be determined by Councillors, as this will inform options for possible communications/media engagement not currently engaged by Council.

#### **Media/Communications Engagement**

Council employs a variety of channels to promote Council news, achievements, announcements and updates to ratepayers, residents and businesses within the Shire.

# Notices of Motion COMMUNICATIONS STRATEGY cont'd

Given the Shire's aging population (in 2011, 27.2% of the population was aged 60 and above) and poor or no internet connection across many parts of the Shire, Council traditionally employs mainstream methods of communication. This includes a weekly radio interview with the Deputy Mayor on 2GN, the fortnightly publication of Council's Information Page in the Crookwell Gazette, the issuing of media releases and alerts to local publications and media outlets including the Crookwell Gazette, the Goulburn Post, the Yass Tribune, the Gunning Lions Club Noticeboard, Taralga Today, 2GN and ABC Central West and the quarterly publication of The Voice.

To cater to individuals who prefer to receive their information electronically, Council's website is also regularly updated with news, information and events. A weekly enewsletter is also auto-generated from the 'news' section of the website and delivered to the inbox of subscribers. Council's Facebook page has also been developed as a highly effective tool for communication. It was recognised for excellence in this year's RH Dougherty Awards and as at 29 November 2017 the page has 1,038 followers – 13.5% of the Shire's 2017 forecast population.

Ratepayers, residents and businesses are also regularly advised of scheduled works and other significant matters of interest via letterbox drop, posters and submissions to school and other community newsletters.

Council has significantly increased its media and communications engagement since Council's current Media Officer commenced in the role in June 2016 (the role was a two day per week position on commencement and was increased to three days per week in February 2017 to facilitate increased media/communications activities). For example, from June 2016 to November 2017, 216 media releases and alerts were produced, which were picked up by one or more media outlets close to 100% of the time. Please note, this figure does not include website and Facebook posts, which is significantly higher. By comparison, 13 media releases and alerts were produced from December 2014 and May 2016. This equates to an increase of 1561.53%. Media traction was not recorded during this time.

In February 2017 Council's Media Officer developed a Communications Calendar for internal use to help ensure Council has a more targeted approach to media and communications activities. Throughout 2017 meetings were also held with editorial staff from local publications and media outlets to ensure the communications materials provided is meeting editorial needs.

## **Production of The Voice**

Council would require a significant increase in staffing resources and budget should Councillors decide to increase the frequency of The Voice.

The Voice is produced quarterly by Council's Media Officer, who is currently employed 3 days per week, with input from key Council staff and community organisations. This includes writing news items, taking photographs, layout, proofing and liaising with advertisers and the printer. Each edition takes approximately six to eight business days to produce in-house. During this time, the Media Officer also produces media releases/alerts, attends media events, responds to media enquiries, manages Council's Facebook page and website, drafts talking points for the Deputy Mayor's radio interview with 2GN, writes speaking notes for the Mayor, produces Council's

# Notices of Motion COMMUNICATIONS STRATEGY cont'd

Community Information page, manages Council advertising and responds to ad hoc requests.

Once submitted to the printer, The Voice is printed and lodged with Australia Post for delivery. It can take up to seven business days before The Voice arrives in the letterboxes of ratepayers (this can take longer for ratepayers who do not reside in the Upper Lachlan Shire).

The cost to produce The Voice (excluding staffing costs) is approximately \$6,347.55 per edition - \$2217.60 for printing and \$4129.95 for postage.

Council has sought to reduce this cost and move towards electronic distribution by offering ratepayers to be removed from the distribution list and access The Voice online. Since August 2017 one ratepayer has requested to be removed from the distribution list.

#### **ATTACHMENTS**

# Notices of Motion - 21 December 2017

# ITEM 16.3 Keeping of Companion Animals Policy

I, Councillor John Searl hereby give notice that at the next Ordinary Meeting of Council I will move the following motion:-

"That Council does not adopt the Draft Keeping of Companion Animals Policy"

#### **BACKGROUND**

The Companion Animals Act 1998 and the Companion Animals Regulation 2008 provide for the identification and registration of dogs and cats, how they are managed and the duties and responsibilities of their owners in NSW. #1

Local councils administer and enforce this legislation. #1.

Footnote: #1.

Extract from NSW Office of Local Government. <a href="https://www.olg.nsw.gov.au/public/dogs-and-cats">https://www.olg.nsw.gov.au/public/dogs-and-cats</a>

### **GENERAL MANAGER'S COMMENT**

Please refer to the Director of Environment and Planning report Item 11.4 Draft Keeping of Companion Animals Policy.

#### **ATTACHMENTS**

# 17 QUESTIONS WITH NOTICE

The following items are submitted for consideration -

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17.2	Update of Rubbish Dump	651
17.3	Truck Parking in Town Centres	653
17.4	Working Together to Deliver Workshop Issues	654

ITEM 17.1 Crookwell Rubbish Dump

AUTHOR Councillor Richard Opie

ULSC is about to invest many hundreds of thousands of dollars to upgrade the rubbish dump to meet current standards as well as to meet the Shires future requirements.

What else could the shire do to be environmentally mindful? Is it possible for ULSC to directly or indirectly promote the movement away from non-reusable plastic bags (once use bags) throughout the shire?

Is it possible for ULSC to directly or indirectly promote the use of recyclable coffee cups?

Reducing total waste output by the community decreases stresses on council infrastructure and the environment and will help to keep our shire beautiful.

## **General Managers comments:**

Council can introduce policies aimed at reducing the use of plastic bags. While timelines for a NSW State wide ban on plastic bags is unknown, Inner West Council in Sydney has taken a lead in this area and Fairfield is considering a similar ban.

Upper Lachlan Shire may wish to consider a similar ban to be more environmentally friendly and consider the introduction of policies aimed at reducing the use of plastic bags.

It is wise that Council consider the impacts of such a decision before considering such a proposal. As a starting point, Council may wish to consider funding a survey, if there is appetite for such a policy before actually introducing such a policy.

Additionally, with the introduction of a policy, enforcement and penalties must be implemented to encourage the move away from the use of plastic bags.

Opportunities for recyclable and or recycling of existing coffee cups is currently developing throughout the services industry. Council could consider policies to support this initiative as the more details become available.

#### **ATTACHMENTS**

ITEM 17.2 Update of Rubbish Dump

AUTHOR Councillor Richard Opie

Can you please provide an update on the following issues?

- 1) Any developments or agreements with adjoining property owners following Councils last meeting?
- 2) Any development with closing the road to the side and rear of the facility? If not what procedures need to be adopted?
- 3) Any developments with the EPA and also there expectations re timing?
- 4) The outcome as to what happened to the first set of plans shown to Council?

### **General Managers comments:**

- Council has sent a letter to the two adjoining property owners advising them of the Council resolution. Council has sent documentation to Council's lawyers to draw up a contract based on the Council resolution. Once the contract is drawn up, Council will send a draft to the adjacent property owners for consideration.
- 2. Council has requested a formal response from the NSW Crown Lands regarding the closure of Crown Road located adjacent to the Crookwell Land fill Facility. The Director of Works and Operations has personally requested the issue of closure during Council's meeting with NSW Crown Lands on 29 November 2017.

Based on the informal advice received from NSW Crown Lands, it is unlikely that the road will be closed in the near future, after objections have been raised. However, Council is developing the engineering design scenario assuming that the road is closed in time, so it can be considered as a part of the proposed upgrade to the Crookwell Landfill Facility. Council is also developing the engineering design scenario, on the premise that the road is not closed in time.

The decision to close Crown Roads rest with the Crown through NSW Crown Roads and anyone with interest can make a request to close a road. The average time after an objection is raised can be 5 to 7 years based on the advice from NSW Crown Lands. The process to convert a Crown Road into a Public Road is much simpler and quicker, however, this conversion does not allow use of the public road as a landfill facility.

3. Council is consulting with NSW EPA during the design development of the proposed upgrade to the Crookwell Landfill and Council is progressing as fast as possible to finalise a design. In order to progress the design faster, Council may have to choose an Engineering Design scenario that does not rely on other entities. As such, Council must not wait for the closure of the Crown Road for an indefinite period.

# Questions With Notice UPDATE OF RUBBISH DUMP cont'd

4. Council is developing two sets of plans. One plan is based on assuming the Crown Road is closed. The second set of plans assumes that the road is not closed.

If Council is able to close the road in a reasonable time, say within the next 2 months that is, by 31 January 2018, Council may develop the Crookwell Landfill facility based on a larger footprint that provides a superior outcome to the community.

If the road is not closed and is not handed over to Council by 31 January 2018, Council may choose a smaller footprint opposed by the two adjacent property owners. This option is not highly desired, however, Council may chose this option in order to avoid heavy fines from the NSW EPA

#### **ATTACHMENTS**

ITEM 17.3 Truck Parking in Town Centres

**AUTHOR** Councillor Richard Opie

Can you advise how we can resolve or plan to resolve truck parking in the town Centre's.?

Trucks are double-parked in the main street or parking in no parking areas. This is a safety issue and if involved in an incident the owners would probably not be covered by their insurance policy.

Can we offer parking facilities to resolve this ongoing problem?

The problem will only get worse when the Crookwell-Bathurst road is completely sealed and our population increases.

# **General Managers comments:**

Truck parking in a town centre requires Traffic and Parking Studies supported by Transport Plans. Upper Lachlan Shire does not have detailed plans describing such planning.

If a suitable location is identified for truck parking, Council can apply for funding to construct such facilities. The initial investigation suggests that there are no suitable parking areas for large trucks along the main street within 50m either side of the Crookwell CBD.

Council is considering whether the area at the golf course turn off is suitable for such purpose.

An additional area could be a service station that is proposed to be developed and provide parking facilities along the main street. However the idea of a service station relies upon the business choosing to provide such parking.

In order to progress this, it is better proposition that the community advises Council of possible suitable areas and Council investigates suitability and related funding availability.

The alternative to this proposal is to undertake a traffic and parking study, which is not only expensive, but may come out with recommendations that the community may not desire.

#### **ATTACHMENTS**

ITEM 17.4 Working Together to Deliver Workshop Issues

AUTHOR Councillor Pam Kensit

As Councillors we are paid an allowance to serve the residents of this shire, an allowance that is there to compensate Councillors to fore work commitments to attend to Council matters.

Now that the Council meetings are in the evening freeing up 11 days for Councillors to work, it seems rather contemptible that some Councillors seemed unable to attend the two day workshop on consecutive days.

I understand from the General Manager that there is a possibility that Councillor's may be offered the opportunity to attend the workshop 'Working together to Deliver' over a two week period in February.

The General Manager mentioned that he could organise for one of these days to coincide with a council meeting.

Does the structure of the workshop work with a recess of a week or is the workshop designed to run on consecutive days?

Is it not a requirement of Local Government that Councillors attend development workshops?

## **General Managers Comments**

If Councillors are unsure of the program please review the General Managers Report Item 12.2 **Working Together to Deliver – LGNSW Program for Council Leaders** as reported to Council at the Council Meeting held on 16 November 2017 and the resulting resolution no. 389/17 "Council engages Local Government NSW to facilitate the 'Working Together to Deliver' (2 day) Program, in-house on consecutive Thursdays."

LGNSW Learning Solutions has advised that the structure of the workshop can be delivered on two separate days over 2 weeks and is currently working with the dates of 19 and 26 February 2018. These dates have been advised to Councillors and Senior Staff who are to respond to the Executive Assistant with their availability as soon as possible.

Amendments made to the Local Government Act 1993 (the Act) by the Local Government Amendment (Governance and Planning) Act 2016 in August 2016 saw the inclusion in the prescribed Role of Councillors under section 232 a responsibility "to make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a councillor". In support of this, the amendments allow regulations to be made for induction and other professional development for Mayors and Councillors.

The Office of Local Government (OLG) has recently prepared guidelines to assist Councils to develop and deliver induction and ongoing professional development

# Questions With Notice WORKING TOGETHER TO DELIVER WORKSHOP ISSUES cont'd

activities for their Mayor and Councillors in compliance with the proposed regulations. These regulations will be issued under section 23A of the Act.

OLG has recently issued a consultation draft of the proposed guidelines for comment prior to their being finalised.

Under the guidelines, Councils' induction and professional development programs are to consist of three elements:

- Pre-election candidate sessions these are to ensure prospective candidates are aware of what will be expected of them if elected (these are not mandatory but are encouraged);
- 2. Induction program this aims to equip Mayors and Councillors with the information they need to perform their role effectively over the first few months and has a particular focus on building positive, collaborative relationships between Councillors and with Staff;
- 3. Professional development program this is to be developed in consultation with all Councillors and delivered over the term of the Council to build the skills, knowledge and personal attributes necessary to be an effective Mayor or Councillor.

Councils will be required to report to the Council on the induction and ongoing professional development activities offered to the Mayor and each Councillor and whether they participated in them and to make this information publicly available on Council's website.

#### **ATTACHMENTS**

# General Manager's Statement Confidentiality

Councillors and staff are reminded of their obligations in respect to the need for confidentiality and not disclose or otherwise misuse the information which is about to be discussed, failure to do so could result in a reference to the Pecuniary Interest and Disciplinary Tribunal and/or result in a prosecution in accordance with Sec. 664 of the Act for which the maximum penalty is \$5,500.

# CONFIDENTIAL SESSION

Section 10A(2) of the Local Government Act, 1993 provides that Council may, by resolution, close to the public so much of its meeting as comprises the receipt or discussion of matters as listed in that section, or for any matter that arises during the course of business during the meeting that should be treated as confidential in accordance with Section 10(2) of the Act.

Council's Agenda for this meeting contains reports that meet the criteria specified in Section 10A(2) of the Act. To consider these reports in confidential session, Council can adopt the following recommendation:

#### RECOMMENDATION

That, in accordance with Section 10A(2) of the Local Government Act, 1993, the Public and the Press be excluded from the meeting to enable Council to determine Item18.118.218.3 in confidential session for the reasons indicated:

Item 18.1 Tender for the construction of road projects

This report is considered to be confidential in accordance with Section 10A(2c) of the Local Government Act, 1993, as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

Item 18.2 Purchase of a replacement grader for ongoing construction works

This report is considered to be confidential in accordance with Section 10A(2d(i)) of the Local Government Act, 1993, as it relates to commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

Item 18.3 Request for compensation - Crookwell landfill facility

This report is considered to be confidential in accordance with Section 10A(2d(i)) of the Local Government Act, 1993, as it relates to commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

# 18 CONFIDENTIAL SESSION

The following items are submitted for consideration -

- 18.1 Tender for the construction of road projects
- 18.2 Purchase of a replacement grader for ongoing construction works
- 18.3 Request for compensation Crookwell landfill facility