

Quite soon after the news of the discoveries became known a small band of intrepid pioneers decided to take up land in the newly opened districts beyond the Blue Mountains. Their immediate object was to find good and extensive areas of grazing land for their rapidly increasing flocks of sheep and cattle.

#### JOHN MACARTHUR

One of these men was John Macarthur, remembered for his quarrel with Governor Bligh, and because he pioneered the merino wool industry in New South Wales.

As far as I can find out, the other members of the party were Messrs Oxley (explorer and later Solicitor-General), John Jamieson, Lachlan McAlister, John Hillas and Thomas Howe. (Lachlan McAlister secured land in Victoria and died there).



John Macarthur



John Oxley



John Jamieson



Lachlan McAlister



John Hillas

These explorers intended settling in the Bathurst district, and accordingly they made for this area, taking with them two ticket-of-leave men, Michael Henry and James Davis, who were later well known characters in the district.

But on reaching Bathurst the five men found that nearly all the best grazing land had already been taken up by settlers like themselves, so they decided to push further south in the hope of finding good, unsettled grazing lands.

This they did, and in all probability they were the first white men to cross the Abercrombie Ranges and river into what was called the Argyle country. They blazed a trail all the way and I have been told that the marks were still visible in places some years ago. They may still be.

#### RICHLANDS BLOCK

The men were more than pleased with what they found, and without further ado proceeded to "stake their claims". Howe took the Richlands block, McAlister one surrounding the township of Taralga, J. Macarthur settled on country a few miles from McAlister (towards Goulburn) at "Strathaird, J Hillas settled at Bannaby.

Oxley took up land at Sutton Forest, and Jamieson at Greenwich Park. This family is still in possession of the thousands of acres property it originally had, although much is being cut up into soldier settlements. There are only one or two Jamiesons left.

Later on, Howe sold his block to Macarthur and McAlister and he exchanged estates, Macarthur taking the Taralga block, and "by virtue of grants dated from 1828" he obtained a great amount of land surrounding his other estates. All this land has since been cut up into closer settlements and has proved very fertile.

His brother, Hannibal Macarthur, selected land near Greenwich Park, near Jamiesons, and named his estate "Arthursleigh". "Arthursleigh" is now in the hands of a different family, but it is interesting to record that it was on this property that the first wheat in Argyle was grown.

"Argyle" was named after the country of the same name in Scotland, as many of the pioneers were Scotsmen.

Other pioneers quickly followed in the tracks of these men, and by their determination, had, by 1830, "knocked the corners off" the hitherto unclaimed wilderness and were laying foundations of settlement and pastoral growth.

The usual pioneering difficulties were encountered, including experiences with the suspicious natives, but even so, the tiny settlements scattered throughout Argyle survived all battles and thrived.

In telling of the growth of this district one must not underestimate the importance of the convicts to the earliest pioneers and squatters. Without them and their low paid labour, these men could not have laid the foundations of settlement.

Many people, in studying Australian history, regard convicts as the lowest of the low, and do not recognise the important part they played in the slow, hard growth of the colonies, but in another chapter I shall do my best to outline the part they played in the Taralga district's growth.

#### THE CONVICTS

As I mentioned, convicts supplied almost all the labour for many years in this and surrounding districts, and the majority were employed by station owners. Ticket-of-leave men who did not own small properties supplied the rest of the labour. These men, many of them transported for petty crimes, paid very dearly for them, for they were usually treated like so many sheep. Even when their master or overseer was a kind man, he was bound by orders and convention and could do little to ease the burdens cast on the unfortunate men. If he was harsh they were treated like slaves - flogged, starved, often tortured for the slightest breach, for this was the code.

Without mentioning any names, I know for a fact that a great many of the early pioneers, especially the soldiers, were unnecessarily cruel and harsh in their attitude towards the convicts. No doubt their sympathy was dulled by their own experiences and hardships. Nature was hard and unyielding and the men grew to be the same.

Even today, I notice how different our fathers are to the city dwellers. They are well able to stand up to the hard work of the bush, yet most have a very boyish streak and soft heart beneath their seemingly hard exteriors.

The convicts were put to work as shepherds, general station work and making roads and buildings, the majority of which still stand.

### TARALGA BUILDINGS

For instance, both Taralga hotels, the school, doctor's residence, post office and nearly all the older houses remain, while other buildings such as the bank, E.Church and R.C.Church and out buildings have been pulled down during recent years and erected with more modern and better materials.

Often it is difficult to detect the houses that the convicts erected (especially if they are painted) for they were done remarkably well. Built out of large stone, slabs and blocks, with the cracks cemented, they still stand, and have stood, the best of time and the elements better than any other type of building. Personally, I would hate to see the time when they were willfully demolished, for they are historic monuments, and a constant reminder of that phase in our history, the convict era.

I have been told of several different places where the flogging triangles used to be, but I think that there were two. One was in front of the School of Arts - facing the main road, and the main one was in a paddock about 400 yards from the main road, and parallel to it. There is a pile of stones here reputed to be the sole remains of the old "triangle", and it is an old legend that the grass never grows around either spot.

Taralga itself was originally called "Trial-Gang" as it was one of the chief centres in Argyle where convicts and bushrangers were tried - and condemned.

Those I mentioned were the official triangles of Taralga, as far as I can gather, and there were two more further out in the country. One was at Richlands (which then of course, belonged to Macarthur). The other was at Yalbraith, which is 10 miles from Taralga.

The one at Yalbraith consisted of a white gum tree and was situated near the bank of a small creek about 200 yards from Dad's old home (Bob Craig), "Blink-Bonnie". This tree was still living until a few years ago, when it was set alight. Dad told me of the rusted remains of bolts and chains on it, and the deep scars caused by them when the hapless and no doubt, struggling victims were chained to it to "take their medicine". All around it there were scars and it is an odd fact that this tree was very stunted and did not seem to grow as did its neighbours. I have heard the tales from Dad, told to him by his grandfather of the many wicked floggings performed while the convicts - and natives were chained to it.

### LIVED IN TREE

Almost everyone has heard of "Cranky Tom", the convict of Yalbraith, and of the tree in which he lived until his death. It was a hollow white gum on "Woodbrook", owned by Dad's aunt Miss McKay, who used to supply the old and half mad convict with food. It must have been very large for poor Tom always lived in it and would have nothing to do with huts.

Dad told me this, but Charles McAlister (a descendent of Lachlan) in his book, describes the old flogging tree as Cranky Tom's tree. To quote - "Speaking of the Yalbraith Flogging Tree reminds the author that one day in 1847 he saw one of its former customers - under the lash - one 'Cranky Tom', invoking the curses of all the saints and devils on the old tree. The poor fellow was down on his knees with clenched fists upraised, threatening the tree as if it were responsible for all his former sufferings".

This will speak for itself. Poor Tom, along with the other convicts, died as they lived - alone and forgotten - and unforgotten. It seems even death "the mighty



leveller", could not appease the free and release the men from their sins. Tom and those who were given burial in a churchyard, rest in the "condemned corner" of Stonequarry, the cemetery. Forever they are branded, for all generations to see, and know of the convict era here, for there are few existing records and I'm afraid the tales of the "old hands", though very entertaining, cannot be relied upon.

Another thing I have just remembered - the little court house and gaol in Taralga was convict built. I can tell a little more of their status.

That the district was notorious, I have no doubts - "Trial-Gang" proves that. Probably it was just like any other struggling settlement in Argyle, but I think almost anyone would feel horrified if only some of the tales associated with the grim old buildings were told.



"Image found online of a man who lived in a tree



"cat of nine tails" whip used to flog the convicts

**This address will be continued in next newsletter**

*Vale*



March 2018  
Peg (Page) McAlister  
Wife of Kevin (dec)  
Daughter of former  
Myrtleville residents  
Tom and Rita Page

**MEMBERSHIPS OVERDUE \$20**

**General Meeting is on 11<sup>th</sup> August at 2pm in Masonic Hall**



**Historical Society Members Duty Roster June to September 2018****PLEASE NOTE OPENING HOURS ARE FROM 10am to 2 pm inclusive****June**

Saturday-9 <sup>th</sup>	Mat & Vicki Chalker, Tim Dowsley
<b><u>Sunday-10<sup>th</sup></u></b>	Annette & Mick Chalker Peter Davies
Saturday-16 <sup>th</sup>	Maureen Long, Joan Scott, Pat Murray
Saturday- 23 <sup>rd</sup>	Judy & Jeff Chalker, Graham Lambert
Saturday- 30 <sup>th</sup>	Ken Fleming, Helena Keough, Margaret McIntosh

**July**

Saturday- 7 <sup>th</sup>	Margaret & Peter McAlister, Alan Robertson
Saturday- 14 <sup>th</sup>	Bob Blay, Ernie Stephenson, Geoff Seiler
Saturday- 21 <sup>st</sup>	Maureen Long, Joan Scott, Pat Murray
Saturday- 28 <sup>th</sup>	Graham & Sue Lambert, Brian Corby

**August**

Saturday-4 <sup>th</sup>	Ken Fleming, Jim Dean, Laurie Halpin, Brian Maloney
Saturday-11 <sup>th</sup>	Annette & Mick, Robert Rabjohns <b><u>(MEETING 2pm)</u></b>
Saturday- 18 <sup>th</sup>	Maureen Long, Joan Scott, Marcus Hartstein
Saturday- 25 <sup>th</sup>	Margaret & Peter McAlister, Brian Kelly

**September**

Saturday- 1 <sup>st</sup>	Mat & Vicki Chalker, Helena Keough
Saturday-8 <sup>th</sup>	Jeff & Judy Chalker, Brian Corby
Saturday-15 <sup>th</sup>	Maureen Long, Joan Scott, Margaret McIntosh
Saturday-21 <sup>st</sup>	Bob Blay, Ernie Stephenson, Geoff Sieler
Saturday-29 <sup>th</sup>	Graham & Sue Lambert, Alan Robertson

**Folks if your name hasn't been appearing on the roster & you would like to be included please give us a call or just turn up there's always plenty to do. Also please let us know if you would prefer an alternative day or are otherwise unavailable.**

**Mick 48435975 or Graham 48438187**

*Editor: Maureen Long*

**Minutes of the Board Meeting 24 May 2018 held at Parliament House Sydney****Board Delegates in bold**

<b>Cr G Hanger</b>	Bathurst Regional Council	<b>Cr K Sajowitz</b>	Oberon Council
<b>Mr D Sherley</b>	Bathurst Regional Council	<b>Mr G Wallace</b>	Oberon Council
<b>Cr S Ferguson</b>	Blayney Shire Council	<b>Cr R Kidd</b>	Orange City Council
<b>Ms R Ryan</b>	Blayney Shire Council	<b>Cr K Keith</b>	Parkes Shire Council
<b>Cr K Beatty</b>	Cabonne Council	<b>Mr K Boyd</b>	Parkes Shire Council
<b>Mr S Harding</b>	Cabonne Council	<b>Cr M Liebich</b>	Weddin Shire Council
<b>Cr D Somerville</b>	Central Tablelands Water	<b>Mr G Carroll</b>	Weddin Shire Council
<b>Mr G Rhodes</b>	Central Tablelands Water	Mr A Albury	DPC
<b>Cr B West</b>	Cowra Council	Ms C Weston	RDACW
<b>Mr P Devery</b>	Cowra Council	Ms J Bennett	Centroc
<b>Cr G Miller</b>	Forbes Shire Council	Ms M Macpherson	Centroc
<b>Mr S Loane</b>	Forbes Shire Council	Ms C Griffin	Centroc
<b>Cr J Medcalf</b>	Lachlan Shire Council	Ms V Page	Centroc
<b>Mr R Hunt</b>	Lachlan Shire Council		

**1. Welcome**

**The meeting was opened at 9.05. by Chair Cr J Medcalf**

9.10am Mr Ken Gillespie Coordinator, Office of the Regional Infrastructure and Chris Hanger Executive Director, Regional Infrastructure Networks addressed the Board.

The Hon Rick Colless, Parliamentary Secretary for Natural Resources and Western NSW was in attendance

9.50am Board meeting resumed

**2. Apologies**

Cr S Lesslie, Mr G Faulkner, Mr G Styles, Cr B McCormack, Mr J Bell, Cr B Ingram, Mr D Aber, Ms J Andrews

<b>Resolved</b>	<b>Cr M Liebich/Cr R Kidd</b>
That the apologies for the Centroc Board meeting 24 May 2018 listed above be accepted.	

**3. Minutes****4a Noting of the Minutes of the GMAC Meeting 3 May 2018**

<b>Resolved</b>	<b>Mr R Hunt/Mr S Loane</b>
That the Minutes of the Centroc GMAC Meeting 3 May held in Orange be noted.	

**4b Confirmation of the Minutes of the Board Meeting 22 February 2018 at Condobolin**

<b>Resolved</b>	<b>Mr G Carroll/Cr G Miller</b>
That the Minutes of the Centroc Board Meeting 22 February 2018 held at Condobolin be confirmed.	

**4c Noting of the Centroc Executive meeting 3 May 2018 at Orange**

<b>Resolved</b>	<b>Cr S Ferguson/Cr K Keith</b>
That the Minutes of the Centroc Executive meeting 3 May 2018 at Orange be noted.	

**5a. Business Arising from the Minutes – Matters in Progress**

<b>Resolved</b>	<b>Cr K Keith/Cr R Kidd</b>
That the Board note the Matters in Progress, making deletions as suggested.	

**6 Correspondence****6a Correspondence In**

<b>Resolved</b>	<b>Mr K Boyd/Cr G Miller</b>
That the Board note the incoming correspondence.	

**6b Correspondence Out**

<b>Resolved</b>	<b>Mr K Boyd/Cr G Miller</b>
That the Board note the outgoing correspondence.	

**7 Reports****7a Transport Infrastructure including Bells Line of Road**

<b>Resolved</b>	<b>Cr K Keith/Cr B West</b>
<p>That the Board note the Transport Infrastructure Report; and</p> <ol style="list-style-type: none"> <li>1. endorse the Centroc submission to the NSW Draft Freight and Ports Plan by TfNSW;</li> <li>2. note the update from meetings with Penrith, Hawkesbury and Blue Mountains Councils;</li> <li>3. ask ALGA and LGNSW to provide feedback to the National Rail Safety Regulator on their views on the Road Rail Interface negotiation process;</li> <li>4. note the advice regarding Road Rail Interface Agreements;</li> <li>5. note the progress regarding engagement with Western Sydney Councils;</li> <li>6. lodge a submission to the Corridor Feedback process within current policy;</li> <li>7. write a letter of thanks to The Minister for Roads, Port and Freight, Melinda Pavey;</li> <li>8. concurrently seek a formal update on progress of the Taskforce;</li> <li>9. adopt the following structure for engagement to progress the safe swift link between Central NSW and Sydney and progress this subsequent to meeting with stakeholders currently engaged in advocacy as listed below at 11;</li> <li>10. include RDA Central West Chair Christine Weston in the structure;</li> <li>11. note that under the auspices of the Executive a meeting is being coordinated between NSW Farmers, the Regional Strategic Alliance and the VITL group to share advice with a view to potential collaboration on the safe swift link between Sydney and Central NSW;</li> <li>12. seek support from members for the work being undertaken by the VITL group though requesting EDOs provide links to local business chambers and transport companies as well as potential advocacy support from Mayors;</li> <li>13. seek meetings with Mick Veitch, Jodi McKay and Leader of Opposition, Luke Foley;</li> <li>14. lodge a submission in line with existing policy and to request that members also lodge submissions taking into consideration the concerns of Western Sydney; and</li> <li>15. formalise a future meeting with Western Sydney Councils of the Regional Strategic Alliance (RSA) Hawkesbury Council, Blue Mountains City Council and Penrith City Council.</li> </ol>	

**Between 10am and 1:45 the meeting was addressed by:**

- **Minister for Health and Minister for Medical Research The Hon. Brad Hazzard**
- **Minister for Planning, Minister for Housing, Special Minister of State, The Hon. Anthony Roberts**
- **Minister for Roads, Maritime and Freight, The Hon. Melinda Pavey**
- **Minister for Tourism and Major Events, Assistant Minister for Skills, The Hon. Adam Marshall**
- **Minister for Lands and Forestry, Minister for Racing, The Hon. Paul Toole**



- Deputy Premier , Minister for Regional New South Wales, Minister for Skills, Minister for Small Business, The Hon. John Barilaro
- Minister for Primary Industries, Minister for Regional Water, and Minister for Trade and Industry, The Hon. Niall Blair
- Minister for Police, Minister for Emergency Services The Hon. Troy Grant
- Parliamentary Secretary for Regional Roads, Maritime and Transport, Kevin Anderson MP
- Minister for the Environment, Minister for Local Government, Minister for Heritage The Hon. Gabrielle Upton
- Minister for Resources, Minister for Energy and Utilities, and Minister for the Arts, Vice-President of the Executive Council, The Hon. Don Harwin

10.28am – Cr Graeme Hanger Mayor and David Sherley General Manager of Bathurst Regional Council arrived at the meeting

Steph Cooke, Member for Cootamundra arrived 12:45

At 1:45pm the meeting adjourned for lunch and the inaugural meeting of the Joint Organisation Board.

At 2.25pm the meeting was addressed by LGNSW President, Cr Linda Scott, accompanied by Chief Economist, Shaun McBride and Senior Policy Officer, Mark Hely.

Meeting resumed at 2:44

2.57pm - Cr Graeme Miller Mayor of Forbes, departed meeting

2.59pm - Mr Derek McCarthy Implementation Liaison Manager OLG, departed meeting

#### **7b Water Infrastructure Report**

<b>Resolved</b>	<b>Cr D Somerville/Cr S Ferguson</b>
That the Board note the Water Infrastructure report; and	
1. Note the Executive is giving consideration to briefing MPs Mr Phil Donato and Ms Steph Cooke on the status of water security projects and to seek their support;	
2. Note the report on the progress including funding implications of the Kings Plains duplication feasibility study; and	
3. Note the commitment of the Deputy Premier John Barilaro and Minister Niall Blair on council's ownership of water and sewerage and send thankyou letters.	

#### **7c Health Report**

<b>Resolved</b>	<b>Cr J Medcalf/Mr G Carroll</b>
That the Board note the Health Report; and	
1. Endorse the actions of the Chair in supporting the Murray Darling Medical School (MDMS) announcement and continue to advocate to optimise outcomes from the MDMS for this region;	
2. Advocacy for the MDMS to include for training places in hospitals;	
3. Write to Charles Sturt University congratulating them in this regard; and	
4. Follow up with the Minister for Health regarding the funding for training for Council staff in the use of fluoride in drinking water.	

**7d Regional Development****Resolved****Cr B West/Mr K Boyd**

That the Board note the Regional Development Report; and

1. Support the Regional Leadership Executive priority 'Strengthening Governance in Central West and Orana Communities noting that the focus from this region is for urban water;'
2. Provide regional support to progressing business cases with Mobile Network Operators to deliver priority telecommunications infrastructure in the region as identified in the RDACW Digital Readiness Assessment Reports; and
3. Thank RDA Central West for their support for telecommunications for the region.
4. Note the appointment of the new RDACW Chair, Christine Weston, congratulating and welcoming her.

**7e JO Report****Resolved****Mr D Sherley/Mr S Loane**

That the Board note the Joint Organisation Report; and

1. Note subsequent to feedback from members, written advice from the region has been sent to the Chief Executive of the Office of Local Government advising:
  - Meeting time, date and location
  - Dave Sherley as Returning Officer
2. Note that the approach in transitioning from Centroc to the new Joint Organisation should include the following heads of consideration:
  - Minimise disruption
  - Develop strategy then adopt a structure
  - Minimise financial impact
  - Take a due diligence approach
  - Optimise timing between the windup of the old entity, recruitment of the new Executive Officer and forward strategy
3. Note that a draft Charter has been provided as an attachment to the agenda of the first Joint Organisation meeting
4. That the Board note the establishment by proclamation on 11 May 2018 of Central NSW Joint Organisation as a regional joint organisation pursuant to section 4000 of the Local Government Act 1993
5. That:
  - a. the necessary arrangements be put in place for the assets, liabilities and contractual rights and obligations of Centroc be transferred to or assumed by Central NSW Joint Organisation as the successor to Centroc; and
  - b. upon completion of the transfer and with the agreement of Forbes Shire Council, Centroc as a section 355 committee of Forbes Shire Council be dissolved.
6. That pursuant to clause 5.11 of the Centroc constitution, any surplus remaining after the discharge of the debts and liabilities of Centroc be transferred to Central NSW Joint Organisation to be held, on behalf of the member councils of Centroc immediately before the termination, as an internally restricted reserve to meet any contingent liabilities of Centroc to Forbes Shire Council and any other contingent liabilities, including to member councils who hosted employment arrangements with Centroc staff members.
7. Endorse other actions in progressing the Joint Organisation and the wind up of Centroc as a Section 355 Committee of Forbes Shire Council.
8. Note that Centroc Board meetings and JO Board meetings will be held concurrently until Centroc as a Section 355 Committee of Forbes Shire Council will be wound up.

**7f Planning Report****Resolved****Cr R Kidd/Cr K Keith**

That the Board note the Planning Report; and

1. Note the April update on the priority projects being implemented from the Central West and Orana Regional Plan;
2. Ask DPC to take up with RMS the issue of lower level design requirements to access into rural developments; and
3. invite the Minister for Planning, the Hon A Roberts, to the Region.

**7g Tourism Report****Resolved****Ms R Ryan/Mr S Loane**

That the Board note the Tourism Report; and

1. Encourage their staff to engage in the funded regional PR and marketing campaign; and
2. Circulate to Centroc members the names of the NSW Destination Networks, Country and Outback Board members.

**7h Operational Report****Resolved****Mr S Loane/Cr D Somerville**

That the Board note the Operational report

1. note the \$6.7m in grant funding that Centroc has assisted members in obtaining since 2009.
2. encourage Mayors and General Managers to attend the Climate Council Cities' Power Partnership Electric Vehicle Roundtable event in Bathurst on 29 May;
3. commend to the Board the submission to IPART on the feed-in tariff;
4. commend to the Board the Centroc submission to the AEMO on Integrated System Plans;
5. note the grant application for \$30,000 from Dept of Planning and Environment for advice for Councils on solar streetlights;
6. investigate options for Power Purchase Agreements for member councils; and
7. invite the Minister for Energy, the Hon D Harwin, to the region in July or August.

**7i Financial report****Resolved****Cr K Boyd/Cr B West**

That the Board note the Financial Report.

**8. Late Reports - Nil****9. Other Matters Nil****10. The Member for Bathurst, The Hon Paul Toole and his staff were thanked for the ongoing support hosting the Centroc Board at Parliament House.****11. Speakers to the next meeting**

**GMAC – No speakers while progressing Joint Organisation**

**12. Next Meetings**

**26 July 2018 – GMAC**

**26 July 2018 – Executive**

**23 August 2018 –TBC**

**The General Meeting of the Board closed at 3.32 pm**

**Page 6 is the last page of the Centroc Board Minutes 24 May 2018**



**Minutes of the Inaugural Central NSW Joint Organisation meeting 24 May 2018 Preston Stanley Room Parliament House Sydney**

**Present Members (in Bold)**

<b>Cr G Hanger</b>	Bathurst Regional Council	<b>Cr J Medcalf</b>	Lachlan Shire Council
<b>Cr S Ferguson</b>	Blayney Shire Council	<b>Cr K Sajowitz</b>	Oberon Council
<b>Cr K Beatty</b>	Cabonne Council	<b>Cr R Kidd</b>	Orange City Council
<b>Cr B West</b>	Cowra Council	<b>Cr K Keith</b>	Parkes Shire Council
<b>Cr G Miller</b>	Forbes Shire Council	<b>Cr M Liebich</b>	Weddin Shire Council

**Attendees**

Mr R Hunt	Lachlan Shire Council	Cr D Somervaille	CTW
Mr D Sherley	Bathurst Regional Council	Mr G Rhodes	CTW
Ms R Ryan	Blayney Shire Council	Mr A Albury	DPC
Mr S Harding	Cabonne Council	Cr C Weston	RDACW
Mr P Devery	Cowra Council		
Mr S Loane	Forbes Shire Council	Ms J Bennett	Centroc
Mr G Wallace	Oberon Council	Ms M Macpherson	Centroc
Mr K Boyd	Parkes Shire Council	Ms C Griffin	Centroc
Mr G Carroll	Weddin Shire Council	Ms V Page	Centroc

**Meeting opened 2.44pm, Chaired by Returning Officer Mr David John Sherley, General Manger Bathurst Regional Council**

**1. Apologies -Mr G Styles, Ms J Andrews**

**2. Proclamation and Regulation effecting the Central NSW Joint Organisation**

<b>Resolved</b>	<b>Cr R Kidd/Cr K Keith</b>
That the Board note the Proclamation and Regulation effecting the Central NSW Joint Organisation	

**3. Office of Local Government 1. Implementation on Joint Organisations 2. Returning Officer**

<b>Resolved</b>	<b>Cr R Kidd/Cr B West</b>
That the Board	
1. note the advice from the Office of Local Government providing guidance on the implementation on Joint Organisations "Joint Organisation Implementation Guidance; and	
2. note that Mr Tim Hurst has delegated the calling of the meeting, the development of the Agenda and the role of Returning Office to Mr David Sherley, General Manager of Bathurst Regional Council.	

**4. Election of Chairperson and Deputy Chairperson**

The Returning Officer Mr David Sherley provided advice that he has received two nominations, one for the position of Chair and one for the position of Deputy Chair. Both were in order. No other nominations were provided from the floor.

Accordingly, Cr John Medcalf as elected as Chair and Cr Scott Ferguson was elected as Deputy Chair.

#### 5. Disclosure of delegates - Designated persons (s:449 L.G. Act)

<b>Resolved</b>	<b>Cr R Kidd/Cr G Miller</b>
That the Board:	
<ol style="list-style-type: none"> <li>1. note that all Board members and the Executive Officer are automatically designated persons for the purposes of s:449 of the Local Government Act;</li> <li>2. note that as alternatives Deputy Mayors should also be treated as designated persons; and</li> <li>3. note the responsibility of designated persons in returning disclosures of interest forms.</li> </ol>	

#### 6. Central NSW Joint Organisation Draft Charter

<b>Resolved</b>	<b>Cr B West/Cr R Kidd</b>
That the	
<ol style="list-style-type: none"> <li>1. Draft Charter for the Central NSW Joint Organisation be referred to members for a period of 42 days seeking feedback; and</li> <li>2. A further report come back to the CNSWJO detailing members feedback for consideration by the Board.</li> </ol>	

#### 7. Appointment of interim Executive Officer

<b>Resolved</b>	<b>Cr R Kidd/Cr K Keith</b>
That Ms Jenny Bennett be appointed the interim Executive Officer of the Central NSW Joint Organisation of Councils for the period of 12 months.	

#### 8. Delegations to the interim Executive Officer

<b>Resolved</b>	<b>Cr B West/Cr M Liebich</b>
That the Central NSW Joint Organisation adopt the delegations register as tabled.	

#### 9. Code of Conduct and Panel of Conduct Reviewers

<b>Resolved</b>	<b>Cr G Miller/Cr S Ferguson</b>
That the Central NSW Joint Organisation adopt:	
<ol style="list-style-type: none"> <li>1. the Model Code of Conduct for Local Councils in NSW (the Model Code);</li> <li>2. the Procedures for the Administration of the Model Code of Conduct for local Councils in NSW (the Procedures);</li> <li>3. the panel of Conduct Reviewers as established by Centroc.</li> <li>4. The PUBLIC INTEREST DISCLOSURES (PROTECTED DISCLOSURES)</li> </ol>	

#### 10. Central NSW Joint Organisation Policy Manual

<b>Resolved</b>	<b>Cr M Liebich/Cr B West</b>
That the Central NSW Joint Organisation adopt the following policies	
<ol style="list-style-type: none"> <li>1. Access to Information</li> <li>2. Budgeting, Financial Reporting &amp; Purchasing</li> <li>6. Donations</li> <li>7. Email and Internet</li> <li>9. Investment Policy</li> <li>10. Review of Internally Restricted Reserves</li> <li>11. Organisational Documentation Policy</li> <li>12. Document Printing Policy</li> <li>13. Communication Policy</li> <li>15. Social Media Policy</li> </ol>	

#### 11. Payment of Expenses and the Provision of Facilities to Board Members Policy

**Resolved**

**Cr K Keith/Cr K Beatty**

That:

1. The draft policy for the payment of expenses and the provision of facilities to Board members and the Chairperson be referred to member Councils for their comment for a period of 42 days.
2. The draft policy and comments from member councils be referred to a future meeting of the Board for consideration and adoption of the policy as amended (if required).

#### 12. Code of Meeting Practice

**Resolved**

**Cr K Sajowitz/Cr G Miller**

That:

1. The draft Code of Meeting Practice be referred to member Councils for their comment for a period of 42 days.
2. The draft Code of Meeting Practice and comments from member Councils be referred to a future meeting of the Board for consideration and adoption of the policy as amended (if required).

#### 13. Seal

**Resolved**

**Cr J Medcalf/Cr M Liebich**

That the Central NSW Joint Organisation(JO):

- a. Adopt a Seal of the JO which contains the wording, "Central NSW Joint Organisation" inside two concentric circles with two intersecting "C's" in the middle and;
- b. The seal be kept by the Executive Officer.

#### 14. Privacy Management Plan

**Resolved**

**Cr S Ferguson/Cr M Liebich**

That the Central NSW Joint Organisation Board adopt OLG model Privacy Management Plan.

#### 15. Register of Political Donations Disclosures

**Resolved**

**Cr K Beatty/Cr G Miller**

That the Central NSW Joint Organisation Board note the register of political donation disclosures.

#### 16. Timeline, opening a bank account, recruitment and strategy

**Resolved**

**Cr G Miller/Cr K Keith**

That the Board note the timeline for the implementation of the JO and

1. with regard to opening of a bank account confirm the Executive Officer, Ms Jennifer Bennett, has delegation to
  - a. open a bank account in the name of the Central NSW Joint Organisation
  - b. obtain an ABN; and
  - c. nominate signatories
2. with regard to progressing recruitment of an Executive Officer and strategy going forward, authorise the Chair to undertake all necessary steps to commence a recruitment process for an Executive Officer with a report to be provided to the Joint Organisation meeting in August; and
3. concurrent with recruitment, commence the strategic process.

**Next meeting of the Joint Organisation is 23 August 2018**

**Meeting closed 2.57pm**

**Page 3 is the last page of the Inaugural Central NSW Joint Organisation meeting 24 May**



**PRESENT:** Cllr Brian McCormack (Upper Lachlan Shire Council), Mr Floyd Davies (Community Representative), Mr David Johnson (Community Representative), Mr Gary Woodman (Acting General Manager - Upper Lachlan Shire Council), Scott Martin (Goulburn Mulwaree Council) and Mr D Powell (New Gullen Range Wind Farm).

**NON VOTING:** Mrs Tina Dodson (Director of Environment and Planning), Ms Alice Patterson (Observer NGRWF) and Mrs Helen Peterson (Minute Secretary).

**1. Welcome**

The Mayor opened the meeting the time being 10.30am and welcomed those present.

**2. Apologies**

Nil

**3. Confirmation of Minutes of the meeting held on 24 May 2017**

**RECOMMENDED** that the minutes of the meeting held 24 May 2017 be adopted.  
Moved: D Johnson and F Davies.

**Declarations of Interest**

David Johnson declared an interest in the matter of the Crookwell Neighbourhood Centre's application and will stay in the chamber to provide information and advice for the debate however will not participate in the vote.

**RECOMMENDED** that there is a media release around the GRWF S355 Community Fund meeting held 31 May 2018 to review the grant applications received for the 2018/2019 round of funding and that GRWF S355 Community Fund has a further media/photo opportunity promoting the grants soon after all grant funding acceptances have been received.

Moved F Davies and D Powell

- CARRIED

**RECOMMENDED** that that the next meeting of the GRWF CEP be held in November 2018 with the agenda to include progress of projects, media opportunities and updates from GRWF.

Moved F Davies and B McCormack

- CARRIED

4. **Prioritisation of Project Submissions for 2017/18 – Funding \$71,184.60**  
**RECOMMENDED** that the projects listed below be awarded funds as follows  
 Moved F Davies and S Martin

	<b><i>PROJECT</i></b>	<b><i>AMOUNT</i></b>
1	Kiamma Creek (Pat Cullen Reserve) Landcare	\$8000
2	Bannister District Hall	\$20000
3	Grabben Gullen Hall & Recreational Reserve Trust	\$15000
5	Crookwell CWA Day Branch	\$9960
6	Viewhaven Lodge	\$2750
8	Crookwell Neighbourhood Centre	\$12500
9	Crookwell View Club	\$2695

**RECOMMENDED** that the Guidelines on recognition of GRWF by grant recipients to be reviewed prior to 2018/2019 funding agreements being sent out.

Moved D Powell and F Davies.

5. **LATE ITEM**

Lions Club of Crookwell - request for extension of completion date for Clifton Park Toilet Block

**RECOMMENDED** that the request for extension of completion date for Clifton Park Toilet Block be granted.

Moved: D Johnson and F Davies .

Meeting closed the time being 12.05pm

**Present:** Clr. John Searl, Andrew Lindner, Clr. Richard Opie, Catherine Duff & Clr. John Stafford.

**Staff:** Acting General Manager Gary Woodman, Tina Dodson & Brenda Proudman.  
(Non-Voting)

**Apologies:** Nil.

Meeting commenced at 4.35pm.

**Chairperson:**

**Recommended:** That Clr. Richard Opie be appointed as Chairperson of the EDTF committee.

Moved - A Lindner and seconded Clr. J Stafford.

CARRIED

**Declaration of Interest:**

Nil.

**Confirmation of Minutes:**

**Agenda Item 3.1**

**Recommended:** That the Minutes from 1 May 2018 be adopted.

Moved – Catherine Duff seconded Andrew Lindner.

CARRIED

**Correspondence:**

Nil.

**Agenda Item 4.1**

B Proudman facilitated a teleconference call with Simon France, Regional Manager for AusIndustry for the ACT and Southern Inland NSW. B Proudman was impressed with the workshop Simon France had facilitated for CBRJO. The emphasis was to define projects that can be actioned rather than a wish list. B Proudman introduced Simon to the committee members and explained his latest projects.

Simon France outlined the Incubator Program and Connect events throughout the CBRJO region. Simon France then discussed the Council's Project Brief for the Economic Development Revitalisation Action Plan.

He raised several issues he had with the Council's Brief and stated that the Brief was too broad. He stated that the Council would struggle to engage a consultant that could deliver everything in the Aims and Objectives and secondly it would far exceed the Council's budget and not deliver real outcomes that could be actioned.

Simon France recommended that Council approach the Canberra Innovation Network to discuss the Council's brief with them, with a view to instruct them to undertake a workshop with key members of Council and the community that have skills in Economic Development/Tourism/Business etc to create a plan for Upper Lachlan Shire's future.

**Recommended:** That the Chair of the EDTF Committee, the Acting General Manager and the Economic Development Officer approach the Canberra Innovation Network to brief them on the Economic Development Revitalisation & Action Plan requesting them to provide an appropriate proposal to undertake the necessary action to develop a strategy/action plan encompassing the Aims, Objectives and Core Competencies of the Economic Development Revitalisation & Action Plan Brief.



Moved - Clr. R Opie seconded C Duff.

- CARRIED

As a follow on from the above recommendation it was noted that the Acting General Manager has the authority to approach Mr. Michael Clarke of Ag Econ Plus to obtain an Economic Development Strategy for Upper Lachlan Shire Council from the draft Southern Tablelands Regional Economic Development Strategy and this will be arranged if the cost is reasonable.

**Agenda Item 4.2**

The Regional Economic Development Strategy (REDS) second draft was checked and changed by the EDO, Tourism Manager, Acting GM and Directors last week and returned to DPC. It is likely that the REDS document will go on Public Exhibition in the next few weeks.

**Agenda Item 4.3**

B Proudman provided an overview of the "Easy to do Business" program. It was agreed that it would be a worthwhile program to join.

**Recommendation:**

That Council:

1. Delegate authority to the Acting General Manager to enter into a contract with Service NSW for the Easy to do Business initiative; and
2. Delegate authority to the Mayor and Acting General Manager to execute any necessary documents under the Common Seal of Council.

Moved - Clr. J Searl seconded by C. Duff.

- CARRIED

**Next Meeting** of the EDTF Committee, to be advised after the meeting with the Canberra Innovation Network.

There being no further business, meeting closed at 6.30pm.

**PRESENT:** Clr John Searl, Graham Croker, Grant Kitchen, Karin Schaefer, Elizabeth Egan, Jo Boyce, Clr Richard Opie, Clr Pam Kensit, Mursaleen Shah,

**Non Voting:** Clr J Wheelwright (Alternative), Susan Ducksbury ULSC

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**CHAIRPERSON DECLARED THE MEETING OPEN AT 4:10 pm**

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

An apology was received from Clr Pam Kensit.

**RESOLVED:** by Karin Schaefer and Clr John Searl

That the apology be received and a leave of absence granted.

- CARRIED

**SECTION 2: DECLARATIONS OF INTEREST**

As listed below in relation to specific items.

**SECTION 3: CONFIRMATION OF MINUTES**

**ITEM 3.1** **RESOLVED** by Clr Searl and Graham Croker

That the minutes of the Access Committee Meeting held on 28 March 2018 be adopted.

- CARRIED

A motion was moved by Elizabeth Egan and Jo Boyce that the Access Committee recommends to Council that Council organise an on-site meeting at the Health Care Centre with assistance of Jo Boyce (with one person in a push wheelchair) and Grant Kitchen in his electric wheelchair, to understand the needs of people with restricted mobility.

On being put to the meeting the motion was carried.

**RESOLVED** by Elizabeth Egan and Jo Boyce

That the Access Committee recommends to Council that Council organise an on-site meeting at the Health Care Centre with assistance of Jo Boyce (with one person in a push wheelchair) and Grant Kitchen in his electric wheelchair, to understand the needs of people with restricted mobility.

- CARRIED

Clr Searl declared an interest as a member of the Streetscape committee and Clr Opie declared a pecuniary interest in the following matter as he is a part owner of a property in Goulburn Street, Crookwell both refrained from voting.

A motion was moved by Karin Schaefer and Grant Kitchen that the Access Committee recommends to the Streetscape Committee, to consider incentives being offered for accessibility improvements to businesses in the main streets of towns and villages as a part of the Streetscape Project .

On being put to the meeting the motion was moved

**RESOLVED** by Karin Schaefer and Grant Kitchen

That the Access Committee recommends to the Streetscape Committee, to consider incentives being offered for accessibility improvements to businesses in the main streets of towns and villages as a part of the Streetscape Project .

- CARRIED

Clr Opie declared a pecuniary interest in the following matter as he is part owner of a property in Goulburn Street, Crookwell and refrained from voting.

A motion was moved by Elizabeth Egan and Grant Kitchen that the Access Committee recommends to Council to put out a media release that highlight the benefits of accessibility at the shopfronts within Taralga, Gunning and Crookwell.

On being put to the meeting the motion was carried

**RESOLVED** by Elizabeth Egan and Grant Kitchen

That the Access Committee recommends to Council to put out a media release that highlight the benefits of accessibility at the shopfronts within Taralga, Gunning and Crookwell.

- CARRIED

#### **SECTION 4: REPORTS - CORRESPONDENCE**

An expression of interest was received from Steven Hunt to join the Access Committee.

**ITEM 4.1** **RESOLVED** by Karin Schaefer and Graham Croker

That the Access Committee recommends to Council that Steven Hunt's application be accepted and that the necessary adjustments be made to the constitution to allow Mr Hunt to be added as a member of the Access Committee.

- CARRIED

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

Update on items outstanding from previous meeting

**ACTION ITEMS**

The following action items to be progressed or updated for next meeting

<b>Date</b>	<b>Action</b>	<b>Responsible Officer</b>	<b>Due</b>
30 May 2018	Advise Stevie of Progress re membership	ULSC	Done
30 May 2018	On site meeting at Health Care Centre	ULSC	By 25 July 2018
30 May 2018	Enquire re complaints regarding access at Health Care Centre	Karin	By 25 July 2018
31 Jan 2018	MLAK toilet sign to be procured and installed.	ULSC	When quote received
30 May 2018	Media Release – ULSC Benefits of Accessibility	ULSC	30 June 2018

**SECTION 6: NEXT MEETING – Wednesday 25 July 3pm Council Chambers****THE MEETING CLOSED AT 4.45pm**

Minutes confirmed 25 JULY 2018

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Chairperson



**PRESENT:** Cllr Brian McCormack (Mayor), Chris Upton (NSW Police), Jayde Marsh (Roads and Maritime Services) and Graham Croker (Local Member Representative).

**NON VOTING:** Cllr John Searl (Alternative), Cllr Ron Cummins (Alternative), Mursaleen Shah, Ellie McGeechan, Anna Paul RMS and Susan Ducksbury.

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**THE MAYOR DECLARED THE MEETING OPEN AT 10:05am**

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

There were no apologies.

**Mursaleen Shah joined the meeting at 10.07am**

**SECTION 2: DECLARATIONS OF INTEREST**

**SECTION 3: CONFIRMATION OF MINUTES**

**ITEM 4.1** **RESOLVED** by Graham Croker and Mayor McCormack

That the minutes of the Traffic Committee Meeting held on 22 February 2018 be adopted with the following alteration; that action on Boorowa Road be deferred.

- CARRIED

**SECTION 4: REPORTS**

**ITEM 4.1 PARKING ARRANGEMENTS YASS STREET, GUNNING**

**RESOLVED** by Chris Upton and Graham Croker

1. The Traffic Committee recommends to Council to approve the following;
  - 1) Introduce pick up and drop off zone between 8am-9:30am and 2:30pm-4pm for 23.6m on the west bound side of Yass Street Gunning NSW 2581 (in front of the Gunning Primary School on the Eastern side of the pedestrian refuge).
  - 2) Install permanent bollard to restrict driveway access in front of the proposed pick up and drop off zone.

- 3) Change the current parallel parking on the Western side of the crossing to 45° 'nose to kerb' parking on both east and west bound sides of the road.
- 4) Construct one disabled parking space in Yass Street Gunning 35m from the centre of the pedestrian refuge.
- 5) Education to be provided to parents through school newsletter and Gunning District Association through noticeboard on Facebook etc.

- CARRIED

#### ITEM 4.2

#### **BIGGA RV FRIENDLY SIGNAGE**

**RESOLVED** by Brian McCormack and Graham Croker

1. The Traffic Committee recommends to Council that the request for a Bigga RV Friendly sign be referred back to the Bigga Progress Association for further consideration.

- CARRIED

#### ITEM 4.3

#### **INSTALLATION OF STOP SIGN AT ROBERTSON STREET & PARK STREET INTERSECTION**

**RESOLVED** by Brian McCormack and Chris Upton

1. The Traffic Committee recommends to Council to approve the installation of a stop sign on Robertson Street at the Park Street intersection.

- CARRIED

#### ITEM 4.4

#### **COLYER STREET & GOULBURN STREET INTERSECTION**

**RESOLVED** by Chris Upton and Mayor McCormack

1. The Traffic Committee recommends to Council to install 'No Stopping' signage at all corners of the intersection for 10m as well as double barrier lines along Colyer Street for 50m either side of the intersection, and that consultation to be undertaken with the affected business owner prior to installation.
2. That the Traffic Committee recommends to Council to make further representations to the Roads and Maritime Services on

the establishment of a roundabout at the intersection of Colyer and Goulburn Streets.

- CARRIED

## SECTION 5: ITEMS FOR DISCUSSION

- Heavy & Non Standard Vehicles – Memo and presentation from Asset & Risk Coordinator (for information only)
- Gunning filming request
- Pedestrian Crossing

### ITEM 5.1 GUNNING FILMING REQUEST

**RESOLVED** by Mayor McCormack and Graham Croker

1. The Traffic Committee recommends to Council that the request for filming of a commercial at Gunning be approved subject to the standard conditions being met.

- CARRIED

**NOTE:**

*That Roads and Maritime Services provide a date for a Road Safety Audit of the existing pedestrian crossing, to be undertaken, within the next two weeks.*

### ACTION LIST: LTC 24 May 2018

Date	Action	Responsible Officer	Due
22/2/18	Laggan Road intersection analysis and design for the future upgrade	ULSC	Following resolution
22/2/18	Signage Grabine Road	ULSC	Following resolution
22/2/18	Loop road intersection Dalton closure of one end + Design	ULSC	24 May 2018
22/2/18	Change alignment of Jerrawa Collalie Rd intersection signage+marking	ULSC	Following resolution
22/2/18	Tait & John Street line marking and signage	ULSC	Following resolution
22/2/18	Signage and parking area for bus Brayton Gibraltar Road	ULSC	Following resolution
22/2/18	ACT cycling approval of events	ULSC	Following Resolution

**THE MEETING CLOSED AT 11.50am**

Minutes confirmed 23 AUGUST 2018

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Mayor

**Upper Lachlan Shire Council****MINUTES OF THE UPPER LACHLAN TOURIST ASSOCIATION MEETING  
HELD ON TUESDAY, 5TH JUNE 2018, AT CROOKWELL VISITOR  
INFORMATION CENTRE.**

**Meeting commenced at 1.10 pm**

**Present:** Clr John Stafford, Clr John Searl, Clr Richard Opie, Margaret McPherson, Leslie Bush, Lucy Lindner, Judith Basile, Cristy O'Sullivan, Jan Pont, Andrew Croke, Andrew Warren

**1. WELCOME** – John Stafford declared the meeting open.

**2. APOLOGIES**

Apologies were received from Clr Pam Kensit and Wentworth Hill

*Moved: J.Searl, J.Basile*

**3. DECLARATIONS OF INTEREST**

Jan Pont advised of a pecuniary interest in Item 13 as she is a member of the Crookwell Garden Festival Committee. Jan will remain in the room, not participate in the debate and not vote.

**4. MINUTES OF PREVIOUS MEETING**

Committee confirmed minutes as accurate without correction.

*Moved: J.Searl, J.Basile*

**5. BUSINESS ARISING**

- **RV Friendly** – A.Warren advised that a report was put to the May Council meeting regarding the redevelopment of Willis Park and that Council have requested a further report.
  - o **TASK** – A.Warren to work with the Manager of Operations to progress the installation of a dump point in Cooper St Taralga as soon as possible using funds already allocated within Council's budget.
- **Collector Billboard** – concept sent for final art
- **GCRT** – DPC have now advised that they are happy with the level of consultation undertaken and that after the report from the February community meeting is released a pathway will be mapped out to progress the project.
- **Crookwell Anniversary** - Crookwell Historical Society have advised that March 2020 is the tentative date to celebrate 200 years.

**6. CORRESPONDENCE**

Correspondence Items (a) – (d) accepted as read.

*Moved: J.Searl, J.Basile*

- a. Destination Management Plan 2018-2020 - DSNSW



- b. Goulburn Crookwell Rail Trail – Cllr Bob Kirk
- c. Regional Road Trips – DNSW
- d. Tourism Happenings Newsletter

#### **7. DSNSW – DESTINATION MANAGEMENT PLAN PRESENTATION**

Shane O’Leary and Marlo Perry from Destination Southern NSW attended the meeting and presented the new Destination Management Plan and the seven priority projects that will be funded from a \$500,000 grant from Destination NSW. Of those seven priorities, the Southern Tableland Destination Development Project will provide direct opportunities to our region.

#### **8. TOURISM PLANNING DOCUMENTS**

The Upper Lachlan Tourist Association agrees to produce a Destination Action Plan based upon the DSNSW Destination Management Plan, a 2018/19 Marketing Communications Plan and an Industry Development Plan 2018 - 2020.

*Moved: A.Croke, C.O’Sullivan*

#### **9. TOURISM ACTIVITY REPORT**

The Upper Lachlan Tourist Association receives the report and notes the information.

*Moved: L.Bush, L.Lindner*

#### **10. FINANCE REPORT**

The Upper Lachlan Tourist Association receives the report and notes the information.

*Moved: J.Searl, J.Pont*

#### **11. 2018/19 BUDGET**

The Upper Lachlan Tourist Association endorses the 2018/19 Tourism Budget.

*Moved: J.Basile, L.Bush*

#### **12. COUNCIL POLICY REVIEWS**

**RECOMMENDATION - The Upper Lachlan Tourist Association recommends to the Upper Lachlan Shire Council the adoption of the amended Public Art, Tourism Signage and Tourism Events Funding Policies as attached.**

*Moved: J.Searl, J.Basile*

#### **13. 2018/19 TOURISM EVENTS GRANT ROUND**

The Upper Lachlan Tourist Association agrees that no event will be funded under the new event stream and that Crookwell Garden Festival, Crookwell Mary Gilmore Festival, Sculpture in the Village and the Crookwell Squash Tournament will each receive \$500 funding under the existing event stream.

*Moved: J.Searl, C.O’Sullivan*

#### **14. 2018/19 CULTURAL ACTIVITIES GRANT ROUND**

**RECOMMENDATION : The Upper Lachlan Tourist Association recommends to the Upper Lachlan Shire Council that the application from the Taralga District Progress Association be funded as requested in the amount of \$500 for workshops.**

*Moved: R.Opie, J.Pont*

#### **15. 2018/19 MEMBERSHIP PROGRAM**

The Upper Lachlan Tourist Association receives the report and approves the 2018/19 Membership Program.

*Moved: L.Bush, J.Basile*

#### **16. MR54 Communications Plan**

The Upper Lachlan Tourist Association receives the report and approves communication program.

*Moved: R.Opie, J.Basile*

#### **17. Shire Branding Discussion Paper**

The Upper Lachlan Tourist Association resolves not to progress the Shire Branding Project and wishes to formally thank Wentworth Hill for his work on the concept.

*Moved: J.Basile, L.Bush*

#### **18. Tablelands Tourism Services Review**

The Upper Lachlan Tourist Association receives the report and notes the information.

*Moved: J.Searl, L.Bush*

#### **19. Gunning Visitor Services**

The Upper Lachlan Tourist Association resolves to support the Gunning Papershop as an unaccredited Visitor Information outlet.

*Moved: J.Basile, L.Bush*

#### **20. Statistics**

The Upper Lachlan Tourist Association receives the report and notes the information.

#### **21. General Business**

Cristy O'Sullivan advised of the intention of the Taralga community to celebrate its 200<sup>th</sup> anniversary on the October long weekend in 2019. A new committee has been formed, chaired by Peter Davies, which will organize the event. There is a hope that the inaugural event will lead to a sustainable annual event showcasing the village.

Meeting closed 3.15pm

**Next meeting will be on Tuesday 7th August 2018 at 1pm at Crookwell Visitor Information Centre.**

<b>POLICY:-</b>	
Policy Title:	Tourism Event Funding Policy
File reference:	F10/618-04
Date Policy was adopted by Council initially:	28 July 2005
Resolution Number:	200/05
Other Review Dates:	16 August 2011, 21 August 2014
Resolution Number:	323/11, 260/14
Current Policy adopted by Council:	21 June 2018
Resolution Number:	XXX/18
Next Policy Review Date:	2020

<b>PROCEDURES/GUIDELINES:-</b>	
Date procedure/guideline was developed;	
Procedure/guideline reference number:	

<b>RESPONSIBILITY:-</b>	
Draft Policy Developed by:	Tourism Manager
Committee/s (if any) consulted in the development of this policy::	Upper Lachlan Tourist Association
Responsibility for implementation:	Director of Finance and Administration
Responsibility for review of Policy:	Director of Finance and Administration



ULSC Tourism Events Funding Policy  
Adopted: 21 June 2018

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### **Objective**

Encourage the development and expansion of tourism events and to create a vibrant events calendar for visitors and local residents. Provide applicants with guidelines for event funding and outline Upper Lachlan Shire Council and Upper Lachlan Tourist Association (ULTA) expectations for tourism events.

### **Purpose**

The Upper Lachlan Tourist Association would like to foster and financially support events that encourage visitors to visit more often, stay longer, enjoy more and see more of our Council area. This will, in part, be achieved by providing financial support for new and existing events in accordance with guidelines set out below.

### **Definitions**

For the purposes of this policy, "Tourism" is defined as the short term movement of people to destinations outside the places where they normally live and work, together with their activities and experiences during these journeys. They may come for business or pleasure, they may stay overnight or come for the day, they may stay with friends and relatives or in paid accommodation.

A "Tourism Event" is an event, which receives the majority of its attendance from tourists.

### **Funding**

#### *i. New Events*

Each financial year, the Upper Lachlan Tourist Association will allocate \$1,500 towards the financial assistance of a new tourism event. The Association will finance one tourism related event to the value of \$1,500 per year for a period of two years. The aim is to assist events that will be sustainable without further significant financial support after that period.

#### *ii. Existing Events*

Each financial year, the Upper Lachlan Tourist Association will allocate a proportion of its budget to the support of existing events within the Shire. The aim is to support events that make the greatest contribution towards achieving the objectives of the Upper Lachlan Tourism Strategic Plan. Small grants up to \$500.00 are available for a specific purpose.

ULSC Tourism Events Funding Policy  
Adopted: 21 June 2018

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*iii. Unused Funds*

Any new or existing event funding that is not awarded during the grants process will be re-allocated to general advertising funds and used for the promotion of the Upper Lachlan Shire as a tourist destination.

The Upper Lachlan Tourist Association will advertise for applications for new and existing tourism event funding during May each year with applications open for a minimum of four weeks.

Applications will be assessed on the basis of cost-benefit analysis. The level of contribution from the applicant for the event in cash and/or in-kind (voluntary labour and/or materials etc) will be highly favoured, as will efforts to seek funding from other sources. The Upper Lachlan Tourist Association will only fund events that they consider viable and/or suitable and are consistent with the Upper Lachlan Tourism Strategic Plan.

Decisions regarding funding allocations will be made by the Upper Lachlan Tourist Association at its June meeting for funding in the next financial year. All applicants will be advised in writing of the outcome of their application and are welcome to seek feedback from the Association.

**Assessment Criteria**

*Assessment criteria include -*

- Is the event aligned with the Upper Lachlan Tourism Strategic Plan?
- Does the event primarily target tourists and how?
- What level of short and long-term visitation is the event likely to encourage?
- What is the likely economic impact of the event upon the Upper Lachlan?
- Is the event sustainable or does it have the potential to be self sustaining?
- Does the event have wider community support?
- Are there measures in place to gauge the success of the event?
- Does or will the event, comply with all relevant federal, state and local legislative requirements?
- Has the applicant conducted a thorough risk assessment and have risk management plans in place?

The funding round is a competitive process and the applicants are advised to include all detail that will assist the Committee is assessing the merits of the application.



ULSC Tourism Events Funding Policy  
Adopted: 21 June 2018

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### Terms and Conditions

Applications may be received from:

- Incorporated not-for-profit organisations
- School P&C Committees
- Churches and other charitable organisations
- Individuals, groups and unincorporated associations with a nominated auspicing body. An auspicing body is a legally constituted organisation that will take legal and financial responsibility for a grant if awarded
- Commercial enterprises

Applicants must reside within the Upper Lachlan Shire Council local government area.

All applications must be received in writing using either the "New Event" or "Existing Event" application form provided and addressing the assessment criteria to be eligible for funding.

All applications are to be forwarded to the attention of the Tourism Manager – Upper Lachlan Shire Council – PO Box 303, Crookwell NSW 2583.

All approved funding will be reported to Council as part of the minutes from the Section 355 Upper Lachlan Tourist Association Committee.

Tourism event funding must be spent before the end of the financial year for which it is granted.

If a funded event does not go ahead for any reason, then any unspent funds must be returned to the ULTA within 30 days of the proposed event date.

The tourism event for which an applicant seeks funding must be based in the Upper Lachlan Shire local government area.

All grants awarded by the Association are made on the assumption of honest and full disclosure of information. Evidence of any breach of this trust will make the grant null and void; in which case any funds paid under this policy must be returned to the Association.

Any successful event organiser will be required to sign an Agreement document which specifies the conditions of the funding. This will include:-

- Post event evaluation report;
- Funds to be spent in accordance with the purpose identified in the application; and
- Acknowledgements of the Association's contribution.

Applicants must provide indemnity for the Upper Lachlan Tourist Association and Upper Lachlan Shire Council from all claims, actions, damages, losses, expenses and liability. This is provided for in the Agreement.

ULSC Tourism Events Funding Policy  
Adopted: 21 August 2014

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Minutes from all event management meetings may be required to be forwarded to the Upper Lachlan Tourist Association including financial statements.

All funded events must comply with the relevant local, state and federal legislation regarding temporary events including but not limited to Upper Lachlan Development Control Plan 2010, Upper Lachlan Local Environmental Plan 2010, NSW Food Authority Regulations and NSW Roads and Maritime Services Regulations.

#### **RELEVANT LEGISLATION AND COUNCIL POLICIES**

Council will process funding applications with reference to:-

- Local Government Act 1993 (as amended);
- Local Government (General) Regulations 2005;
- Environmental Planning and Assessment (EPA) Act 1979;
- Independent Commission against Corruption Act 1988;
- Work Health and Safety Act 2011;
- Government Information (Public Access) Act (GIPA) 2009;
- Anti Discrimination Act 1977;
- **NSW State Records Act 1998;**
- **Tablelands Regional Community Strategic Plan 2036;**
- **Upper Lachlan 2020 Tourism Strategic Plan;**
- **Southern NSW Destination Management Plan 2018-2020;**
- Code of Conduct for Councillors, staff and delegates of Council;
- Privacy Management Plan;
- Complaints Management Policy;
- Section 355 Committee Policy;
- Bribes Gifts and Benefits Policy;
- Grievance Policy;
- Disciplinary Policy; and
- Any other relevant legislation and guidelines as applicable.

#### **Variation to Policy**

Council reserves the right to vary the terms and conditions of this policy.

ULSC Tourism Events Funding Policy  
Adopted: 21 June 2018

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## Upper Lachlan

*the shire of villages*

### UPPER LACHLAN TOURIST ASSOCIATION NEW EVENT FUNDING APPLICATION FORM

It is an objective of the Upper Lachlan Tourist Association (ULTA) to support new and existing community events in the shire. To receive funding strict criteria must be met. The aim of the funding is not only to support community groups but also to help create a sustainable and viable event.

If you need help to fill out this form, please contact us, we are here to help.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Postcode: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

1. Please give a general overview of the event - title, date, time, location, theme etc

2. What are the objectives of the event?

ULSC Tourism Events Funding Policy  
Adopted: 21 June 2018

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3. Who will be your target market?

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4. How are you going to market/advertise the event?

5. How and why will the event attract people from outside the Shire?

6. What is your budget - estimated income and expenditure; include itemised components eg advertising, venue hire, printing, stall fees, food and beverage etc

ULSC Tourism Events Funding Policy  
Adopted: 21 August 2014

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7. How will you gauge the success of your event?

8. How do you plan to make your event viable and sustainable?

9. How are you going to address insurance issues? \_\_\_\_\_

10. What areas will you cover in your Risk Assessment?

11. Does your event have wider community support? Please provide letters of support from relevant community bodies, businesses, etc



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12. How will you comply with all relevant federal, state and local regulations?

13. What economic benefit (if any) do you believe your event will provide to the Upper Lachlan Shire?

Please include any other information that you believe would assist the Committee in assessing your application in light of the assessment criteria detailed below.

If you are successful in attracting new event funding you will be required to enter an Agreement with the Upper Lachlan Tourist Association which is a Sec 355 Committee of the Upper Lachlan Shire Council. This Agreement includes the reporting obligations, the requirement to acknowledge the contribution of the Association and the indemnity of the ULTA & Upper Lachlan Shire Council from any claims, actions, damages, losses, expenses and liabilities.

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

ULSC Tourism Events Funding Policy  
Adopted: 21 August 2014

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### Assessment of Applications

Applications will be assessed on a greatest cost-benefit analysis basis. The level of contribution from the applicant for the event in cash and/or in-kind (voluntary labour and/or materials etc) will be highly favoured, as will efforts to seek funding from other sources. The Upper Lachlan Tourist Association will only fund events that they consider viable and/or suitable and are consistent with the Upper Lachlan Tourism Strategic Plan.

Decisions regarding funding allocations will be made by the Upper Lachlan Tourist Association at its June meeting for funding in the next financial year. All applicants will be advised in writing of the outcome of their application and are welcome to seek feedback from the Association.

#### *Assessment criteria include -*

- Is the event aligned with the Upper Lachlan Tourism Strategic Plan?
- Does the event primarily target tourists and how?
- What level of short and long-term visitation is the event likely to encourage?
- What is the likely economic impact of the event upon the Upper Lachlan?
- Is the event sustainable or does it have the potential to be self sustaining?
- Does the event have wider community support?
- Are there measures in place to gauge the success of the event?
- Does or will the event, comply with all relevant federal, state and local legislative requirements?
- Does the event comply with all relevant local, state and federal legislation?

The funding round is a competitive process and the applicants are advised to include all detail that will assist the Committee is assessing the merits of the application.

### Terms and Conditions

- Applications may be received from
  - o Incorporated not-for-profit organisations
  - o School P&C committees
  - o Churches and other charitable organisations
  - o Individuals, groups and unincorporated associations with a nominated auspicing body. An auspicing body is a legally constituted organisation that will take legal and financial responsibility for a grant if awarded.
  - o Commercial enterprises
- All applications must be received in writing using the application form provided and addressing the assessment criteria to be eligible for funding.

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- All applications are to be forwarded to the attention of the Tourism Manager - Upper Lachlan Shire Council - P.O Box 303, Crookwell NSW 2583
- All approved funding will be reported to Council as part of the minutes from the Section 355 Upper Lachlan Tourist Association Committee.
- Event funding must be spent before the end of the financial year for which it is granted.
- The event for which an applicant seeks funding must be based in the Upper Lachlan Shire local government area.
- All grants awarded by the Association are made on the assumption of honest and full disclosure of information. Evidence of any breach of this trust will make the grant null and void; in which case any funds paid under this policy must be returned to the Association.
- Any successful event or organisation will be required to sign an Agreement document which specifies the conditions of the funding. This will include:
  - o Post event evaluation report
  - o Funds to be spent in accordance with the purpose identified in the application, and
  - o Acknowledgements of the Associations contribution.
- Applicants must provide indemnity for the Upper Lachlan Tourist Association and Upper Lachlan Shire Council from all claims, actions, damages, losses, expenses and liability. This is provided for in the Agreement.
- Minutes from all event management meetings may be required to be forwarded to the Upper Lachlan Tourist Association including financial statements.
- All funded events must comply with the relevant local, state and federal legislation regarding temporary events including but not limited to Upper Lachlan Development Control Plan 2010, Upper Lachlan Local Environmental Plan 2010, NSW Food Authority Regulations and NSW Roads & Maritime Services Regulations.

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Adopted: 21 August 2014

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## Upper Lachlan

*the shire of villages*

### UPPER LACHLAN TOURIST ASSOCIATION EXISTING EVENT FUNDING APPLICATION FORM

It is an objective of the Upper Lachlan Tourist Association (ULTA) to support new and existing community events in the shire. To receive funding strict criteria must be met. The aim of the funding is not only to support community groups but also to help create a sustainable and viable event.

If you need help to fill out this form, please contact us, we are here to help.  
Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Postcode: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

1. Please give a general overview of the event - title, date, time, location, theme etc

2. How many times has the event run in the past? \_\_\_\_\_

3. What are the objectives of the event?

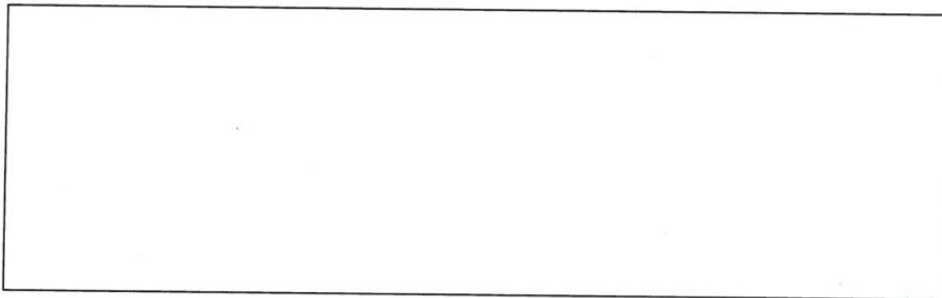
4. Who is your target market?



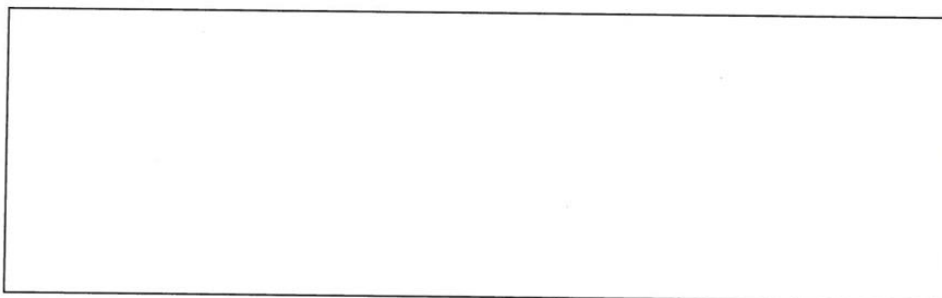
ULSC Tourism Events Funding Policy  
Adopted: 21 August 2014

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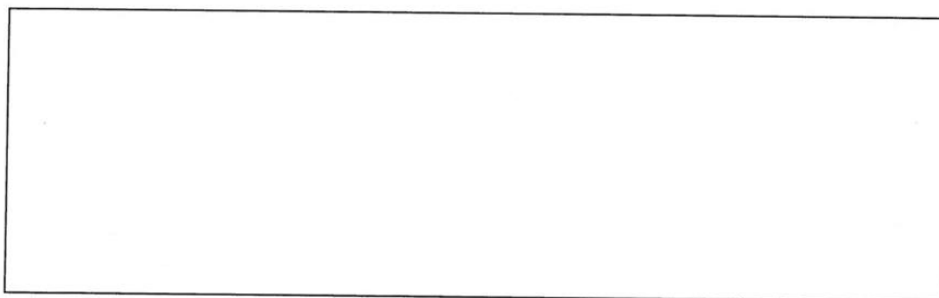
5. How do you market/advertise the event?



6. How and why does the event attract people from outside the Shire?



7. How do you gauge the success of your event & what success have you achieved?



ULSC Tourism Events Funding Policy  
Adopted: 21 June 2018

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8. What economic benefit (if any) do you believe your event provides to the Upper Lachlan Shire?

9. What level of funding are you seeking and for what specific purpose? Please note that this is a small grants program capped at \$500 per applicant.

**Please include any other information that you believe would assist the Committee in assessing your application in light of the assessment criteria detailed below.**

If you are successful in attracting **existing** event funding you will be required to enter an Agreement with the Upper Lachlan Tourist Association which is a Sec 355 Committee of the Upper Lachlan Shire Council. This Agreement outlines the requirement to acknowledge the contribution of the Association.

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_



ULSC Tourism Events Funding Policy  
Adopted: 21 August 2014

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### Assessment of Applications

Applications will be assessed on a greatest cost-benefit analysis basis. The level of contribution from the applicant for the event in cash and/or in-kind (voluntary labour and/or materials etc) will be highly favoured, as will efforts to seek funding from other sources. The Upper Lachlan Tourist Association will only fund events that they consider viable and/or suitable and are consistent with the Upper Lachlan Tourism Strategic Plan.

Decisions regarding funding allocations will be made by the Upper Lachlan Tourist Association at its June meeting for funding in the next financial year. All applicants will be advised in writing of the outcome of their application and are welcome to seek feedback from the Association.

#### *Assessment criteria include -*

- Is the event aligned with the Upper Lachlan Tourism Strategic Plan?
- Does the event primarily target tourists and how?
- What level of short and long-term visitation is the event likely to encourage?
- What is the likely economic impact of the event upon the Upper Lachlan?
- Is the event sustainable or does it have the potential to be self sustaining?
- Does the event have wider community support?
- Are there measures in place to gauge the success of the event?
- Does or will the event, comply with all relevant federal, state and local legislative requirements?
- Has the applicant conducted a thorough risk assessment and have risk management plans in place?
- Does the event comply with all relevant local, state and federal legislation?

The funding round is a competitive process and the applicants are advised to include all detail that will assist the Committee is assessing the merits of the application.

### Terms and Conditions

- Applications may be received from
  - o incorporated not-for-profit organisations
  - o school P&C committees
  - o churches and other charitable organisations
  - o Individuals, groups and unincorporated associations with a nominated auspicing body. An auspicing body is a legally constituted organisation that will take legal and financial responsibility for a grant if awarded.
  - o commercial enterprises
- Individuals, groups located outside the Upper Lachlan Shire and State and Federal departments groups are not eligible to apply

ULSC Tourism Events Funding Policy  
Adopted: 21 August 2014

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- All applications must be received in writing using the application form provided and addressing the assessment criteria to be eligible for funding.
- All applications are to be forwarded to the attention of the Tourism Manager - Upper Lachlan Shire Council - 106 Goulburn St, Crookwell NSW 2583
- All approved funding will be reported to Council as part of the minutes from the Section 355 Upper Lachlan Tourist Association Committee.
- Event funding must be spent before the end of the financial year for which it is granted.
- The event for which an applicant seeks funding must be based in the Upper Lachlan Shire local government area.
- All grants awarded by the Association are made on the assumption of honest and full disclosure of information. Evidence of any breach of this trust will make the grant null and void; in which case any funds paid under this policy must be returned to the Association.
- Any successful event or organisation will be required to sign an Agreement document which specifies the conditions of the funding.
- Applicants must provide indemnity for the Upper Lachlan Tourist Association and Upper Lachlan Shire Council from all claims, actions, damages, losses, expenses and liability. This is provided for in the Agreement.
- All funded events must comply with the relevant local, state and federal legislation regarding temporary events including but not limited to Upper Lachlan Development Control Plan 2010, Upper Lachlan Local Environmental Plan 2010, NSW Food Authority Regulations and NSW Roads & Maritime Services Regulations.

<b>POLICY:-</b>	
Policy Title:	Tourism Signage Policy
File reference:	F10/618-04
Date Policy was adopted by Council initially:	22 March 2007
Resolution Number:	99/07
Other Review Dates:	16 August 2011, 19 June 2014
Resolution Number:	323/11, 189/14
Current Policy adopted by Council:	21 June 2018
Resolution Number:	XXX/18
Next Policy Review Date:	2020

<b>PROCEDURES/GUIDELINES:-</b>	
Date procedure/guideline was developed;	N/A
Procedure/guideline reference number:	N/A

<b>RESPONSIBILITY:-</b>	
Draft Policy Developed by:	Tourism Manager
Committee/s (if any) consulted in the development of this policy::	Upper Lachlan Tourist Association
Responsibility for implementation:	Tourism Manager
Responsibility for review of Policy:	Director of Finance and Administration



ULSC Tourism Signage Policy  
Adopted: 19 June 2014

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## OBJECTIVE

Provide guidelines for the provision of signs, on a road reserve, to facilities, services and tourist attractions.

Council's intention is to ensure that adequate signposting is provided to guide the public to facilities, services and tourist attractions. Signposting is part of the total information system consisting of signs, maps, brochures, visitor information centres, information bays and the like.

This signposting policy aims to:-

- Enhance road safety and the orderly movement of traffic by providing timely information and reducing erratic movements; and
- Provide a consistent approach to applications for signposting.

## BACKGROUND

A large percentage of tourism inflow into the Upper Lachlan Shire arrives via the road network. Council considers that tourism and tourist-related activities depend to an extent on effective and appropriate signposting.

Roads in the Shire fall into one of two categories:-

1. **RMS** controlled roads – State and Regional Main Roads; and
2. Upper Lachlan Shire Council controlled roads - Local road network.

## PRINCIPLES

Signage to tourism facilities is not granted “as of right” and not for promotional purposes. It is only considered and granted by the road authorities on the basis of motorist safety and traffic management principles.

Signage for tourist attractions uses the international convention of white lettering on a brown background, while signing for tourist accommodation and not-for-profit facilities uses white lettering on a blue background.

Tourism signage will not be granted to compensate for a poorly located tourism facility. Selection of a site suitable to capture visitation should be a primary consideration when establishing a tourism business.

## TOURISM SIGNPOSTING ON **RMS** ROADS

Signing for tourist attractions on the **RMS** controlled road network is permissible according to the guidelines set out in the **RMS** publication “Tourist Signposting **V4.0 2012**”.

Application for signposting on the **RMS** road network is made to the joint **RMS** / Destination NSW “Tourism Attractions Signing Advisory Committee

ULSC Tourist Signposting Policy  
Adopted: 21 June 2018

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(TASAC). TASAC may consult with the local road authority and the local RTA office but its decisions are binding.

### **TOURISM SIGNPOSTING ON THE LOCAL ROAD NETWORK**

The following applies specifically to signage for tourism attractions and services on the local road network within the Upper Lachlan Shire; i.e. those roads under the sole jurisdiction of Council. As a general principle, Council will follow the guidelines set out in the RMS document "Tourist Signposting V4.0 2012" where appropriate.

An eligible tourism attraction in the townships may be signed at one, or sometimes, two points from its nearest arterial road/s.

To be eligible for tourism facility signing on the local road network a business must:-

- Open for at least five days a week including the weekend and school holidays;
- Offer the public a tourism experience (as opposed to retail) as its core operation;
- Meet all statutory requirements of the State and local authorities;
- Be appropriately signed within its property line and clearly visible to passing motorists;
- Provide detailed navigational advice on collateral marketing and visitor information material;
- Wineries must have a purpose built facility for wine tasting (cellar door);
- Art galleries and craft outlets must either feature a resident artist or craftsman, display a production process or provide more than 50% of their artwork from local / regional artists / craftspeople. All other galleries / craft outlets are considered to be retail in nature and do not qualify for tourism signing; and
- Primary production attractions must display quality interpretive material and / or provide guided tours of the production process.

Tourist attractions opening on a seasonal-only basis are not eligible for permanent signing and are encouraged to use the visitor information sources to communicate with the public.

### **SIGN LOCATION AND DESIGN**

Commercial tourism services (eg motels, hotels, B&Bs, self contained cottages etc) can be signed at one point from their nearest arterial road.

Caravan and camping parks in the townships are eligible for a maximum of two signs from key arterial routes. They must be located no more than 3km from the business. Intermediate signing may be provided using Australian Standard symbols.



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Adopted: 21 June 2018

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Where the most logical point for a tourism service (i.e. accommodation) is at the intersection of a local road and an RMS controlled road, the business may be eligible to be signed at that intersection provided that the actual sign is located in the road reserve of the local road and not the RMS controlled land.

Within the townships, the business must be located within 3 km of the signing point/s. Eligible businesses in rural areas may be signed up to 10km from the signing point/s.

Reference to commercial tourism facilities will usually be made by abbreviated name and the relevant Australian Standard symbol where available.

Signing to tourism facilities more than 1 km distant from the signing point must carry a distance indicator, rounded up to the next whole number.

Signing may not be granted where the location of a tourism business will require extensive trail blazing signing from the nearest arterial route. The exceptions may be attractions attached to historical or unique natural features, which cannot be replicated elsewhere.

The style and size of the sign will be determined by the prevailing speed of traffic and other safety/traffic management considerations, determined by the road authority according to the Australian Standard and relevant traffic engineering standards.

Signing to eligible tourist facilities (i.e attractions and/or services) is limited to two business names at any permissible intersection. This complies with Australian Standard signposting principles as referenced in the RTA document "Tourist Signposting V4.0 2012".

Only symbols complying to Australian Standard AS2342 "Development, testing and implementation of information and safety symbols" and AS 1742 Part 6 "Service and tourist signs for motorists" will be used.

Logos and trademarks are not permitted to be used on tourist signposts. Logos depicting a touring route eg The Gold Trail, may in some instances, be permitted for limited display on a sign face, following satisfactory testing for legibility and comprehension under AS 2342.

#### **SIGNING PROCESS AND MANUFACTURE**

Applications for tourist signposting must be submitted in writing to Council's Tourism Manager.

Signing requests will be considered by the Section 355 Upper Lachlan Tourist Association Committee in consultation with Council's Department's of Environment and Planning and Works and Operations where required.

Council is not bound by any timeframe for the installation of tourist signposting.



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Adopted: 21 June 2018

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The proprietor of the establishment requesting a sign will be required to pay a sum equal to Council's final cost of supply and installation. All future maintenance and replacement costs are to be met by the operator.

Damaged, destroyed or faded signs are required to be replaced at the request of the road authority, at the expense of the business proprietor.

If a business fails to continue to meet the conditions of eligibility, any signs will be removed by the road authority and no compensation will be owing.

Applicants will be advised in writing by the Tourism Manager of the progress and outcome of their signage application.

### **RELATED LEGISLATION AND COUNCIL POLICY AND PROCEDURES**

Council will assess and process applications with reference to:-

- RMS Tourist Signposting V4.0 2012;
- RMS Australian Standard Supplement – AS1742 V2.4 Parts 1-15;
- AS2342:1992(R2013) Development, testing and implementation of information and safety symbols;
- AS 1742 V2.4:2016 Manual of Uniform Traffic Devices;
- RMS Guidelines for the Signposting Associated with Accommodation Facilities;
- Local Government Act 1993 (as amended);
- Local Government (General) Regulations 2005;
- Environmental Planning and Assessment (EPA) Act 1979;
- Independent Commission against Corruption Act 1988;
- Occupational Health and Safety Act 2000;
- NSW State Records Act 1988;
- Government Information (Public Access) Act (GIPA) 2009;
- Code of Conduct for Councillors, staff and delegates of Council;
- Tablelands Regional Community Strategic Plan 2036;
- Tourism 2020 Strategic Plan;
- Southern NSW Destination Management Plan 2018-2020;
- Upper Lachlan Streetscapes Themes Guide;
- Privacy Management Plan;
- Complaints Management Policy;
- Section 355 Committee Policy;
- Bribes Gifts and Benefits Policy;
- Grievance Policy; and
- Any other relevant legislation and guidelines as applicable.

### **VARIATION TO POLICY**

Council reserves the right to vary the terms and conditions of this policy.

<b>POLICY:-</b>	
Policy Title:	Public Art Policy
File reference:	F13/618-04
Date Policy was adopted by Council initially:	26 June 2008
Resolution Number:	200/08
Other Review Dates:	16 August 2011, 21 August 2014
Resolution Number:	323/11, 260/14
Current Policy adopted by Council:	21 June 2018
Resolution Number:	XXX/18
Next Policy Review Date:	2020

<b>PROCEDURES/GUIDELINES:-</b>	
Date procedure/guideline was developed;	
Procedure/guideline reference number:	

<b>RESPONSIBILITY:-</b>	
Draft Policy Developed by:	Tourism Manager
Committee/s (if any) consulted in the development of this policy::	Upper Lachlan Tourism Association
Responsibility for implementation:	Director of Finance and Administration
Responsibility for review of Policy:	Director of Finance and Administration

## ULSC PUBLIC ART POLICY

Adopted: 21 June 2018

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### Objective

To provide guidelines for the encouragement, creation, placement and maintenance of public artworks in the Upper Lachlan Shire.

This policy is to –

- Provide a methodology, framework and procedures to assist the Upper Lachlan Shire Council to make decisions on public art projects from within the organisation, individuals, non-profit and commercial organisations and State and Federal funding bodies.
- Outline a clear application, assessment and implementation process for the completion of public art projects for the Shire.

### Scope

This policy applies to any external or internally generated applications to undertake public art works, commissions, grants and major capital works.

### Public Art Defined

For the purposes of this policy, "Public Art" is defined as work that exists within the public space; this shall include natural and built environments. For instance, a sculptural work in the local park or an entrance sign at the town fringe are both public art, just is a dimensional artwork displayed in a gallery, museum or library that is the property of the Upper Lachlan Shire Council. Public art may be permanent or temporary and it may be owned by Council or privately.

Public artwork is not signage or other works that promote a business, organisation or individual for commercial or personal gain.

Public art may be produced in three ways –

1. Professional commissioned work – this is work in a public space that a professional artist has been commissioned to design, fabricate (or oversee fabrication) and install (or oversee installation) to a client brief. That client may or may not be Council.
2. Donated work – this is work in a public space that has been gifted to the Upper Lachlan Shire and may or may not have been produced by a professional artist.
3. Community Art – this is work in a public space that has been developed through a community consultation and creative process under the guidance of a professional artist and to a client brief. That client may or may not be Council.

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V4 21.06.2018



## ULSC PUBLIC ART POLICY

Adopted: 21 June 2018

It is highly recommended that public artworks intended for display in the Upper Lachlan Shire are not commissioned before discussing the project with Council to ensure that the applicant is fully aware of the potential requirements.

### Basic Principles

The conception and installation of public art in the Upper Lachlan Shire shall be guided by the following principles:-

- Respect and consideration for cultural and natural heritage and existing landscape/streetscape.
- Respect and consideration for the past and present residents of the Shire and the natural and built environments, which provide the region with points of difference, interest and creative environs.
- Respect and consideration for local identity, sense of place and current usages of the space.
- Respect, consideration and valuing of the cultural diversity within the community and of those who visit.
- Consideration of means in which to provide equitable opportunities for participation.
- Consideration and establishment of networks, partnerships and co-ordination responsibilities.
- The concept, design and fabrication of work should utilise local artists, fabricators and cultural industry workers as and where appropriate.
- Where local skills are not available applicants should seek to use avenues in which skill sharing and development at a local level can occur.
- Respect and value for "the artist" and their right for creative licence, copyright, appropriate wages and adequate timeframes in which to complete the work.
- Projects should utilise contracts that clearly outline the rights and responsibilities of each party including, where appropriate, a shared copyright agreement regarding public art work.
- Projects should ensure that maintenance schedules, budgets and responsibilities are identified at the time of conception.
- In particular, projects that reflect the themes of local industry, local flora and fauna, heritage, indigenous, historical icons including residents, clean environment and prospectors/miners should be given support as these were identified in the community consultation process.

V4 21.06.2018

## ULSC PUBLIC ART POLICY

Adopted: 21 June 2018

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### Schedule of Conditions for the Approval of Public Art Works

Upper Lachlan Shire Council, wherever possible, encourage public art works that meet the following conditions:-

- Applicants must be able to demonstrate that they have the necessary funding, expertise and commitment to undertake the project.
- The design must integrate with existing artworks where applicable.
- Applicants must provide detailed design plans and/or drawings of the proposed public artwork. The plans must indicate the dimensions of the work, materials to be used, costing, timeframes for completion and the proposed location.
- Applicants must be prepared to enter a contract with Council that guarantees completion of the work in a manner approved by Council. (this is in addition to any documentation required for a development approval and brief)
- Where required, applicants must complete a risk assessment and all other documents as outlined in the brief and this must be approved by Council's Department of Environment and Planning.

### Approval Process

Public art can be acquired via purchase through capital, fundraising and/or donation.

The Upper Lachlan Shire Council will approve a public art project using the following process –

- Applications must be addressed to the General Manager, in writing, describing the project and demonstrating how the project meets the Schedule of Conditions.
- The General Manager will convene a meeting of staff with representation from Environment and Planning, Tourism, Economic Development and any other functions deemed appropriate to the proposed project.
- The meeting will determine if a development approval is deemed to be required, in accordance with all relevant regulations, and advise the applicant of the required documentation.
- Projects that require a development application will follow the Council's standard processes with regard to development assessment and approval and comply with all relevant regulations.
- If a development application is deemed not to be required, the General Manager can determine what level of community consultation is

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V4 21.06.2018



## ULSC PUBLIC ART POLICY

Adopted: 21 June 2018

appropriate to ensure all stakeholders are informed and have opportunity to comment.

- For all projects, staff will prepare a report for the General Manager recommending approval or rejection once the necessary assessments and consultations have been completed.

### Public Art Plan

The Upper Lachlan Shire Council is committed to a cohesive public art program that addresses the desires and concerns of shire residents. Council will therefore work with Southern Tablelands Arts (STARTS) and interested members of the public to develop a Public Art Plan (~~see Appendix A~~) for the endorsement of Council. The plan will integrate with the Upper Lachlan Shire Cultural Plan, the Upper Lachlan Streetscape Themes Guide and take into account any other streetscape, landscape or public developments planned within the Shire.

### Maintenance and Care of Public Art Works

Any public art work approved by the Upper Lachlan Shire Council will be the responsibility of Council unless stipulated otherwise during the approval process. Accordingly Upper Lachlan Shire Council will:-

- Record any artwork in a public register;
- Ensure that the work is valued and adequately insured; and
- Regularly inspect the condition of the work and carry out any maintenance required.

If the work has been damaged or deteriorated to the extent that it is dangerous or an eyesore, Council shall co-ordinate the restoration, relocation or removal of the piece, whichever is deemed most appropriate.

Artist contracts, maintenance, valuations and insurance shall be negotiated on an individual basis. Upper Lachlan Shire Council will not be responsible for maintenance unless approved by the General Manager.

Public artworks commissioned by external commercial developers will not be maintained by Council.

### Relevant Legislation and Council Policies

Council will process/assess applications with reference to:-

- Local Government Act 1993 (as amended);
- Local Government (General) Regulations 2005;
- Environmental Planning and Assessment (EPA) Act 1979;
- Independent Commission against Corruption Act 1988;
- Work Health and Safety Act 2011;
- Government Information (Public Access) Act (GIPA) 2009;

V4 21.06.2018

## ULSC PUBLIC ART POLICY

Adopted: 21 June 2018

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- Anti Discrimination Act 1977;
  - NSW State Records Act 1998;
  - Tablelands Region Community Strategic Plan 2036;
  - 2020 Upper Lachlan Tourism Strategic Plan;
  - Southern NSW Destination Management Plan 2018-2020;
  - Upper Lachlan Streetscape Themes Guide;
  - Code of Conduct for Councillors, staff and delegates of Council;
  - Complaints Management Policy;
  - Cultural Plan;
  - Public Art Plan;
  - Bribes Gifts and Benefits Policy;
  - Grievance Policy;
  - Disciplinary Policy; and
  - Any other relevant legislation and guidelines as applicable.

### Variation to Policy

Council reserves the right to vary the terms and conditions of this policy.

### Attachments

1. ~~Upper Lachlan Shire Public Art Plan~~

## Collector Oval Committee 2015 AGM

4 September 2015, 7.35pm Collector Oval Pavilion

1. Commence/open meeting 7.30pm
2. Attendance: John Hoskins, Sharon Swincer, Michael Duck, Clr John Searle, Trista Batchelor, Daniel Cram, Marcus Twible,  
Liz Granger.

Chairperson presides over following items

- b) Apologies: Gary Poille, Erin Peckham, John Reardon
  - c) Minutes of previous 20014 AGM: Tabled and accepted by the meeting.
  - d) Provision of reports - Chair, Treasurer, Secretary all accepted by the meeting.
3. All positions were declared vacant by the Returning Officer, Clr John Searle and presided over the following items:
  - a) Election of Office Bearers:

President: John Hoskins nominated by Daniel Cram, Seconded by Sharon Swincer, John Hoskins accepted the nomination, the meeting elected John Hoskins as President.

Treasurer: Sharon Swincer nominated Trista Batchelor, Seconded by Michael Duck, Trista Batchelor accepted the nomination, the meeting elected Trista Batchelor as Treasurer.

Secretary: John Hoskins nominated Andrew Chiswell (in Absentia and with permission), seconded by Trista Batchelor, John Hoskins accepted the nomination in Andrew Chiswell's behalf, the meeting elected Sharon Swincer as Secretary.
  - b) Acceptance of Nominations from user groups and community members as Listed in Attachment A.
  - c) Recommended that the Oval/pavilion hire fee remain at \$50 key Hold and \$100.00 for four hours and \$200.00 per day for non-locals and sporting groups, with local individuals and sporting groups providing suitable donation for the use of the oval/pavilion. This is to ensure local community members can easily access the public space and to reflect the lack of amenity the Pavilion/kitchen provides, in terms of health legislation and use by large groups for catering. While this a is simple fee structure the Pavilion does not have the amenities as yet to provide and subsequently charge fees for use as other district ovals/halls etc. do.
4. Returning Officer handed the chair over to the newly elected Chairperson John Hoskins who:
  - a) Thanked the Returning Officer
  - b) Thanked Sharon Swincer for her term as Secretary
  - c) Welcomed the new committee.
5. Meeting Closed 7.49 pm

**Annexure A****Elected and nominated Collector Oval Committee – 2014-15 members**

John Hoskins	Chair	Millbang Park Breadalbane Road Collector NSW 2581	0409 480 469	johnhoskins@bigpond.com
Councillor John Searl	ULSC Delegate	PO Box 4002 Dalton NSW 2581	48456339/	johnsearle@hotmail.com
Trista Batchelor	Treasurer	T	0406772275	Trista.Batchelor@ato.gov.au
Andrew Chiswell	Secretary	TBC	TBC	TBC
Zoltan Hegyi	Member	31 Goulburn St Collector NSW 2581	0412798872	zolscountryplumbing@bigpond.com
Graham Pietsch	Member	13 Bourke St Collector NSW 2581	0409912953	fpietsch.3@bigpond.com
John Reardon	Member		0418257399	1roseglen@gmail.com
Gary Poille	Member	1 Goulburn St Collector NSW 2581	48480077 0423672153	poile@ipstarmail.com.au
Michael Duck	Member/helper	34 Goulburn St Collector NSW 2581	0410199995	micmise@gmail.com
Michael Bourke	Member/helper	Goulburn St Collector NSW 2581	0414700049	

Jason Quirk	Member/helper	Short St Collector	0417484487	
James McKay	Member/helper	Bourke Street Collector NSW	0415510034	James.mcKay@canic.com
Julius Ten Dam	Member/helper	Lorn Street Collector NSW 2581	0407074592	Julius.TenDam@team.telstra.com
Matt Blacker	Member/helper		0429969812	mattblacker@live.com
Michael Leeder	Member/helper		0433623396	Leederm1@hotmail.com
Scott Borland	Member/helper		0404001439/ 0420425901	tydogteam@gmail.com

Evan Dougal			0417446832	
Julianne Dowling			0400131089	JulianneCollins1@hotmail.com
Michelle Luce			48480025	
Dee Hyams			0413584219	Dee.hyams@hotmail.com
Daniel Cram			0405645520	
Damien Jenkins			0413824630	
Sally Hoskins			0418480109	
Dave Hadlow			0417069537	thadlow@hotmail.com



Michael Bourke			0414700049	
Linda Huntley			0427101344	
Harry Granger			0423602486	
Sharon Swincer		35 Goulburn Street Collector NSW 2581	02 48480281	Sharon.swincer@outlook.com
Liz Granger	Sec. CPBC		0437700465	Elizabeth.Granger@infrastructure.gov.au
Marcus Twible	Pres. CPBC		0412484348	Marcus.Twible@communications.gov.au
Frank Ross	Pres. CHS		0403568112	frank@collectorbooks.com.au
Collector School				collector-p.school@det.nsw.edu.au

## COLLECTOR OVAL COMMITTEE AGM

15 DECEMBER, 2016

Meeting commenced 7.15 p.m.

**Present:** John Hoskins, John Searl, Michael Duck, Dan Cam, Jason Quirk.

**Apologies:** Trista Batchelor, Andrew Chiswell, Sharon Swincer, Liz Granger, Gary Poile

- Minutes from A.G.M. held on 4<sup>th</sup> September 2015 tabled.
  - Accepted and moved by John Hoskins, 2<sup>nd</sup> John Searl carried.
    - Some discussion held on previous minutes.
- Treasurer Report
  - Treasurer not present,
    - report presented by J.H. and noting a slight imbalance.
- Chair taken by John Searl who thanked the committee and declared all positions vacant.
  - Nominations for position of President called for,
    - John Hoskins nominated by Dan 2<sup>nd</sup> by Michael. Accepted.
  - Nominations for the position of Treasurer called,
    - Trista nominated in absence by John H. 2<sup>nd</sup> by Dan. No other nominations. Accepted in absence..
  - Nominations for Secretary called,

- Andrew Chiswell nominated by John H. In absence, 2<sup>nd</sup> by Dan. No other nominations. Accepted in absence by meeting.
- No Bank signature changes required. A.G.M. closed and chair returned to John Hoskins.

Meeting closed 7.18pm

**COLLECTOR OVAL COMMITTEE AGM AGENDA****26<sup>th</sup> October 2017 7.00 pm**

1. Meeting Commenced
  - a. 19.05
2. Attendance;
  - a. John Hoskins, Andrew Chiswell, Trista Batchelor, Dan Cram, John Searl, Michael Duck, Brian McCormack, Marita McCormack, Gary Poile
3. Apologies
  - a. Bob Carter
4. Reading of Previous AGM Minutes
  - a. Minutes read by JH
    - i. JS/MD Moved they be accepted. Carried
5. Treasurers Report
  - a. Balance of;
    - i. General Account, \$3741
    - ii. Grant Account, \$53.52
    - iii. Petty Cash, \$732
      1. Pub raffle still an effective fund raiser.
        - a. Thanks to TB and DC for running these.
      2. Petty Cash will be used to fund next fund raiser at the Bushranger
        - a. TB/JS Moved Treasurers Report accepted. Carried
6. Presidents Report
  - a. Noted the success of the synthetic pitch project
  - b. Noted the success of the Pumpkin Festival and its association with the oval.
    - i. Trista & Dan ran the stall and it was a great success, also
    - ii. Four raffles at Pub
      1. JH/JS Moved to accept the Presidents report. Carried
7. DECLARATION OF POSITIONS VACANT – RETURNING OFFICER
  - a. JH handed over to the Mayor Brian McCormack who declared all positions vacant
    - i. JH nominated for President DC/AC
    - ii. AC nominated for Sec JH/GP
    - iii. TB nominated for Treasurer JH/JS
8. ELECTION OF NEW OFFICE BEARERS
  - a. John Hoskins as President

- b. Andrew Chiswell as Secretary
- c. Trista Batchelor as Treasurer
- d. John Searl to remain as Council Representative
  - i. Mayor McCormack congratulated the office bearers and congratulated the community spirit as many village committees struggle to get people to fill positions and do the work.
  - ii. TB thanked JS for his contributions to the Oval Committee
    - 1. Unanimously supported



## Oval Committee Meeting 14 October 2015

Meeting Opened 7.40pm

Attendance: John Hoskins (President), Daniel Cram, Michael Duck, Clr. John Searle, Trista Batchelor ( Treasurer)

Apologies: Sharon Swincer, Liz Granger, Zol Hegyi, Dave Hadlow, Dee Hyams, Marcus Twible, Gary Poile, Julianne Dowling.

### 1. Minutes from last meeting

Moved: John Hoskins                      Second: John Searle

Action Item: Trista to follow up with CVPF Committee as to the status of the donation to the oval for the use of the oval during the 2015 PF

### 2. Treasurers Report

Bank balance @ 11/9/2015: \$751.08

COH @ 14/10/2015: \$80.00 and some loose change

Treasurer (Trista Batchelor) recommended the committee agree to close the old account and reopen reflecting the correct name.

New account will have the President, (John Hoskins) Secretary, (Andrew Chiswell) and Treasurer (Trista Batchelor) as signatories with any two of the three to sign.

Moved: Trista Batchelor                      Seconded: Michael Duck

Action Item: John Hoskins to make an appointment with Westpac and Sharon and Trista to attend. Existing account to be closed and new account to be opened, Collector Oval Committee.

### 3. Chairs Report

The inclusion of the oval and pavilion as areas for the 2015 Pumpkin Festival was a success. We need to follow up on donation from CVPF Committee for use.

Action Item: Michael Duck to talk to Gary Poile about repairing the fence between the oval and the Bushranger Reserve. Suggest the CVPF might put a fence in for better access during festival.

Finances are an ongoing issue as we can't access the account but should be resolved by action item raised during treasurers report. We are also overdue for a Council audit, we are missing a Qrtly statement which can be requested when John Trista and Sharon meet with the bank.

The ride on mower was serviced by the Council though it was not entirely satisfactory. John followed up on some remaining issues with Ted Allchin and the Council has since provided new blades and air and fuel filters.

Action Items: Daniel Cram to fit new parts to mower.

The septic was complete though there were some issues throughout the process and still needs more top soils in some areas. Barriers between the pavilion have been built to stop vehicles driving across the area. Still need barriers to be erected near the drain.

John thanked Daniel for regularly mowing the oval. More volunteers are needed and the CVPF Spring day will be a good opportunity to refresh the roster, Daniel to manage roster.

John and Daniel will work on irrigation.

Current known volunteers to mow are:

Dee Hyams

Dave Hadlow

Luke Bamford

Michael Duck, on behalf for the Hall Committee, requested to use the ride on mower to mow a couple of areas around the hall. The committee agreed in principle clarifying that the Hall Committee will need to organise their own volunteer roster (all volunteers must complete training) and supply the fuel.

Moved: Daniel Cram

Seconded: Trista Batchelor

#### 4. General Business

Bookings:

Sunday 1 Nov – Car Club afternoon tea

Sunday 8 Nov – CVPF Spring Picnic Day 11am – 3pm

Saturday 28 Nov – Baby shower 10am – 12.30

Tuesday 26 Jan 2016 – Australia Day Cricket Match

Need to review old minutes and confirm hire fees for non – locals.

Clean-up Day:

Sunday 25 October 10am

Committee members and any other volunteers to clean pavilion and whipper snip.

Michael Duck will bring flashing for cricket shed to put up.

Action Item: John to contact Ted Allchin and request Council provide soft-fill from the playground. Second option is to put the request to John Bell from ULSC.

Cubby House:

There is a cubby house in the tree in the driveway for the SES shed which is causing issues. John to talk to Andrew Croke to consider any liability.

Funding:

the committee was asked to begin to consider what types of funding activities we would run to position us to make improvements.

Map of Oval and Culvert:

Michael Duck requested to provide the original map of the oval and planned culverts (provided by Gary Poile) to the History Society. A copy to be taken and kept for the Oval Committee.

Moved: John Hoskins

Seconded: Trista Batchelor

Improvements:

Cricket Shed – Dan and John investigating pricing for either swinging or sliding gates. Estimated between \$500 and \$1000. Also explore Viola Mulwaree for possible donations.

Picnic tables – exploring requests for picnic tables near the playground and cricket shed.

Goal post – Sharon and John to look at new goal posts or building/purchasing new ones for 2016.

Annula calls for submissions for the 2016-17 Operational Plan from ULSC are in December.

The Committee received three quotes to re-do the cricket pitch which includes removal of concrete and replace with synthetic.

1. \$14225
2. \$20900
3. \$17115

Correspondence In:

John Hoskins read the ULSC response to our 2014-15 submission to the Operational Plan.

Correspondence Out:

Secretary to write to Kathleen Webster to thank her for her time on the Committee.

All members asked to keep an eye out for an old water tank.

Next Meeting: Annual General Meeting called Thursday 19 November. Secretary to advertise on Social Media, Michael Duck to place add in Lions Noticeboard.

### **Collector Oval Committee Meeting**

Thursday 14<sup>th</sup> April 2016  
Meeting opened; 19.00

#### **Attendance:**

- Andrew Chiswell, Dan Cram, Trista Batchelor, John Searle, John Hoskins

#### **Apologies:**

- Sharon Swincer, Gary Poile

#### **Previous Minutes:**

- Proposed that the previous minutes be accepted
  - TB/JS - Carried

#### **Business Arising From Minutes:**

- John H to invite Pot Black Club (PBC) to next meeting to discuss new pitch
  - Moved JH/TB - Carried

#### **Correspondence:**

- JH tabled letter from Liz Bourke re new cricket pitch arrangements
  - JS urged Committee to consult ULSC re arrangements with PBC
    - ie to clarify if a 355 Committee can enter binding agreements with other parties.
- JH tabled a letter to Anne Hegyi re history of Oval rejuvenation.

#### **Chair Report:**

- See correspondence

#### **Treasurers Report:**

- Trista B
  - Opening balance \$751.08
  - Income
    - \$50 Car Club
    - \$20 Donation
  - Closing balance \$821.08

#### **Secretary's Report:**

- Andrew Chiswell was welcomed as the new Secretary

*Collector Oval Meeting, Thursday 14<sup>th</sup> April 2016 (cont)*

**General Business:**

- Dan C volunteered as Mowing Co-ordinator
  - Organise volunteers
  - Keep mower fuelled and serviced
- Dan C reported on plans to run a stall at the Pumpkin Festival (PF)
  - to raise funds for fuel, mower servicing and depending on the success of the stall funds towards enclosing shed for mower storage.
  - there will be a need to fund set up costs from Oval funds
    - Dan C will present costings to the Chair when they have been calculated.
    - DC/TB – Carried
- John H proposed closing oval toilets to the public during the Pumpkin Festival because;
  - The system does not cope with that amount of usage
  - there are portable toilets provided throughout the PF by the PF Committee.
  - JH to notify PF Committee of the same
    - JH/DC - Carried
- Dan C proposed a Working B the weekend before the PF, Saturday 24/4/16 14:00
  - DC/JH - Carried
- JH spoke to the need for universal sport posts that cater for soccer and football and the possibility of funding through NSW Sport & Rec.
  - JH also spoke to the possibility of funding gates through NSW Sport & Rec
  - JH and AC to investigate further
- The Committee spoke about the need to inform the community about the activities of the Oval Committee.
  - TB suggested posting minutes and other information on the Currawang Face Book page
  - AC undertook to post information about the Oval on the notice board at Some Café.

**Meeting Closed, 20:00**

**Next Meeting**

- Tuesday 17<sup>th</sup> May 19:00



## **COLLECTOR OVAL COMMITTEE AGENDA**

**8<sup>th</sup> September, 2016 7.00 pm**

### 1. OPENING

- 19.15

### 2. ATTENDANCE / APOLOGIES

- Attendance
  - John Hoskins, John Searle, Michael Duck, Julius, Trista, Andrew Chiswell
  - Dan Cram joined the meeting at 20.10
- Apologies
  - John Reardon, Tina Feund, Gary Poile, Dee Hyams, Dave Hadlow, Sharon Swincer, Dan Cram, Michael Leader, Liz Granger.

### 3. MINUTES

- 

### 4. BUSINESS PREVIOUS MINUTES

- JS/JH passed

### 5. CORRESPONDANCE

- In
  - Letters of support for oval development received from;
    - Collector School
    - P&C
    - Historical Society
    - Pot Black
    - ULSC
      - D/A without consent
      - Letter of support
  - Blue Mountains Caravan Club coming 18<sup>th</sup> – 19<sup>th</sup> September
    - Trista proposed \$100 levee for BMCC
  - Cricket pitch quotes
    - Jason Quirk, \$14,000
    - G Allsports, \$23,000
- Out
  - Grant application sent to Veolia by JH

### 6. TREASURER'S REPORT

- PF
  - Letter to Pumpkin Festival as two lots of \$500 for use of the oval 2015 & 2016.
- Grants Account Balance \$50
- General Account \$2533.89

### 7. PRESIDENT'S REPORT

- In kind support for cricket pitch \$2100 from Zol's Plumbing

## 8. GENERAL BUSINESS

- Silver poplar management
  - President welcomed Julius to inform us re poplar management
    - provided overview of his committee
    - Essential Energy notified BC
    - BC applied for woody weed grant to exterminate silver poplars, hawthorn bushes etc, \$19K
      - JH/AC that 'Oval Committee approach ULSC to determine how they could assist the OC to eradicate the Silver Poplars and other noxious weeds and to develop a tree plan for Collector Oval precinct in conjunction with BRT' Passed
      - JH asked Julius for written info re BRC intentions and resources and undertook to contact ULSC re this project.
        - Julius left the meeting 20.05
- Cricket pitch
  - Trista moved 'appreciation for JH efforts in preparing and lodging application' TB/AC Passed
- Goal/soccer posts
  - Multi-purpose posts needed
  - TB suggested saving Veolia small grant program for this project
- Shed Doors
  - Oval Committee funds should go towards shed doors and
- Mower Roster
  - Gary Poile, Dean Hymas, Dave Hadlow, volunteered
    - These names to be forwarded to Dan Cram
- Rabbits
  - To Be Continued
- PBC Trista B, Sharon S and Dan will attend Gunning Fireworks to help raise money for the Collector Oval cricket pitch.
  - JH/JS Appreciation for these fund raising efforts. Passed

## 9. DATE OF NEXT MEETING

- 15<sup>th</sup> December

## 10. MEETING CLOSED

- 20.30

## **General Meeting for 15-12-2016 opened at 7.18 pm**

1. Minutes of meeting held on 8 September, 2016 tabled and read by members present.
2. Discussion on Poplar invasion and possible partial removal and tree species to replace them. John Searl suggested getting Council tree specialist for inspection, everyone agreed council should be involved in discussion for removal and management as the oval trust is managed by council. The Bushranger Trust secured a grant of \$19k for removal of poplars.
3. Shed doors Dan has material, work to start soon.
4. Multi- purpose goal posts for winter, to be discussed at next meeting.

### **5. Correspondence:**

Letter from Veolia Mulwaree Trust approved the Oval application for a Synthetic Grass Cricket Pitch. Grant funding of \$9000 (including GST ) towards the project. Stamped ULSC 27<sup>TH</sup> Oct 2016. John Hoskins and Marcus Twible attended the grant presentation on behalf of the oval committee.

Collector Pot Black Club  
and run the cricket day.

1. Australia Day Cricket. The club will organise

2. CPBC requests the use of the storage box to store cricket gear located in back of pavilion. Permission granted and box to be relocated in small shed when doors are installed.

CVPF letter asking permission to use the oval in a similar fashion as last year. GRANTED. Discussions with Oval committee prior to event. As Dan to run a BBQ at the festival, a request for stand 94 to conduct the BBQ for better exposure, or similar. Letter of request to be sent.

### **6. TREASURERS REPORT:**

Advertising polystyrene Chq for \$9000 held by Trista to be used by PBC for promotion. \$5000 chq from PBC deposited grants a/c.

As of 4-12-16 Grants Acc \$5001.36

General Acc \$2533.89

Statements up to 26-8-16 + and – interest and fees.

Petty cash \$237

## **7. General Business:**

\$5000 from PBC as co funding for pitch.

Motion moved Dan 2<sup>nd</sup> John that funds that are available be paid to Jason as part of his acc. Outstanding = \$2250. Total acc \$14000.

## **8. Presidents Report:**

Concrete cricket pitch has been laid and looking good, the synthetic grass should go on by New Year and be ready for Australia Day matches at Collector. John thanked everyone for their help and in-kind work. Zols Plumbing and Peter Granger's tip truck used for removal of old pitch, appreciation was expressed for their work. Jason to complete before New Year of synthetic grass.

Official opening of new Oval Pitch will be on Australia Day with invitations to Veolia Mulwarree and ULSC

Veolia may have a plaque to be erected.

CPBC enclosed a list of events , Ladies match 10—12 pm.

Mixed juniors 12—1pm

Mens match 1 ---4.30 pm

CPBC's involvement includes food, entertainment, raffles and all the organising.

**Working Bee on Sunday 22 / 1 / 2017 10 am for final preparation.**

**Next Meeting:** Thursday 16<sup>th</sup> March 2017 at 7pm at Oval Pavilion.

John expressed thanks to all.

Meeting closed 8 pm.

**COC Minutes  
23 March 2017**

Meeting Opened 19.17

**Attendance**

Trista Batchelor, Michael Duck, John Searl, John Hoskins, Andrew Chiswell

**Previous Minutes**

- Previous minutes were read
  - Moved that minutes be accepted as an accurate record of previous meeting. JS/JH

**Business Arising from Minutes**

- CPFC request for oval precinct to be used for the Pumpkin Festival to be considered favourably and negotiated between JH and Gary Poile.

**Presidents Report**

- Oval opening just prior to cricket on Australia Day was a great success
  - PBC happy with days fund raising and will make a contribution to the Jane McGrath Foundation
- JH continuing the Veolia Grant acquittal

**Treasurer Report**

- All payments have been made. No outstanding payments due.
  - \$91
- TB still needs to register as signatory on COC accounts. Noted that it is difficult to co-ordinate change over because of branch locations.
- JH paid for trophy with petty cash
  - \$50
- Assets
  - General Acc Bal
    - \$2533.89
  - Funding Account
    - \$1.36
  - Petty Cash
    - \$437
  - Raffle raised \$200
- Trista to continue with Pub Raffles
- COC Audit
  - Trista to continue to try to reconcile 2015 & 2016 records but noted trouble because of missing records.
  - Also bank using \$50 of bank money to open an account and then withdrawing the same with no explanation next to the transaction has caused a balancing problem.

**Correspondence In**

- Bushranger Trust
  - Co-ordination between BRT, ULSC & COC has not occurred. BT wil go ahead with their original project.
  - JH suggested that we consult with the broader community re removal/replacement of poplars.
    - noted that poplars are not a noxious weed but simply a woody weed and as such are undesirable and it is not compulsory to exterminate them.



- JS noted ULSC intention to improve the street scape of all villages in the shire and that this may be part of future programs.
- Break In Attempt
  - email detailing break in attempt at the pavilion was received from Collector Police and was forwarded to ULSC

### **Correspondence Out**

- Break In Attempt
  - Collector Police Report forwarded to ULSC

### **General Business**

- Rabbits
  - damage is increasing and threatening viability of the playing surface
    - JH will contact LLS to see if they can help to control the rabbits
- Goal Posts
  - JH envisaged cost to be approx \$2-4K and contacted CPFC re funding but response is likely to be delayed because of up coming festival.
  - MD suggested NSW Sport & Rec or Veolia as possible funding sources.
  - JS suggested wind farm funds might be available for such a project.
  - JH & AC will contact CPFC re funding for the goal post from this years festival.
- Fencing
  - Security concerns remain around the oval and its facilities after recent behaviour in the precinct
  - AC to follow up with ULSC re fencing at the front of the precinct
    - Contact General Manager John Bell
- Oval Naming
  - AC proposed COC look at naming the oval after notable historic figure eg Miles Franklin
  - JH proposed canvassing the community
- Community Canvassing
  - AC to look in to engaging the community on a number of issues and to report back to the next meeting
  - JS suggested notifying the ULSC (John Bell, Tina Dodson/Phil Newham/Linus Nesbit).
- Tree Planting Program
  - COC will take this on notice
    - open to plans from members and community
- Lighting around oval buildings and flood lights for after dark training
  - noted that public use should be restricted to daylight hours until adequate lighting could be organised for use of oval buildings and floodlights for after hours training.
    - noted that there had been some enquiries re training at night.

Meeting Closed – 20.45

Next Meeting – 25<sup>th</sup> May, 7pm

**Meeting with ULSC Council members**

Ric Opie – 0418 821 972 – [wallaroypastoralco@gmail.com](mailto:wallaroypastoralco@gmail.com)

Pam Kensit – 0400 360 331 – [pkensit.ulsc@hotmail.com](mailto:pkensit.ulsc@hotmail.com)

John Stafford – 0419 014 540 – [John\\_thesanctuary@bigpond.com](mailto:John_thesanctuary@bigpond.com)

Ron Cummins – 4832 0645 – 0427 368 305 – [roncummins@optusnet.com.au](mailto:roncummins@optusnet.com.au)

Gary

Helen Stevens

Andrew Chiswell

- Business Support
  - **Is there a ULSC business support service**
    - Café has not received any support during their establishment stage
      - eg advertising
      - waste removal
      - single contact point for contacting Council
  - New business in town has had a very positive effect on other enterprises and we'd like to see that grow
    - local employment
      - electrical
      - plumbing
      - cooking
      - other services
    - Real Estate
    - Bringing outside money in from Canberra and Goulburn
    - Collector is the southern Gateway to ULSC and currently looks run down at best.
  - We would like to see ULSC facilitate more in the village
    - old tree removal
    - new tree installation
    - co-ordinated signage
      - take a drive around town and note sign replication, spare poles, no business signs.
    - realistic and comprehensive mowing programs
    - removal of blackberries from around the village
      - particularly where they obscure vision at the northern entrance.
- **Waste management**
  - concerned that recycling may be being picked up and treated as rubbish
- **Local tip**
  - concerned again that recycling not being recycled
  - developments have been appreciated however bins are too high
    - they should be below the depositor
    - separated by a low fence
    - there should be large distinct portable bins for
      - comingled recycling
      - rubbish

Luke Maloney

Phil Newham

**Collector Oval Committee Meeting Minutes**14<sup>th</sup> September 2017**Meeting Open: 19.08 pm****Attendance**

John Hoskins, John Searl, Gary Poile, Michael Duck, Trista Batchelor, Dan , Graham Pietsch

**1. Previous Minutes**

- a. Read by JH
  - i. JH/TB

**2. Business Arising from Minutes**

- i. Security & Safety of Oval
  - 1. AC reported that he had contacted ULSC
    - a. ULSC had agreed to conduct a safety and security audit of the oval precinct
      - i. Mursaleen had nominated John Levian as ULSC agent to perform the audit.
  - 2. JS suggested inviting Mursaleen Shah to a COC meeting or to visit Collector to meet locals and build a relationship with the ULSC.
    - a. AC to follow up
- ii. Goal Post
  - 1. JH, next year
- iii. Shed Doors
  - 1. Dan, Trevor Darmody to build and we are likely to have enough funds

**3. Presidents Report**

- a. JH Suggested promoting membership drive amongst new people in town
- b. Streetscape meeting
  - i. JH made a plea for improved communication and consultation around community issues.

**4. Treasurers Report**

- a. Pumpkin Festival Stall
  - i. TB reported a terrific day at the stall
  - ii. \$700 float + petty cash
    - 1. banking \$1905
      - a. The stall made \$1200 on the day
      - b. JH/AC Congratulations and appreciation for a wonderful effort at the PF
  - iii. Raffle
    - 1. on going and another one tomorrow night
  - iv. Fuel receipts
    - 1. to be reconciled for next meeting

**5. Correspondence**

- a. In
  - i. From ULSC
    - 1. JS to continue as ULSC rep at COC
      - a. welcomed by COC
    - 2. Code of practice for 355 committee
  - ii. Contact with ULSC re lighting, safety and security at the oval
    - 1. re corro with Mursaleen
      - a. He advised John Levian would attend to complete safety audit
- b. Out

i. Jenny Curtis

1. Village street scape study

- a. JH included COC plan and progress on same.
- b. JH commented on concrete path as no consultation and likely inappropriate for Collector.
  - i. no reply to date
- c. GP talked to fund raising via ULSC through Pedestrian Access Mobility Plan (PAMP).
  1. ULSC applied on Collectors behalf for funding of footpaths, fencing, picnic shelters,
  2. TB/GP that COC be proactive and contact Mursaleen and Jenny Curtis to ask for consultation for planning and installation of community facilities in Collector.
    - a. AC to action
  3. JH requested GP plan as submitted. GP will email to COC.

**6. General Business**

- a. GP/JH That COC ask CCA to engage all community groups to reinvigorate the CCA.
  - i. AC to action
- b. MD spoke to the CCA
  - i. suggested that CCA meetings be run in line with COC meetings
  - ii. MD talked about the difficulties of maintaining interest in the CCA
  - iii. JH reiterated the need for 'new blood' in Collector committees.
- c. Dan
  - i. raised the poisoning at the oval as excessive
    1. JH to action
  - ii. will mow this week
  - iii. reported that the new secure doors on track and that funds were available for the same.
- d. Membership Drive
  - i. TB will advertise committee groups on Facebook page
  - ii. GP noted that the Markets Day has been a good forum for getting to know new Collector residents and that there was a good opportunity to raise participation in community groups at the Markets.
- e. JS suggested inviting the Mayor
  - i. AC to action

**7. Next Meeting 26<sup>th</sup> October AGM**

**8. Meeting Close**

- a. 20.08

Collector Oval Committee

General Meeting – 26 October 2017

Opening – 19.25

1. General Business

- a. MD raised the issue of Stortz fittings on ULSC land for Rural Fire Service use.
  - i. Mayor McCormack and JS supported MD proposal and suggested raising the issue with Mursaleen Shah.
- b. AC noted that Mursaleen Shah is to visit Collector 2<sup>nd</sup> Nov 2pm @ Some Café.
- c. GP asked for contributions to PF planning
  - i. Dan noted that PF did not receive a donation from the Pumpkin Festival last year for the use of the oval.
    - 1. GP asked that the COC ask for a donation
      - a. Also noted that there were 4 shelters that had been applied for that would benefit the oval.
    - ii. GP proposed again that the Pavilion be up graded to make it better for meetings
      - 1. GP suggested that there should be funding available but did not nominate a source.
      - 2. DC noted that the present purpose of the Pavilion should not be compromised and that current community general use be preserved.
      - 3. JH foreshadowed that a more detailed plan should be considered at the next meeting.
      - 4. Mayor McCormack noted Community Benefit from Wind Farms would look very favourably on funding such a project and urged COC to apply for this funding.
- d. JH raised the issue of rabbits around the oval and noted that the safety of the oval was at risk if there was no intervention.



- i. LLS were nominated as the most appropriate body to ask for help.
    - ii. Mayor McCormack suggested that Mursaleen Shah should be introduced to the problem when he visits Collector.
  - e. Mayor McCormack raised the issue of large pine trees around the oval and
    - i. JH appealed for a co-ordinated approach to the replacement of the poplars and noted the grant used to remove the old pines from the northern side of the oval precinct.
      - 1. GP noted that the SES could support any plan to remove trees and use the removal as chainsaw practice.
      - ii. Mayor McCormack suggested showing Mursaleen the oval and discussing its problems with him.
      - iii. GP also noted the problem of the large and dead trees on the southern approach to Collector.
  - f. DC Shed Door quote of \$2500 from Trevor
    - i. JH asked for a written quote
    - ii. JH asked for a second quote and foreshadowed further discussion next meeting
- 2. Corro In
  - a. Trudi Klem re Audit on COC which had not been done since 13-14 and asked that records be provided
  - b. John Bell re 355 Committee Policy and Practice.
- 3. Corro Out
  - a. JH Landmark were thanked for their donation of 2 bags of Superphosphate.
  - b. JH Elders were thanked for their donation of 2 bags of Superphosphate.
- 4. Next Meeting
  - a. 30<sup>th</sup> Nov 2017

- b. JH thanked Mayor McCormack and his wife Marita for attending and contributing so well to the meeting.

5. Meeting Closed

- a. 20.00

Send AGM minutes to ULSC

**Collector Oval Committee Meeting 1<sup>st</sup> March 2018****Attendance** - John Hoskins, Andrew Chiswell, Gary Poile, John Searl, Michael & Catherine Stevens.**Apologies:** Trista, Dan, John Reardon, Michael Duck, Dan Cram**Venue:** SES Shed**Time:** Open - 7.00 pm - Closed 8pm**Order of Business**

1. Review of previous minutes
  - a. Moved JS/JH: Minutes be accepted. Carried
2. Business from minutes
  - i. JS reported - No Council issue as far as scouts using Pavilion for meetings
  - ii. JH noted that roller door is supply only.
3. Presidents Report
  - a. Great Australia Day Cricket day
    - i. Women want a trophy for next years women's cricket match.
  - b. Moved AC/GP: That Dan be commended for the state of the oval.
  - c. GP reported that CVPF will commit to a standard donation of \$500 every year.
  - d. Moved JH/JS: Terry Lovelock to be commended for work done on oval precinct.
4. Treasurers Report
  - a. Treasurer absent but has sent report to JH.
    - i. Main Acc      \$4252.52 31/1/18
    - ii.      Grants Acc      \$53.52
    - iii.      Petty Cash      \$100
    - iv.      To Be banked
      1. \$200 from pot black
      2. \$157 cash
5. Correspondence
  - a. In
    - i. ULSC – seeking information about COC audit
      1. JH & TB have responded to further questions from ULSC
        - a. awaiting further response from ULSC
    - ii. CVPF – thanking COC for continued support through provision of oval. Also asking for formal request for further use of the oval precinct for the Pumpkin Festival in 2018.
  - b. Out
    - i. Email thanking PBC for opportunity to raise funds by catering for black tie event and for their donation of \$200 towards the costs. AC
    - ii. Email thanking CVPF for their donation of \$500 for use of oval grounds for 2017 Pumpkin Festival. AC
6. General Business
  - a. Proposed AC/JH That COC consent to the further use of the oval precinct by the Collector Pumpkin Festival for 2018 festival.
  - b. Collector Scout Group
    - i. Michael & Catherine presented an overview of the scouting movement.
      1. JS/AC to follow up on lighting around Pavilion bldgs.
      2. Noted that insurance is covered by the scout movement.
        - a. details to be forwarded to COC
      3. Michael and Catherine currently have 6 members
      4. Noted that no storage area is needed at the moment for scouts to use pavilion.
      5. GP/JH Moved that the Collector scouts be allowed use of the Pavilion for twelve months with fee to be determined.

7. Oval Hire bookings
  - a. Personal Trainer used Pavilion and was charged \$10 for the hire.

**Collector Oval Committee Meeting**  
**19<sup>th</sup> April 2018**

**Attendance:** Andrew Chiswell, John Hoskins, Trista Batchelor, Dan Cram

**Apologies:** John Searl

**Venue:** Bushranger Pub

**Time:** 7.00 pm

**Order of Business**

1. Review of previous minutes
  - a. Moved JH/AC: Minutes be accepted. Carried
2. Business from minutes
  - a. See General Business
3. Presidents Report
  - a. No report this meeting
4. Treasurers Report
  - a. All treasurer documentation including deposit and cheque books are still with ULSC.
    - i. Treasurer to follow up with Trudi Clem of ULSC
  - b. Grants \$53.52
  - c. General Acc \$4252.52
  - d. To be banked
    - i. \$200 from Pot Black Club
      1. for black tie 2017
    - ii. \$150 cheque from Pot Black Club
      1. Australia Day 2018-04-19
    - iii. \$231 Cash to bank
    - iv. \$100 Petty cash
      1. no reconcile for fuel from 31/1/2018
  - e. Trista and Sharon Switzer have completed signatory paperwork to transfer Treasurer signature form Sharon to Trista
5. Correspondence
  - a. Nil
6. General Business
  - a. Irrigator
    - i. to be repaired by Dan and John
    - ii. put away for the pumpkin festival
  - b. Roller Doors
    - i. Moved TB/JH that COC go ahead with the roller doors for the BBQ shed subject to costing and installation. Date for installation to be set at May 2018 meeting.  
Carried
  - c. Pumpkin Festival Preparation
    - i. Mowing - Dan
    - ii. Whipper snip - Dan
    - iii. High pressure hose clean of BBQ shed - John H



- iv. Stall
  - 1. Preparation by Dan and Trista
    - a. Noted that financing pre purchases is made difficult by
      - i. no cheque and deposit books
- v. Grants
  - 1. Outdoor Gym
    - a. ULSC spokesperson Linus Nesbit stated that plans are for the concept and details to be determined post funding approval.
  - 2. Picnic benches
    - a. ULSC spokesperson Linus Nesbit stated funding was approved and that installation details need to be determined.
  - 3. Moved JH/TB: That COC upgrade the Oval Precinct Plan at the May meeting to include picnic tables, access, footpath and outdoor gym.  
Carried
- d. Occupational Health and Safety Audit
  - i. Moved AC/TB That the Sec follow up with ULSC CHS audit. Carried
- e. Scouts
  - i. Noted: No further communication from scout group despite two attempts.  
Waiting to hear what issues, if any, are.

7. Next Meeting:

- a. 24<sup>th</sup> May 2018. 7pm at Bushranger

8. Meeting Close: 20:41



## **17       NOTICES OF MOTION**

There were no items submitted for this section at the time the Agenda was compiled.



## **18        QUESTIONS WITH NOTICE**

There were no items submitted for this section at the time the Agenda was compiled.





# **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 Item 19.1 in confidential session for the reasons indicated:

Item 19.1 Health Care Centre Crookwell - Lease Renewal

*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.*



## **19        CONFIDENTIAL SESSION**

The following item is submitted for consideration -

19.1        Health Care Centre Crookwell - Lease Renewal